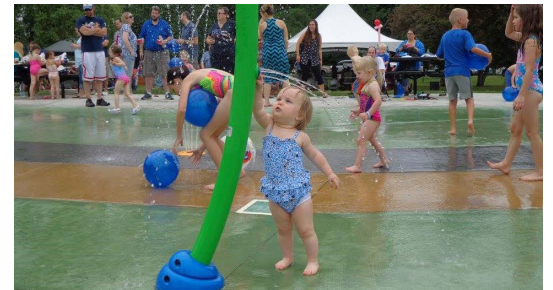
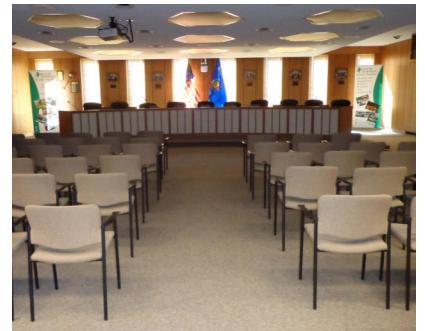




CITY OF JANESVILLE

Wisconsin's Park Place:
*Discover the community of choice
to realize life's opportunities*



2016 Annual Budget



TABLE OF CONTENTS
2016 BUDGET

	PAGE
City Manager’s Message.....	1 – 9
General Fund Proposed Budget Summary.....	10
Unrestricted General Fund Balance	11
Estimated Fund and Reserve Balances	12
General Fund Balance Table.....	13
Revenue Summary	14 – 15
Expenditure Summary	16– 18
Capital Outlay Summary.....	19 – 22
Staffing Table.....	23 – 27
Authorized Organizational Chart.....	28
Full-Time Equivalents	29 – 30
 <u>General Government</u>	
City Council	31
City Manager	32 – 34
City Assessor	35 – 36
City Attorney	37 – 38
Clerk-Treasurer / Elections.....	39 – 41
Economic Development.....	42 – 43
Finance.....	44 – 45
Human Resources	46 – 48

General Government (continued)

Information Technology	49 – 50
Other General Fund.....	51 – 52

Public Safety

Police Department.....	53 – 56
Fire Department	57 – 61

Public Works

Engineering.....	62 – 63
Operations:	
Snow Removal.....	64 – 66
Street Maintenance.....	67 – 69
Weed Control.....	70 – 71
Parks	72 – 74
Golf Courses	115 – 117
Oakhill Cemetery.....	118 – 120
Stormwater Utility	99 – 102
Planning Services / Building and Development Services.....	75 – 78
Sanitation Fund:	
Industrial Waste Disposal	140 – 142
Sanitation	143 – 148
Technical Services:	
Parking Facilities	79 – 80
Public Buildings.....	81 – 83
Traffic Management.....	84 – 85
Vehicle Operation and Maintenance (VOM).....	151 – 155
Wastewater Utility	103 – 109
Water Utility	110 – 114

Neighborhood and Community Services

Property Maintenance 86 – 87

Recreation:

Recreation, Aquatics, Ice Arena, and Senior Center 88 – 92

Rent Assistance 128 – 131

State and Federal Grants 132 – 138

Transit 93 – 98

Other Funds & Activities

Enterprise Funds:

Transit 93 – 98

Utilities:

Stormwater Utility 99 – 102

Wastewater Utility 103 – 108

Water Utility 109 – 114

Special Revenue Funds:

Golf Courses 115 – 117

Oakhill Cemetery 118 – 120

Hedberg Public Library 121 – 124

JATV Cable Public Access 125 – 127

Neighborhood Services:

Rent Assistance 128 – 131

State and Federal Grants 132 – 138

Wheel Tax / Enhanced Streets Program 139

Sanitation Fund:

Industrial Waste Disposal 140 – 142

Sanitation 143 – 148

Other Funds & Activities (continued)

Internal Service Funds:

Insurance Fund.....	149 – 150
Vehicle Operation and Maintenance (VOM).....	151 – 155

Other Activities:

Major Capital Projects	156 – 165
Statement of Legal Debt Margin.....	166
Schedule of General Obligation Debt Service and Outstanding Indebtedness	167 – 171



Council President Marklein and City Council Members:

City Administration and staff have worked diligently these past five months to deliver the adopted 2016 City and Library budgets. When we began the process in early August, we faced a shortfall of nearly \$400,000. Today, I'm pleased to offer to you not only a balanced budget, but one that reduces the City's draw on the General Fund balance in the amount of \$71,339. I cannot reiterate enough how proud I am of the staff's team approach and efforts this year to develop our budget submission for you.

The adopted 2016 City and Library budgets meet most of the budget parameters established as guidance for developing a budget proposal:

Must-Have

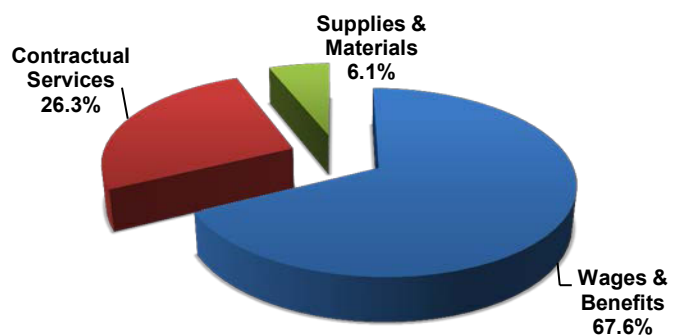
- ✓ Increase the operating property tax levy to maximum allowable amount. Distribute the appropriate proportion of that increase to the Hedberg Public Library
- ✓ Maintain or reduce the amount of applied General Fund balance utilized
- ✓ Provide a 1% cost of living adjustment (COLA) to administrative employees, including formerly-unionized Department of Public Works employees
- ✓ Provide negotiated pay increases to Police, Fire, and Transit union employees
- ✓ Maintain the City's investment in infrastructure

Nice-to-Have

- ✗ Maintain current service levels
- ✓ Continue the merit pay program for administrative employees
- ✗ Create a part-time Emergency Management (EM) Program Manager position beginning in January 2016
- ✓ Fund the Janesville Area Convention and Visitors Bureau (JACVB) at 52% or more of room tax revenue, as the City did in 2015
- ✓ Fund the Rock County Historical Society (RCHS) with \$45,000, as the City did in 2015
- ✓ Fund the Janesville Innovation Center (JIC) with \$20,000 as the final, agreed upon installment to create operational reserves in the event of long-term vacancies

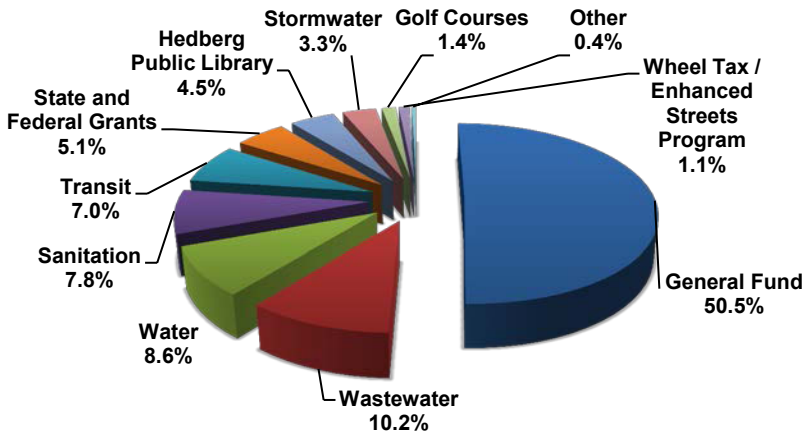
Overview

The adopted 2016 City and Library operating budgets for all funds totals \$66,298,007, which represents an increase of \$2,524,266, or 4.0%, compared to the adopted 2015 operating budget. As shown in the pie chart to the right, Wages & Benefits represent the largest portion of operating budget



expenditures at 67.6%; followed by Contractual Services at 26.3%; and Supplies & Materials at 6.1%.

Meanwhile, the adopted 2016 City and Library capital and debt service budgets for all funds totals \$23,220,805, which represents an increase of \$240,060, or 1.0%, compared to the adopted 2015 capital and debt service budget. This increase is primarily due to an increase in the debt service payment attributed to capital projects funded in the 2015 Note Issue.



The adopted 2016 City and Library budgets are comprised of a number of funds as represented in the pie chart to the left. The largest of these funds in terms of expenditures is the General Fund at 50.5% of the overall operating budget, followed by the Wastewater Utility (10.2%), Water Utility (8.6%), the Sanitation Fund (7.8%), and Transit (7.0%).

Most of these funds will be discussed in further detail.

The table below depicts the financial impact of the adopted 2016 City and Library budgets for the average Janesville household:

<u>Funding Source</u>	<u>2015</u>	<u>2016</u>	<u>Change</u>	<u>% Change</u>
Property Taxes¹				
Operating	\$665.25	\$671.98	\$6.73	1.0%
Debt Service	206.70	224.04	17.35	8.4%
Hedberg Public Library	99.11	99.56	0.45	0.5%
Wheel Tax²	20.00	40.00	20.00	100.0%
Combined City Services Bill				
Water ³	210.24	227.08	16.84	8.0%
Wastewater	337.20	337.20	-	0.0%
Stormwater ⁴	39.52	60.64	21.12	53.4%
<u>Solid Waste Management Fee</u>	<u>120.00</u>	<u>124.66</u>	<u>4.66</u>	<u>3.9%</u>
Total Increase	\$1,698.01	\$1,785.16	\$87.15	5.1%

Assumptions

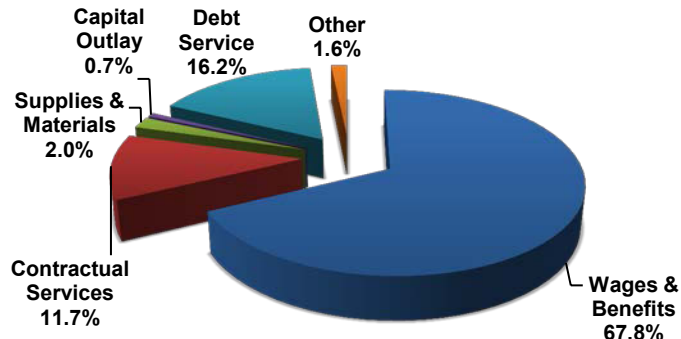
- | | | |
|---|-----------------|-----------------|
| 1. Equalized Assessed Value | \$3,913,366,250 | \$3,947,954,060 |
| Avg. Assessed Home Value | \$120,100 | \$121,000 |
| *Excludes TIF | | |
| 2. Avg. number of cars per household | 2 | 2 |
| 3. Avg. residential customer with a 5/8" meter and consumes 2,500 cubic feet per quarter. | | |
| 4. Avg. residential property with 3,200 sqft. of impervious surface area (ERU) | | |

General Fund

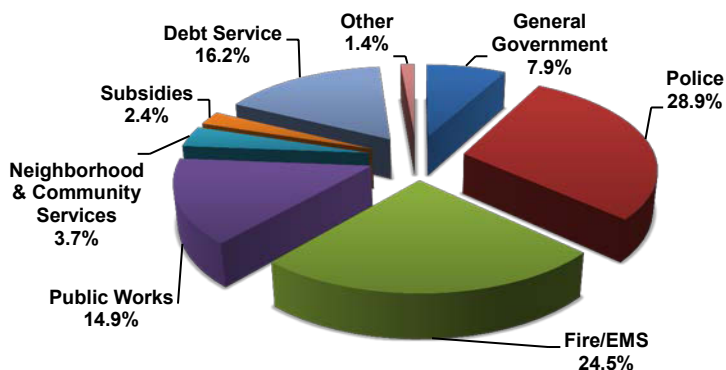
The adopted 2016 General Fund budget anticipates expenditures totaling \$45,192,750, which represents an increase of \$897,425, or 2.0%, compared to the adopted 2015 General Fund budget. The adopted 2016 General Fund operating budget totals \$37,882,684, which is an

increase of \$322,398, or 0.9%, from the adopted 2015 General Fund operating budget. Meanwhile, the adopted 2016 General Fund debt service budget totals \$7,310,066, which represents an increase of \$575,027, or 8.5%, compared to the adopted 2015 General Fund debt service budget. This increase is primarily due to an increase in the debt service payment attributed to capital projects funded in the 2015 Note Issue.

The following pie charts break down the adopted 2016 General Fund budget by category 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 67.8% of the adopted 2016 General Fund budget, followed by Debt Service (16.2%) and Contractual Services (11.7%).



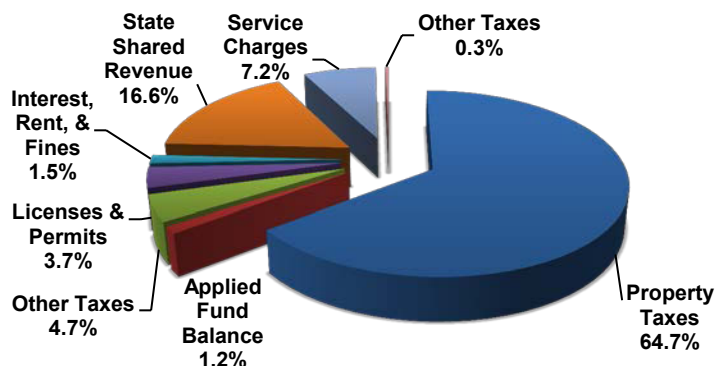
Within the adopted 2016 General Fund operating budget, which excludes debt service, personnel costs represent 80.9 % of total expenditures.



The pie chart to the left illustrates the variety of programs funded through the General Fund. Public Safety services (Police and Fire) represent the majority of expenditures at 53.4%, followed by Debt Service (16.2%) and Public Works (14.9%). If debt service is excluded, Public Safety represents 63.8% of the adopted 2016 General Fund budget.

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 64.7%, followed by State Shared Revenue (16.6%) and Service Charges (7.2%).



The adopted 2016 General Fund property tax levy totals \$29,235,333, which represents an increase of \$823,638, or 2.9%, compared to the adopted 2015 amount. However, the adopted 2016 General Fund budget decreases the amount of applied fund balance utilized to \$564,250, which represents a decrease of \$71,399, or 11.2%, from the adopted 2015 budget.

Non-property tax revenues total \$15,393,167, an increase of \$145,186, or .95%, from the adopted 2015 budget. Non-property tax revenue growth is attributed to both increased utilization of user fee-based services and user fee increases for select services. The 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 table summarizes the user fee increases included in the adopted 2016 General Fund budget:

	<u>Current</u>	<u>Approved</u>
Community Development Fees		
Commercial		
Site Plan/Additions Review	\$150	\$250
Sign Permit	\$25	\$60
Erosion Plan Review < 1 Acre	-	\$85
Foundation-Only Permit	\$85	\$115
Plumbing Permit (Alterations/Additions)	-	6+ fixtures
Residential		
Foundation-Only Permit	\$90	\$115
Roof Replacement	-	-
Zoning Verification/Compliance Letter	-	\$45

The following table summarizes major revenue changes in the adopted 2016 General Fund budget:

Property Tax Levy	\$ 823,683
JFD Ambulance Transport Fees	431,803
Community Development Permit Fees	245,847
Cable TV License Fees	50,000
Interest Income	10,000
Donations	(9,800)
State Shared Revenue	(22,339)
Bartender License Fees	(38,400)
Penalties	(42,000)
Seneca Foods Gas Sales	(69,000)
Applied Fund Balance	(71,399)
Shift of Wheel Tax Revenue to the Wheel Tax /	
Enhanced Streets Program Fund	(428,000)
<u>Other</u>	<u>17,030</u>
Total Revenue Changes	\$ 897,425

Program/Expenditure Changes

The adopted 2016 General Fund budget includes a number of significant program and expenditure changes that are categorized in the following table:

Debt Service	\$ 575,027
Police / Fire Step Increases	242,000
Wages and Wage-Driven Fringe Benefits	238,944
Health Insurance	157,950
JFD Inter-City Ambulance Transports	86,803
Contractual Services	80,719
Insurance	39,046
Parks Supplies	37,315
Vehicle Operations and Maintenance	20,382
Salt	9,570
Superfund Annual Operating Costs	(40,425)
Utility Costs	(45,127)
Computer Hardware and Software	(65,979)
Decrease in WRS Rates	(71,452)
Shift of Street Maintenance Expenditures to the Wheel Tax / Enhanced Streets Program Fund	(428,000)
<u>Other</u>	<u>60,652</u>
Total Program/Expenditure Changes	\$ 897,425

Water & Wastewater Utilities

The adopted 2016 Water & Wastewater operating budget is \$8,446,168, an increase of \$177,667, or 2.1%, from the adopted 2015 budget.

Revenue Changes

The adopted 2016 Water Utility budget includes a 3% inflationary rate increase effective January 1, 2016 that is necessary to maintain the financial health of the fund. Additionally, the Water Utility is submitting a rate case study with the Public Service Commission (PSC) with an effective date of July 1, 2016. Although the results of the Public Service Commission (PSC) rate case study are unknown at this time, the adopted 2016 Water Utility budget estimates an additional 5% rate increase effective July 1, 2016. This additional increase is necessary to fund the Water Utility work related to the enhanced street rehabilitation program and compensate for declining consumption trends. The financial impact of the Water Utility rate increase on the average residential customer will be \$4.21 per quarter on their Combined City Services bill.

Program/Expenditure Changes

The adopted 2016 Water & Wastewater operating budget includes a number of significant program and expenditure changes that are categorized in the following table:

Water	
Wages and Wage-Driven Fringe Benefits	\$ 75,785
Computer Hardware and Software	30,663
Other	(7,973)
Wastewater	
Centrifuge Refurbishments	52,500
Wages and Wage-Driven Fringe Benefits	30,849
Computer Hardware and Software	21,664
Lift Station Improvements	(23,425)
Other	<u>(2,396)</u>
Total Program/Expenditure Changes	\$ 177,667

Sanitation Fund

The Sanitation Fund consists of Solid Waste Collection, Solid Waste Disposal, and Recycling. The adopted 2016 Sanitation Fund budget totals \$6,973,247, which is an increase of \$294,271, or 4.4%, from the adopted 2015 budget.

Revenue Changes

The Sanitary Landfill anticipates an increase of 43,770 tons in solid waste disposed next year, which will generate an additional \$758,500, or 21.6%, in revenue in 2016. The increase in Sanitary Landfill tonnage and revenue is primarily due to new waste disposal contracts with private haulers as well as the City of Beloit in 2016.

Additionally, the adopted 2016 Sanitation Fund budget includes a \$4.66, or 3.9%, increase in the per household solid waste management fee from \$120.00 to \$124.66 per year. The financial impact of the solid waste management fee increase on the average residential customer will be \$1.17 per quarter on their Combined City Services bill.

The following table summarizes major revenue changes in the adopted 2016 Sanitation Fund budget:

Sanitary Landfill	\$ 758,500
Solid Waste Management Fee	156,116
Demolition Landfill	(15,000)
<u>Recycling Program</u>	<u>(109,000)</u>
Total Revenue Changes	\$ 790,616

Program/Expenditure Changes

The adopted 2016 Sanitation Fund budget includes a number of significant program and expenditure changes that are categorized in the following table:

DNR Tonnage Fees Due to More Utilization	\$ 482,715
Wages and Wage-Driven Fringe Benefits	63,990
Composting Facility Yard Waste Management	29,000
Landfill Capital Purchases	22,000
Computer Hardware and Software	18,452
Landfill Debt Service	(322,510)
<u>Other</u>	<u>624</u>
Total Program/Expenditure Changes	\$ 294,271

Stormwater Utility

The adopted 2016 Stormwater Utility operating budget is \$2,589,007, an increase of \$1,006,851, or 63.6%, from the adopted 2015 budget.

Revenue Changes

The annual stormwater rate is based on an Equivalent Runoff Unit (ERU). Each ERU is equal to 3,200 square feet of impervious surface area (rooftops, patios, driveways, parking lots, loading docks, etc.). The Stormwater Utility proposes a \$21.12, or 53%, increase per ERU for a total cost of \$60.64 per ERU in 2016 to reflect the implementation of the enhanced street rehabilitation program. The financial impact of the stormwater rate increase on the average residential customer will be \$5.28 per quarter on their Combined City Services bill.

Program/Expenditure Changes

The adopted 2016 Stormwater Utility budget includes a number of significant program and expenditure changes that are categorized as follows:

Enhanced Street Rehabilitation Program	\$ 821,500
Catch Basin Repairs	125,000
Wages and Wage-Driven Fringe Benefits	24,750
Vehicle Operations and Maintenance	21,200
Computer Hardware and Software	14,449
<u>Other</u>	<u>(48)</u>
Total Program/Expenditure Changes	\$ 1,006,851

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.

Revenue Changes

The adopted 2016 State and Federal Grants budget is \$4,565,564, a decrease by \$411,374, or 8.3%, from the adopted 2015 budget. The decrease is primarily due to the elimination of HOME program funding and the completion of the Lead Hazard Reduction program in 2016.

Program/Expenditure Changes

The adopted 2016 State and Federal Grants budget includes a number of significant program and expenditure changes that are categorized as follows:

Rent Assistance	
Wage and Wage-Driven Fringe Benefits	\$ 19,598
Software Maintenance and Licenses	(2,734)
Family Self Sufficiency Programs and Fraud Complaints	(4,160)
Payments for Households Assisted	(15,000)
Other	(670)
State and Federal Grants	
Administration	(38,395)
Pro-Active Code Enforcement	6,356
Housing Programs	
Owner Rehabilitation	62,089
Rental Rehabilitation	(104,261)
Home Ownership	(173,050)
Housing Service Delivery	29,939
Neighborhood Stabilization	(1,000)
Lead Hazard Reduction	(192,086)
Public Service Activities	
Boys & Girls Club	(2,000)
Community Action	500
ECHO - Emergency Rent Assistance	3,500
Healthnet	-
<u>The Literacy Connection</u>	-
Total Program/Expenditure Changes	\$ (411,374)

Janesville Transit System (JTS)

The Janesville Transit System (JTS) strives to provide reliable, cost-effective public transit oriented to the needs of senior citizens, handicapped persons, students, major employment and business centers. The adopted 2016 Transit budget totals \$6,917,088, which is a decrease of \$112,839, or 1.6% from the adopted 2015 budget.

Revenue Changes

In 2016, Transit operating revenues are \$654,218, which is a \$27,947, or 4.1%, decrease from the adopted 2015 Transit budget. This decrease in operating revenues is primarily due to the elimination of the Janesville-Milton-Whitewater (JMW) Innovation Express bus route and subsequent loss of sponsorship funding from partnering organizations. Transit's State Operating Assistance is projected to remain at approximately 24% of expenditures and Federal Operating Assistance is projected to decrease from 31% to 30% of expenditures in 2016. Total State and Federal Operating Assistance is projected to equal \$1,927,700, or 54%. The Local Operating Subsidy is projected to be \$951,170, an increase of \$43,908, or 4.8%, from the adopted 2015 budget. Transit fares were last increased in 2014 and no Transit fare increases are included in the 2016 budget.

Program/Expenditure Changes

The adopted 2016 Transit budget includes the elimination of the Janesville-Milton-Whitewater (JMW) Innovation Express bus route due to the loss of sponsorship funding from partnering

organizations. Otherwise, the adopted 2016 Transit budget includes no other changes to existing JTS routes.

Golf Courses

The adopted 2016 Golf Courses budget is \$1,244,345, a decrease of \$9,288, or 0.7% from the adopted 2015 budget. The 2016 Golf Courses budget projects operating revenues to be \$1,242,174, which is an increase of \$4,497, or 0.4% from 2015. Lastly, the adopted 2016 Golf Courses budget eliminates the General Fund subsidy, which was \$14,000 in 2015.

Wheel Tax / Enhanced Streets Program Fund

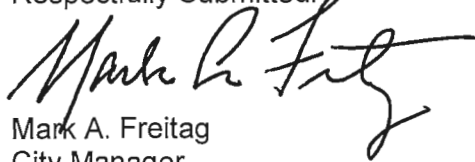
The City's wheel tax will increase from \$10 to \$20 per automobile effective January 1, 2016 to help offset the cost of the enhanced street rehabilitation program. The incremental revenue generated by the \$10 per automobile increase is anticipated to be \$535,000 and will be accounted for in a newly-created special revenue fund specifically designated for the financing of the enhanced street rehabilitation program. Additionally, 80% of the revenue from the original \$10 per automobile wheel tax, or \$428,000, will be diverted from the General Fund to this special revenue fund and earmarked for the enhanced street rehabilitation program as well.

Closing

The adopted 2016 City and Library budgets attempt to improve and maintain our investment in infrastructure, while not significantly affecting our service levels. The most notable service level reduction is the discontinuation of JTS bus service to and from Whitewater. Additionally, the adopted 2016 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 Finance Director, Tim Allen, for his continued fresh perspective, new ideas, and his thorough review. He was superbly supported by Mandy Price and a wonderful Finance 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:



Mark A. Freitag
City Manager

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 \$800,000 at December 31, 2015.

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 \$8,258,006 as of December 31, 2015. The adopted 2016 Budget includes \$564,250 of Applied Fund balance to reduce the tax levy. Therefore the resulting unassigned fund balance is projected to be \$7,129,506.

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 12/31/15 of \$7,693,756 divided by the 2016 budgeted operating expenditures of \$37,882,684 yields a ratio of 20.3% which is well within the Council's fund policy.

**City of Janesville
FUND BALANCES
December 31, 2014 and 2015**

	Actual 12/31/2014	Estimated 12/31/2015
<u>Enterprise Funds:</u>		
Water Utility	\$40,152,121	\$41,107,271
Wastewater Utility	55,520,814	55,794,238
Storm Water Utility	5,727,889	5,863,324
Transit	<u>10,545,006</u>	<u>9,889,506</u>
Total Enterprise Funds *	<u>\$111,945,830</u>	<u>\$112,654,339</u>
<u>Internal Service Funds:</u>		
Vehicle Operation & Mtce	(\$362,018)	(\$350,819)
Insurance Fund	<u>4,002,682</u>	<u>3,858,229</u>
Total Internal Service Funds*	<u>\$3,640,664</u>	<u>\$3,507,410</u>
<u>Special Revenue:</u>		
Industrial Waste	\$6,466	\$6,466
Landfill - Superfund	178	0
Sanitation Fund	(259,811)	336,034
Oakhill Cemetery	196,520	177,558
Golf Courses	35,099	40,755
Housing & Neighborhood Services Grants	868,883	918,028
TIF Districts	1,673,136	204,863
Library	705,953	725,047
JATV	371,865	365,976
Special Accounts	<u>2,809,001</u>	<u>2,834,601</u>
Total Special Revenue Funds	<u>\$6,407,290</u>	<u>\$5,609,328</u>
<u>Component Unit:</u>		
Housing -Section 8 Rent Assistance	<u>\$108,385</u>	<u>\$127,836</u>
<u>Debt Service Fund:</u>		
	<u>\$996,012</u>	<u>\$1,216,162</u>
<u>Capital Project Fund</u>		
	<u>\$11,111,985</u>	<u>\$6,436,285</u>
<u>General Fund</u>		
Nonspendable	\$883,076	\$800,000
Assigned	635,649	564,250
Unassigned	<u>7,839,280</u>	<u>7,656,807</u>
Total Unrestricted	<u>8,474,929</u>	<u>8,221,057</u>
Total General Fund Balance	<u>\$9,358,005</u>	<u>\$9,021,057</u>

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

General Fund Balance Table

	2014	Adopted Budgeted 2015	Estimated 2015	Budget 2016
Revenue	\$42,109,388	\$43,659,676	\$43,995,325	\$44,628,500
Expenditures	<u>42,305,023</u>	<u>44,295,325</u>	<u>44,295,325</u>	<u>45,192,750</u>
Net change in fund balance	(195,635)	(635,649)	(300,000)	(564,250)
Fund balance - beg of year	<u>9,553,641</u>	<u>8,989,656</u>	<u>9,358,006</u>	<u>9,058,006</u>
Fund balance - end of year	<u>\$ 9,358,006</u>	<u>\$ 8,354,007</u>	<u>\$ 9,058,006</u>	<u>\$ 8,493,756</u>

General Fund Balance Table

	2014	Budgeted 2015	Original Estimated 2015	Budget 2016
Nonspendable Fund Balance	<u>\$883,076</u>	<u>\$500,000</u>	<u>\$800,000</u>	<u>\$800,000</u>
Assigned Fund Balance	\$635,649	\$635,649	\$601,199	\$564,250
Unassigned Fund Balance	<u>7,839,281</u>	<u>7,218,358</u>	<u>7,656,807</u>	<u>7,129,506</u>
Unrestricted Fund Balance	<u>\$8,474,930</u>	<u>\$7,854,007</u>	<u>\$8,258,006</u>	<u>\$7,693,756</u>
Total General Fund Balance	<u>\$9,358,006</u>	<u>\$8,354,007</u>	<u>\$9,058,006</u>	<u>\$8,493,756</u>
General Fund Budget				
Operating Expenditures	36,492,845	\$37,560,286	37,560,286	37,882,684
Debt Service	<u>5,812,178</u>	<u>6,735,039</u>	<u>6,735,039</u>	<u>7,310,066</u>
Total Expenditures	<u>\$42,305,023</u>	<u>\$44,295,325</u>	<u>\$44,295,325</u>	<u>\$45,192,750</u>
Two Months Operating Expenditures	<u>\$6,082,141</u>	<u>\$6,260,048</u>	<u>\$6,260,048</u>	<u>\$6,313,781</u>
Unrestricted fund balance / operating expense for subsequent year's budget	22.6%	20.9%	21.8%	20.3%

Budget policy is between 16.7 and 25%

REVENUE SUMMARY						
2016 BUDGET						
	Actual 2014	Amended Budget 2015	Estimated 2015	Adopted Budget 2016	Amount Increase/ (Decrease)	Percentage Increase/ (Decrease)
GENERAL FUND						
GENERAL PROPERTY TAX						
Real & Personal Property	\$27,145,610	\$28,411,695	\$28,411,695	\$29,235,333	\$823,638	2.90%
Fund Balance Applied	<u>195,635</u>	<u>635,649</u>	<u>85,227</u>	<u>564,250</u>	<u>(71,399)</u>	<u>-11.23%</u>
Subtotal	\$27,341,245	\$29,047,344	\$28,496,922	\$29,799,583	\$752,239	2.59%
OTHER TAXES						
Prior Years Omitted Tax	\$0	\$0	\$0	\$0	\$0	N/A
Penalties & Interest	184,438	183,000	138,000	141,000	(42,000)	-22.95%
Water Utility Tax	1,306,822	1,400,000	1,400,000	1,400,000	0	0.00%
Mobile Home Fees	70,198	75,000	75,000	75,000	0	0.00%
Hotel/Motel Tax	419,355	380,000	380,000	387,125	7,125	1.88%
Wheel Tax	<u>536,866</u>	<u>535,000</u>	<u>535,000</u>	<u>107,000</u>	<u>(428,000)</u>	<u>-80.00%</u>
Subtotal	\$2,517,679	\$2,573,000	\$2,528,000	\$2,110,125	(\$462,875)	-17.99%
LICENSES & PERMITS						
Gen. Licenses & Permits	\$206,397	\$246,200	\$255,150	\$223,150	(\$23,050)	-9.36%
Cable TV License Fee	745,234	700,000	750,000	750,000	50,000	7.14%
Community Development Permits	<u>434,800</u>	<u>433,756</u>	<u>484,444</u>	<u>679,603</u>	<u>245,847</u>	<u>56.68%</u>
Subtotal	\$1,386,431	\$1,379,956	\$1,489,594	\$1,652,753	\$272,797	19.77%
INTEREST, RENTS & FINES						
Interest on General Investments	\$112,949	\$125,000	\$125,000	\$135,000	\$10,000	8.00%
Rental of City Property	149,040	174,000	174,000	175,000	1,000	0.57%
Court Fines	345,238	375,000	356,000	360,000	(15,000)	-4.00%
Sale of City Property	<u>51,029</u>	<u>25,000</u>	<u>25,000</u>	<u>25,000</u>	<u>0</u>	<u>0.00%</u>
Subtotal	\$658,256	\$699,000	\$680,000	\$695,000	(\$4,000)	-0.57%
STATE SHARED REVENUES						
State Shared Revenues	\$5,071,939	\$5,131,407	\$5,134,000	\$5,120,922	(\$10,485)	-0.20%
State Payt-Computer Value Reimbursement	123,539	120,000	125,000	125,823	5,823	4.85%
State Highway Aids	2,146,084	2,040,718	2,040,718	2,023,041	(17,677)	-0.87%
State Payt-Municipal Serv.	131,454	100,000	80,022	100,000	0	0.00%
State Aid-Fire Inspections	<u>154,736</u>	<u>140,000</u>	<u>151,953</u>	<u>140,000</u>	<u>0</u>	<u>0.00%</u>
Subtotal	\$7,627,752	\$7,532,125	\$7,531,693	\$7,509,786	(\$22,339)	-0.30%
SERVICE CHARGES						
Parking Fees	\$72,148	\$71,000	\$60,000	\$70,000	(\$1,000)	-1.41%
Real Estate Search Fees	38,585	56,000	60,000	60,000	4,000	7.14%
Nuisance Reinspection Charge	6,005	5,000	5,000	6,000	1,000	20.00%
Public Works	70,356	36,000	0	36,000	0	0.00%
Police Department	37,361	37,200	46,425	45,500	8,300	22.31%
Fire Department	<u>1,697,616</u>	<u>1,812,000</u>	<u>1,940,000</u>	<u>2,243,803</u>	<u>431,803</u>	<u>23.83%</u>
Subtotal	\$1,922,071	\$2,017,200	\$2,111,425	\$2,461,303	\$444,103	22.02%

REVENUE SUMMARY 2016 BUDGET						
	Actual 2014	Amended Budget 2015	Estimated 2015	Adopted Budget 2016	Amount Increase/ (Decrease)	Percentage Increase/ (Decrease)
RECREATION						
Recreation Management	\$686,831	\$719,700	\$699,175	\$722,200	\$2,500	0.35%
Senior Citizens Center	<u>81,540</u>	<u>90,000</u>	<u>86,000</u>	<u>91,000</u>	<u>1,000</u>	<u>1.11%</u>
Subtotal	\$768,371	\$809,700	\$785,175	\$813,200	\$3,500	0.43%
OTHER REVENUES						
Wastewater Serv. Charge	\$51,375	\$50,000	\$50,000	\$50,000	\$0	0.00%
Miscellaneous	<u>31,844</u>	<u>187,000</u>	<u>127,200</u>	<u>101,000</u>	<u>(86,000)</u>	<u>-45.99%</u>
Subtotal	\$83,219	\$237,000	\$177,200	\$151,000	(\$86,000)	-36.29%
TRANSFERS IN						
Operating Transfer In	\$0	\$0	\$0	\$0	\$0	N/A
Subtotal	\$0	\$0	\$0	\$0	\$0	N/A
TOTAL GENERAL FUND WITHOUT PROPERTY TAXES						
	<u>\$14,963,779</u>	<u>\$15,247,981</u>	<u>\$15,303,087</u>	<u>\$15,393,167</u>	<u>\$145,186</u>	<u>0.95%</u>
TOTAL GENERAL FUND WITH PROPERTY TAXES						
	<u>\$42,305,024</u>	<u>\$44,295,325</u>	<u>\$43,800,009</u>	<u>\$45,192,750</u>	<u>\$897,425</u>	<u>2.03%</u>

REVENUE SUMMARY 2016 BUDGET						
	Actual 2014	Amended Budget 2015	Estimated 2015	Adopted Budget 2016	Amount Increase/ (Decrease)	Percentage Increase/ (Decrease)
ENTERPRISE						
Transit System	\$11,550,068	\$6,459,927	\$3,548,634	\$6,265,088	(\$194,839)	-3.02%
Stormwater Utility	2,177,764	2,060,700	2,058,700	3,134,700	1,074,000	52.12%
Wastewater Utility	9,781,227	9,741,424	9,575,950	9,609,100	(132,324)	-1.36%
Water Utility	<u>7,847,657</u>	<u>7,844,400</u>	<u>7,851,796</u>	<u>8,253,875</u>	<u>409,475</u>	<u>5.22%</u>
Total Enterprise	\$31,356,716	\$26,106,451	\$23,035,080	\$27,262,763	\$1,156,312	4.43%
SPECIAL REVENUE						
Golf Courses	1,310,227	1,251,677	1,223,805	1,242,174	(9,503)	-0.76%
Oak Hill Cemetery	\$217,299	\$214,000	\$207,710	\$208,000	(\$6,000)	-2.80%
Hedberg Public Library	3,967,378	3,970,146	3,967,299	3,967,129	(3,017)	-0.08%
JATV Cable Public Access	187,777	180,582	180,082	180,582	0	0.00%
N&CS - Rental Assistance	2,590,461	2,796,000	2,790,000	2,901,714	105,714	3.78%
N&CS - State and Federal Grants	1,453,900	1,919,678	1,661,786	1,400,810	(518,868)	-27.03%
Industrial Waste	39,816	40,425	43,360	39,385	(1,040)	-2.57%
Sanitation	6,272,785	6,904,884	7,185,614	7,695,500	790,616	11.45%
Wheel Tax / Enhanced Streets Program	0	0	0	<u>963,000</u>	<u>963,000</u>	N/A
Total Special Revenue	\$16,039,643	\$17,277,392	\$17,259,656	\$18,598,294	\$1,320,902	7.6%
INTERNAL SERVICE						
Insurance	\$10,078,750	\$9,903,028	\$10,557,218	\$9,953,028	\$50,000	0.50%
Vehicle Operation & Mtce	4,173,877	4,606,000	4,100,000	4,200,000	(406,000)	-8.81%
Prior Service	<u>51,869</u>	0	0	0	0	N/A
Total Internal Service	\$14,304,496	\$14,509,028	\$14,657,218	\$14,153,028	(\$356,000)	-2.45%
TOTAL NON-GENERAL						
	<u>\$61,700,855</u>	<u>\$57,892,871</u>	<u>\$54,951,954</u>	<u>\$60,014,085</u>	<u>\$2,121,214</u>	<u>3.66%</u>

**EXPENDITURE SUMMARY
2016 BUDGET**

	Actual 2014	Amended Budget 2015	Estimated 2015	Adopted Budget 2016	Amount Increase/ (Decrease)	Percentage Increase/ (Decrease)
GENERAL GOVERNMENT						
City Council	\$14,764	\$5,856	\$5,700	\$12,011	\$6,155	105.11%
City Manager	283,911	464,484	463,556	485,083	20,599	4.43%
City Assessor	500,388	493,436	475,728	486,501	(6,935)	-1.41%
City Attorney	489,700	432,697	461,854	427,827	(4,870)	-1.13%
Clerk-Treasurer/Elections	654,193	654,308	590,823	617,172	(37,136)	-5.68%
Economic Development	147,989	175,601	154,915	160,739	(14,862)	-8.46%
Finance	439,806	375,951	367,217	389,789	13,838	3.68%
Human Resources	224,687	228,076	228,624	232,571	4,495	1.97%
Information Technology	<u>771,657</u>	<u>828,383</u>	<u>839,371</u>	<u>764,617</u>	<u>(63,766)</u>	<u>-7.70%</u>
Total General Government	\$3,527,095	\$3,658,792	\$3,587,788	\$3,576,310	(\$82,482)	-2.25%
PUBLIC SAFETY						
Police Department (1)	\$12,680,968	\$13,020,458	\$13,008,028	\$13,078,360	\$57,902	0.44%
Fire Department (1)	<u>10,043,811</u>	<u>10,486,886</u>	<u>10,469,853</u>	<u>11,084,915</u>	<u>598,029</u>	<u>5.70%</u>
Total Public Safety	\$22,724,779	\$23,507,344	\$23,477,881	\$24,163,275	\$655,931	2.79%
PUBLIC WORKS						
Administration						
Engineering	<u>533,761</u>	<u>623,564</u>	<u>586,155</u>	<u>607,523</u>	<u>(16,041)</u>	<u>-2.57%</u>
Subtotal	\$533,761	\$623,564	\$586,155	\$607,523	(\$16,041)	-2.57%
Operations						
Snow Removal (2)	\$1,616,684	\$1,290,988	\$1,240,490	\$1,304,169	\$13,181	1.02%
Street Maintenance	901,051	910,271	910,932	528,249	(382,022)	-41.97%
Weed Control	<u>31,952</u>	<u>38,960</u>	<u>38,037</u>	<u>39,422</u>	<u>462</u>	<u>1.19%</u>
Subtotal	\$2,549,687	\$2,240,219	\$2,189,459	\$1,871,840	(\$368,379)	-16.44%
Park Management (3)	\$1,339,068	\$1,463,414	\$1,408,141	\$1,458,910	(4,504)	-0.31%
Planning / Building and Development	\$1,004,781	\$1,104,573	\$1,110,751	\$1,174,468	69,895	6.33%
Technical Services						
Parking Facilities	109,942	106,309	120,335	124,876	18,567	17.47%
Public Buildings	495,025	555,910	546,802	613,023	57,113	10.27%
Traffic Management	<u>\$1,045,107</u>	<u>\$956,986</u>	<u>\$868,834</u>	<u>\$886,791</u>	<u>(\$70,195)</u>	<u>-7.34%</u>
Subtotal	\$1,650,074	\$1,619,205	\$1,535,971	\$1,624,690	\$5,485	0.34%
Total Public Works	\$7,077,371	\$7,050,975	\$6,830,477	\$6,737,431	(\$313,544)	-4.45%
NEIGHBORHOOD & COMMUNITY SERVICES						
Property Maintenance	\$278,821	\$305,673	\$307,194	\$309,955	\$4,282	1.40%
Recreation (4)	1,303,484	1,347,338	1,309,285	1,363,986	16,648	1.24%
Total Neighborhood & Community	\$1,582,305	\$1,653,011	\$1,616,479	\$1,673,941	\$20,930	1.27%

**EXPENDITURE SUMMARY
2016 BUDGET**

	Actual 2014	Amended Budget 2015	Estimated 2015	Adopted Budget 2016	Amount Increase/ (Decrease)	Percentage Increase/ (Decrease)
<u>ECONOMIC ADJUSTMENTS</u>						
Economic Adjustments & Sick Payouts	<u>\$112,027</u>	<u>\$94,750</u>	<u>\$94,450</u>	<u>\$94,751</u>	<u>\$1</u>	<u>0.00%</u>
Total Economic Adjustments	\$112,027	\$94,750	\$94,450	\$94,751	\$1	\$0
<u>INSURANCE</u>						
Workers' Comp, Liability & Property	<u>\$87,979</u>	<u>\$85,901</u>	<u>\$84,916</u>	<u>\$89,116</u>	<u>\$3,215</u>	<u>3.74%</u>
Total Insurance	\$87,979	\$85,901	\$84,916	\$89,116	\$3,215	\$0
<u>OTHER</u>						
Refunds & Adjustments	(\$1,172)	\$200	\$1,800	\$1,000	\$800	400.00%
Copy Machine Expense	17,480	24,000	18,000	17,126	(6,874)	-28.64%
Misc. & Unclassified	<u>390,473</u>	<u>374,626</u>	<u>437,920</u>	<u>429,564</u>	<u>54,938</u>	<u>14.66%</u>
Total Other	\$406,781	\$398,826	\$457,720	\$447,690	\$48,864	12.25%
<u>CONTINGENCY ACCOUNT</u>						
	\$0	\$0	\$28,500	\$0	\$0	N/A
<u>GENERAL FUND SUBSIDIES/TRANSFERS</u>						
Transit System	\$800,509	\$907,262	\$746,793	\$951,170	43,908	4.84%
Golf Courses	\$24,000	\$14,000	\$14,000	\$0	(14,000)	-100.00%
Oak Hill Cemetery	\$75,000	\$74,000	\$74,000	\$74,000	0	0.00%
Landfill Superfund	\$0	\$40,425	\$0	\$0	(40,425)	N/A
Special Assessments	<u>75,000</u>	<u>75,000</u>	<u>75,000</u>	<u>75,000</u>	<u>0</u>	<u>0.00%</u>
Total Gen. Fund Subsidies/Transfers	\$974,509	\$1,110,687	\$909,793	\$1,100,170	(\$10,517)	-0.95%
Total Operating	\$36,492,846	\$37,560,286	\$37,088,004	\$37,882,684	\$322,398	0.86%
<u>RETIREMENT OF INDEBTEDNESS</u>						
General Fund	\$5,812,178	\$6,255,039	\$6,232,005	\$6,830,066	\$575,027	9.19%
G/F Payment of Special Assessment Debt	0	230,000	230,000	230,000	0	N/A
G/F Payment of Sanitation Debt	0	<u>250,000</u>	<u>250,000</u>	<u>250,000</u>	<u>0</u>	<u>N/A</u>
Total Long-Term Debt	\$5,812,178	\$6,735,039	\$6,712,005	\$7,310,066	<u>\$575,027</u>	<u>8.54%</u>
GRAND TOTAL-GENERAL FUND	<u>\$42,305,024</u>	<u>\$44,295,325</u>	<u>\$43,800,009</u>	<u>\$45,192,750</u>	<u>\$897,425</u>	<u>2.03%</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
2016 BUDGET**

	Actual 2014	Amended Budget 2015	Estimated 2015	Adopted Budget 2016	Amount Increase/ (Decrease)	Percentage Increase/ (Decrease)
ENTERPRISE						
Transit System	11,550,068	\$6,459,927	\$3,548,634	6,265,088	(\$194,839)	-3.02%
Stormwater Utility	1,921,813	2,045,037	2,150,265	2,984,297	939,260	45.93%
Wastewater Utility	8,861,625	9,072,264	9,158,842	9,125,655	53,391	0.59%
Water Utility	<u>9,335,139</u>	<u>7,274,652</u>	<u>7,984,508</u>	<u>7,707,558</u>	<u>432,906</u>	5.95%
Total Enterprise	\$31,668,645	\$24,851,880	\$22,842,249	\$26,082,598	\$1,230,718	4.95%
SPECIAL REVENUE						
Golf Courses	\$1,275,127	\$1,253,633	\$1,218,149	\$1,244,345	(\$9,288)	-0.74%
Oak Hill Cemetery	242,892	232,581	226,672	217,329	(15,252)	-6.56%
Hedberg Public Library	3,950,223	4,015,720	3,948,205	3,992,551	(23,169)	-0.58%
JATV Cable Public Access	151,060	178,582	185,971	179,779	1,197	0.67%
N&CS - Rental Assistance	2,770,098	2,957,260	2,770,549	2,954,294	(2,966)	-0.10%
N&CS - State and Federal Grants	1,430,135	2,019,678	1,612,641	1,611,270	(408,408)	-20.22%
Industrial Waste Disposal	39,816	40,425	43,360	39,385	(1,040)	-2.57%
Sanitation	6,817,639	6,678,976	6,589,769	6,973,247	294,271	4.41%
Wheel Tax / Enhanced Streets Program	0	0	0	<u>963,000</u>	<u>963,000</u>	N/A
Total Special Revenue	\$16,676,990	\$17,376,855	\$16,595,316	\$18,175,200	\$798,345	4.59%
INTERNAL SERVICE						
Insurance	\$10,270,104	\$9,932,045	\$10,501,671	\$9,997,264	\$65,219	0.66%
Prior Service	\$51,869	\$0	\$0	\$0	\$0	N/A
Vehicle Operation & Mtce	<u>4,641,191</u>	<u>4,748,502</u>	<u>4,088,801</u>	<u>4,763,317</u>	<u>14,815</u>	<u>0.31%</u>
Total Internal Service	\$14,963,164	\$14,680,547	\$14,590,472	\$14,760,581	\$80,034	0.55%
GRAND TOTAL-NON-GENERAL	\$63,308,799	\$56,909,282	\$54,028,037	\$59,018,379	\$2,109,097	3.71%

**CAPITAL OUTLAY SUMMARY – Non GO Debt Funding Sources
2016 BUDGET**

Description	2016 Adopted Budget
GENERAL FUND	
GENERAL GOVERNMENT	
<u>CITY ATTORNEY</u>	
* Books and Online Legal Research	\$ 8,045
<u>INFORMATION TECHNOLOGY</u>	
* City Services kiosk	\$ 1,382
* Domain Controller (Apollo)	5,461
* Email Server (Spuds)	25,616
* EMV credit card reader (4)	4,000
* Fire light duty PC	1,939
* Fire MDT Toughbooks (4)	14,676
* GIS Test Server (Tinkerbell)	6,024
* HR safety coordinator PC	1,879
* ISA Server (Jake)	5,331
* Monitors (4)	680
* Police MDT Toughbooks (8)	28,792
* Replacement CADD PCs (2)	2,306
* Replacement Laptops (2)	4,054
* Replacement PCs (34)	35,836
	\$ 153,384
TOTAL GENERAL GOVERNMENT	\$ 161,429
PUBLIC SAFETY	
<u>POLICE DEPARTMENT</u>	
* Police Squad Equipment	\$ 4,000
* Patrol Vehicle (6) Replacement	141,000
Total Police Department	\$ 145,000
TOTAL PUBLIC SAFETY	\$ 145,000
TOTAL GENERAL FUND	\$ 306,429

* Replacement/Repair of Existing Equipment/Facilities

**CAPITAL OUTLAY SUMMARY – Non GO Debt Funding Sources
2016 BUDGET**

Description	2016 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 Analog Bus Radio with Digital System	24,000
* Replace Shop Service Truck	60,000
* Purchase/Replace Passenger Shelters	68,000
* Replace 5 Buses	1,960,000
TOTAL TRANSIT	\$ 2,159,200
<u>STORMWATER UTILITY</u>	
<u>Funded by Revenues</u>	
* Storm Sewer Cleaning/Televising	\$ 40,000
* Storm Sewer Point Repair/Lining	200,000
* Catch Basin Inspection	30,000
* Catch Basin Repair	125,000
* Riverwall Stabilization	75,000
* Pole Camera for Sewer Inspections	20,000
TOTAL STORMWATER UTILITY	\$ 490,000
<u>WATER UTILITY</u>	
<u>Funded by User Fee Revenues</u>	
* Network Computers	\$ 1,070
Aqua Scope Leak Detection Equipment	4,500
* Excavation and Safety	5,000
* Gantry Crane for Pumping Stations	5,000
* Meter Reading Computer	28,500
* Hydrant Replacement	30,000
* 3/4 Ton Pickup Truck with CNG Conversion	35,000
* 3/4 Ton Large Cargo Van Ford Transit EL med roof with CNG Conversion	38,000
* Meter Replacement	375,000
TOTAL WATER UTILITY	\$ 522,070

* Replacement/Repair of Existing Equipment/Facilities

**CAPITAL OUTLAY SUMMARY - Non GO Debt Funding Sources
2016 BUDGET**

Description	2016 Adopted Budget
<u>WASTEWATER UTILITY</u>	
<u>Funded by User Fee Revenues</u>	
* Laboratory Equipment	\$ 2,000
* Replacement IT Equipment	4,216
* Laboratory Equipment	5,000
	<u>\$ 11,216</u>
<u>Funded by Replacement Fund</u>	
* 3/4 Ton Pickup Truck with Auxiliary Fuel Tank	\$ 35,200
	<u>\$ 35,200</u>
TOTAL WASTEWATER UTILITY	\$ 46,416
TOTAL ENTERPRISE FUNDS	\$ 3,217,686
<u>SPECIAL REVENUE FUNDS</u>	
<u>HEDBERG PUBLIC LIBRARY</u>	
* Periodicals	\$ 27,000
* Electronic Information Update	46,000
* Audio/Visual	110,000
* Books	238,000
TOTAL HEDBERG LIBRARY	\$ 421,000
<u>JATV-12</u>	
* Studio Equipment	\$ 7,000
AT&T Broadcast Equipment	20,000
TOTAL JATV-12	\$ 27,000
<u>SANITATION</u>	
<u>Funded by Revenues</u>	
Purchase Second Landfill Gas Monitor - GEM	\$ 4,000
* Replace Computers (3)	4,000
* Replace Public Drop-off Roll-off Containers (2)	22,000
TOTAL SANITATION	\$ 30,000
TOTAL SPECIAL REVENUE FUNDS	\$ 478,000

**CAPITAL OUTLAY SUMMARY - Non GO Debt Funding Sources
2016 BUDGET**

Description	2016 Adopted Budget
INTERNAL SERVICE FUNDS	
<u>VOM</u>	
* Loader - Skidsteer	\$ 20,000
* Pickup 2WD Compact	25,000
* Pickup 2WD 3/4-ton w/ Underhood Compressor	25,000
* Miscellaneous Small Equipment	60,000
* Plows, Salt Spreaders and Other Attachements	110,000
* Ice Resurfacer	130,585
* Dump Truck Single Axle	159,000
* Dump Truck Single Axle	159,000
* Dump Truck Single Axle	159,000
* Dump Truck Single Axle	159,000
* Loader - Wheeled 3.0 cu. yd. w/ Wing Mount	167,000
* Sweeper - Street	186,000
* Sweeper - Street	186,000
* Backhoe - Tracked	235,000
TOTAL VOM	\$ 1,780,585
TOTAL INTERNAL SERVICE FUNDS	\$ 1,780,585
TOTAL NON-GENERAL FUND	\$ 5,476,271

STAFFING TABLE 2016 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)	<u>2</u>
	<u>8</u>
<i>Economic Development</i>	
Economic Coordinators	<u>2</u>
	<u>2</u>
<i>Finance</i>	
Finance Director	1
Accounting Manager	1
Senior Accountant	1
Accountant	1
Accounting Clerk	1
Administrative Assistant - Payroll	1
Customer Service Representative (was part-time)	1
Accounts Payable Clerk (was 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
Administrative Assistant	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
Administrative Assistant	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>
	<u>120</u>
<i>Fire Department</i>	
Fire Chief	1
Deputy Fire Chief	2
Fire Marshall	1
Inspector	1
Shift Commander	3
Captain	3
Lieutenant	12
Firefighter/Paramedic	48
Driver	21
Administrative Assistant	1
Administrative Assistant (part-time)	<u>1</u>
	<u>94</u>

<u>DEPARTMENT / DIVISION / PROGRAM</u>	<u>POSITIONS</u>
<i>Engineering</i>	
Director of Public Works	1
City Engineer	1
Assistant City Engineer	1
Civil Engineer	5
Support Staff	<u>2</u>
	<u>17</u>
<i>Operations & VOM</i>	
Operations Director	1
Administrative Assistant	1
Foreman	1
VOM Supervisor	1
Administrative Analyst	1
Working Foreman	2
Mechanic	5
Leadman	1
Equipment Operator	9
Laborer	2
Public Works Maintenance Worker	2
Storekeeper	<u>1</u>
	<u>27</u>
<i>Parks Division</i>	
Parks Director	1
Parks & Forestry Coordinator	1
Parks Foreman	3
Leadman I & II	10
Grounds Maintenance	<u>3</u>
	<u>18</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>

DEPARTMENT / DIVISION / PROGRAM

POSITIONS

Sanitation Fund

Assistant Operations Director	1
Solid Waste Manager (full-time)	1
Customer Serviceperson (part-time)	2
Working Foreman	1
Equipment Operator	2
Sanitary Equipment Operator	7
Cashier (part-time)	2
Cashier (full-time)	<u>1</u>
	<u>17</u>

Technical Services

Facilities Manager	1
Property Technician/Electrician	4
Maintenance (part-time)	<u>1</u>
	<u>6</u>

Wastewater Utility

Treatment Plant Superintendent	1
Administrative Assistant	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>

Water Utility

Utility Director	1
Water Superintendent	1
Administrative Assistant	1
Utility Billing Clerk	2
Water Foreman	1
Working Foreman	2
Pump Operator	1
Waterworks Operator	8
Customer Serviceperson	5
Customer Service Representative	<u>1</u>
	<u>23</u>

Property Maintenance

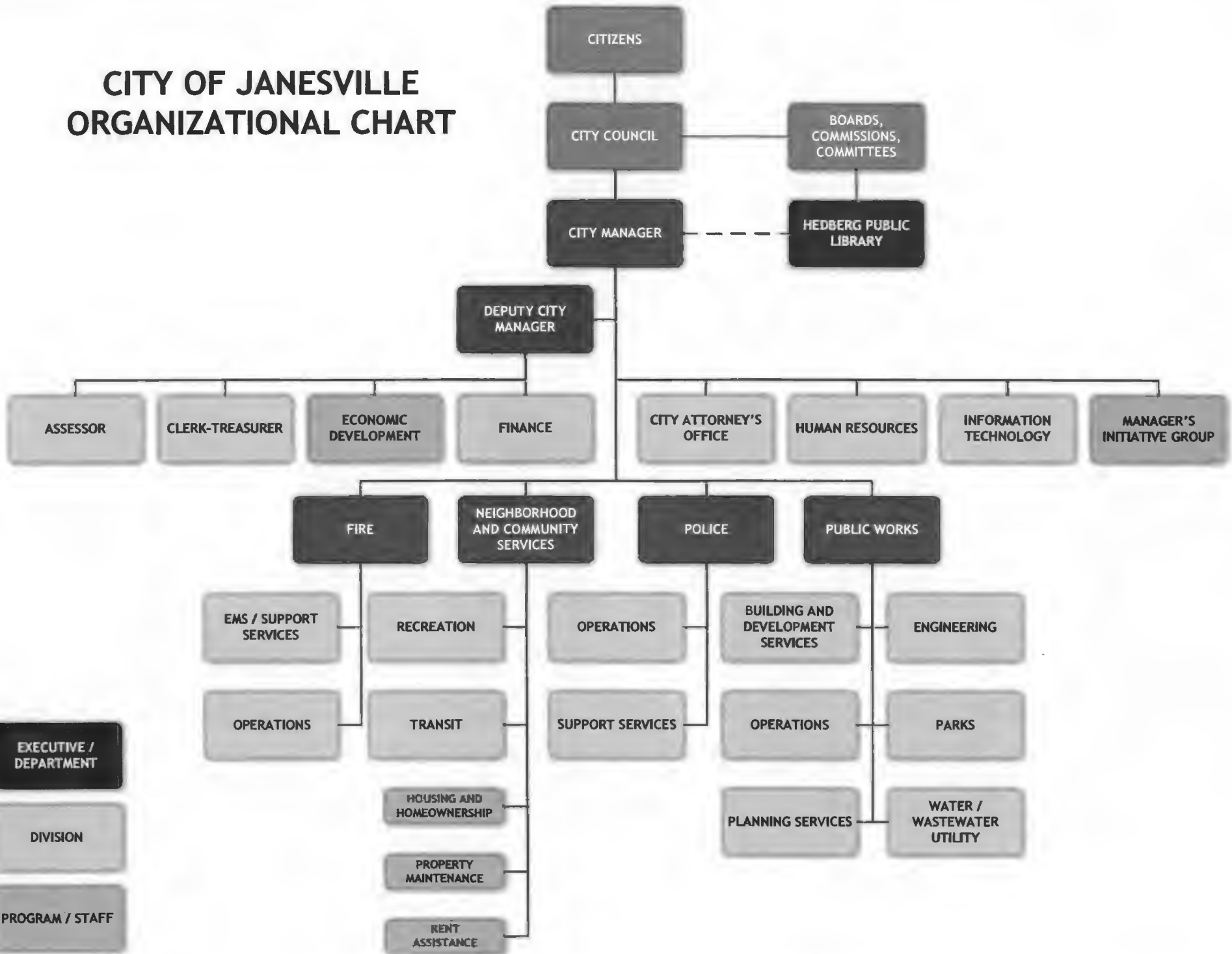
Neighborhood Development Specialist	1
Property Maintenance Specialist	<u>2</u>
	<u>3</u>

Recreation Division

Recreation Director	1
Recreation Coordinator	1
Recreation Programmer	2
Ice Center Manager	1
Customer Service Representative	1
Administrative Assistant	<u>1</u>
	<u>7</u>

<u>DEPARTMENT / DIVISION / PROGRAM</u>	<u>POSITIONS</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
Administrative Assistant	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)	8
Garage Person (part-time)	2
Custodian (part-time)	<u>1</u>
	<u>36</u>
<i>Hedberg Library</i>	
Director	1
Assistant Director	1
Dept Heads/Supervisors	4
Facility and Operations Coordinator	1
Public Information Coordinator	1
Computer Systems Manager	1
Librarians	6
Librarians (part-time)	4
Support Staff	7
Support Staff (part-time)	45
Custodians	<u>2</u>
	<u>73</u>
<i>JATV-12</i>	
Director JATV Media Services	1
Production Assistant (full-time)	1
Production Assistant (part-time)	<u>2</u>
	<u>4</u>
TOTAL STAFF	<u>531</u>

CITY OF JANESVILLE ORGANIZATIONAL CHART



28

EXECUTIVE / DEPARTMENT

DIVISION

PROGRAM / STAFF

FULL-TIME EQUIVALENTS Comparison of 2015 and 2016 Budget

<u>GENERAL FUND</u>	<u>2015</u> <u>Budgeted FTE</u>	<u>2016</u> <u>Budgeted FTE</u>	<u>Difference</u>
City Council	0.05	0.05	0.00
City Manager	4.74	4.69	(0.05)
City Assessor	6.00	5.99	(0.01)
City Attorney	4.00	4.00	0.00
Clerk-Treasurer	7.26	6.67	(0.59)
Economic Development	1.90	1.90	0.00
Finance	4.03	4.36	0.33
Human Resources	2.05	2.05	0.00
Information Technology	2.45	2.45	0.00
Police Department	118.80	118.79	(0.01)
Fire Department	92.87	93.36	0.49
Engineering	5.63	5.19	(0.44)
Street Maintenance	3.77	4.15	0.38
Snow Removal	3.66	3.69	0.03
Weed Control	0.31	0.36	0.05
Parks	13.55	13.29	(0.26)
Planning, Building and Development	12.16	12.07	(0.09)
Parking Facilities	0.37	0.42	0.05
Public Buildings	1.74	2.28	0.54
Traffic Management	3.92	4.19	0.27
Property Maintenance	2.86	2.85	(0.01)
Recreation	<u>21.35</u>	<u>22.02</u>	<u>0.67</u>
TOTAL GENERAL FUND	<u>313.48</u>	<u>314.80</u>	<u>1.33</u>

FULL-TIME EQUIVALENTS Comparison of 2015 and 2016 Budget

<u>NON-GENERAL FUND</u>	<u>2015</u> <u>Budgeted FTE</u>	<u>2016</u> <u>Budgeted FTE</u>	<u>Difference</u>
<i>Enterprise Funds</i>			
Transit System	33.31	34.90	1.59
Stormwater Utility	11.05	11.57	0.53
Wastewater Utility	26.89	28.06	1.16
Water Utility	25.79	24.56	(1.23)
<i>Special Revenue Funds</i>			
Golf Course	0.10	0.10	0.00
Hedberg Public Library	50.44	52.77	2.33
JATV-12	3.28	2.63	(0.65)
Neighborhood Services:			
Section 8 (Rent Assistance)	2.64	2.85	0.21
State and Federal Grants	3.91	3.93	0.03
Oakhill Cemetery	3.76	3.37	(0.40)
Police: Grants	1.88	1.88	0.00
Sanitation:			
Industrial Waste Disposal	0.11	0.11	0.01
Sanitation	20.71	21.35	0.64
<i>Internal Service Funds</i>			
Insurance Fund	1.40	1.40	0.00
Vehicle Operation & Maintenance (VOM)	12.26	12.07	(0.19)
<i>Other</i>			
Non-General Fund (Development)	<u>5.56</u>	<u>7.65</u>	<u>2.09</u>
TOTAL NON-GENERAL FUND	<u>203.09</u>	<u>209.20</u>	<u>6.11</u>
TOTAL BUDGET	<u>516.57</u>	<u>524.01</u>	<u>7.44</u>

DEPARTMENT: GENERAL GOVERNMENT

DIVISION: CITY COUNCIL

GOAL:

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

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

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

BUDGET VARIANCES

<u>\$135</u>	Economic adjustments
135	TOTAL PERSONAL SERVICES
3,500	Increase in Councilmember professional development
<u>2,520</u>	Add Councilmember phone allowance
6,020	TOTAL CONTRACTUAL SERVICES
0	TOTAL SUPPLIES & MATERIALS
<u>\$6,155</u>	TOTAL INCREASE

REQUIRED RESOURCES

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget	Budget to Budget Incr / (Decr)
<u>PERSONAL SERVICES</u>					
Wages	\$2,018	\$2,088	\$2,112	\$2,193	\$105
Benefits	<u>617</u>	<u>623</u>	<u>628</u>	<u>653</u>	<u>30</u>
Subtotal	2,635	2,711	2,740	2,846	135
<u>CONTRACTUAL SERVICES</u>					
Professional Development	11,346	1,030	832	4,530	3,500
Utilities	0	0	0	2,520	2,520
Other Contractual Services	<u>0</u>	<u>1,000</u>	<u>828</u>	<u>1,000</u>	<u>0</u>
Subtotal	11,346	2,030	1,660	8,050	6,020
<u>SUPPLIES & MATERIALS</u>					
	783	1,115	1,300	1,115	0
GRAND TOTAL	<u>\$14,764</u>	<u>\$5,856</u>	<u>\$5,700</u>	<u>\$12,011</u>	<u>\$6,155</u>

DEPARTMENT: GENERAL GOVERNMENT

DIVISION: CITY MANAGER

GOAL:

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

OBJECTIVES:

- To effectively manage the Administration.
- To make policy proposals and provide the City Council with the necessary information to make informed decisions.
- To foster the economic development of the City.
- To develop and implement plans and programs that will ensure an appropriate growth 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, plus direct supervision and review of department and division head activities.

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

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

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

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

In 2014, the City Manager established 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. Meanwhile, 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.

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget
ACTIVITIES: (Hours)				
Leadership and Management	3,442	6,157	6,157	6,157
Secretarial Support	1,414	1,414	1,414	1,414
Intern Support	<u>1,102</u>	<u>2,400</u>	<u>1,900</u>	<u>2,400</u>
Total Hours	<u>5,958</u>	<u>9,971</u>	<u>9,471</u>	<u>9,971</u>

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget
ELEMENT COST:				
Leadership and Management	\$188,297	\$312,872	\$314,448	\$318,820
Manager's Initiative Group (MIG) I	41,563	75,270	82,384	91,251
Manager's Initiative Group (MIG) II	<u>54,051</u>	<u>76,342</u>	<u>66,724</u>	<u>75,012</u>
Total	<u>\$283,911</u>	<u>\$464,484</u>	<u>\$463,556</u>	<u>\$485,083</u>

BUDGET VARIANCES

\$9,757	Economic adjustments
(3,875)	Decrease in intern position's budgeted hourly rate
12,716	Change in employee health insurance coverage
<u>5,400</u>	Deputy City Manager's auto and car allowances
23,998	TOTAL PERSONAL SERVICES
(455)	Decrease in postage based on historic actuals
(2,510)	Elimination of ICMA memberships
(850)	Changes to City Manager's Office professional development conferences
1,300	Payment for Forward Janesville annual membership
(933)	Changes to City's comprehensive marketing and communications strategy
<u>49</u>	Other
(3,399)	TOTAL CONTRACTUAL SERVICES
<u>\$20,599</u>	TOTAL INCREASE

REQUIRED RESOURCES

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget	Budget to Budget Incr / (Decr)
<u>PERSONAL SERVICES</u>					
Wages	\$191,755	\$341,985	\$327,743	\$345,725	\$3,740
Benefits	<u>50,904</u>	<u>85,109</u>	<u>103,891</u>	<u>105,367</u>	<u>20,258</u>
Subtotal	242,659	427,094	431,634	451,092	23,998
<u>CONTRACTUAL SERVICES</u>					
Utilities	384	600	358	600	0
Postage	5,239	955	375	500	(455)
Professional Development	6,043	20,327	16,097	18,316	(2,011)
Other Contractual Services	23,236	0	0	0	0
Advertising	<u>0</u>	<u>13,233</u>	<u>12,717</u>	<u>12,300</u>	<u>(933)</u>
Subtotal	34,901	35,115	29,547	31,716	(3,399)
<u>SUPPLIES & MATERIALS</u>					
	6,351	2,275	2,375	2,275	0
GRAND TOTAL	<u>\$283,911</u>	<u>\$464,484</u>	<u>\$463,556</u>	<u>\$485,083</u>	<u>\$20,599</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:

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget
Real Estate & Mobile Home Assessments				
Real Estate (Parcels)	24,126	24,500	24,230	24,335
Mobile Home (Units)	467	465	444	450
Personal Property Accounts (#)	1,945	1,900	1,950	1,950
New Construction, Permits, Sale Reviews	2,373	2,500	2,600	2,800
Property Transfers & Split Merges	2,607	2,500	3,000	3,200
Aggregate Assessment Ratio	97.8%	98.0%	99.3%	97.0%

BUDGET VARIANCES

<u>(\$5,176)</u>	Personnel turnover savings (retirement)
(5,176)	TOTAL PERSONAL SERVICES
(996)	Auditing & Consulting - Reduced Reg of Deeds printing costs
<u>(763)</u>	Other
(1,759)	TOTAL CONTRACTUAL SERVICES
-	TOTAL SUPPLIES & MATERIAL
<u>(6,935)</u>	TOTAL DECREASE

REQUIRED RESOURCES

	2014	2015	2015	2016	Budget to Budget
	Actual	Budget	Estimated	Budget	Incr / (Decr)
<u>PERSONAL SERVICES</u>					
Wages	\$317,027	\$327,598	\$315,533	\$314,433	(\$13,165)
Overtime	1,078	0	0	0	0
Benefits	<u>131,217</u>	<u>117,847</u>	<u>115,080</u>	<u>125,836</u>	<u>7,989</u>
Subtotal	449,321	445,445	430,613	440,269	(5,176)
<u>CONTRACTUAL SERVICES</u>					
Utilities	967	951	951	951	0
Postage	3,884	4,352	4,352	4,294	(58)
Professional Development	5,201	6,928	4,945	6,583	(345)
Audit & Consulting	22,666	15,500	14,500	14,504	(996)
Other Contractual Services	1,042	5,960	5,600	5,600	(360)
Advertising	249	0	467	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	44,810	44,491	41,615	42,732	(1,759)
<u>SUPPLIES & MATERIALS</u>	6,257	3,500	3,500	3,500	0
GRAND TOTAL	<u>\$500,388</u>	<u>\$493,436</u>	<u>\$475,728</u>	<u>\$486,501</u>	<u>(\$6,935)</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.

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget
--	----------------	----------------	-------------------	----------------

ACTIVITIES: (Hours)

Litigation

Traffic/Ordinance Violations	3,477	3,500	3,325	3,346
Code Prosecutions	855	800	760	850
Collections	165	165	156	137
Worthless Checks	147	170	161	155
Other	<u>211</u>	<u>248</u>	<u>236</u>	<u>288</u>
Subtotal	4,855	4,883	4,638	4,776

Advisory	1,922	1,925	1,829	1,999
Labor Relations	<u>874</u>	<u>875</u>	<u>830</u>	<u>957</u>
Total	<u>7,651</u>	<u>7,683</u>	<u>7,297</u>	<u>7,732</u>

ACTIVITIES: (Actions)

Litigation

Traffic/Ordinance Violations	9,331	10,120	9,614	10,650
Code Prosecutions	27	27	26	30
Collections	25	25	24	20
Worthless Checks	312	320	304	320
Other	<u>18</u>	<u>20</u>	<u>19</u>	<u>150</u>
Total	<u>9,713</u>	<u>10,512</u>	<u>9,987</u>	<u>11,170</u>

BUDGET VARIANCES

<u>(\$588)</u>	Economic adjustments and turnover
(588)	TOTAL PERSONAL SERVICES
(2,000)	Professional Development reduction
<u>(1,000)</u>	Other
(3,000)	TOTAL CONTRACTUAL SERVICES
-	TOTAL SUPPLIES & MATERIALS
(1,282)	TOTAL CAPITAL OUTLAY
<u>(\$4,870)</u>	TOTAL DECREASE

REQUIRED RESOURCES

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget	Budget to Budget Incr / (Decr)
<u>PERSONAL SERVICES</u>					
Wages	\$269,576	\$286,110	\$292,403	\$295,316	\$9,206
Overtime	9,556	0	25,000	0	
Benefits	<u>96,839</u>	<u>108,850</u>	<u>108,850</u>	<u>99,056</u>	<u>(9,794)</u>
Subtotal	375,971	394,960	426,253	394,372	(588)
<u>CONTRACTUAL SERVICES</u>					
Utilities	764	600	570	600	0
Postage	1,289	1,246	1,183	1,246	0
Professional Development	3,001	4,500	4,048	2,500	(2,000)
Auditing & Consulting	90,997	18,000	17,000	18,000	0
Summons & Subpoenas	3,173	2,500	2,375	1,500	(1,000)
Vehicle & Equipment	<u>154</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Subtotal	99,378	26,846	25,176	23,846	(3,000)
<u>SUPPLIES & MATERIALS</u>	2,946	1,564	1,564	1,564	0
<u>CAPITAL OUTLAY</u>	<u>11,405</u>	<u>9,327</u>	<u>8,861</u>	<u>8,045</u>	<u>(1,282)</u>
GRAND TOTAL	<u>\$489,700</u>	<u>\$432,697</u>	<u>\$461,854</u>	<u>\$427,827</u>	<u>(\$4,870)</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.

	2014	2015	2015	2016
	Actual	Budget	Estimated	Budget

ACTIVITIES:

Treasury

Receipts (Transactions)	25,226	29,000	29,000	29,000
Vendor Checks Processed	7,226	7,000	7,000	7,000
Electronic Funds Transfers Processed	2,849	2,800	2,800	2,800
Real Estate Searches	1,404	1,400	1,500	1,500

Clerk

Minutes	35	40	40	40
Legal Notices	107	100	100	100
Ordinances/Resolutions	130	125	125	125
Licenses Processed	7,910	8,500	8,500	8,500

Elections

Elections (#)	3	2	1	4
Registered Voters (#)	37,637	37,000	36,000	37,000
Votes Cast (#)	39,335	12,000	8,486	51,000

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget
ELEMENT COST:				
Clerk-Treasurer	\$562,089	\$580,579	\$546,135	\$486,063
Elections	<u>92,104</u>	<u>73,729</u>	<u>44,688</u>	<u>131,109</u>
Total	<u>\$654,193</u>	<u>\$654,308</u>	<u>\$590,823</u>	<u>\$617,172</u>

BUDGET VARIANCES

\$42,078	Pollworker costs for four elections in 2016 versus two elections in 2015
<u>(19,747)</u>	Staff turnover savings partially offset by economic adjustments
22,331	TOTAL PERSONAL SERVICES
3,328	Four elections in 2016 versus two elections in 2015
15,440	Increase in Ambulance Collection Costs.
(87,500)	Move ambulance billing and collection fees to Fire Dept expense
<u>702</u>	Other
(68,030)	TOTAL CONTRACTUAL SERVICES
8,563	TOTAL SUPPLIES & MATERIALS
<u>(\$37,136)</u>	TOTAL INCREASE

REQUIRED RESOURCES

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget	Budget to Budget Incr / (Decr)
<u>PERSONAL SERVICES</u>					
Wages	\$373,519	\$368,103	\$322,124	\$403,351	\$35,248
Benefits	<u>108,173</u>	<u>111,305</u>	<u>94,565</u>	<u>98,388</u>	<u>(12,917)</u>
Subtotal	481,692	479,408	416,689	501,739	22,331
<u>CONTRACTUAL SERVICES</u>					
Utilities	1,261	1,150	1,780	1,780	630
Postage	25,081	22,243	21,500	24,571	2,328
Professional Development	1,595	3,325	2,884	3,325	0
Auditing/Consulting	1,500	1,000	500	2,000	1,000
Insurance	210	420	420	420	0
Other Contractual Services	119,259	125,100	130,500	53,040	(72,060)
Vehicle & Equipment	<u>6,418</u>	<u>6,600</u>	<u>3,418</u>	<u>6,672</u>	<u>72</u>
Subtotal	155,324	159,838	161,002	91,808	(68,030)
<u>SUPPLIES & MATERIALS</u>	17,177	15,062	13,132	23,625	8,563
GRAND TOTAL	<u>\$654,193</u>	<u>\$654,308</u>	<u>\$590,823</u>	<u>\$617,172</u>	<u>(\$37,136)</u>

DEPARTMENT: GENERAL GOVERNMENT

OFFICE: ECONOMIC DEVELOPMENT

GOALS:

To diversify Janesville's economic base through:

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

OBJECTIVES:

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

PROGRAM ACTIVITY STATEMENT:

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

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget
ACTIVITIES:				
Planning & Administration - hours	449	320	280	480
Business Retention & Expansion - hours	1438	1,600	1,657	1,625
Business Contacts #	70	110	75	120
Marketing				
Rock County 5.0/Janesville Initiatives - hours	225	200	175	250
Business Contacts, meetings , prospects	150	360	250	400
Economic Development Website - hours	90	100	75	75
Website Hits (#)	8947	8,000	9,650	10,200
Madison Marketing Strategy - hours	45	40	40	40
Other Activities				
General Motors Site - hours	27	48	200	450
Brownfield Redevelopment Program - hours	584	780	170	650
Sites Remediated (#)	2	4	2	6
Downtown Development - hours	315	400	140	400
Development Projects Facilitated (#)	5	15	10	15
EDA Business Incubator - hours	359	360	135	190
Square Feet leased - Industrial	40,000	10,000	435,000	350,000
Total Hours	3,532	3,848	2,872	4,160

BUDGET VARIANCES

8,301	Economic adjustments
	Health insurance savings due to change in employee health insurance
<u>(28,793)</u>	coverage
(20,492)	TOTAL PERSONAL SERVICES
<u>5,630</u>	Professional development based upon training goals for two positions
5,630	TOTAL CONTRACTUAL SERVICES
<u>(\$14,862)</u>	TOTAL DECREASE

REQUIRED RESOURCES

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget	Budget to Budget Incr / (Decr)
<u>PERSONAL SERVICES</u>					
Wages	\$96,425	\$120,050	\$121,319	\$128,351	\$8,301
Benefits	38,061	49,981	19,726	21,188	(28,793)
Miscellaneous Benefits	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Subtotal	134,486	170,031	141,045	149,539	(20,492)
 <u>CONTRACTUAL SERVICES</u>					
Utilities	150	150	150	150	0
Postage	184	50	50	50	0
Professional Development	2,567	4,370	4,370	10,000	5,630
Audit & Consulting	7,962	0	0	0	0
Recruiting Expense	2,197	0	800	0	0
Other Contractual Services	<u>0</u>	<u>0</u>	<u>7,500</u>	<u>0</u>	<u>0</u>
Subtotal	13,060	4,570	12,870	10,200	5,630
 <u>SUPPLIES & MATERIALS</u>					
	442	1,000	1,000	1,000	0
 <u>GRAND TOTAL</u>					
	<u>\$147,989</u>	<u>\$175,601</u>	<u>\$154,915</u>	<u>\$160,739</u>	<u>(\$14,862)</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

\$14,845	transition AP Clerk from part-time to full-time
<u>1,693</u>	Economic adjustments
16,538	TOTAL PERSONAL SERVICES
-	TOTAL CONTRACTUAL SERVICES
(2,700)	TOTAL SUPPLIES & MATERIALS
<u>\$13,838</u>	TOTAL INCREASE

REQUIRED RESOURCES

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget	Budget to Budget Incr / (Decr)
<u>PERSONAL SERVICES</u>					
Wages	\$ 304,225	\$ 247,972	\$ 245,860	\$ 262,715	\$14,743
Benefits	87,046	79,544	80,200	81,339	1,795
Miscellaneous Benefits	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Subtotal	391,271	327,516	326,060	344,054	16,538
<u>CONTRACTUAL SERVICES</u>					
Utilities	1,038	700	847	700	0
Postage	1,663	1,400	906	1,400	0
Professional Development	5,981	8,135	2,175	8,135	0
Auditing/Consulting	34,283	34,350	34,350	34,350	0
Recruiting Expense	<u>1,135</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Subtotal	44,099	44,585	38,278	44,585	0
<u>SUPPLIES & MATERIALS</u>	4,435	3,850	2,879	1,150	(2,700)
GRAND TOTAL	<u>\$439,806</u>	<u>\$375,951</u>	<u>\$367,217</u>	<u>\$389,789</u>	<u>\$13,838</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, researching salary and benefit information for contract negotiations, advising management staff on employee issues, grievance and interest arbitration, impact bargaining, and employee discipline research and advice.

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

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget
ACTIVITIES:				
Recruitment & Selection (Hours)	1,768	1,602	2,038	2,038
Job Applications Received (#)	3,000	3,000	3,000	3,000
Recruitments (#)*	65	65	70	70
Labor and Employee Relations (Hours)	728	1,092	1,092	728
Grievances Filed Step 4 (#)	0	2	2	2
Contracts Under Negotiation (#)	0	3	3	0
HR Policies/Benefits/Salary Adm. (Hours)	1,872	2,037	1,820	2,184
Training Programs (#)**	32	10	10	12
Safety Training Programs (#)**	41	34	141	142
Personnel and Payroll Changes (#)	610	610	620	620
Health and Wellness (Hours)	1,248	1,383	1,456	1,456
Significant Health Plan Problems Addressed (#)	20	20	40	40
Worker Compensation (Hours)	624	1,166	874	874
Worker Compensation Claims Processed (#)	95	100	110	110

* Includes 10 Seasonal recruitments. In the past this was indicated as 1 recruitment.

** Because of switch to online training, numbers as of 2015 reflect number of classes; not number of times classes are offered.

BUDGET VARIANCES

<u>5,151</u>	Economic Adjustments
5,151	TOTAL PERSONAL SERVICES
2,585	Addition of \$5,000 for organizational climate survey
(3,051)	Decrease based upon estimated cost of 2016 training program
<u>(190)</u>	Other
(656)	TOTAL CONTRACTUAL SERVICES
<u>\$4,495</u>	TOTAL INCREASE

REQUIRED RESOURCES

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget	Budget to Budget Incr / (Decr)
<u>PERSONAL SERVICES</u>					
Wages	\$156,638	\$154,547	\$159,784	\$159,280	\$4,733
Benefits	<u>47,757</u>	<u>49,196</u>	<u>49,404</u>	<u>49,614</u>	<u>418</u>
Subtotal	204,395	203,743	209,188	208,894	5,151
<u>CONTRACTUAL SERVICES</u>					
Utilities	603	750	750	750	0
Postage	309	260	260	265	5
Professional Development	967	1,725	1,450	1,530	(195)
Audit & Consulting	924	6,000	3,585	8,585	2,585
Employee Development	8,255	14,398	12,191	11,347	(3,051)
Recruiting Expense	<u>2,567</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Subtotal	13,626	23,133	18,236	22,477	(656)
<u>SUPPLIES & MATERIALS</u>					
	6,667	1,200	1,200	1,200	0
GRAND TOTAL	<u>\$224,687</u>	<u>\$228,076</u>	<u>\$228,624</u>	<u>\$232,571</u>	<u>\$4,495</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

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget
--	----------------	----------------	-------------------	----------------

ACTIVITIES:

Servers Maintained	41	41	41	41
Virtual Machines	22	22	40	42
Mobile Data Terminals	47	47	51	51
Tablets	24	24	25	25
Network Computers	286	287	303	308
Physical Locations Supported	27	27	28	28
Number of Users	540	620	681	685
Storage Used (in Gigabytes)	12,300	13,500	12,100	13,500

BUDGET VARIANCES

<u>\$2,035</u>	Economic adjustments
2,035	TOTAL PERSONAL SERVICES
(66,483)	Allocation of Govern and New World software expenses from Information Technology to Water, Wastewater, Stormwater, Sanitaion, VOM, Transit, and Library funds
<u>(2,192)</u>	Other
(68,675)	TOTAL CONTRACTUAL SERVICES
<u>325</u>	TOTAL SUPPLIES & MATERIALS
<u>2549</u>	TOTAL CAPITAL OUTLAY
<u>(\$63,766)</u>	TOTAL DECREASE

REQUIRED RESOURCES

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget	Budget to Budget Incr / (Decr)
<u>PERSONAL SERVICES</u>					
Wages	\$174,622	\$180,576	\$179,454	\$182,524	\$1,948
Benefits	<u>56,201</u>	<u>56,863</u>	<u>56,809</u>	<u>56,950</u>	<u>87</u>
Subtotal	230,824	237,439	236,263	239,474	2,035
<u>CONTRACTUAL SERVICES</u>					
Utilities	1,019	1,900	950	1,900	0
Postage	15	105	40	105	0
Professional Development	6,110	6,910	6,462	4,718	(2,192)
Auditing/Consulting	3,121	4,700	4,700	4,700	0
Computer Maintenance	368,758	424,598	439,986	358,115	(66,483)
Vehical & Equipment	<u>18</u>	<u>400</u>	<u>0</u>	<u>400</u>	<u>0</u>
Subtotal	379,041	438,613	452,138	369,938	(68,675)
<u>SUPPLIES & MATERIALS</u>	3,016	1,300	1,970	1,625	325
<u>CAPITAL OUTLAY</u>	<u>158,776</u>	<u>151,031</u>	<u>149,000</u>	<u>153,580</u>	<u>2,549</u>
GRAND TOTAL	<u>\$771,657</u>	<u>\$828,383</u>	<u>\$839,371</u>	<u>\$764,617</u>	<u>(\$63,766)</u>

DEPARTMENT: GENERAL GOVERNMENT

DIVISION: OTHER GENERAL FUND

GOAL:

To capture miscellaneous General Fund expenses.

PROGRAM ACTIVITY STATEMENT:

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

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

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

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

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

Retiree Benefits – Eligible retirees are provided health, dental, and life insurance coverage until they reach age 65. Public safety retirees are eligible for retiree health benefits based upon a WRS retirement. All other employees must meet an age and years of service criteria to be eligible. Contract negotiations are moving toward a limitation for new hires as of January 1, 2015 to be eligible for a maximum of ten years of retiree health benefits.

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

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

BUDGET VARIANCES

49,939	Increase in retiree health & life insurance
49,939	TOTAL PERSONAL SERVICES
5,000	Increase in debt issuance expense
(2,859)	Other
2,141	TOTAL CONTRACTUAL SERVICES
-	TOTAL SUPPLIES & MATERIALS
<u>\$52,080</u>	TOTAL INCREASE

REQUIRED RESOURCES

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget	Budget to Budget Incr / (Decr)
<u>PERSONAL SERVICES</u>					
Wages	\$ 103,139	\$ 100,000	\$ 100,000	\$ 100,001	\$1
Benefits	<u>419,834</u>	<u>339,376</u>	<u>395,370</u>	<u>389,314</u>	<u>49,938</u>
Subtotal	522,973	439,376	495,370	489,315	49,939
<u>CONTRACTUAL SERVICES</u>					
Debt Issuance Expense	(62,281)	50,000	57,000	55,000	5,000
General Expense	<u>146,094</u>	<u>90,101</u>	<u>113,216</u>	<u>87,242</u>	<u>(2,859)</u>
Subtotal	83,813	140,101	170,216	142,242	2,141
<u>SUPPLIES & MATERIALS</u>					
	0	0	0	0	0
GRAND TOTAL	<u>\$606,786</u>	<u>\$579,477</u>	<u>\$665,586</u>	<u>\$631,557</u>	<u>\$52,080</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.

ELEMENT COST:

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget
Police Management	\$612,363	\$604,403	\$603,804	\$605,761
Patrol Services	8,566,676	8,883,787	8,867,628	8,766,111
Investigative Services	2,682,552	2,666,650	2,701,780	2,806,524
Support Services	<u>819,377</u>	<u>865,618</u>	<u>834,816</u>	<u>899,964</u>
Total	<u>\$12,680,968</u>	<u>\$13,020,458</u>	<u>\$13,008,028</u>	<u>\$13,078,360</u>

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget
ACTIVITIES:				
Patrol (#)				
Officer Activity	63,861	70,000	65,000	70,000
Traffic Citations	9,117	10,000	9,100	10,000
Traffic Accidents	1,563	1,500	1,100	1,200
Crossing Guard Locations	17.0	17.0	17.0	17.0
Investigative (#)				
Violent Crime Incidents	169	160	150	155
Cleared with an Arrest (%)	60.0%	60.0%	60.0%	60.0%
Property Crime Incidents	2,088	2,300	1,975	2,000
Cleared with an Arrest (%)	26.0%	25.0%	25.0%	25.0%
Prisoners Processed	1,470	1,600	1,500	1,500
Support (#)				
Reports Processed	10,835	12,000	10,600	11,000
Records Requested	4,948	5,000	5,000	5,000
Parking Tickets Processed	1,949	3,200	1,200	2,000

BUDGET VARIANCES

\$120,619	Union negotiated salary increases, step increases, Administrative COLA
(150,496)	Turnover salary savings
20,000	Overtime for emergency detention transports no longer done by Rock County Sheriff's Office
135,208	Changes from single to family health insurance, and increase number of retirees
(54,348)	Retirement rate, as set by the State
8,825	Increase in floating holiday payout
<u>1,070</u>	<u>Other</u>
80,878	TOTAL PERSONAL SERVICES
(8,055)	Telephone expenses based on historic actuals
16,253	Property Insurance
10,000	Increase in Animal Control
1,675	Deer Creek training software
12,280	Radio equipment purchased in 2012 coming off warranty mid year 2016
<u>425</u>	<u>Other</u>
32,578	TOTAL CONTRACTUAL SERVICES
-	TOTAL SUPPLIES & MATERIALS
<u>(55,554)</u>	Will not be purchasing two SUV squads
(55,554)	TOTAL CAPITAL OUTLAY
<u>\$57,902</u>	TOTAL INCREASE

REQUIRED RESOURCES

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget	Budget to Budget Incr / (Decr)
PERSONAL SERVICES					
Wages	\$7,427,472	\$7,851,082	\$7,761,047	\$7,817,615	(\$33,467)
Overtime	340,782	291,774	322,340	314,600	22,826
Benefits	3,520,818	3,505,733	3,547,144	3,588,427	82,694
Miscellaneous Benefits	<u>160,093</u>	<u>157,260</u>	<u>165,553</u>	<u>166,085</u>	<u>8,825</u>
Subtotal	11,449,165	11,805,849	11,796,084	11,886,727	80,878
CONTRACTUAL SERVICES					
Utilities	32,892	49,460	41,405	41,545	(7,915)
Postage	5,559	5,725	7,500	6,360	635
Professional Development	46,714	33,435	33,450	33,520	85
Insurance	198,034	207,165	207,165	223,418	16,253
Care of Animals	123,772	125,000	129,000	135,000	10,000
Care of Prisoners	19,126	18,000	18,000	18,000	0
Uniform and Tool Expense	47,134	46,500	46,500	46,500	0
Computer Maintenance	2,317	2,400	2,400	2,400	0
Other Contractual Services	35,098	23,650	23,650	24,890	1,240
Vehicle & Equipment	<u>429,006</u>	<u>411,820</u>	<u>411,420</u>	<u>424,100</u>	<u>12,280</u>
Subtotal	939,652	923,155	920,490	955,733	32,578
SUPPLIES & MATERIALS	99,777	90,900	90,900	90,900	0
CAPITAL OUTLAY	<u>192,374</u>	<u>200,554</u>	<u>200,554</u>	<u>145,000</u>	<u>(55,554)</u>
GRAND TOTAL	<u>\$12,680,968</u>	<u>\$13,020,458</u>	<u>\$13,008,028</u>	<u>\$13,078,360</u>	<u>\$57,902</u>
	2014 Actual	2015 Budget	2015 Estimated	2016 Budget	
Revenues	\$37,361	\$37,200	\$46,425	\$45,500	<u>\$8,300</u>

DEPARTMENT: PUBLIC SAFETY

DIVISION: FIRE

MISSION:

It is the mission of the Janesville Fire Department to protect life, property and environment, promote public safety, and foster growth through leadership, management, and actions. We will provide these services in a safe and effective manner.

OBJECTIVES:

- Develop an organization to effectively lead, manage, and administer the resources of the Department.
- Develop a system to minimize the impact of disasters and other emergencies involving life and property.
- Provide an effective prevention and community education program that promotes health and safety.
- To ensure department services are provided in a responsive and cost effective manner.
- Strive to maintain the safest environment for ourselves and those we serve.

PROGRAM ACTIVITY STATEMENT:

During 2016, an estimated 2,245 Fire & Rescue Incidents and 7,250 EMS Incidents will be answered by the Fire Department responding from five stations. Four stations have paramedic ambulances, each staffed by two licensed paramedics 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 4,900 fire and tank inspections will be made in 2016. 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.

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget
ACTIVITIES:				
Fire & Rescue Incidents	2,264	2,300	2,200	2,245
EMS Emergency Incidents	6,949	7,125	7,108	7,250
Total	<u>9,213</u>	<u>9,425</u>	<u>9,308</u>	<u>9,495</u>
Facility Transfers	589	568	575	590
Total Patients	7,159	7,225	7,250	7,325
Fire Prevention Inspections (#)				
General	3,235	3,060	3,080	3,100
Construction*	190	225	225	250
Compliance	942	800	975	1,000
Special Request	30	40	35	35
Tanks	229	235	235	235
Occupancy	<u>263</u>	<u>325</u>	<u>280</u>	<u>300</u>
Total	<u>4,889</u>	<u>4,685</u>	<u>4,830</u>	<u>4,920</u>
ELEMENT COST:				
Suppression	\$6,182,970	\$6,389,809	\$6,419,153	\$6,862,463
EMS	2,846,221	2,925,373	2,897,533	2,982,441
Prevention	390,067	436,038	419,125	473,810
Administration	<u>624,553</u>	<u>735,666</u>	<u>734,042</u>	<u>766,201</u>
Total	<u>\$10,043,811</u>	<u>\$10,486,886</u>	<u>\$10,469,853</u>	<u>\$11,084,915</u>

BUDGET VARIANCES

\$380,323	Personal Services increases primarily due to contractual increases in salaries
<u>86,803</u>	Additional overtime with new inter-city service
467,126	TOTAL PERSONAL SERVICES
23,717	Increase, in utilities, for additional square footage in new station
4,500	Building Maintenance
21,768	Insurance
7,000	Uniforms and protective gear for four replacement employees
87,500	Move ambulance billing and collection fees from Clerk/Treasurer division expense
3,145	Increase in VOM rates
<u>260</u>	Other
147,890	TOTAL CONTRACTUAL SERVICES
(8,500)	Expanded agreement with hospitals to provide medical supplies
(1,286)	Supplies
<u>(1,677)</u>	Repair Parts/Other
(11,463)	TOTAL SUPPLIES & MATERIAL
(5,524)	TOTAL RURAL FIRE OFFSET
<u>\$598,029</u>	TOTAL INCREASE

REQUIRED RESOURCES

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget	Budget to Budget Incr / (Decr)
<u>PERSONAL SERVICES</u>					
Wages	\$6,124,867	\$6,590,699	\$6,586,805	\$6,940,393	\$349,694
Overtime	389,763	390,000	382,700	459,704	69,704
Benefits	3,105,827	3,067,686	3,055,225	3,115,414	47,728
Miscellaneous Benefits	<u>120,275</u>	<u>119,200</u>	<u>119,200</u>	<u>119,200</u>	<u>0</u>
Subtotal	9,740,732	10,167,585	10,143,930	10,634,711	467,126
<u>CONTRACTUAL SERVICES</u>					
Utilities	81,892	90,279	89,796	113,996	23,717
Postage	1,840	2,254	2,254	2,279	25
Professional Development	44,564	46,894	46,894	46,829	(65)
Building Expense	26,467	39,000	39,000	43,500	4,500
Insurance	214,786	205,551	205,551	227,319	21,768
Uniform and Tool Expense	76,539	66,601	66,601	73,601	7,000
Other Contractual Services	0	0	0	87,500	87,500
Computer Maintenance	28	3,500	1,500	3,800	300
Recruiting Expense	2,025	4,900	10,900	4,900	0
Vehicle & Equipment	<u>347,023</u>	<u>295,324</u>	<u>300,969</u>	<u>298,469</u>	<u>3,145</u>
Subtotal	795,165	754,303	763,465	902,193	147,890
<u>SUPPLIES & MATERIALS</u>	60,112	117,397	114,857	105,934	(11,463)
GRAND TOTAL	<u>\$10,596,210</u>	<u>\$11,039,285</u>	<u>\$11,022,252</u>	<u>\$11,642,838</u>	<u>\$603,553</u>
<u>RURAL FIRE OFFSET</u>	<u>(\$552,399)</u>	<u>(\$552,399)</u>	<u>(\$552,399)</u>	<u>(\$557,923)</u>	<u>(\$5,524)</u>
NET TOTAL	<u>\$10,043,811</u>	<u>\$10,486,886</u>	<u>\$10,469,853</u>	<u>\$11,084,915</u>	<u>\$598,029</u>

TOWNSHIP FIRE PROTECTION:

The 2016 estimated revenue for providing contracted fire protection services to the neighboring towns is \$557,923. This is an increase of \$5,524 from 2015.

EMS/AMBULANCE TRANSPORT REVENUE:

The EMS projected revenue, for 2016, is \$1,750,000. This is an increase of \$145,000 from the 2015 Budget. This will be due to a 2015 increase in EMS rates and an anticipated increase in service volume. Ambulance Transports is also showing an increase of \$298,803. This is primarily due to the addition of an Inter-Facility Transport program. This program will be offset slightly, by the overtime wages necessary to facilitate the transports, and VOM expenses incurred with the vehicles.

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. The 2015 note issue included \$465,000 for the replacement of two 2003 Medtec Ambulances.

Two vehicles are being planned for replacement in 2016. They include a 2000 American LaFrance Rescue-Pumper and a 1998 Zodiac inflatable boat. The replacement of the 2000 American LaFrance was deferred in 2015. American LaFrance filed for Chapter 11 bankruptcy in 2008, and it has been difficult to obtain parts for the truck. Both vehicles have frequent maintenance issues and the 1998 Zodiac has out lasted its projected service life. The department has funds available from the Quint 81 replacement project of approximately \$100,000.00 that could be used to help facilitate these replacements.

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 2016 is \$43,454. In 2016, the department is considering the purchase of a new power load cot system. The funding for these expenses will come from this account.

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget
REVENUES:				
EMS	\$1,475,703	\$1,605,000	\$1,750,000	\$1,750,000
Inspections	26,822	25,000	20,000	25,000
Ambulance Transport	147,750	142,000	130,000	428,803
Other	<u>47,341</u>	<u>40,000</u>	<u>40,000</u>	<u>40,000</u>
Total	<u>\$1,697,616</u>	<u>\$1,812,000</u>	<u>\$1,940,000</u>	<u>\$2,243,803</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 330-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)	2014	2015	2015	2016
	Actual	Budget	Estimated	Budget
Sewer & Water & Landfill	993	1,239	1,074	1,153
Street Rehabilitation (Curbs, Walks, Bridges)	3,506	3,904	3,385	3,633
City Buildings & Parks	1,373	1,403	1,216	1,306
Maintain Infrastructure Records / Maps	1,452	1,262	1,094	1,174
Support Economic Development	879	702	609	653
Transportation Planning	<u>2,592</u>	<u>2,285</u>	<u>1,981</u>	<u>2,127</u>
Total	<u>10,795</u>	<u>10,795</u>	<u>9,360</u>	<u>10,046</u>

BUDGET VARIANCES

<u>(\$15,033)</u>	Economic adjustments and turnover costs
(15,033)	TOTAL PERSONAL SERVICES
<u>(1,008)</u>	TOTAL CONTRACTUAL SERVICES
<u>(\$16,041)</u>	TOTAL DECREASE

REQUIRED RESOURCES

	2014	2015	2015	2016	Budget to Budget
	Actual	Budget	Estimated	Budget	Incr / (Decr)
<u>PERSONAL SERVICES</u>					
Wages	\$366,003	\$440,058	\$390,435	\$430,398	(\$9,660)
Overtime	1,110	680	100	100	(580)
Benefits	113,819	134,608	147,925	129,815	(4,793)
Miscellaneous Benefits	<u>139</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Subtotal	481,071	575,346	538,460	560,313	(15,033)
<u>CONTRACTUAL SERVICES</u>					
Utilities	4,769	4,700	4,700	4,700	0
Postage	2,839	2,722	2,722	2,994	272
Professional Development	18,842	19,265	18,192	17,985	(1,280)
Audit & Consulting	10,954	6,726	7,276	6,726	0
Vehicle & Equipment	<u>4,474</u>	<u>5,130</u>	<u>5,130</u>	<u>5,130</u>	<u>0</u>
Subtotal	41,877	38,543	38,020	37,535	(1,008)
<u>SUPPLIES & MATERIALS</u>					
	10,812	9,675	9,675	9,675	0
<u>GRAND TOTAL</u>	<u>\$533,761</u>	<u>\$623,564</u>	<u>\$586,155</u>	<u>\$607,523</u>	<u>(\$16,041)</u>

The proposed 2016 budget includes adding a full time field technician required to support the increased street rehabilitation program. The cost allocation is spread among a variety of utility and street components associated with this increased level of effort.

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.

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget
ACTIVITIES:				
Snow Plowing Operations (#)				
City-Wide Operations	9	7	9	7
Partial Operations	10	0	0	0
Chemical Spreading Operations (#)				
City-Wide Operations	10	18	19	18
Partial Operations	24	0	5	0
Freezing Rain Operations (#)	2	0	0	0
Downtown Snow Removal Operations (#)	1	3	3	3
Salt (Tons Used)	5,025	4,000	4,085	4000
Inches of Snow	49.3	36.0	41.5	36.0

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget
ELEMENT COST:				
Snow Plowing	\$617,395	\$534,673	\$527,368	\$537,176
Chemical Spreading	828,619	582,494	563,231	594,374
Snow Removal	64,374	70,040	66,156	69,448
Sidewalk Shoveling	<u>106,296</u>	<u>103,781</u>	<u>83,735</u>	<u>103,171</u>
Total	<u>\$1,616,684</u>	<u>\$1,290,988</u>	<u>\$1,240,490</u>	<u>\$1,304,169</u>

BUDGET VARIANCES

<u>(\$9,489)</u>	Reduction due to filling vacant positions at entry level
(9,489)	TOTAL PERSONAL SERVICES
12,600	Increase in VOM rental rates
<u>500</u>	Increase in cost for consulting meteorological services
13,100	TOTAL CONTRACTUAL SERVICES
<u>9,570</u>	3.8% increase in the price of salt purchased through the State of Wisconsin
9,570	TOTAL SUPPLIES & MATERIAL
<u>\$13,181</u>	TOTAL INCREASE

REQUIRED RESOURCES

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget	Budget to Budget Incr / (Decr)
PERSONAL SERVICES					
Wages	\$190,634	\$207,142	\$167,134	\$204,527	(\$2,615)
Overtime	137,351	81,000	100,198	80,900	(100)
Benefits	<u>116,603</u>	<u>101,316</u>	<u>94,488</u>	<u>94,542</u>	<u>(6,774)</u>
Subtotal	444,588	389,458	361,820	379,969	(9,489)
CONTRACTUAL SERVICES					
Utilities	526	500	500	500	0
Audit & Consulting	700	1,000	1,400	1,500	500
Other Contractual Services	0	0	0	0	0
Vehicle & Equipment	<u>738,079</u>	<u>610,600</u>	<u>597,170</u>	<u>623,200</u>	<u>12,600</u>
Subtotal	739,305	612,100	599,070	625,200	13,100
SUPPLIES & MATERIALS	432,791	289,430	279,600	299,000	9,570
GRAND TOTAL	<u>\$1,616,684</u>	<u>\$1,290,988</u>	<u>\$1,240,490</u>	<u>\$1,304,169</u>	<u>\$13,181</u>

DEPARTMENT: PUBLIC WORKS
DIVISION: OPERATIONS
PROGRAM: STREET MAINTENANCE

GOAL:

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

OBJECTIVES:

- To provide for the maintenance of a high quality street surface through immediate pothole repair, annually scheduled crack 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.

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget
ACTIVITIES:				
Concrete/Bituminous Street Maintenance				
Patch Filling (Tons)	485	500	525	500
Crack Sealing (Lane Miles)	0.0	6.0	5.0	8.0
Resurfacing/Reconstruction (Miles)				
Breaking/Rubbelizing	0.0	0.0	0.0	0.1
Milling/Resurfacing	5.2	9.5	7.5	12.0
Reconstruction	1.1	1.0	1.0	1.1
Shoulder Maintenance				
Miles	6.0	10.0	8.0	10.0
Gravel Streets				
Miles	14.0	18.0	18.0	18.0

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget
ELEMENT COST:				
Concrete Streets	\$79,237	\$97,482	\$66,981	\$106,890
Bituminous Streets	101,447	182,563	179,500	185,606
Curb/Gutter/Sidewalk	350	344	42	321
Resurfacing/Reconstruction	608,301	530,878	543,995	101,226
Bridge Maintenance	10,284	16,477	13,015	14,675
Shoulder Maintenance	6,390	12,577	8,925	10,875
Gravel Streets	8,444	10,068	10,824	10,179
Median Mowing	<u>86,598</u>	<u>59,882</u>	<u>87,650</u>	<u>98,477</u>
Total	<u>\$901,051</u>	<u>\$910,271</u>	<u>\$910,932</u>	<u>\$528,249</u>

BUDGET VARIANCES

<u>\$8,378</u>	Increase to better reflect historical expenditures for median mowing
8,378	TOTAL PERSONAL SERVICES
(360,000)	Includes contracted services for crack sealing and additional rehabilitation associated with enhanced streets program.
<u>(13,900)</u>	Reduction in VOM reflects a change to contracted services for crack sealing
(373,900)	TOTAL CONTRACTUAL SERVICES
(16,500)	TOTAL SUPPLIES & MATERIALS
<u>(\$382,022)</u>	TOTAL DECREASE

REQUIRED RESOURCES

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget	Budget to Budget Incr / (Decr)
<u>PERSONAL SERVICES</u>					
Wages	\$167,701	\$206,109	\$169,850	\$218,721	\$12,612
Overtime	4,046	3,400	2,232	3,400	0
Benefits	<u>66,513</u>	<u>87,262</u>	<u>68,778</u>	<u>83,028</u>	<u>(4,234)</u>
Subtotal	238,260	296,771	240,860	305,149	8,378
<u>CONTRACTUAL SERVICES</u>					
Utilities	122	200	200	200	0
Other Contractual Services	574,291	470,000	568,000	110,000	(360,000)
Vehicle & Equipment	<u>58,469</u>	<u>90,100</u>	<u>65,273</u>	<u>76,200</u>	<u>(13,900)</u>
Subtotal	632,882	560,300	633,473	186,400	(373,900)
<u>SUPPLIES & MATERIALS</u>					
	29,909	53,200	36,599	36,700	(16,500)
GRAND TOTAL	<u>\$901,051</u>	<u>\$910,271</u>	<u>\$910,932</u>	<u>\$528,249</u>	<u>(\$382,022)</u>

The Major Capital Programs portion of the 2016 Proposed Budget will include \$1,912,000 of borrowing for street resurfacing and reconstruction, and \$75,000 for concrete joint repair.

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.

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget
ACTIVITIES:				
Weed Cutting (Acres)	88	88	88	88
Streets Sprayed (Lane Miles)	0	100	75	100

BUDGET VARIANCES

<u>\$462</u>	Economic adjustments
462	TOTAL PERSONAL SERVICES
-	TOTAL CONTRACTUAL SERVICES
<u>\$462</u>	TOTAL INCREASE

REQUIRED RESOURCES

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget	Budget to Budget Incr / (Decr)
<u>PERSONAL SERVICES</u>					
Wages	\$9,134	\$13,159	\$12,860	\$14,317	\$1,158
Overtime	\$257	\$200	\$200	\$200	0
Benefits	<u>2,975</u>	<u>5,484</u>	<u>5,402</u>	<u>4,788</u>	<u>(696)</u>
Subtotal	12,366	18,843	18,462	19,305	462
<u>CONTRACTUAL SERVICES</u>					
Other Contractual Service	3,702	1,242	1,800	1,242	0
Vehicle & Equipment	<u>14,574</u>	<u>18,100</u>	<u>17,000</u>	<u>18,100</u>	<u>0</u>
Subtotal	18,276	19,342	18,800	19,342	0
<u>SUPPLIES & MATERIALS</u>	1,310	775	775	775	0
GRAND TOTAL	<u>\$31,952</u>	<u>\$38,960</u>	<u>\$38,037</u>	<u>\$39,422</u>	<u>\$462</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, 16 park maintenance and 12 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. 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.

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget
ACTIVITIES:				
Park System				
Total Acreage	2,595	2595	2,595	2,595
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	19	20
Pavilion Reservations (#)	609	610	631	645
Natural Areas				
Preserved Acreage (#)	805	805	805	805
Trails				
Paved (Miles)	30	30	30	30
Athletic Fields				
Baseball Games (#)	0	0	0	0
Soccer Games (#)	130	130	130	130

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget
ELEMENT COST:				
Trails	\$55,251	\$51,612	\$50,016	\$45,020
Athletic Fields	47,353	48,980	65,189	48,787
Grounds Maintenance	983,001	1,099,893	1,016,015	1,038,463
Building Maintenance	195,850	164,803	182,302	200,668
Natural Areas	24,657	41,518	35,236	38,257
Forestry	<u>32,955</u>	<u>56,608</u>	<u>59,383</u>	<u>87,715</u>
Total	<u>\$1,339,068</u>	<u>\$1,463,414</u>	<u>\$1,408,141</u>	<u>\$1,458,910</u>

BUDGET VARIANCES

<u>(\$62,728)</u>	Economic adjustments and turnover savings
(62,728)	TOTAL PERSONAL SERVICES
14,792	Increase due to correction of account codings and expense trends
500	Increase due to P&F Coordinator attending WAA (Certification)
6,400	VOM Rates
<u>(123)</u>	Other
21,569	TOTAL CONTRACTUAL SERVICES
<u>36,655</u>	Better reflect true operating costs
36,655	TOTAL SUPPLIES & MATERIALS
<u>(\$4,504)</u>	TOTAL DECREASE

REQUIRED RESOURCES

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget	Budget to Budget Incr / (Decr)
<u>PERSONAL SERVICES</u>					
Wages	\$591,578	\$701,649	\$621,280	\$658,240	(\$43,409)
Overtime	21,048	14,300	18,500	14,700	400
Benefits	232,299	287,812	239,871	268,093	(19,719)
Miscellaneous Benefits	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Subtotal	844,925	1,003,761	879,651	941,033	(62,728)
<u>CONTRACTUAL SERVICES</u>					
Utilities	80,227	74,427	94,616	89,219	14,792
Postage	129	120	250	130	10
Professional Development	2,092	2,600	2,600	3,100	500
Building Expense	2,114	0	0	0	0
Insurance	6,797	6,159	6,159	6,026	(133)
Uniform & Tool Expense	0	0	0	0	0
Other Contractual Services	12,686	26,752	24,155	26,752	0
Recruiting Expense	52	0	0	0	0
Park Contractual	31,101	12,000	12,000	12,000	0
Vehicle & Equipment	<u>255,241</u>	<u>274,675</u>	<u>279,085</u>	<u>281,075</u>	<u>6,400</u>
Subtotal	390,439	396,733	418,865	418,302	21,569
<u>SUPPLIES & MATERIALS</u>	103,703	62,920	109,625	99,575	36,655
GRAND TOTAL	<u>\$1,339,068</u>	<u>\$1,463,414</u>	<u>\$1,408,141</u>	<u>\$1,458,910</u>	<u>(\$4,504)</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 City Council, Plan Commission, Historic Commission, Sustainable Janesville Committee 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, Alcohol Licensing Advisory Commission 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 2015:

1. Implementation of GIS & GOVERN
2. Downtown Planning Activities – ARISE Town Square, riverfront enhancements and grant applications.
3. Developed Freight, Transit, and Bicycle/Pedestrian Sections of the 2015-2050 Long Range Transportation Plan.
4. Review/approval of several commercial redevelopment projects along Milton Avenue.
5. Implemented Google Transit with assistance from JTS.
6. Implemented GIS mobile solution for storm water system maintenance operations.
7. Facilitated adoption and implementation of ARISE Strategy.
8. Adoption of new floodplain zoning ordinance and maps as prepared by WDNR and FEMA.
9. Processed various zoning code and ordinance amendments including updating of the Electrical Code.
10. I-39/90 expansion project – design and planning assistance to WisDOT.

Major Activities to be Undertaken in 2016:

1. Continued Implementation of Economic Development Strategy
2. Implement Comprehensive Plan
3. Implement Downtown Revitalization Strategy (ARISE) and assist with Comprehensive Brownfield Program.
4. Implement Neighborhood Development Strategy, Subdivision and Zoning Ordinance Updates, as needed.
5. Assist with Parking Plaza Removal and Reuse of Riverfront.
6. Continue advancement of GIS Program including new public website.
7. Complete and adopt the 2015-2050 Long Range Transportation Plan.
8. Conduct trail user count and survey, which is a study undertaken every three years.
9. Update *City of Janesville/Town of Rock Cooperation Boundary Area Plan*.
10. Update Sign Code for consistency with Comprehensive Plan.
11. Develop GIS-based work order system for Public Works.

Public Works, Planning Services / Building and Development Services

	2014 Actual	2015 Budget	2015 Estimate	2016 Budget
ACTIVITIES:				
Building Services (#)				
Construction				
Complaints	135	145	145	150
Other Variances	11	7	4	8
New Residential				
Permits	381	340	336	350
Inspections	1,075	980	1,100	1000
Existing Residential				
Permits	1,457	1600	1,460	1500
Inspections	2,132	2300	2,278	2300
New Commercial				
Permits	68	70	70	75
Inspections	829	720	730	800
Existing Commercial				
Permits (including all plan review)	1,109	1200	1,200	1250
Inspections	2,081	2400	2,400	2500
Development Services (#)				
Signs				
Complaints	3	6	6	4
Permits	302	290	300	300
Variances	4	6	0	5
Inspections	140	225	70	150
Site Plans/Zoning				
Permits	76	50	58	78
Inspections	90	110	150	100
Total				
Complaints	138	151	151	154
Permits	3,393	3,550	3,424	3,553
Variances	15	13	4	13
Inspections	6,347	6,735	6,728	6,850
Planning Services (Hours)				
Administration	1,200	1,400	1,400	1,400
Planning Services	2,500	2,400	2,500	2,600
Current Planning	2,400	2,500	2,900	2,800
Comprehensive Planning	<u>2,000</u>	<u>1,800</u>	<u>2,300</u>	<u>2,300</u>
Total Hours	<u>8,100</u>	<u>8,100</u>	<u>9,100</u>	<u>9,100</u>

Public Works, Planning Services / Building and Development Services

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget
ELEMENT COST:				
Building & Development Services	\$692,413	\$742,966	\$750,866	\$763,255
Planning Services	<u>312,368</u>	<u>361,607</u>	<u>359,885</u>	<u>411,213</u>
Total	<u>\$1,004,781</u>	<u>\$1,104,573</u>	<u>\$1,110,751</u>	<u>\$1,174,468</u>

BUDGET VARIANCES

<u>9,620</u>	Economic adjustments
<u>9,620</u>	TOTAL PERSONAL SERVICES
(200)	Postage Reduction
50,000	ARISE professional services matching funds with Forward Foundation
<u>8,000</u>	Premium Plan Review (100% reimbursable through building permit application)
<u>57,800</u>	TOTAL CONTRACTUAL SERVICES
<u>2,475</u>	State Seals - 100% reimbursable through building permits
<u>2,475</u>	TOTAL SUPPLIES & MATERIALS
<u>\$69,895</u>	TOTAL INCREASE

REQUIRED RESOURCES

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget	Budget to Budget Incr / (Decr)
<u>PERSONAL SERVICES</u>					
Wages	\$679,290	\$755,993	\$738,996	\$761,652	\$5,659
Benefits	<u>251,533</u>	<u>285,995</u>	<u>283,229</u>	<u>289,956</u>	<u>3,961</u>
Subtotal	930,823	1,041,988	1,022,225	1,051,608	9,620
<u>CONTRACTUAL SERVICES</u>					
Utilities	2,666	2,500	2,071	2,500	0
Postage	3,221	3,000	2,041	2,800	(200)
Professional Development	8,968	11,085	11,302	11,085	0
Audit & Consulting	73	800	200	50,800	50,000
Other Contractual Services	36,652	22,800	49,652	30,800	8,000
Vehicle & Equipment	<u>15,960</u>	<u>16,200</u>	<u>16,200</u>	<u>16,200</u>	<u>0</u>
Subtotal	67,540	56,385	81,466	114,185	57,800
<u>SUPPLIES & MATERIALS</u>	6,418	6,200	7,060	8,675	2,475
GRAND TOTAL	<u>\$1,004,781</u>	<u>\$1,104,573</u>	<u>\$1,110,751</u>	<u>\$1,174,468</u>	<u>\$69,895</u>
	302	290	300	300	
	Actual	Budget	Estimated	Budget	
Revenues	\$434,800	\$433,756	\$484,444	\$679,603	

REVENUE COMMENT: This budget includes an increase to projected revenue due to anticipated increase in development activity, that will offset expenditures by approximately \$216,645, and an additional \$13,247 in proposed revenue enhancements related to building permit fees.

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.

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget
--	----------------	----------------	-------------------	----------------

ACTIVITIES:

Parking Facilities

Spaces (#)	2,108	2,108	2,108	2,108
Maintenance (Hours)	610	850	778	600

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget
--	----------------	----------------	-------------------	----------------

ELEMENT COST:

Maintenance	\$94,685	\$90,246	\$104,690	\$107,113
Facilities Planning	<u>15,256</u>	<u>16,063</u>	<u>15,645</u>	<u>17,763</u>
Total	<u>\$109,942</u>	<u>\$106,309</u>	<u>\$120,335</u>	<u>\$124,876</u>

BUDGET VARIANCES

<u>\$4,463</u>	Economic adjustments
4,463	TOTAL PERSONAL SERVICES
<u>2,254</u>	Increases in electricity, postage and contracted services
2,254	TOTAL CONTRACTUAL SERVICES
(150)	TOTAL SUPPLIES & MATERIALS
	Parking ramp capital for replacement backup UPS and 2 additional surveillance cameras
<u>12,000</u>	
12,000	TOTAL CAPITAL OUTLAY
<u>\$18,567</u>	TOTAL INCREASE

REQUIRED RESOURCES

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget	Budget to Budget Incr / (Decr)
<u>PERSONAL SERVICES</u>					
Wages	\$28,888	\$24,886	\$29,451	\$28,646	\$3,760
Overtime	2,576	3,100	4,430	3,100	0
Benefits	<u>11,685</u>	<u>10,185</u>	<u>11,867</u>	<u>10,888</u>	<u>703</u>
Subtotal	43,149	38,171	45,748	42,634	4,463
<u>CONTRACTUAL SERVICES</u>					
Utilities	24,616	22,766	23,700	24,293	1,527
Postage	670	700	700	700	0
Insurance	2,136	2,022	2,022	1,899	(123)
Other Contractual Services	7,538	6,000	8,000	7,000	1,000
Vehicle & Equipment	<u>30,597</u>	<u>35,400</u>	<u>39,250</u>	<u>35,250</u>	<u>(150)</u>
Subtotal	65,556	66,888	73,672	69,142	2,254
<u>SUPPLIES & MATERIALS</u>	1,237	1,250	915	1,100	(150)
<u>CAPITAL OUTLAY</u>	0	0	0	12,000	12,000
GRAND TOTAL	<u>\$109,942</u>	<u>\$106,309</u>	<u>\$120,335</u>	<u>\$124,876</u>	<u>\$18,567</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 for at an average cost per square foot of \$5.29. The Technical Services Division performs the routine maintenance and repairs with certain specialty services such as elevator maintenance, janitorial services, etc. being contracted out for most of the buildings. In addition, the lawn maintenance and snow removal at the Tallman House are performed by private contractors.

	2014 Actual	2015 Budget	2015 Estimated	2016 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
Lincoln-Tallman House Attendance*	12,000	13,310	13,000	14,000
Cost per Lincoln-Tallman Attendee	\$24.00	\$24.00	\$27.00	\$24.00

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget
ELEMENT COST:				
City Hall	\$269,547	\$295,580	\$287,372	\$359,402
City Services Center	47,225	50,111	50,950	52,760
Police Services	128,234	138,845	135,263	136,288
City Storage Building	383	20,332	16,607	14,988
Lincoln Tallman House	49,436	49,400	56,186	49,400
Other Buildings	<u>201</u>	<u>1,642</u>	<u>424</u>	<u>185</u>
Total	<u>\$495,025</u>	<u>\$555,910</u>	<u>\$546,802</u>	<u>\$613,023</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

\$42,477	\$50,000 of this increase due to Engineering Project Manager's wages being redistributed from the Fire Station Project.
<u>13,626</u>	Economic Adjustments and Other
56,103	TOTAL PERSONAL SERVICES
(9,535)	Utilities
<u>(1,705)</u>	Other
(11,240)	TOTAL CONTRACTUAL SERVICES
(1,750)	TOTAL SUPPLIES & MATERIALS
<u>14,000</u>	CAPITAL OUTLAY
<u>-</u>	LINCOLN TALLMAN SUBSIDY
<u>\$57,113</u>	TOTAL INCREASE

REQUIRED RESOURCES

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget	Budget to Budget Incr / (Decr)
<u>PERSONAL SERVICES</u>					
Wages	\$92,783	\$99,689	\$102,098	\$142,366	\$42,677
Overtime	1,185	1,600	2,023	1,400	(200)
Benefits	<u>31,540</u>	<u>31,349</u>	<u>33,294</u>	<u>44,975</u>	<u>13,626</u>
Subtotal	125,509	132,638	137,415	188,741	56,103
<u>CONTRACTUAL SERVICES</u>					
Utilities	142,654	169,941	155,061	160,406	(9,535)
Postage	832	500	500	500	0
Professional Development	587	1,400	1,400	1,400	0
Building Expense	13,455	10,000	12,050	10,000	0
Insurance	10,118	9,968	9,598	11,188	1,220
Other Contractual Services	123,345	141,813	140,853	138,463	(3,350)
Vehicle & Equipment	<u>8,125</u>	<u>9,950</u>	<u>11,175</u>	<u>10,375</u>	<u>425</u>
Subtotal	299,115	343,572	330,637	332,332	(11,240)
<u>SUPPLIES & MATERIALS</u>	25,104	34,700	33,750	32,950	(1,750)
<u>CAPITAL OUTLAY</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>14,000</u>	<u>14,000</u>
<u>LINCOLN TALLMAN SUBSIDY</u>	<u>45,298</u>	<u>45,000</u>	<u>45,000</u>	<u>45,000</u>	<u>0</u>
GRAND TOTAL	<u>\$495,025</u>	<u>\$555,910</u>	<u>\$546,802</u>	<u>\$613,023</u>	<u>\$57,113</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 64 signalized intersections (the most recent addition of one intersection was installed in 2015) where traffic volumes exceed minimum standards. Starting in 2016, and excluding utility costs, WisDOT will take over maintenance of 9 city-owned traffic signals during the I39/I90 expansion project and until the project is complete. This budget includes reductions for the proposed removal of 2 signalized intersections resulting in only 62 signals. 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.

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget
--	----------------	----------------	-------------------	----------------

ACTIVITIES:

Traffic Signs

Installed/Repaired (#)	1,900	1,800	2,000	2,000
------------------------	-------	-------	-------	-------

Traffic Signals

Intersections (#)	73	73	71	62
-------------------	----	----	----	----

Street Painting

Striping (Feet)	390,000	405,000	395,000	405,000
-----------------	---------	---------	---------	---------

Street Lighting

Alliant Utilities Lights (#)	2,104	2,104	2,101	2,105
------------------------------	-------	-------	-------	-------

City Lights (#)	2,298	2,298	2,335	2,345
-----------------	-------	-------	-------	-------

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget
--	----------------	----------------	-------------------	----------------

ELEMENT COST:

Traffic Signs	\$131,033	\$129,436	\$134,241	\$136,456
Traffic Signals	142,811	150,722	141,727	143,571
Street Painting	104,732	94,868	89,511	94,028
Street Lighting	617,113	544,067	443,446	472,014
Right-of-Way Clearing	<u>49,418</u>	<u>43,975</u>	<u>59,909</u>	<u>40,722</u>
Total	<u>\$1,045,107</u>	<u>\$963,068</u>	<u>\$868,834</u>	<u>\$886,791</u>

BUDGET VARIANCES

<u>(\$13,532)</u>	Turnover savings and completion of LED street light project
(13,532)	TOTAL PERSONAL SERVICES
(64,240)	Includes expected rate increase. Overall net decrease due to LED streetlight installations
(9,000)	Eliminate contracted epoxy painting.
<u>210</u>	Other
(73,030)	TOTAL CONTRACTUAL SERVICES
<u>10,285</u>	TOTAL SUPPLIES & MATERIALS
<u>(\$76,277)</u>	TOTAL DECREASE

REQUIRED RESOURCES

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget	Budget to Budget Incr / (Decr)
PERSONAL SERVICES					
Wages	\$214,730	\$210,826	\$231,469	\$218,518	\$7,692
Overtime	3,809	14,800	4,037	9,700	(5,100)
Benefits	<u>84,550</u>	<u>92,825</u>	<u>88,746</u>	<u>76,701</u>	<u>(16,124)</u>
Subtotal	303,089	318,451	324,252	304,919	(13,532)
CONTRACTUAL SERVICES					
Utilities	494,122	472,150	385,050	407,910	(64,240)
Professional Development	0	450	450	450	0
Insurance	348	332	332	342	10
Other Contractual Services	32,695	9,000	0	0	(9,000)
Vehicle & Equipment	<u>99,794</u>	<u>89,900</u>	<u>80,200</u>	<u>90,100</u>	<u>200</u>
Subtotal	626,958	571,832	466,032	498,802	(73,030)
SUPPLIES & MATERIALS	115,060	72,785	78,550	83,070	10,285
GRAND TOTAL	<u>\$1,045,107</u>	<u>\$963,068</u>	<u>\$868,834</u>	<u>\$886,791</u>	<u>(\$76,277)</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.

	2014	2015	2015	2016
	Actual	Budget	Estimated	Budget

ACTIVITIES:

City Code (#)

Housing-Related

Violations	352	500	376	425
Inspections	706	900	746	825

Nuisance

Violations	1,164	1,350	1,152	1,250
Inspections	1,277	2,200	1,322	1,800

Zoning

Violations	251	300	244	275
Inspections	264	400	332	350

Proactive

Inspections	2,447	2,500	2,420	2,500
-------------	-------	-------	-------	-------

Total

Violations	1,767	2,150	1,772	1,950
Inspections	4,694	6,000	4,820	5,475

BUDGET VARIANCES

<u>\$4,682</u>	Economic adjustments
4,682	TOTAL PERSONAL SERVICES
(400)	TOTAL CONTRACTUAL SERVICES
<u>\$4,282</u>	TOTAL INCREASE

REQUIRED RESOURCES

	2014	2015	2015	2016	Budget to Budget
	Actual	Budget	Estimated	Budget	Incr / (Decr)
<u>PERSONAL SERVICES</u>					
Wages	\$174,426	\$195,407	\$197,033	\$200,540	\$5,133
Benefits	<u>71,780</u>	<u>78,313</u>	<u>78,803</u>	<u>77,862</u>	(451)
Subtotal	246,206	273,720	275,836	278,402	4,682
<u>CONTRACTUAL SERVICES</u>					
Utilities	355	400	323	400	0
Postage	1,375	1,193	990	793	(400)
Professional Development	1,813	1,510	1,345	1,510	0
Audit & Consulting	20,400	20,400	20,400	20,400	0
Other Contractual Services	95	250	250	250	0
Vehicle & Equipment	<u>7,200</u>	<u>7,200</u>	<u>7,200</u>	<u>7,200</u>	<u>0</u>
Subtotal	31,238	30,953	30,508	30,553	(400)
<u>SUPPLIES & MATERIALS</u>	1,377	1,000	850	1,000	0
GRAND TOTAL	<u>\$278,821</u>	<u>\$305,673</u>	<u>\$307,194</u>	<u>\$309,955</u>	<u>\$4,282</u>

2014	2015	2015	2016
Actual	Budget	Estimated	Budget

Revenues	\$ 6,005	\$ 5,000	\$ 5,000	\$ 6,000
-----------------	----------	----------	----------	----------

REVENUE COMMENT: This budget includes reinspection fees that are assessed to property owners who do not comply with Orders to Correct within the compliance timeline. This fee is intended as a cost recovery item for Property Maintenance Inspection time.

DEPARTMENT: NEIGHBORHOOD & COMMUNITY SERVICES

DIVISION: RECREATION

PROGRAM: RECREATION, AQUATICS, ICE ARENA, AND SENIOR 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, teens, seniors and families to participate in activities such as organized sports, aquatics, ice skating, special events, Senior Center, enrichment and cultural programming.
- 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, socialization and community enjoyment.
- To conduct general administrative activities, including personnel management, promotion of programs and services, purchasing and budget management, special projects, and evaluation of operations.
- To operate activities for youth, adult, seniors, aquatics, and ice skating at a 50% operating ratio.

PROGRAM ACTIVITY STATEMENT:

The Recreation Division consists of Administration, Senior Center, Ice Arena, Aquatics, Youth, and Adult Recreation Programming. Recreation provides a variety of seasonal and year-round activities and facilities for youth, adults and seniors with an emphasis on personal enrichment, instruction, education, socialization, 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, teen programming and older adult programming. The Recreation Division also provides support for pavilion rentals, public special events, and equipment rentals. The Recreation Division employs seven full-time professional staff supervising all facilities and programs. Staffing also includes 150 part-time/seasonal employees. Activities and services take place in the schools, parks, Dawson Softball Complex, Rockport Pool, Palmer Pool, Riverside Splash Pad, Lions Beach, Ice Arena and the Senior Center. Maintenance of these facilities is provided by the Parks and/or Tech Services Divisions and is charged to the Recreation programs. The Recreation Division actively seeks out partnerships, sponsorships, and the use of shared resources.

ELEMENT COST:

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget
Senior Center	\$252,603	\$253,397	\$258,882	\$263,204
Adult	295,342	291,486	277,021	284,868
Youth	205,629	242,304	229,904	247,435
Aquatics	238,942	253,431	232,369	250,743
Ice Skating Center	<u>310,968</u>	<u>306,720</u>	<u>311,109</u>	<u>317,736</u>
Total	<u>\$1,303,484</u>	<u>\$1,347,338</u>	<u>\$1,309,285</u>	<u>\$1,363,986</u>

Neighborhood & Community Services, Recreation, Aquatics and Ice Skating Center

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget
PERFORMANCE MEASURES:				
Senior Center				
Participants (#)	57,011	63,000	61,000	63,000
Subsidy per Participant	\$3.00	\$2.59	\$2.83	\$2.73
Operating Ratio	32.28%	35.52%	33.22%	34.57%
Adult				
Participants (#)	42,328	43,829	45,829	50,115
Subsidy per Participant	\$3.73	\$3.10	\$2.90	\$2.73
Operating Ratio	67.1%	70.8%	70.1%	72.0%
Youth				
Participants (#)	17,216	22,260	18,904	21,923
Subsidy per Participant	\$0.43	\$1.61	\$1.88	\$1.93
Operating Ratio	66.8%	64.2%	62.6%	59.8%
Aquatics				
Participants (#)	45,332	58,384	52,747	59,784
Subsidy per Participant	\$3.87	\$3.02	\$3.08	\$2.92
Operating Ratio	26.6%	30.5%	30.1%	30.3%
Ice Arena				
Participants (#)	87,841	87,000	88,000	88,000
Subsidy per Participant	\$0.27	\$0.30	\$0.23	\$0.28
Operating Ratio	92.5%	91.5%	93.5%	92.2%
Admin				
Participants (#)	3,367	2,090	1,340	1,340

BUDGET VARIANCES

<u>\$18,981</u>	Economic adjustments & change in employee health insurance coverage
18,981	TOTAL PERSONAL SERVICES
(4,103)	Utilities - Increases in electricity offset by decrease in water, gas, & phone charges
5,300	Building Expense to Reflect Trends and transfer from supplies and materials
2,800	Other Contractual Services-Increase in Charter & Additional SC trip
1,000	Concessions increase of Cost of Goods Sold based off trends
(810)	Licenses reduction at concessions stands
	VOM changes- increase with new Zamboni, offset by decreases in other areas, but
(690)	primarily Dawson mower joint useage with Parks
<u>(76)</u>	Other
3,421	TOTAL CONTRACTUAL SERVICES
<u>(5,754)</u>	TOTAL SUPPLIES & MATERIALS - Reflect Trends and transfer to building expense
<u>\$16,648</u>	Total Increase

REQUIRED RESOURCES

	2014	2015	2015	2016	Budget to Budget
	Actual	Budget	Estimated	Budget	Incr / (Decr)
<u>PERSONAL SERVICES</u>					
Wages	\$602,514	\$634,681	\$596,354	\$639,398	\$4,717
Overtime	5,983	7,800	4,027	7,100	(700)
Benefits	<u>158,672</u>	<u>157,883</u>	<u>157,449</u>	<u>172,847</u>	<u>14,964</u>
Subtotal	767,169	800,364	757,830	819,345	18,981
<u>CONTRACTUAL SERVICES</u>					
Utilities	178,540	184,041	165,700	179,938	(4,103)
Postage	2,398	3,100	2,789	3,000	(100)
Professional Development	5,903	6,548	6,032	6,617	69
Building Expense	42,985	31,200	49,000	36,500	5,300
Insurance	5,970	5,666	5,446	5,717	51
Computer Maintenance	1,677	1,596	1,715	1,800	204
Other Contractual Services	91,190	96,875	104,200	99,675	2,800
Concessions	33,854	32,000	33,800	33,000	1,000
Advertising	18,205	19,350	18,850	19,050	(300)
Licenses	4,180	4,710	3,712	3,900	(810)
Vehicle & Equipment	<u>42,987</u>	<u>49,884</u>	<u>45,495</u>	<u>49,194</u>	<u>(690)</u>
Subtotal	427,889	434,970	436,739	438,391	3,421
<u>SUPPLIES & MATERIALS</u>	108,425	112,004	114,716	106,250	(5,754)
GRAND TOTAL	<u>\$1,303,484</u>	<u>\$1,347,338</u>	<u>\$1,309,285</u>	<u>\$1,363,986</u>	<u>\$16,648</u>

REVENUE COMMENT:

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

Revenue has been increasing annually, but revenue goals have been set significantly high through the years. The Recreation Division's goal is to achieve our revenue budget goal for 2016 through marketing strategies and the addition of new revenue generating programs and services, such as partnerships and family events, within our existing program budgets. Some areas may decrease from the 2015 budget, but are set higher than 2015 estimated revenue in each category.

The Senior Center revenue category increases by \$1,000. Estimates have been adjusted and reflect current trends. Categories such as facility rental and membership fee decrease slightly, but are higher than 2015 estimated. These decreases are offset by increases in other revenue and day trips. Due to the popularity of day trips, an additional one has been added. This category includes: facility rentals, trips, programming, membership fee and other revenue.

The Adult revenue category decreases by \$1,200 based off trends and new family programming. Decreases in adult sports leagues are offset by increases in public special events, pavilion rentals and family events. An increase in the number of weeks for adult softball leagues is proposed to keep our leagues competitive. This category includes: equipment rental, permits, public event fees, vending machines, concession stands, family special events, ads in Rec brochure, pavilion rentals, adult sports leagues, field reservations, and concessions.

The Youth revenue category decreases by \$7,500 due to decreases in realized revenue from Rec Nite seen in recent years. The Division is proposing a price decrease in Rec Nite to try to increase participants. Additional youth partnerships and youth sports opportunities have been added within existing budgets. This category includes: discount attraction tickets, day camps, rec nites, partnership programs, and youth sports.

The Aquatics revenue category decreases by \$1,300 primarily due to decreases in swim lessons, season passes and realized revenue from Palmer Pool admissions. These decreases are offset by increases in Rockport Pool public swim, swim team and private facility rentals and the addition of twice weekly evenly adult lap swim. This category includes: Rockport Pool admissions, private rentals, programming, season passes and swim lessons, as well as Palmer Pool admissions and season passes, and indoor lap swim daily fees and passes.

The Ice Arena revenue category increases by \$12,500 primarily due to trends and increases in public skate admissions, youth hockey rentals and concessions. This category includes: public skate, programming, hockey, ice rentals, figure skating, concessions contract, and limited pro shop.

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget
REVENUE:				
Senior Center	\$81,540	\$90,000	\$86,000	\$91,000
Adult	198,220	206,400	194,300	205,200
Youth	137,457	155,500	143,900	148,000
Aquatics	63,497	77,300	69,975	76,000
Ice Skating Center	<u>287,657</u>	<u>280,500</u>	<u>291,000</u>	<u>293,000</u>
Total	<u>\$768,371</u>	<u>\$809,700</u>	<u>\$785,175</u>	<u>\$813,200</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, and Night Service.

General Administration

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

Maintenance

Maintenance is centered on a strong preventative maintenance program designed to maximize equipment utilization and availability, preserving the City's investment in Transit vehicles and fixed facilities. This includes maintenance of the bus fleet ranging in age from 10 to 14 years, service and support vehicles, Transit Services Center, Downtown Transfer Center, passenger shelters, benches and bus stop signs throughout the community.

Regular Service

Regular Service includes six regular year-round routes, including the route between Janesville and Beloit; and the personnel required to operate them for 301 service days. For 2016, Regular Service is budgeted to maintain current service levels.

Tripper Service

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

Paratransit Service

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

Night Service

Night Service includes three bus routes that operate for four hours on 256 weekday evenings.

Regional Transit to Milton and Whitewater

With the loss of sponsorship funds from Generac Power Systems and the City of Milton, there will be no regional transit services to Milton or Whitewater, effective January 1, 2016.

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget
ACTIVITIES:				
General Administration (Hours)	9,027	9,027	9,027	9,090
Maintenance (Hours)				
Scheduled	3,527	3,700	3,665	3,700
Unscheduled	1,145	1,200	1,190	1,200
Emergency	143	150	149	150
Indirect Labor	9,249	9,700	9,610	9,700
Regular Service				
Mileage	389,356	389,500	390,710	390,204
Hours	25,241	25,250	25,328	25,301
Ridership (#)	347,986	371,384	355,485	365,353
Tripper Service				
Mileage	27,411	27,524	26,946	28,278
Hours	2,749	2,565	2,508	2,610
Ridership (#)	60,926	59,966	59,576	60,000
JMW Tripper Service				
Mileage	70,149	61,744	52,394	0
Hours	3,613	3,385	3,318	0
Ridership (#)	16,909	10,000	10,254	0
Night Service				
Mileage	44,933	44,000	45,109	45,109
Hours	3,239	3,260	3,251	3,251
Ridership (#)	21,810	22,261	21,389	21,400
Paratransit Service				
Hours	1,365	1,400	1,838	1,890
Ridership (#)	3,250	3,300	4,376	4,500
Total Services:				
Ridership (#)	450,881	466,911	451,080	451,253

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget
ELEMENT COST:				
General Administration	\$773,957	\$814,643	\$778,834	\$833,932
Maintenance	1,179,374	1,101,682	1,026,032	1,136,879
Regular Service	1,138,684	1,203,331	1,177,201	1,252,679
Tripper Service	64,896	78,558	81,689	112,842
JMW Service	258,910	185,562	178,288	0
Paratransit Service	37,696	66,627	68,125	76,566
Night Service	<u>126,567</u>	<u>150,524</u>	<u>148,465</u>	<u>153,190</u>
Subtotal - Operating	3,580,084	3,600,927	3,458,634	3,566,088
Capital	<u>7,969,984</u>	<u>2,859,000</u>	<u>90,000</u>	<u>2,699,000</u>
Total	<u>\$11,550,068</u>	<u>\$6,459,927</u>	<u>\$3,548,634</u>	<u>\$6,265,088</u>

GENERAL FUND IMPACT:

General Fund support to the Transit System is \$951,170, an increase of \$43,908.

BUDGET VARIANCES

(\$27,964)	Turnover savings
8,700	Overtime to reflect scheduling with current staffing levels
(16,145)	One less administration insurance plan taken than budgeted in 2015
<u>29,694</u>	Economic adjustments
(5,715)	TOTAL PERSONAL SERVICES
21,244	Increase in utilities based on actual expenses of larger building and projected rate increases
10,850	Increase in insurance premiums
14,060	Increase to reflect annual payment to Beloit Transit for Beloit Janesville Express
(37,294)	Reduction in JMW advertising due to JMW route elimination (30,693). Reduction in bus wrap for new bus (\$5,700).
<u>4,916</u>	Other
13,776	TOTAL CONTRACTUAL SERVICES
(42,900)	Increase in repair parts (\$12,000) offset by reduction in diesel fuel (\$52,770) due to JMW route elimination.
(42,900)	TOTAL MATERIALS AND SUPPLIES
<u>(\$34,839)</u>	TOTAL DECREASE

REQUIRED RESOURCES

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget	Budget to Budget Incr / (Decr)
PERSONAL SERVICES					
Wages	\$1,479,241	\$1,628,762	\$1,584,844	\$1,633,789	\$5,027
Overtime	297,544	188,500	248,823	187,200	(1,300)
Benefits	681,905	684,339	652,887	674,897	(9,442)
Miscellaneous Benefits	<u>30</u>	<u>0</u>	<u>74</u>	<u>0</u>	<u>0</u>
Subtotal	2,458,720	2,501,601	2,486,628	2,495,886	(5,715)
CONTRACTUAL SERVICES					
Utilities	64,831	89,250	106,428	110,494	21,244
Postage	237	375	370	375	0
Professional Development	12,241	9,820	8,165	10,115	295
Auditing/Consulting	6,533	16,250	16,250	16,250	0
Building Expense	59,800	46,978	47,000	45,988	(990)
Insurance	159,091	186,501	182,827	197,351	10,850
Uniform and Tool	11,642	11,267	10,765	10,956	(311)
Computer Services	10,809	13,007	13,007	19,237	6,230
Other Contractual Services	96,908	92,027	96,864	106,087	14,060
Recruitment/Physicals	6,814	960	960	960	0
Advertising/Promotions	84,858	65,251	39,558	27,957	(37,294)
Vehicle Oper/Maintenance	<u>16,103</u>	<u>25,600</u>	<u>24,250</u>	<u>25,292</u>	<u>(308)</u>
Subtotal	529,867	557,286	546,444	571,062	13,776
SUPPLIES & MATERIALS	<u>591,497</u>	<u>542,040</u>	<u>425,562</u>	<u>499,140</u>	<u>(42,900)</u>
Total Operations and Maintenance	3,580,084	3,600,927	3,458,634	3,566,088	(34,839)
CAPITAL OUTLAY	<u>7,969,984</u>	<u>2,859,000</u>	<u>90,000</u>	<u>2,699,000</u>	<u>(160,000)</u>
Subtotal	<u>\$11,550,068</u>	<u>\$6,459,927</u>	<u>\$3,548,634</u>	<u>\$6,265,088</u>	<u>(\$194,839)</u>
Depreciation	<u>545,069</u>	<u>570,000</u>	<u>655,500</u>	<u>652,000</u>	<u>82,000</u>
GRAND TOTAL	<u>\$12,095,137</u>	<u>\$7,029,927</u>	<u>\$4,204,134</u>	<u>\$6,917,088</u>	<u>(\$112,839)</u>

The City's share of Transit Capital Outlay decreases by \$32,000 compared to 2015 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 Analog Bus Radio System with Digital System	30,000	6,000	24,000
Replace Shop Service Truck	75,000	15,000	60,000
Purchase/replace passenger shelters	85,000	17,000	68,000
Replace 5 Buses	<u>2,450,000</u>	<u>490,000</u>	<u>1,960,000</u>
Total	<u>\$ 2,699,000</u>	<u>\$ 539,800</u>	<u>\$ 2,159,200</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 governmental and private sector sponsors of the regional transit service to Beloit, WI. Capital Assistance includes Federal Capital Grants and Local Matching Funds.

OPERATING REVENUE:

Due to the fare increase in January, 2014 and a review of fares in peer transit systems that indicate Janesville is on the high side of transit fares in Wisconsin, JTS does not recommend a fare increase for 2016.

Ridership is projected to be 451,080 in 2015 and is expected to increase 2016 to 451,253. This relatively small increase in comparison to normal trends is attributed to the elimination of regional transit service to Milton and Whitewater.

The 2016 farebox revenue estimate is \$517,113. 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 \$97,105 in the form of the local funding contributed by the sponsors of the Beloit-Janesville Express service is projected. The Beloit-Janesville Express service is based on a continuation of the current service levels 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 2016, the Wisconsin Department of Transportation Operating Assistance is expected to be approximately 24.0% of expenses, the same percentage of expenses that was awarded for 2015. State Operating Assistance is expected to total \$855,900.

Federal Transit Operating Assistance is expected to amount to approximately 30.0% of operating expenses, a decrease of 1% from the amount awarded in 2015. Total Federal Operating Assistance is expected to be \$1,069,800. Combined state and federal assistance is expected to total 54% of operating expenses, one percent

less than 2015. This budget also includes funding from a Paratransit Operating grant that is expected to total \$35,000.

The total Local Operating Assistance from the General Fund equals \$951,170. This is an increase of \$43,908 compared to 2015. This increase is partially the result of a decrease of (\$27,947) in operating revenues and an expected decrease of 1% in Federal and State operating assistance (\$35,661).

CAPITAL ASSISTANCE:

Federal Assistance is expected to cover \$2,159,200 or 80% of the 2016 Capital requests. The remaining \$539,800 will be funded by Local Capital Assistance to fund Capital Outlay requests of \$2,699,000 for routine replacement of various items of equipment. Funding for 5 buses, to replace 5 of 9 buses purchased in 2002 which meet Federal replacement criteria is also included, with a local share of \$490,000.

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget
REVENUES:				
Operating Revenue				
Fares	\$486,603	\$501,719	\$521,572	\$517,113
Advertising	28,862	25,000	26,480	25,000
Beloit-Janesville Express Sponsorship	80,123	91,200	91,200	97,105
Janesville-Milton-Whitewater Sponsorship	73,835	49,246	49,246	0
Miscellaneous	<u>57,927</u>	<u>15,000</u>	<u>23,000</u>	<u>15,000</u>
Subtotal	727,350	682,165	711,498	654,218
Operating Assistance				
Local Assistance	760,840	907,262	746,793	951,170
State Paratransit Operations	33,818	31,000	35,570	35,000
State Assistance	884,600	864,200	866,794	855,900
Federal Operating	<u>1,173,476</u>	<u>1,116,300</u>	<u>1,097,979</u>	<u>1,069,800</u>
Subtotal	2,852,734	2,918,762	2,747,136	2,911,870
Capital Assistance				
Local Capital	39,670	571,800	90,000	539,800
Capital Contributions	1,306,063	0	0	0
Federal Capital	<u>6,624,251</u>	<u>2,287,200</u>	<u>0</u>	<u>2,159,200</u>
Subtotal	7,969,984	2,859,000	90,000	2,699,000
Total	<u>\$11,550,068</u>	<u>\$6,459,927</u>	<u>\$3,548,634</u>	<u>\$6,265,088</u>

DEPARTMENT: PUBLIC WORKS

DIVISION: STORMWATER UTILITY

GOAL:

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

OBJECTIVES:

- To provide routine maintenance of storm sewers, catch basins, 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.

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget
--	----------------	----------------	-------------------	----------------

ACTIVITIES:

Leaf Collection

Miles	227	227	227	227
-------	-----	-----	-----	-----

Street Sweeping

Curb (Miles)	6,256	7,200	6,500	7,200
Residential Cycles (#)	5	5	4	5
Downtown Cycles (#)	6	6	6	6

Storm Sewer Maintenance

Storm Sewer Cleaning (Feet)	1,208	1,000	1,600	2,000
Catch Basin Cleaning (#)	122	500	850	1,000

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget
ELEMENT COST:				
Base Component				
EPA Permit Compliance	\$22,415	\$65,199	\$84,699	\$66,178
Administration	<u>282,485</u>	<u>295,690</u>	<u>297,190</u>	<u>328,070</u>
Subtotal	304,900	360,889	381,889	394,248
Operations				
Street Cleaning	470,185	460,401	429,018	475,046
Storm Sewer Maintenance	145,761	194,024	274,990	455,232
Catch Basin Maintenance	325,763	257,680	245,805	891,723
Greenbelt/Drainageway Maintenance	168,100	308,462	367,276	387,146
Flood Control/Response	<u>16</u>	<u>10,200</u>	<u>0</u>	<u>10,200</u>
Subtotal	1,109,826	1,230,767	1,317,089	2,219,347
Debt Service	<u>507,087</u>	<u>453,381</u>	<u>451,287</u>	<u>370,702</u>
Total	<u>\$1,921,813</u>	<u>\$2,045,037</u>	<u>\$2,150,265</u>	<u>\$2,984,297</u>

BUDGET VARIANCES

<u>24,838</u>	Economic adjustments and reallocations
<u>24,838</u>	TOTAL PERSONAL SERVICES
946,500	\$821,500 related to expanded street rehab; \$125,000 catch basin repairs
21,200	VOM
14,449	Allocation of Govern and New World software expenses from the Information Technology division of the General Fund
<u>(48)</u>	Other
982,101	TOTAL CONTRACTUAL SERVICES/SUPPLIES & MATERIALS
<u>1,006,939</u>	Total

REQUIRED RESOURCES

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget	Budget to Budget Incr / (Decr)
<u>PERSONAL SERVICES</u>					
Wages	\$539,983	\$642,132	\$574,625	\$669,934	\$27,802
Overtime	40,893	36,400	36,768	36,400	0
Benefits	<u>228,954</u>	<u>268,186</u>	<u>223,888</u>	<u>265,222</u>	(2,964)
Subtotal	809,830	946,718	835,281	971,556	24,838
<u>CONTRACTUAL SERVICES</u>					
Professional Development	5,000	5,450	5,450	5,450	0
Audit & Consulting	8,175	25,990	45,490	25,990	0
Insurance	11,962	12,387	12,387	10,605	(1,782)
Building Rental	8,158	8,161	8,161	8,295	134
Computer Maintenance	6,635	6,750	6,750	21,199	14,449
Other Contractual Services	96,601	45,500	313,600	992,000	946,500
Licenses	8,000	8,000	8,000	8,000	0
Vehicle & Equipment	<u>402,083</u>	<u>434,600</u>	<u>399,004</u>	<u>455,800</u>	<u>21,200</u>
Subtotal	546,613	546,838	798,842	1,527,339	980,501
<u>SUPPLIES & MATERIALS</u>	58,284	88,600	64,855	90,200	1,600
Total Operations and Maintenance	1,414,727	1,582,156	1,698,978	2,589,095	1,006,939
Principal	467,000	410,000	410,000	323,000	(87,000)
Interest Expense	38,612	43,381	41,287	47,702	4,321
Debt Issuance Expense	1,475	0	0	0	0
Capital	<u>0</u>	<u>9,500</u>	<u>0</u>	<u>24,500</u>	<u>15,000</u>
Subtotal	1,921,813	2,045,037	2,150,265	2,984,297	939,260
Depreciation	<u>181,554</u>	<u>170,000</u>	<u>183,000</u>	<u>185,000</u>	<u>15,000</u>
GRAND TOTAL	<u>\$2,103,367</u>	<u>\$2,215,037</u>	<u>\$2,333,265</u>	<u>\$3,169,297</u>	<u>\$954,260</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 Project	600,000	600,000	-
Stormsewer Enhancements	200,000	200,000	-
ARISE - TMDL Biofilters	50,000	50,000	-
PW work order system	25,000	25,000	-
N. Wright Rd. Greenbelt Construction	250,000	-	250,000
Subtotal G.O Note/Assessments	1,125,000	875,000	250,000

OPERATING BUDGET

Pole Camera for Sewer Inspections	20,000	20,000	-
Subtotal Operating Budget	20,000	20,000	-
Total	<u>\$ 1,145,000</u>	<u>\$ 895,000</u>	<u>\$ 250,000</u>

REVENUE COMMENT:

The Stormwater Utility was adopted in 2003 with an implementation date of October 1, 2003. The annual stormwater rate for 2015 was \$39.52 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 2016 is \$60.64 per ERU to reflect the implementation of the enhanced street maintenance program. The impact of this on the typical residential customer will be an increase \$5.28 per quarter.

2014	2015	2015	2016
Actual	Budget	Estimated	Budget

REVENUES:

User Fees				
Residential	\$790,419	\$787,000	\$785,000	\$1,213,000
Non-Residential	1,405,113	1,398,000	1,395,000	2,126,000
Non-Use Credit	(132,334)	(138,000)	(136,000)	(219,000)
Contributions	99,684	0	0	0
Late Payment Charge	14,731	13,500	14,500	14,500
Interest Income	<u>152</u>	<u>200</u>	<u>200</u>	<u>200</u>
Total	<u>\$2,177,764</u>	<u>\$2,060,700</u>	<u>\$2,058,700</u>	<u>\$3,134,700</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 2016, the Utility will serve 24,346 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 along with other services. The sewer collection system has been constructed over a long period of time and includes approximately 320 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 was completed in 2011 and has increased its design capacity to approximately 20 million gallons per day. In this latest expansion the ability to generate electricity was included. The Plant now uses the methane created in the waste digestion process to power 5 micro turbines that create electricity that is sold back to the local provider. Also, the methane can be further cleaned and compressed for use as CNG. The Waste Water and Water Utilities have been using this CNG to operate 5 vehicles to date with several more planned for delivery soon.

The City operates the plant according to State regulations, which establish the level of treatment required prior to discharge into the Rock River. With the issuance of the most recent operating permit the Plant will be required to reduce the phosphorus in the effluent. The latest improvements have provided systems that will allow the Plant to treat the effluent to meet the required DNR standards. 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 43,000 gallons of biosolids (sludge) are produced daily. The biosolids are mechanically dewatered and disposed of on DNR approved agricultural land.

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget
ACTIVITIES:				
Administration (Hours)	11,024	11,565	11,176	11,332
Customer Accounts (#)	24,341	24,322	24,322	24,346
Collection System (Miles)	319	319	320	321
Treatment Plant Operation				
Gallons (Billion)	4.70	5.00	4.40	4.75
Suspnd Solids (Pounds/Million)	7,397	7,500	7,317	7,400
BOD (Pounds/Million)	7,873	7,500	7,205	7,300
Laboratory Operations (#)				
Samples	6,497	6,514	6,583	6,647
Tests	19,543	19,859	19,688	19,878
Sludge Disposal				
Gallons (Million)	20.81	17.55	23.02	21.00

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget
ELEMENT COST:				
General Administration	\$822,079	\$864,437	\$832,608	\$868,673
Customer Accounts	241,180	260,432	245,011	260,267
Plant Oper/Maintenance	1,541,645	1,719,851	1,637,433	1,721,916
Laboratory Operations	213,903	221,841	220,753	223,091
Sludge Disposal	431,624	468,470	451,428	456,307
Collection Maintenance	922,038	1,090,293	1,263,133	1,141,384
Meter Maintenance	337,407	352,834	354,700	357,500
Pretreatment Facility	<u>6,387</u>	<u>60,000</u>	<u>56,494</u>	<u>88,486</u>
Total Operation & Maintenance	4,516,263	5,038,158	5,061,560	5,117,624
Depreciation	3,254,227	3,540,000	3,420,000	3,455,000
Interest Expense	743,152	755,790	755,966	695,005
Other Expenses	<u>83,320</u>	<u>65,000</u>	<u>65,000</u>	<u>65,000</u>
Total Expenses	8,596,962	9,398,948	9,302,526	9,332,629
Principal Payment	3,173,495	3,202,236	3,202,236	3,238,810
Capital	<u>1,555,117</u>	<u>1,069,080</u>	<u>1,143,160</u>	<u>1,087,632</u>
Grand Total	<u>\$13,325,574</u>	<u>\$13,670,264</u>	<u>\$13,647,922</u>	<u>\$13,659,071</u>

BUDGET VARIANCES

<u>\$31,123</u>	Additional Engineering staff being charged to this budget
31,123	TOTAL PERSONAL SERVICES
12,935	Utilities based on historic actuals
(23,425)	Lift Station project completed
	Allocation of Govern and New World software expenses from the Information Technology
21,664	division of the General Fund
52,500	Refurbishing all 3 centrifuges scheduled maintenance
5,900	VOM
4,666	Meter maintenance and replacement
(55,000)	Reallocation of Conde Street operating expenses to appropriate accounts
<u>1,603</u>	Misc Other items
20,843	TOTAL CONTRACTUAL SERVICES
<u>27,500</u>	Chemicals and supplies for the Conde Street operation
27,500	TOTAL SUPPLIES AND MATERIALS
<u>\$79,466</u>	TOTAL INCREASE

REQUIRED RESOURCES

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget	Budget to Budget Incr / (Decr)
<u>PERSONAL SERVICES</u>					
Wages	\$1,528,885	\$1,569,777	\$1,664,204	\$1,641,326	\$71,549
Overtime	42,954	50,600	42,242	42,600	(8,000)
Benefits	681,365	660,303	681,814	628,967	(31,336)
Miscellaneous Benefits	<u>5,066</u>	<u>6,490</u>	<u>5,410</u>	<u>5,400</u>	<u>(1,090)</u>
Subtotal	2,258,270	2,287,170	2,393,670	2,318,293	31,123
<u>CONTRACTUAL SERVICES</u>					
Utilities	583,097	588,304	590,673	601,239	12,935
Postage	27,548	25,500	24,500	25,500	0
Professional Development	10,361	14,195	9,460	13,861	(334)
Auditing/Consulting	73,210	27,980	25,400	27,980	0
Building Maintenance	26,927	30,074	30,109	30,211	137
Insurance	81,166	74,578	73,250	76,378	1,800
Computer Services	43,356	45,376	43,134	67,040	21,664
Other Contractual Services	61,933	129,925	93,425	106,500	(23,425)
Wastewater Testing	17,348	21,000	18,050	21,000	0
Sewer TV/Repair	363,649	664,000	664,000	664,000	0
Payment to Contractors	58,833	125,000	125,000	177,500	52,500
Landfill Fees	48,832	45,000	43,500	45,000	0
Vehicle Oper/Maintenance	179,342	126,300	155,394	132,200	5,900
Meter Expense	337,407	352,834	354,700	357,500	4,666
General Expenses - Pretreatment	<u>0</u>	<u>60,000</u>	<u>0</u>	<u>5,000</u>	<u>(55,000)</u>
Subtotal	1,913,009	2,330,066	2,250,595	2,350,909	20,843
<u>SUPPLIES & MATERIALS</u>	<u>344,984</u>	<u>420,922</u>	<u>417,295</u>	<u>448,422</u>	<u>27,500</u>
Total Operations and Maintenance	<u>\$4,516,263</u>	<u>\$5,038,158</u>	<u>\$5,061,560</u>	<u>\$5,117,624</u>	<u>\$79,466</u>
Principal Payment	3,173,495	3,202,236	3,202,236	3,238,810	36,574
Interest on Debt	743,152	755,790	755,966	695,005	(60,785)
Debt Issuance Expense	31,734	15,000	15,000	15,000	0
Cost of Laterals/Merchandise	211	0	0	0	0
Service Charge	51,375	50,000	50,000	50,000	0
Other - Special Assessment Loss	0	0	0	0	0
Capital (User Fees & Direct Pay)	<u>345,395</u>	<u>11,080</u>	<u>74,080</u>	<u>9,216</u>	<u>(1,864)</u>
Subtotal	8,861,625	9,072,264	9,158,842	9,125,655	53,391
Depreciation	3,254,227	3,540,000	3,420,000	3,455,000	(85,000)
Capital (Debt Funded)	1,209,722	970,000	987,080	1,032,000	62,000
Capital (Replacement)	<u>0</u>	<u>88,000</u>	<u>82,000</u>	<u>46,416</u>	<u>(41,584)</u>
GRAND TOTAL	<u>\$13,325,574</u>	<u>\$13,670,264</u>	<u>\$13,647,922</u>	<u>\$13,659,071</u>	<u>(\$11,193)</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 (\$1,032,000). Replacement of laboratory equipment, vehicles, minor infrastructure and other smaller capital items will be funded through User Fees (\$11,216). \$35,200 in eligible assets will be funded through the Replacement Fund.

G.O. NOTE/REVENUE BONDS

Sanitary Sewer Lining	\$ 825,000
Inflow/Infiltration Reduction Program	145,000
Technology Projects	37,000
Public Works - Work Order System	<u>25,000</u>
Subtotal	<u>\$ 1,032,000</u>

USER FEES/REPLACEMENT FUNDS

Replacement of IT Equipment	\$ 4,216
Laboratory Equipment	5,000
Safety Equipment	2,000
Vehicle 3807 Replacement	<u>35,200</u>
Subtotal	\$ 46,416

Total	<u>\$ 1,078,416</u>
-------	---------------------

REVENUE COMMENT:

Revenues are projected to be adequate for 2016, therefore there is no rate increase proposed.

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget
REVENUES:				
Residential	\$5,868,538	\$6,525,298	\$6,438,100	\$6,390,200
Commercial	1,508,912	1,536,833	1,525,000	1,520,700
Industrial	444,457	463,202	453,000	477,600
Public Authority	214,423	240,591	226,900	243,100
Surcharge	527,522	394,500	401,500	408,000
Pretreat/Reserve	1,154	49,000	49,000	49,000
Forfeited	92,783	95,000	100,000	100,000
Electricity Generation	209,427	222,000	225,000	225,000
Misc. Revenue	<u>320,646</u>	<u>175,000</u>	<u>134,300</u>	<u>175,000</u>
Subtotal	9,187,863	9,701,424	9,552,800	9,588,600
Interest Income	11,408	40,000	18,000	20,500
Capital Contributions	<u>581,957</u>	<u>0</u>	<u>5,150</u>	<u>0</u>
Total	<u>\$9,781,227</u>	<u>\$9,741,424</u>	<u>\$9,575,950</u>	<u>\$9,609,100</u>
Operating Cash 12/31	1,531,310	\$1,616,904	\$1,592,133	\$1,598,100
Debt Service Cash 12/31	1,624,611	\$253,842	\$1,475,496	\$1,446,824

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, 372 miles of distribution mains, 28,068 meters and 2,606 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.

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget
ACTIVITIES:				
Administration (Hours)	9,641	9,641	10,005	10,369
Customer Accounts (#)	24,507	24,565	24,507	24,550
Pumping				
Gallons (Billion)	3.48	3.55	3.29	3.50
Water Treatment (#)				
Samples	1,000	1,000	1,003	1,003
Tests	2,200	2,200	2,200	2,200
Distribution (#)				
Main Repairs	149	120	105	110
Service Repairs	89	140	60	80
Valves Operated	995	1,200	1,000	1,200
Meters Tested	1,316	1,400	1,920	2,000
Hydrants Flushed	2,739	2,572	2,606	2,606

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget
ELEMENT COST:				
Pumping	\$906,971	\$1,000,916	\$957,630	\$965,302
Water Treatment	83,197	111,757	114,196	101,714
Distribution	1,476,145	1,185,139	1,237,859	1,221,407
Customer Accounts	242,642	249,143	244,438	252,903
Administration	<u>695,440</u>	<u>703,388</u>	<u>713,217</u>	<u>807,492</u>
Total Operation & Maintenance	3,404,395	3,250,343	3,267,340	3,348,818
Depreciation	1,662,376	1,699,284	1,742,208	1,708,500
Taxes	1,397,804	1,562,871	1,526,969	1,593,649
Interest Expense	312,525	316,748	320,200	365,085
Other Expenses	<u>45,657</u>	<u>46,120</u>	<u>39,929</u>	<u>38,521</u>
Total Expenses	6,822,758	6,875,366	6,896,646	7,054,573
Principal Repayment	2,894,977	1,489,500	1,489,500	1,839,140
Capital	<u>3,138,992</u>	<u>2,674,270</u>	<u>2,674,270</u>	<u>4,315,070</u>
Grand Total	<u>\$12,856,727</u>	<u>\$11,039,136</u>	<u>\$11,060,416</u>	<u>\$13,208,783</u>

BUDGET VARIANCES

\$55,602	Increasing a Customer Service Rep .25 FTE (14,504), Added a Project Manager (10,368), Senior Engineer (22,035) and a seasonal employee .54 FTE (8,695)
(34,817)	decrease due to a retirement and filling the position with an entry level employee
3,900	Increase due to meter change out program OT
54,064	Increase in Retiree benefits
(12,134)	Change in an Individual's Benefits Plan
<u>9,170</u>	Economic Adjustments
75,785	TOTAL PERSONAL SERVICES
(12,452)	Decrease in utilities due to anticipation of less electricity used in pumping
688	other increases
(4,405)	Reduction in Training conferences staff will attend.
10,000	Street repair cost have increased
(4,145)	Reallocate meter expenses to Wastewater Utility
2,056	increase in DNR required water testing
30,663	Computer support from vendors
(22,666)	DVR replacement project was completed
<u>10,550</u>	Increase of VOM expenses, mostly in distribution mains (\$12,100)
30,289	TOTAL CONTRACTUAL SERVICES
<u>(7,599)</u>	Chemical meter repair project was completed
(7,599)	TOTAL SUPPLIES AND MATERIALS
<u>\$98,475</u>	TOTAL INCREASE

REQUIRED RESOURCES

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget	Budget to Budget Incr / (Decr)
PERSONAL SERVICES					
Wages	\$1,376,980	\$1,402,177	\$1,437,767	\$1,431,174	\$28,997
Overtime	167,119	99,000	112,698	101,250	2,250
Benefits	483,476	459,517	486,242	504,055	44,538
Miscellaneous Benefits	<u>4,375</u>	<u>4,200</u>	<u>4,200</u>	<u>4,200</u>	<u>0</u>
Subtotal	2,031,951	1,964,894	2,040,907	2,040,679	75,785
CONTRACTUAL SERVICES					
Utilities	521,130	566,225	537,477	553,773	(12,452)
Postage	30,320	29,070	29,070	29,070	0
Professional Development	16,036	20,647	14,390	16,242	(4,405)
Auditing/Consulting	50,504	40,180	36,032	50,355	10,175
Building Expense	32,708	37,153	37,153	33,577	(3,576)
Insurance	48,692	48,693	51,837	48,693	0
Uniform and Tool Expense	5,319	4,750	4,750	5,750	1,000
Computer Services	46,103	49,376	43,701	80,039	30,663
Other Contractual Services	151,424	53,251	51,198	51,585	(1,666)
Vehicle Oper/Maintenance	<u>200,706</u>	<u>126,150</u>	<u>136,226</u>	<u>136,700</u>	<u>10,550</u>
Subtotal	1,102,944	975,495	941,834	1,005,784	30,289
SUPPLIES & MATERIALS					
	<u>269,500</u>	<u>309,954</u>	<u>284,599</u>	<u>302,355</u>	<u>(7,599)</u>
Total Oper/Maintenance	3,404,395	3,250,343	3,267,340	3,348,818	98,475
Principal Repayment	2,894,977	1,489,500	1,489,500	1,839,140	349,640
Interest Expense	312,525	316,748	320,200	365,085	48,337
Debt Issuance Expense	24,945	20,000	20,000	20,000	0
Cost Merchandise & Jobbing	20,712	26,120	19,929	18,521	(7,599)
Taxes	1,397,804	1,562,871	1,526,969	1,593,649	30,778
Capital (User Fees & Developer Pay)	<u>1,279,780</u>	<u>609,070</u>	<u>1,340,570</u>	<u>522,070</u>	<u>(87,000)</u>
Subtotal	9,335,139	7,274,652	7,984,508	7,707,283	432,631
Depreciation	1,662,376	1,699,284	1,742,208	1,708,500	9,216
Capital (G.O. Note/Revenue Bond)	<u>1,859,212</u>	<u>2,065,200</u>	<u>1,333,700</u>	<u>3,793,000</u>	<u>1,727,800</u>
GRAND TOTAL	<u>\$12,856,727</u>	<u>\$11,039,136</u>	<u>\$11,060,416</u>	<u>\$13,208,783</u>	<u>\$2,169,647</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 (\$3,348,000). Replacement of operating equipment, infrastructure (water meters, hydrants, etc.), vehicles, building restoration, and other smaller Utility capital items will be funded through User Fees (\$522,070).

G.O. NOTE

Undersized Main Replacement	\$ 1,900,000
Lead Service Replacement	150,000
Valve & Manhole Rehab/Replacement	51,000
Technology Projects	20,000
Public Works - Work Order System	25,000
Interstate Improvement Water main projects	27,000
Water Administration Building Roof Replacement	420,000
Milton Ave. Water Main replacement	1,200,000
Subtotal	<u>\$ 3,793,000</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
3/4 ton large cargo van Ford Transit EL med roof w/ CNG	38,000
3/4 ton pickup truck. w/CNG conversion	35,000
Gantry Crane for pumping stations	5,000
Aqua Scope leak detection equipment	4, 0
Subtotal	<u>\$ 522,070</u>

Total	<u><u>\$ 4,315,070</u></u>
-------	----------------------------

REVENUE COMMENT:

The budget includes a proposed 3% Simplified Rate Case increase effective 1/01/2016. This inflationary rate increase is necessary to maintain the financial condition of the Water Utility. This budget also includes a rate increase estimated at 5% effective 7/1/2016 that will be filed with the Public Service Commission in the last quarter of 2015. This additional increase is necessary to fund the Water Utility work related to the enhanced street maintenance program and compensate for declining consumption trends. The impact of these increases on the average quarterly residential customer total \$4.21.

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 3.51% in 2014 and is estimated to be 4.94% in 2015. 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 2016 is projected to be 5.26%.

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget
REVENUES:				
Residential	\$3,234,222	\$3,565,000	\$3,498,000	\$3,660,275
Multi Family Residential	\$337,476	\$321,400	\$341,400	\$359,160
Commercial	731,408	925,600	821,600	872,890
Industrial	1,375,036	1,449,000	1,543,000	1,646,150
Public Authority	239,463	298,400	265,700	284,130
Private Fire Protection	54,880	56,000	55,728	57,400
Public Fire Protection	1,025,997	1,025,000	1,070,700	1,130,370
Forfeited	65,730	60,000	64,700	65,000
Equipment Rental	61,880	50,000	63,000	62,000
Merchandise & Jobbing	30,571	30,000	30,000	30,000
Miscellaneous Revenue	<u>73,857</u>	<u>60,000</u>	<u>77,500</u>	<u>80,500</u>
Subtotal	7,230,519	7,840,400	7,831,328	8,247,875
Interest Income	4,070	4,000	6,200	6,000
Transfers In	0	0	0	0
Capital Contributions	<u>613,067</u>	<u>0</u>	<u>14,268</u>	<u>0</u>
Total	<u>\$7,847,657</u>	<u>\$7,844,400</u>	<u>\$7,851,796</u>	<u>\$8,253,875</u>
Rate of Return	3.51%	5.70%	4.94%	5.53%
Operating Cash 12/31	(\$1,398,759)	(\$1,433,627)	(\$1,531,471)	(\$984,879)
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.

	2014 Actual	2015 Budget	2015 Estimate	2016 Budget
--	----------------	----------------	------------------	----------------

PERFORMANCE MEASURES:

Workload Measures (#)

Rounds Played

Riverside	32,642	34,513	33,822	34,098
Blackhawk	<u>20,544</u>	<u>21,612</u>	<u>21,828</u>	<u>22,145</u>
Total Rounds Played	53,186	56,125	55,650	56,243

Season Passes Sold	384	394	384	394
--------------------	-----	-----	-----	-----

Efficiency Measures

Cost Per Round

Riverside	\$34.13	\$26.66	\$26.36	\$26.94
Blackhawk	\$7.85	\$15.43	\$14.96	\$15.05

Revenue Per 9 Hole Round

Riverside	\$14.09	\$11.88	\$11.71	\$11.90
Blackhawk	\$3.88	\$4.17	\$4.12	\$4.18

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget
--	----------------	----------------	-------------------	----------------

ELEMENT COST:

Riverside Golf Course	\$1,113,930	\$920,113	\$891,588	\$908,844
Blackhawk Golf Course	<u>161,197</u>	<u>333,520</u>	<u>326,561</u>	<u>335,501</u>
Total	<u>\$1,275,127</u>	<u>\$1,253,633</u>	<u>\$1,218,149</u>	<u>\$1,244,345</u>

BUDGET VARIANCES

<u>\$113</u>	Economic Adjustments
113	TOTAL PERSONAL SERVICES
(5,000)	Reduce audit and consulting fees to zero
5,200	Planned Electrical box upgrade in 2016
(1,325)	Reflect trend of park contractual expenses
<u>(8,126)</u>	Other
(9,251)	TOTAL CONTRACTUAL SERVICES
(150)	Other
(150)	TOTAL SUPPLIES & MATERIALS
<u>(9,288)</u>	TOTAL INCREASE

REQUIRED RESOURCES

	2014	2015	2015	2016	Budget to Budget
	Actual	Budget	Estimated	Budget	Incr / (Decr)
PERSONAL SERVICES					
Wages	\$6,601	\$5,930	\$7,430	\$6,006	\$76
Overtime	41	0	100	0	\$0
Benefits	<u>2,439</u>	<u>4,636</u>	<u>4,636</u>	<u>4,673</u>	<u>37</u>
Subtotal	9,081	10,566	12,166	10,679	113
CONTRACTUAL SERVICES					
Utilities	2,929	3,600	3,050	3,150	(450)
Professional Development	0	357	0	0	(357)
Audit & Consulting	0	5,000	0	0	(5,000)
Building Expense	1,650	600	600	5,800	5,200
Insurance	1,236	1,187	1,415	1,156	(31)
Computer Maintenance	0	0	0	2,100	2,100
Other Contractual Services	1,256,243	1,227,623	1,196,893	1,217,435	(10,188)
Park Contractual	0	2,000	675	675	(1,325)
Vehicle & Equipment	<u>225</u>	<u>2,200</u>	<u>3,000</u>	<u>3,000</u>	<u>800</u>
Subtotal	1,262,283	1,242,567	1,205,633	1,233,316	(9,251)
SUPPLIES & MATERIALS	3,763	500	350	350	(150)
GRAND TOTAL	<u>\$1,275,127</u>	<u>\$1,253,633</u>	<u>\$1,218,149</u>	<u>\$1,244,345</u>	<u>(\$9,288)</u>

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget
Revenues	\$1,310,227	\$1,251,677	\$1,223,805	\$1,242,174

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, the General Fund subsidy was eliminated from the budget.

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget
RECEIPTS:				
Green Fees	698,339	641,335	618,378	639,284
Cart Rentals	257,456	259,248	262,455	265,155
Beer/Food/Beverages	208,143	213,898	206,435	214,137
Pro Shop	113,275	113,357	115,758	115,919
Range	6,729	6,810	6,001	6,901
Miscellaneous	<u>2,285</u>	<u>3,029</u>	<u>778</u>	<u>778</u>
Sub-Total from Operations	1,286,227	1,237,677	1,209,805	1,242,174
General Fund Subsidy	<u>24,000</u>	<u>14,000</u>	<u>14,000</u>	<u>0</u>
Grand Total	<u>\$1,310,227</u>	<u>\$1,251,677</u>	<u>\$1,223,805</u>	<u>\$1,242,174</u>
Total Riverside	<u>\$1,008,606</u>	<u>\$915,747</u>	<u>\$894,027</u>	<u>\$918,421</u>
Total Blackhawk	<u>\$277,620</u>	<u>\$321,930</u>	<u>\$315,778</u>	<u>\$323,753</u>

FUND BALANCE:

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

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget
FUND BALANCE:				
Beginning Balance at January 1	\$0	\$35,100	\$35,100	\$40,756
Revenue	1,310,227	1,251,677	1,223,805	1,242,174
Expense	<u>1,275,127</u>	<u>1,253,633</u>	<u>1,218,149</u>	<u>1,244,345</u>
Total Fund Balance at December 31	<u>\$35,100</u>	<u>\$33,144</u>	<u>\$40,756</u>	<u>\$38,585</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.

	2014	2015	2015	2016
	Actual	Budget	Estimated	Budget

ACTIVITIES:

Number of Burials (includes cremations)	98	115	105	105
Number of Lot Sales	62	56	58	59

BUDGET VARIANCES

<u>(\$14,854)</u>	FTE shift to Storm Water Utility budget
(14,854)	TOTAL PERSONAL SERVICES
(398)	TOTAL CONTRACTUAL SERVICES
-	TOTAL SUPPLIES & MATERIALS
<u>(\$15,252)</u>	TOTAL DECREASE

REQUIRED RESOURCES

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget	Budget to Budget Incr / (Decr)
PERSONAL SERVICES					
Wages	\$124,162	\$117,642	\$114,456	\$104,122	(\$13,520)
Overtime	5,832	4,400	4,600	4,200	(200)
Benefits	<u>41,589</u>	<u>34,544</u>	<u>34,347</u>	<u>33,410</u>	<u>(1,134)</u>
Subtotal	171,583	156,586	153,403	141,732	(14,854)
CONTRACTUAL SERVICES					
Utilities	11,023	11,460	11,110	11,982	522
Postage	11	160	50	50	(110)
Professional Development	0	0	0	0	0
Building Expense	0	4,000	2,000	2,000	(2,000)
Insurance	3,450	3,450	3,684	4,240	790
Uniform & Tool Expense	0	0	0	0	0
Other Contractual Services	452	1,000	1,000	1,000	0
Advertising	0	500	500	500	0
Vehicle & Equipment	<u>46,154</u>	<u>47,225</u>	<u>46,725</u>	<u>47,625</u>	<u>400</u>
Subtotal	61,090	67,795	65,069	67,397	(398)
SUPPLIES & MATERIALS	10,219	8,200	8,200	8,200	0
GRAND TOTAL	<u>\$242,892</u>	<u>\$232,581</u>	<u>\$226,672</u>	<u>\$217,329</u>	<u>(\$15,252)</u>

REVENUE COMMENT:

The budgeted revenue from Cemetery activities is \$134,000 and the General Fund annual operating subsidy remains the same at \$74,000.

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget
REVENUE:				
Burials	\$92,260	\$90,000	\$81,710	\$81,000
Grave Sales	50,030	45,000	47,000	48,000
Interest Income	9	5,000	5,000	5,000
Transfer - General Fund Subsidy	<u>75,000</u>	<u>74,000</u>	<u>74,000</u>	<u>74,000</u>
Total	<u>\$217,299</u>	<u>\$214,000</u>	<u>\$207,710</u>	<u>\$208,000</u>

It is estimated the Cemetery will have a remaining fund balance of \$177,558 as of December 31, 2015, and a balance of \$168,229 at December 31, 2016.

FUND BALANCE:	2014	2015	2016
	Actual	Estimated	Budget
Beginning Balance at January 1	\$222,114	\$196,520	\$177,558
Revenue	217,299	207,710	208,000
Expense	<u>242,892</u>	<u>226,672</u>	<u>217,329</u>
Total Fund Balance at December 31	<u>\$ 196,520</u>	<u>\$177,558</u>	<u>\$168,229</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 2014, 12.24% of the circulation of materials was to township residents.

In 2016 the library will begin a reorganization of staff. Programming and Outreach has been a part of the library Strategic Plan for a number of years, and as activities have increased and Library presence grew, a separate department has been created that focuses specifically on library programs and outreach to the community. In addition to this change, the Circulation and Information Services Departments have been combined into one new department: Public Services. Employees in this department are currently being cross-trained and they will be able to assist customers more efficiently and effectively. Eventually, staff will help solve circulation issues, place holds, answer questions and provide reference service from one desk. Some departments have budget decreases while Public Services has a large increase. This is due to the shifting of personnel which will lead to a better customer experience at the library.

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget
ACTIVITIES:				
Total Circulation	1,059,057	1,150,000	985,000	975,000
Total Attendance	650,690	715,000	605,750	605,000
Registered Patrons (Total)	67,556	70,000	67,500	67,500
Programs, Group Visits, Classes, Etc.	851	1,000	1,015	1,000
Participants in All Group Contacts	32,633	30,000	37,889	38,000
Volunteers (Hours)	7,354	7,500	6,915	7,000

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget
ELEMENT COST:				
Administration	\$678,024	\$722,916	\$715,123	\$554,142
Programming and Outreach	496,975	531,449	530,956	134,828
Operations	392,373	420,373	424,034	465,718
Public Services	560,347	567,148	562,668	1,056,075
Computer Systems	250,316	244,522	257,197	265,021
Technical Services	748,875	840,598	823,438	869,550
Youth Services	<u>611,268</u>	<u>496,903</u>	<u>496,547</u>	<u>491,927</u>
Operations Subtotal	3,738,178	3,823,909	3,809,963	3,837,261
Debt Service	<u>212,045</u>	<u>191,811</u>	<u>138,242</u>	<u>155,290</u>
Total	<u>\$3,950,223</u>	<u>\$4,015,720</u>	<u>\$3,948,205</u>	<u>\$3,992,551</u>

BUDGET VARIANCES

<u>\$15,047</u>	Economic adjustments
15,047	TOTAL PERSONAL SERVICES
18,443	Computer Maintenance increase (ALS/RockCat automation consortium costs, new network equipment, database support and New World allocated from the Information Technology division of the General Fund)
<u>(9,170)</u>	Other
9,273	TOTAL CONTRACTUAL SERVICES
<u>(2,275)</u>	TOTAL SUPPLIES & MATERIALS
<u>(36,521)</u>	TOTAL TRANSFERS
<u>(8,693)</u>	TOTAL CAPITAL OUTLAY
<u>(\$23,169)</u>	TOTAL DECREASE

REQUIRED RESOURCES

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget	Budget to Budget Incr / (Decr)
<u>PERSONAL SERVICES</u>					
Wages	\$2,120,468	\$2,198,740	\$2,198,640	\$2,235,512	\$36,772
Overtime	123	0	0	0	0
Benefits	<u>558,272</u>	<u>563,386</u>	<u>563,386</u>	<u>541,661</u>	<u>(21,725)</u>
Subtotal	2,678,863	2,762,126	2,762,026	2,777,173	15,047
<u>CONTRACTUAL SERVICES</u>					
Utilities	112,413	133,350	121,055	126,590	(6,760)
Postage	10,603	10,500	9,240	9,250	(1,250)
Professional Development	22,788	25,365	22,130	27,836	2,471
Audit & Consulting	9,761	7,400	7,400	12,100	4,700
Building Expenses	79,027	86,383	103,659	79,875	(6,508)
Insurance	32,558	31,377	27,122	28,381	(2,996)
Computer Maintenance	131,745	145,450	154,150	163,893	18,443
Other Contractual Services	55,488	42,365	38,721	39,150	(3,215)
Advertising	5,316	5,000	5,000	2,600	(2,400)
Vehicle & Equipment	<u>64,564</u>	<u>64,302</u>	<u>65,823</u>	<u>71,090</u>	<u>6,788</u>
Subtotal	524,262	551,492	554,300	560,765	9,273
<u>SUPPLIES & MATERIALS</u>	74,564	80,598	77,737	78,323	(2,275)
<u>TRANSFERS</u>	<u>212,045</u>	<u>191,811</u>	<u>138,242</u>	<u>155,290</u>	<u>(36,521)</u>
<u>CAPITAL OUTLAY</u>	<u>460,489</u>	<u>429,693</u>	<u>415,900</u>	<u>421,000</u>	<u>(8,693)</u>
GRAND TOTAL	<u>\$3,950,223</u>	<u>\$4,015,720</u>	<u>\$3,948,205</u>	<u>\$3,992,551</u>	<u>(\$23,169)</u>

REVENUE COMMENT:

The tax levy for 2016 will increase \$19,000 to offset economic adjustments, mostly related to personnel. Other revenues for 2016 are fairly similar to previous years.

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget
REVENUES:				
Tax Levy:				
Operations	\$2,989,591	\$3,037,498	\$3,091,067	\$3,093,019
Debt Service	<u>212,045</u>	<u>191,811</u>	<u>138,242</u>	<u>155,290</u>
Subtotal	3,201,636	3,229,309	3,229,309	3,248,309
Applied Funds	(17,155)	45,574	(19,094)	25,422
State Exempt Computer Aid	14,636	19,000	15,000	15,000
Fines & Fees	107,099	113,000	107,350	110,000
Rock County & Non-Resident	469,989	446,637	465,460	436,470
Arrowhead Library System	100,000	100,000	100,000	100,000
Miscellaneous	<u>74,018</u>	<u>62,200</u>	<u>50,180</u>	<u>57,350</u>
Total	<u>\$3,950,223</u>	<u>\$4,015,720</u>	<u>\$3,948,205</u>	<u>\$3,992,551</u>

	2014 Actual	2015 Estimated	2016 Budget
FUND BALANCE:			
Undesignated Beginning Balance at January 1	\$688,798	\$705,953	\$725,047
Add: Revenue (Without Applied Fund Balance)	3,967,378	3,967,299	3,967,129
Less: Expenses	<u>3,950,223</u>	<u>3,948,205</u>	<u>3,992,551</u>
Total Fund Balance at December 31	<u>\$705,953</u>	<u>\$725,047</u>	<u>\$699,625</u>

DEPARTMENT: HEDBERG PUBLIC LIBRARY

DIVISION: PUBLIC ACCESS CABLE TELEVISION (JATV)

GOAL:

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

OBJECTIVES:

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

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 may utilize volunteers to create, tape, and produce a wide variety of programs. The staff of JATV provides free introductory 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.

	2014	2015	2015	2016
	Actual	Budget	Estimated	Budget

ACTIVITIES:

Programming (Hours)				
Scheduled Programs	7,560	6,800	7,884	7,800
Non-scheduled Programs	955	900	876	900
Total Programs (#)	2,126	1,900	1,984	1,900
Locally Produced	1,456	1,200	1,300	1,200
Imported	670	700	684	700
New Programs (#)	685	600	683	650
Locally Produced	521	400	527	450
Imported	164	240	156	200
Videos uploaded for Internet viewing	231	200	215	210
Number of views online	139,195	100,000	102,000	100,000

BUDGET VARIANCES

<u>\$4,447</u>	Economic adjustments
4,447	TOTAL PERSONAL SERVICES
900	TOTAL CONTRACTUAL SERVICES
(2,150)	TOTAL SUPPLIES & MATERIALS
(2,000)	TOTAL CAPITAL OUTLAY
<u>\$1,197</u>	TOTAL DECREASE

REQUIRED RESOURCES

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget	Budget to Budget Incr / (Decr)
<u>PERSONAL SERVICES</u>					
Wages	\$115,185	\$121,112	\$127,180	\$113,295	(\$7,817)
Benefits	<u>16,654</u>	<u>17,670</u>	<u>34,796</u>	<u>29,934</u>	<u>12,264</u>
Subtotal	131,839	138,782	161,976	143,229	4,447
<u>CONTRACTUAL SERVICES</u>					
Utilities	0	0	0	0	0
Postage	0	50	20	50	0
Professional Development	2,354	2,900	2,375	2,900	0
Audit & Consulting	0	0	0	0	0
Insurance	1,000	1,000	1,000	1,000	0
Advertising	204	1,200	1,000	1,000	(200)
Vehicle & Equipment	<u>147</u>	<u>400</u>	<u>1,600</u>	<u>1,500</u>	<u>1,100</u>
Subtotal	3,705	5,550	5,995	6,450	900
<u>SUPPLIES & MATERIALS</u>	2,615	5,250	3,000	3,100	(2,150)
Total Operations and Maintenance	138,159	149,582	170,971	152,779	3,197
<u>CAPITAL OUTLAY</u>	<u>12,901</u>	<u>29,000</u>	<u>15,000</u>	<u>27,000</u>	<u>(2,000)</u>
GRAND TOTAL	<u>\$151,060</u>	<u>\$178,582</u>	<u>\$185,971</u>	<u>\$179,779</u>	<u>\$1,197</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.

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget
REVENUES:				
Charter - Operating Funds	\$186,308	\$178,582	\$178,582	\$178,582
Charter - Capital Funds	0	0	0	0
Tape Sales/Fees	1,341	1,000	1,350	1,000
Grants & Gifts	150	500	150	500
Friends of JATV	0	500	0	500
Taxable Program Revenue	<u>(23)</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	<u>\$187,777</u>	<u>\$180,582</u>	<u>\$180,082</u>	<u>\$180,582</u>

	2014 Actual	2015 Estimated	2016 Budget
FUND BALANCE:			
Beginning Undesignated Balance at January 1	\$206,928	\$256,545	\$265,656
Add: Revenue	187,777	180,082	180,582
Less: Expenses	151,061	185,971	179,779
Change in Designated Fund Balance	<u>12,901</u>	<u>15,000</u>	<u>27,000</u>
Undesignated Fund Balance at December 31	256,545	265,656	293,459
Designated for Capital Expenditures	<u>115,320</u>	<u>100,320</u>	<u>73,320</u>
Designated Fund Balance	<u>115,320</u>	<u>100,320</u>	<u>73,320</u>
Total Fund Balance at December 31	<u>\$371,865</u>	<u>\$365,976</u>	<u>\$366,779</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.

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget
ACTIVITIES:				
Households Assisted (monthly avg.)	487	537	495	534
HQS Inspections - Initial	579	360	375	360
HQS Inspections - Reinspections	122	100	150	144

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget
ELEMENT COST:				
Administration	\$294,073	\$278,860	\$268,649	\$291,294
Rent Assistance	2,471,804	2,674,000	2,498,000	2,659,000
Depreciation Expense	<u>4,220</u>	<u>4,400</u>	<u>3,900</u>	<u>4,000</u>
Total	<u>\$2,770,098</u>	<u>\$2,957,260</u>	<u>\$2,770,549</u>	<u>\$2,954,294</u>

BUDGET VARIANCES

\$ 15,806	Increase of .10 FTE Administrative Assistant I and .02 FTE Neighborhood & Community Services Director plus economic adjustments.
<u>3,792</u>	Increase in benefit cost
19,598	TOTAL PERSONAL SERVICES
(2,734)	Decrease to annual maintenance and software license charges (no planned upgrades).
(4,160)	Decrease in funds available for Family Self Sufficiency programs and fraud complaints.
(15,000)	Decrease in amount of funding anticipated for rent payments.
<u>280</u>	Other
(21,614)	TOTAL CONTRACTUAL SERVICES
(550)	TOTAL SUPPLIES & MATERIAL
(400)	TOTAL DEPRECIATION
<u>\$ (2,966)</u>	TOTAL DECREASE

REQUIRED RESOURCES

	2014	2015	2015	2016	Budget to Budget
	Actual	Budget	Estimated	Budget	Incr / (Decr)
<u>PERSONAL SERVICES</u>					
Wages	\$175,415	\$156,214	\$159,915	\$172,020	\$15,806
Overtime	97	2,000	2,000	2,000	0
Benefits	<u>77,360</u>	<u>71,287</u>	<u>69,834</u>	<u>75,079</u>	<u>3,792</u>
Subtotal	252,872	229,501	231,749	249,099	19,598
<u>CONTRACTUAL SERVICES</u>					
Utilities	818	800	800	800	0
Postage	5,016	5,075	5,056	5,120	45
Professional Development	1,528	3,539	638	3,539	0
Audit & Consulting	5,902	5,800	5,800	5,800	0
Building Expense	9,718	7,307	7,307	8,324	1,017
Insurance	2,272	1,854	1,854	1,922	68
Computer Maintenance	6,267	12,784	9,771	10,050	(2,734)
Other Contractual Services	6,285	8,200	3,290	4,040	(4,160)
Housing Payments	2,471,804	2,674,000	2,498,000	2,659,000	(15,000)
Advertising	907	1,400	400	650	(750)
Vehicle & Equipment	<u>252</u>	<u>500</u>	<u>634</u>	<u>400</u>	<u>(100)</u>
Subtotal	2,510,769	2,721,259	2,533,550	2,699,645	(21,614)
<u>SUPPLIES & MATERIALS</u>	2,236	2,100	1,350	1,550	(550)
<u>DEPRECIATION</u>	4,220	4,400	3,900	4,000	(400)
<u>CAPITAL OUTLAY</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL	<u>\$2,770,098</u>	<u>\$2,957,260</u>	<u>\$2,770,549</u>	<u>\$2,954,294</u>	<u>(\$2,966)</u>

REVENUE COMMENT:

Administrative fees resulting in an administrative fee proration of approximately 79% of the amount we are eligible to receive are anticipated for 2016. Funding for housing assistance payments by HUD are anticipated to increase 3.4% for 2016 as we use HUD held reserves from earlier years.

Administrative fees of \$291,500 offset administrative and depreciation expenses of \$295,294, with the balance of \$3,794 coming from administrative fee equity. Housing Assistance Payments, including \$2,497,859 in grant funding and \$112,355 in HUD held reserves and the planned use of operating reserve (\$48,786) are used to provide direct rent assistance to clients.

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

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget
REVENUE:				
Administrative Fees	\$295,405	\$273,000	\$278,000	\$291,500
Housing Assistance Payments	<u>2,295,056</u>	<u>2,523,000</u>	<u>2,512,000</u>	<u>2,610,214</u>
Total Revenue	2,590,461	2,796,000	2,790,000	2,901,714
Operating Res.Use (Increase)	<u>179,637</u>	<u>161,260</u>	<u>(19,451)</u>	<u>52,580</u>
Total Resources	<u>\$2,770,098</u>	<u>\$2,957,260</u>	<u>\$2,770,549</u>	<u>\$2,954,294</u>
FUND EQUITY:				
Administrative Fee Equity*	\$73,599	\$117,781	\$79,050	\$75,256
Housing Assistance Payments Equity	<u>34,786</u>	<u>78,060</u>	<u>48,786</u>	<u>0</u>
Total Fund Equity at December 31	<u>\$108,385</u>	<u>\$195,841</u>	<u>\$127,836</u>	<u>\$75,256</u>

*The Administrative Equity Includes Investment in Capital Assets of \$31,313 at 12/31/14.

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 2016, efforts will also be placed on the completion of a 3-year Lead Hazard Control and Healthy Homes Grant.

	2014	2015	2015	2016
	Actual	Budget	Estimated	Budget

ACTIVITIES:

Owner Rehabilitation Projects	5	15	9	9
Rental Rehabilitation Units	14	13	7	16
Home Buyer Workshop Participants	141	140	140	140
Home Ownership Down Payment Asst.	24	42	38	40
Home Ownership Rehabilitation/Redevelopment	6	15	5	13
Neighborhood Stabilization Projects	3	0	4	1
Lead Hazard Reduc/Healthy Homes Projects	7	22	20	13
Blight Elimination Projects	0	10	5	10

Neighborhood & Community Services, State & Federal Grants

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget
ELEMENT COST:				
Administration*				
General Administration	\$159,207	\$134,746	\$137,917	\$137,101
Neighborhood Development	16,724	10,303	17,194	12,825
Lead Hazard 2013-2016	<u>56,394</u>	<u>61,755</u>	<u>61,870</u>	<u>18,483</u>
Subtotal	232,325	206,804	216,981	168,409
Program Services				
Neighborhood	45,750	62,611	50,358	68,967
Housing	867,309	1,659,763	1,254,802	1,281,394
Community Development	204,768	0	0	0
Public Service**	79,982	90,500	90,500	92,500
Lead Hazard 2013-2016	<u>148,398</u>	<u>381,562</u>	<u>402,357</u>	<u>189,476</u>
Subtotal	1,197,809	1,812,874	1,395,660	1,442,861
Total	<u>\$1,430,135</u>	<u>\$2,019,678</u>	<u>\$1,612,641</u>	<u>\$1,611,270</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 \$38,395 primarily due to the conclusion of the Lead Hazard Control and Healthy Homes grant in mid-2016 and the elimination of overtime for the down payment and closing cost program.

BUDGET VARIANCES: ADMINISTRATION

<u>(\$22,394)</u>	Reallocated .38 FTE (various positions) to other programs/non-admin
(6,000)	Eliminated overtime for down payment and closing cost program.
<u>(10,044)</u>	Decrease in benefit cost due to reallocations.
(38,438)	TOTAL PERSONAL SERVICES
<u>1,093</u>	Other
1,093	TOTAL CONTRACTUAL SERVICES
-	TOTAL SUPPLIES & MATERIAL
<u>(1,050)</u>	No computer replacements planned for 2016.
(1,050)	TOTAL CAPITAL OUTLAY
<u>(\$38,395)</u>	TOTAL INCREASE / (DECREASE)

REQUIRED RESOURCES: ADMINISTRATION

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget	Budget to Budget Incr / (Decr)
<u>PERSONAL SERVICES</u>					
Wages	\$139,802	\$126,868	\$132,464	\$104,474	(\$22,394)
Overtime	3,358	6,000	6,000	0	(6,000)
Benefits	<u>56,738</u>	<u>49,193</u>	<u>51,883</u>	<u>39,149</u>	<u>(10,044)</u>
Subtotal	199,899	182,061	190,347	143,623	(38,438)
<u>CONTRACTUAL SERVICES</u>					
Utilities	382	400	400	400	0
Postage	1,534	1,500	1,100	1,112	(388)
Professional Development	792	1,965	2,551	1,965	0
Auditing/Consulting	4,278	3,600	3,600	3,600	0
Building Rental	9,718	10,833	10,833	12,317	1,484
Insurance	1,534	1,168	1,168	1,341	173
Equipment Maintenance	1,656	1,427	1,427	1,551	124
Other Contractual Services	10,112	1,000	3,200	1,200	200
Advertising/Promotions	<u>647</u>	<u>800</u>	<u>300</u>	<u>300</u>	<u>(500)</u>
Subtotal	30,653	22,693	24,579	23,786	1,093
<u>SUPPLIES & MATERIALS</u>	1,773	1,000	1,200	1,000	0
<u>CAPITAL OUTLAY</u>	0	1,050	855	0	(1,050)
ADMINISTRATION TOTAL	<u>\$232,325</u>	<u>\$206,804</u>	<u>\$216,981</u>	<u>\$168,409</u>	<u>(\$38,395)</u>

Program Services

The budget for Program Services has a net decrease of \$370,013. It provides increased funding for neighborhood activities, owner rehabilitation (purchase/rehab/resale), rehabilitation service delivery and public service allocations; and reductions in rental rehabilitation, home ownership, neighborhood stabilization, and lead hazard reduction activities.

BUDGET VARIANCES: PROGRAM SERVICES

<u>\$6,356</u>	Pro-active code enforcement
6,356	TOTAL NEIGHBORHOOD
62,089	Owner Rehabilitation
(104,261)	Rental Rehabilitation
(173,050)	Home Ownership
29,939	Housing Service Delivery
(1,000)	Neighborhood Stabilization
<u>(192,086)</u>	Lead Hazard Reduction/Healthy Homes
(378,369)	TOTAL HOUSING
<u>0</u>	Grant activities under CDBG-EAP were completed in 2014
-	TOTAL COMMUNITY DEVELOPMENT
(2,000)	Boy's and Girl's Club - After school programming
500	Community Action - Skills Enhancement and Fatherhood Initiative
<u>3,500</u>	ECHO - Emergency rent assistance program
2,000	TOTAL OTHER CDA ALLOCATIONS
<u>(\$370,013)</u>	TOTAL (DECREASE)

REQUIRED RESOURCES: PROGRAM SERVICES

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget	Budget to Budget Incr / (Decr)
Neighborhood					
Code Enforcement	\$45,750	\$42,611	\$40,358	\$48,967	\$6,356
Blight Elimination	<u>0</u>	<u>20,000</u>	<u>10,000</u>	<u>20,000</u>	<u>0</u>
Subtotal	45,750	62,611	50,358	68,967	6,356
Housing					
Owner Rehabilitation	74,704	183,371	104,200	245,460	62,089
Rental Rehabilitation	84,767	338,000	266,525	233,739	(104,261)
Home Ownership	275,221	634,550	363,950	461,500	(173,050)
CDBG Housing Service Delivery	99,710	117,280	113,270	147,219	29,939
Neighborhood Stabilization Program	187,688	5,000	4,500	4,000	(1,000)
Energy Efficiency	0	0	0	0	0
Lead Hazard 2013-2016	<u>145,220</u>	<u>381,562</u>	<u>402,357</u>	<u>189,476</u>	<u>(192,086)</u>
Subtotal	867,309	1,659,763	1,254,802	1,281,394	(378,369)
Community Development					
CDBG Emergency Assistance Program	<u>204,768</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Subtotal	204,768	0	0	0	0
Other CDA Allocations					
Boys & Girls Club ⁽¹⁾	1,932	2,000	2,000	0	(2,000)
Community Action (1)	0	6,500	6,500	7,000	500
ECHO Emergency Rent ⁽¹⁾	45,400	42,000	42,000	45,500	3,500
Healthnet ⁽¹⁾	25,000	32,000	32,000	32,000	0
The Literacy Connection ⁽¹⁾	<u>7,650</u>	<u>8,000</u>	<u>8,000</u>	<u>8,000</u>	<u>0</u>
Subtotal	79,982	90,500	90,500	92,500	2,000
PROGRAM TOTAL	<u>\$1,197,809</u>	<u>\$1,812,874</u>	<u>\$1,395,660</u>	<u>\$1,442,861</u>	<u>(\$370,013)</u>

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

REVENUE COMMENT:

Community Development Block Grant (CDBG) funding for 2016 is budgeted to remain constant at \$461,738, \$158,229 remaining from prior grants, and with program income declining to \$76,000.

Overall funding under the Neighborhood Stabilization Programs (NSP) is estimated to decrease down to \$6,286 with minor grant activity related to land-banked properties continuing in 2016.

HOME Consortium funding for Janesville is budgeted to decrease in 2016, with a 2016 annual allocation of \$0 for Janesville, \$346,398 remaining from prior grants and \$130,000 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 CDBG Revolving Loan Fund for home improvement loans.

Neighborhood & Community Services, State & Federal Grants

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget
REVENUES:				
<u>CDBG</u>				
Formula Allocation	\$413,855	\$593,301	\$540,164	\$619,967
Program Income	<u>147,973</u>	<u>113,000</u>	<u>143,000</u>	<u>76,000</u>
Subtotal	561,828	706,301	683,164	695,967
<u>NSP</u>				
Formula Allocation	\$145,051	\$5,000	\$9,472	\$6,286
Program Income	<u>12,593</u>	<u>0</u>	<u>2,000</u>	<u>0</u>
Subtotal	157,644	5,000	11,472	6,286
<u>CDBG- Emergency Assistance Prog.</u>	209,953	0	0	0
<u>HOME Consortium</u>				
Formula Allocation	165,506	644,460	332,378	346,398
Program Income	<u>118,690</u>	<u>105,000</u>	<u>145,000</u>	<u>130,000</u>
Subtotal	284,196	749,460	477,378	476,398
<u>Other State & Federal Grants</u>				
Current Year	204,889	443,317	464,227	207,959
Program Income	<u>35,390</u>	<u>15,600</u>	<u>25,545</u>	<u>14,200</u>
Subtotal	240,279	458,917	489,772	222,159
Total	<u>\$1,453,900</u>	<u>\$1,919,678</u>	<u>\$1,661,786</u>	<u>\$1,400,810</u>

DEPARTMENT: WHEEL TAX / ENHANCED STREETS PROGRAM

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 resurfacing and reconstruction for paved streets.

PROGRAM ACTIVITY STATEMENT:

The Enhanced Street Maintenance program provides for maintenance of a portion of the City's 348 miles of paved streets. At some point in time, typically every 20 to 25 years for bituminous pavements and 45 years for concrete pavements, the street surfaces must be restored by resurfacing and reconstruction.

	2014	2015	2015	2016
	Actual	Budget	Estimated	Budget

ACTIVITIES:

Resurfacing/Reconstruction (Miles)

Milling/Resurfacing	5.2	9.5	7.5	12.0
Reconstruction	1.1	1.0	1.0	1.1

	2014	2015	2015	2016
	Actual	Budget	Estimated	Budget

ELEMENT COST:

Resurfacing/Reconstruction	<u>0</u>	<u>0</u>	<u>0</u>	<u>963,000</u>
Total	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$963,000</u>

WHEEL TAX POLICY:

In 2012, in accordance with Wisconsin Statutes 341.35, the City of Janesville imposed a wheel tax per ordinance 2011-503 in the amount of \$10 per motor vehicle. The net revenues (\$10 fee collected per vehicle less \$0.10 WisDOT administrative charge per vehicle) generated were reported in the general fund to finance the maintenance of public streets, highways, and for all other transportation-related purposes. 80% of this original fee will be reported in the Special Revenue Fund to cover contractor costs while the other 20% will continue to be reported in the General Fund to cover operating costs such as pothole repair and crack-filling.

In 2015, in accordance with Wisconsin Statutes 341.35, the City of Janesville approved ordinance 2015-618, (See JGO Ch. 3.22 Wheel Tax, amended September 2015) which raised the imposed wheel tax to \$20 per motor vehicle. The incremental increase of \$10 per motor vehicle is intended to finance the increased street rehabilitation program. The incremental \$10 fee will be accounted for in a special revenue fund related specifically to the enhanced street program.

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 (11 years remain), except only 7 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 2015 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.

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget
ELEMENT COST:				
Gas System Operation	\$4,271	\$10,125	\$18,298	\$10,582
Maintenance	28,897	20,000	20,000	20,000
Construction Administration	2,440	3,662	3,662	3,790
Quality Control	0	0	0	0
Leachate Disposal	4,209	3,138	1,400	1,513
Legal	0	3,500	0	3,500
Total	<u>\$39,816</u>	<u>\$40,425</u>	<u>\$43,360</u>	<u>\$39,385</u>

BUDGET VARIANCES

<u>\$638</u>	Economic Adjustments
638	TOTAL PERSONAL SERVICES
(1,525)	Contractual Services for groundwater monitoring costs
<u>(153)</u>	Other
(1,678)	TOTAL CONTRACTUAL SERVICES
-	TOTAL SUPPLIES & MATERIAL
<u>(\$1,040)</u>	TOTAL DECREASE

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget	Budget to Budget Incr / (Decr)
<u>PERSONAL SERVICES</u>					
Wages	\$3,729	\$7,094	\$9,276	\$7,594	\$500
Overtime	19	0	0	0	0
Benefits	<u>1,416</u>	<u>4,930</u>	<u>8,121</u>	<u>5,068</u>	<u>138</u>
Subtotal	5,164	12,024	17,397	12,662	638
<u>CONTRACTUAL SERVICES</u>					
Utilities	2,327	3,013	2,900	3,013	0
Professional Development	0	0	0	0	0
Audit & Consulting	0	3,500	0	3,500	0
Insurance	142	163	163	110	(53)
Other Contractual Services	31,928	21,525	20,000	20,000	(1,525)
Vehicle & Equipment	<u>216</u>	<u>200</u>	<u>400</u>	<u>100</u>	<u>(100)</u>
Subtotal	34,612	28,401	23,463	26,723	(1,678)
<u>SUPPLIES & MATERIALS</u>					
	39	0	2,500	0	0
GRAND TOTAL	<u>\$39,816</u>	<u>\$40,425</u>	<u>\$43,360</u>	<u>\$39,385</u>	<u>(\$1,040)</u>

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget
<u>REVENUE</u>				
Transfer from Trust Fund	\$39,816	\$40,425	\$178	\$0
Transfer from Sanitation Fund	0	0	43,182	39,385
GRAND TOTAL	<u>\$39,816</u>	<u>\$40,425</u>	<u>\$43,360</u>	<u>\$39,385</u>

The Superfund Agency Fund accounted for receipts from industrial responsible parties and the City of Janesville to cover costs for Industrial Waste Disposal Fund activities. In 2015, those funds were exhausted and the fund was closed. The Sanitation Fund is responsible to fund all remaining Industrial Waste Disposal Fund activities.

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget
SUPERFUND AGENCY FUND:				
Beginning Fund Balance	\$39,979	\$56,310	\$178	\$0
Additions to Fund Balance:				
Interest Income	15	0	0	0
Other Revenue (Industry)	0	0	0	0
Transfers -Sanitation Reserved Funds	<u>0</u>	<u>67,000</u>	<u>0</u>	<u>0</u>
Subtotal	15	67,000	0	0
Reductions in Fund Balance:				
Transfer- Industrial Waste	<u>39,816</u>	<u>0</u>	<u>178</u>	<u>0</u>
Ending Fund Balance	<u>\$178</u>	<u>\$123,310</u>	<u>\$0</u>	<u>\$0</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, residential recyclables 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 single-stream recyclables, 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 2024 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.

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget
ACTIVITIES:				
Sanitary Landfill (tons)	90,176	86,730	108,967	130,500
Waste Collection and Recycling Programs				
Billable Units	23,825	23,800	23,891	23,925
Amount Billed/Unit/Year	\$95.35	\$119.49	\$120.00	\$124.65
Tire Recycling				
Tons	123	180	180	180
Contract Processing Cost (per ton)	\$150.00	\$150.00	\$150.00	\$150.00
Appliance Recycling				
Tons	255	300	300	300
Net Operating Cost (per ton)	(\$188.31)	(\$162.00)	(\$115.33)	(\$162.00)
	2014 Actual	2015 Budget	2015 Estimated	2016 Budget
ELEMENT COST:				
Solid Waste Collection	\$1,606,434	\$1,637,426	\$1,627,502	\$1,650,855
Solid Waste Disposal	2,993,805	2,768,456	2,961,475	3,359,827
Recycling Program	<u>798,853</u>	<u>868,726</u>	<u>846,423</u>	<u>880,707</u>
Subtotal	<u>5,399,092</u>	<u>5,274,608</u>	<u>5,435,400</u>	<u>5,891,389</u>
Debt Retirement - Landfill	1,054,927	1,095,368	845,369	777,723
Landfill Debt Transferred to General Fund	0	(250,000)	(250,000)	(250,000)
Debt Retirement - Automated Collection	295,125	292,575	292,575	288,750
Transfer for Long Term Care Escrow	68,495	226,000	226,000	226,000
Reserve transfer for Superfund Site	<u>0</u>	<u>40,425</u>	<u>40,425</u>	<u>39,385</u>
Subtotal	<u>1,418,547</u>	<u>1,404,368</u>	<u>1,154,369</u>	<u>1,081,858</u>
Total	<u>\$6,817,639</u>	<u>\$6,678,976</u>	<u>\$6,589,769</u>	<u>\$6,973,247</u>

BUDGET VARIANCES

<u>\$63,990</u>	Economic adjustments; two positions move from part-time to full-time
63,990	TOTAL PERSONAL SERVICES
18,452	Allocation of Govern and New World software expenses from the Information Technology division of the General Fund
29,000	Increase required for contracted management of yard waste at composting facility
482,715	Increase due to higher landfill tons and associated DNR tonnage fees
3,100	VOM rates
<u>(2,976)</u>	Other
530,291	TOTAL CONTRACTUAL SERVICES
<u>500</u>	Other
500	TOTAL SUPPLIES & MATERIAL
<u>22,000</u>	Replace two roll-off containers at landfill and purchase backup landfill gas monitor
22,000	TOTAL CAPITAL OUTLAY
<u>(322,510)</u>	Reduction in total debt service
(322,510)	TOTAL TRANSFERS
<u>\$294,271</u>	TOTAL INCREASE

REQUIRED RESOURCES

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget	Budget to Budget Incr / (Decr)
PERSONAL SERVICES					
Wages	\$1,009,391	\$1,057,747	\$1,032,890	\$1,123,418	\$65,671
Overtime	87,149	66,282	65,880	66,200	(82)
Benefits	491,026	473,803	465,034	472,204	(1,599)
Miscellaneous Benefits	<u>4,236</u>	<u>4,200</u>	<u>4,200</u>	<u>4,200</u>	<u>0</u>
Subtotal	1,591,802	1,602,032	1,568,004	1,666,022	63,990
CONTRACTUAL SERVICES					
Utilities	117,185	146,860	136,880	138,803	(8,057)
Postage	0	0	0	0	0
Professional Development	2,681	2,265	2,265	2,265	0
Audit & Consulting	11,238	30,000	30,000	30,000	0
Building Expense	2,217	2,000	2,000	6,178	4,178
Insurance	24,622	28,023	27,490	28,926	903
Uniform and Tools	2,356	0	0	0	0
Computer Maintenance	5,316	5,578	5,580	24,030	18,452
Other Contractual Services	813,310	822,400	830,228	851,400	29,000
Advertising	0	0	0	0	0
Licenses	1,403,134	1,101,150	1,316,423	1,583,865	482,715
Vehicle & Equipment	<u>1,389,606</u>	<u>1,466,800</u>	<u>1,448,600</u>	<u>1,469,900</u>	<u>3,100</u>
Subtotal	3,771,666	3,605,076	3,799,466	4,135,367	530,291
SUPPLIES & MATERIALS	35,623	59,500	59,930	60,000	500
CAPITAL OUTLAY	<u>0</u>	<u>8,000</u>	<u>8,000</u>	<u>30,000</u>	<u>22,000</u>
Operation and Maintenance Expenditures	5,399,092	5,274,608	5,435,400	5,891,389	616,781
TRANSFERS					
Debt Retirement	1,350,052	1,387,943	1,137,944	1,066,473	(321,470)
Landfill Debt Transferred to General Fund	0	(250,000)	(250,000)	(250,000)	0
Long Term Care Escrow	68,495	226,000	226,000	226,000	0
Reserve Transfer for Superfund Site	<u>0</u>	<u>40,425</u>	<u>40,425</u>	<u>39,385</u>	<u>(1,040)</u>
	1,418,547	1,404,368	1,154,369	1,081,858	(322,510)
GRAND TOTAL	<u>\$6,817,639</u>	<u>\$6,678,976</u>	<u>\$6,589,769</u>	<u>\$6,973,247</u>	<u>\$294,271</u>

MAJOR CAPITAL PROGRAM:

The Major Capital Programs budget contains borrowing of \$2,800,000 for construction of Cell 4 of the sanitary landfill. To include paving of entry road and public drop-off area.

REVENUE COMMENT:

This budget proposes an increase of \$4.76 in the base resident solid waste management user fee per year, for an annual rate of \$103.34 per billable unit per year in 2016. The increase is necessary because of a reduction in recycling grant revenue (\$59,000) and a projected reduction in revenue from the sale of recyclable materials (\$50,000). The temporary sanitary landfill surcharge decreases by \$.20, to \$21.32 per year per billable unit. This brings the total user fee for 2016 to \$124.66 per billable unit.

Total Sanitation revenue is expected to increase \$790,616 from 2015 Budget due to increased tonnage secured through waste disposal contracts. There is a projected increase of 43,770 tons of waste disposed compared to 2015 Budget.

Sanitation Fund balance at the end of 2014 was a negative \$259,812. Sanitation Fund balance by the end of 2016 is projected to be a positive \$1,058,286 due to revenue associated with the additional waste tons secured through disposal contracts and through the temporary landfill surcharge.

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget
REVENUES:				
Sanitary Landfill				
Advance Disposal	\$ 274,614	\$ 280,000	\$ 87,500	\$ -
Green County	328,455	301,000	336,000	308,000
Janesville Residential Waste	545,664	547,000	550,000	550,000
John's Hauling	437,579	420,000	650,000	650,000
Rock Disposal	298,961	280,000	175,000	0
Sherman Sanitation	0	0	0	0
Town & Country	(0)	0	45,500	45,500
Waste Management	431,157	508,000	815,000	919,000
Nieuwenhuis Disposal	0	0	0	348,000
City of Beloit	0	0	0	280,000
All Other Accounts	829,856	850,000	877,000	844,000
Wastes Used as Daily Cover	291,196	268,000	268,000	268,000
Landfill Gas Agreement	<u>57,336</u>	<u>50,000</u>	<u>50,000</u>	<u>50,000</u>
	3,494,819	3,504,000	3,859,000	4,262,500
Demolition Landfill	67,497	90,000	75,000	75,000
Recycling Program				
State Recycling Grant	226,645	227,000	226,614	168,000
Curbside Collection	121,859	150,000	100,000	100,000
Appliance/Metal Recycling	50,208	50,000	36,000	50,000
Tire Recycling	16,290	27,000	20,000	27,000
Bins Sales/Cart Service Fees	<u>2,715</u>	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>
	417,716	457,000	385,614	348,000
Resident Waste Management Fee	<u>2,292,754</u>	<u>2,853,884</u>	<u>2,866,000</u>	<u>3,010,000</u>
Total Revenue - Sanitation Fund	<u>\$6,272,785</u>	<u>\$6,904,884</u>	<u>\$7,185,614</u>	<u>\$7,695,500</u>

INCOME STATEMENT:

The Income Statement shows expenditures and revenue for the Sanitation Fund from 2012 through 2016 Proposed.

	Actual 2012	Actual 2013	Actual 2014	Budget 2015	Estimated 2015	Proposed 2016
Revenues						
Solid Waste Disposal- User Fees	\$ 5,150,951	\$ 4,238,623	\$ 3,562,316	\$ 3,594,000	\$ 3,934,000	\$ 4,337,500
Solid Waste Collection- User Fees	\$ 953,879	\$ 1,381,593	2,292,754	2,853,884	2,866,000	3,010,000
Recycling-Material Sales/User Fees	\$ 245,450	\$ 237,744	191,071	230,000	159,000	180,000
Recycling-State Grant	\$ 226,881	\$ 226,958	226,645	227,000	226,614	168,000
Total Revenue	\$ 6,577,161	\$ 6,084,918	\$ 6,272,785	\$ 6,904,884	\$ 7,185,614	\$ 7,695,500
Expenditures						
Solid Waste Collection	\$ 1,230,791	\$ 1,154,901	\$ 1,606,434	\$ 1,637,426	\$ 1,627,502	\$ 1,650,855
Solid Waste Disposal	\$ 4,244,139	\$ 3,645,007	2,993,805	2,768,456	2,961,475	3,359,827
Recycling	\$ 856,987	\$ 702,131	798,853	868,726	846,423	880,707
Total Expenditures	\$ 6,331,917	\$ 5,502,039	\$ 5,399,092	\$ 5,274,608	\$ 5,435,400	\$ 5,891,389
Net Operating Income (Loss)	\$ 245,244	\$ 582,879	\$ 873,693	\$ 1,630,276	\$ 1,750,214	\$ 1,804,111
Transfers						
Transfer In- Health Insurance Rebate		\$ -	\$ -	\$ -	\$ -	\$ -
Transfer for DNR Escrow Site 3939	\$ (226,000)	\$ (226,000)	(68,495)	(226,000)	(226,000)	(226,000)
Transfer to Superfund (from reserve)	\$ -	\$ -	0	(40,425)	(40,425)	(39,385)
Transfer for Debt Service - Landfill	\$ (924,346)	\$ (985,467)	(1,054,927)	(1,095,368)	(845,369)	(777,723)
Transfer for Debt Service - Auto Coll.		\$ (285,517)	(295,125)	(292,575)	(292,575)	(288,750)
Transfer from/to G/F		\$ -	0	250,000	250,000	250,000
Total Transfers	\$ (1,150,346)	\$ (1,496,984)	\$ (1,418,547)	\$ (1,404,368)	\$ (1,154,369)	\$ (1,081,858)
Revenues over Expenditures (deficit)	\$ (905,102)	\$ (914,105)	\$ (544,854)	\$ 225,908	\$ 595,845	\$ 722,253
Fund Balance January 1	\$ 2,104,249	\$ 1,199,147	\$ 285,042	\$ (328,411)	\$ (259,812)	\$ 336,033
Fund Balance December 31	\$ 1,199,147	\$ 285,042	\$ (259,812)	\$ (102,503)	\$ 336,033	\$ 1,058,286

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

Municipally-owned buildings and their contents have been insured with the State of Wisconsin Insurance Fund. However, the State notified all policyholders that legislation was enacted to phase out and eliminate the fund due to its insolvency. Municipal Property Insurance Company (MPIC) will be the property insurance provider starting in 2016. 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 2017. 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; EPO (exclusive 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 funds and their respective individual accounts. Therefore, in theory, the Insurance Fund will experience revenues equal to its budgeted expenditures.

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget
ELEMENT COST:				
Risk Management	\$94,261	\$127,067	\$113,302	\$142,286
Liability Insurance	571,586	319,500	340,075	319,500
Workers' Compensation	491,959	451,000	454,776	501,000
Property/Other Insurance	191,625	178,028	182,229	178,028
Health, Dental & Vision Insurance	8,759,959	8,696,450	9,251,289	8,696,450
Flex Benefits	<u>160,715</u>	<u>160,000</u>	<u>160,000</u>	<u>160,000</u>
Subtotal	10,270,104	9,932,045	10,501,671	9,997,264
Transfers	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	<u>\$10,270,104</u>	<u>\$9,932,045</u>	<u>\$10,501,671</u>	<u>\$9,997,264</u>

BUDGET VARIANCES

	Economic adjustments for part-time Risk Manager and portions of other personnel
<u>\$8,445</u>	
8,445	TOTAL PERSONAL SERVICES
50,000	Increased trend of workers compensation claims
<u>6,774</u>	Allocation of municipal building rent
56,774	TOTAL CONTRACTUAL SERVICES
<u>\$65,219</u>	TOTAL INCREASE

REQUIRED RESOURCES

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget	Budget to Budget Incr / (Decr)
PERSONAL SERVICES					
Wages	\$66,242	\$78,006	\$91,353	\$84,156	\$6,150
Benefits	\$26,277	\$26,216	\$29,103	\$28,511	\$2,295
Miscellaneous Benefits	<u>2,532</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Subtotal	95,051	104,222	120,456	112,667	8,445
CONTRACTUAL SERVICES					
Utilities	263	250	210	250	0
Postage	127	10	45	10	0
Professional Development	0	1,810	0	1,810	0
Audit & Consulting	82,704	105,950	95,950	105,950	0
Building Expense	0	0	0	6,774	6,774
Insurance	10,064,650	9,028,028	10,267,023	9,078,028	50,000
Computer Maintenance	0	0	0	0	0
Taxes	1,115	0	0	0	0
Other Contractual Services	12,399	680,000	0	680,000	0
Recruiting Expense	<u>10,938</u>	<u>10,000</u>	<u>12,800</u>	<u>10,000</u>	<u>0</u>
Subtotal	10,172,195	9,826,048	10,376,028	9,882,822	56,774
SUPPLIES & MATERIALS					
	2,857	1,775	5,187	1,775	0
Subtotal	10,270,104	9,932,045	10,501,671	9,997,264	65,219
TRANSFERS					
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
GRAND TOTAL	<u>\$10,270,104</u>	<u>\$9,932,045</u>	<u>\$10,501,671</u>	<u>\$9,997,264</u>	<u>\$65,219</u>

DEPARTMENT: PUBLIC WORKS

DIVISION: OPERATIONS

PROGRAM: VEHICLE OPERATION & MAINTENANCE

GOAL:

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

OBJECTIVES:

- To maintain a cost effective preventative maintenance program.
- To provide prompt and efficient service to all City 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.

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget
ACTIVITIES:				
General Administration (Hours)	8,008	8,300	8,100	8,100
Vehicle Maintenance (#)				
Scheduled Work Orders	669	750	725	750
Unscheduled Work Orders (Repairs)	<u>1,937</u>	<u>2,100</u>	<u>2,000</u>	<u>2,100</u>
Subtotal	2,606	2,850	2,725	2,850
Direct Labor (Hours)	7,515	8,000	7,600	7,800
Indirect Labor (Hours)	<u>6,221</u>	<u>3,700</u>	<u>5,800</u>	<u>4,500</u>
Subtotal	13,736	11,700	13,400	12,300
Facility Maintenance (Hours)	564	750	600	750
Support Programs (Hours)	<u>2,064</u>	<u>2,300</u>	<u>2,100</u>	<u>2,100</u>
Total Hours	<u>24,372</u>	<u>23,050</u>	<u>24,200</u>	<u>23,250</u>

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget
ELEMENT COST:				
General Administration	\$459,085	\$427,504	\$427,839	\$454,791
Vehicle Maintenance	2,409,193	2,474,601	2,217,600	2,259,717
Facility Maintenance	175,648	197,204	192,955	183,115
Support Programs	<u>90,264</u>	<u>84,813</u>	<u>88,740</u>	<u>85,109</u>
Subtotal Operating	3,134,191	3,184,122	2,927,134	2,982,732
Capital	<u>1,507,000</u>	<u>1,564,380</u>	<u>1,161,667</u>	<u>1,780,585</u>
Total	<u>\$4,641,191</u>	<u>\$4,748,502</u>	<u>\$4,088,801</u>	<u>\$4,763,317</u>

BUDGET VARIANCES

<u>(\$20,363)</u>	Savings from lower pay rate of new hire and change in health insurance plan
<u>(\$9,000)</u>	Reclassified .09 FTE Electrician/Property Tech, .038 FTE Leadman from VOM
<u>\$6,820</u>	Economic Adjustments
<u>(22,543)</u>	TOTAL PERSONAL SERVICES
4,050	Additional technical training for VOM maintenance and Supervisory staff.
25,000	To implement consultant recommendations related to Fleet Focus modules.
<u>(29,007)</u>	Other
43	TOTAL CONTRACTUAL SERVICES
<u>(178,890)</u>	Reduction due primarily to significantly lower fuel prices than 2015 Budgeted.
<u>(178,890)</u>	TOTAL SUPPLIES & MATERIAL
<u>216,205</u>	Expected vehicle and equipment purchases
<u>216,205</u>	TOTAL CAPITAL OUTLAY
<u>\$14,815</u>	TOTAL INCREASE

REQUIRED RESOURCES

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget	Budget to Budget Incr / (Decr)
PERSONAL SERVICES					
Wages	\$641,598	\$657,156	\$665,626	\$649,854	(\$7,302)
Overtime	42,336	25,400	23,600	25,100	(300)
Benefits	<u>286,135</u>	<u>265,006</u>	<u>267,495</u>	<u>250,065</u>	<u>(14,941)</u>
Subtotal	970,068	947,562	956,721	925,019	(22,543)
CONTRACTUAL SERVICES					
Utilities	53,713	57,100	54,200	55,800	(1,300)
Professional Development	3,208	4,050	5,200	8,100	4,050
Audit & Consulting	14,500	0	0	25,000	25,000
Building Expense	77,140	90,000	90,000	90,000	0
Insurance	85,010	82,913	82,913	78,554	(4,359)
Uniform and Tool Expense	15,750	13,000	15,750	15,750	2,750
Computer Maintenance	16,339	18,357	18,000	20,659	2,302
Other Contractual Services	18,411	19,000	18,500	19,000	0
Vehicle & Equipment	<u>125,230</u>	<u>168,700</u>	<u>138,600</u>	<u>140,300</u>	<u>(28,400)</u>
Subtotal	409,301	453,120	423,163	453,163	43
SUPPLIES & MATERIALS	1,754,822	1,783,440	1,547,250	1,604,550	(178,890)
TRANSFERS	1,507,000	0	0	1,610,585	1,610,585
CAPITAL OUTLAY	<u>0</u>	<u>1,564,380</u>	<u>1,161,667</u>	<u>170,000</u>	<u>(1,394,380)</u>
GRAND TOTAL	<u>\$4,641,191</u>	<u>\$4,748,502</u>	<u>\$4,088,801</u>	<u>\$4,763,317</u>	<u>\$14,815</u>

Historical Fuel Purchases and Costs

		2012	2013	2014	2015 Budget	2016 Budget
Diesel	Gallons	170,157	178,328	163,666	160,000	165,000
	Total Cost	\$ 582,726	\$ 622,546	\$ 559,117	\$ 579,200	\$ 437,250
	Avg. Cost/Gallon	\$ 3.42	\$ 3.49	\$ 3.42	\$ 3.62	\$ 2.65
Gasoline	Gallons	105,768	100,940	99,034	106,000	106,000
	Total Cost w/Fed Tax Reimb.	\$ 342,943	\$ 347,739	\$ 321,894	\$ 376,300	\$ 265,000
	Avg. Cost/Gallon	\$ 3.24	\$ 3.45	\$ 3.25	\$ 3.55	\$ 2.50

VEHICLE and EQUIPMENT REPLACEMENT SCHEDULE - 2016

<u>Year</u>	<u>Equip#</u>	<u>Type</u>	<u>Net Price</u>	<u>Age</u>
1998	304	Pickup 2WD Compact	\$ 25,000	18
1997	4005	Pickup 2WD 3/4-ton w/ Underhood Compressor	25,000	19
2002	4032	Dump Truck Single Axle	159,000	14
2002	4033	Dump Truck Single Axle	159,000	14
2002	4034	Dump Truck Single Axle	159,000	14
2002	4035	Dump Truck Single Axle	159,000	14
1996	4126	Backhoe - Tracked	235,000	20
1999	4450	Loader - Wheeled 3.0 cu. yd. w/ Wing Mount	167,000	17
2002	4453	Loader - Skidsteer	20,000	14
2004	4606	Sweeper - Street	186,000	12
2004	4607	Sweeper - Street	186,000	12
		Plows, salt spreaders and other attachments	110,000	
		Miscellaneous small equipment	60,000	
		SUBTOTAL CAPITAL OUTLAY	\$ 1,650,000	
		CAPITAL CARRYOVER FROM 2015		
		Ice Resurfacers	130,585	
		TOTAL CAPITAL CARRYOVER	\$ 130,585	
		TOTAL CAPITAL OUTLAY	\$ 1,780,585	

REVENUE COMMENT:

The VOM Fund derives its revenue primarily from four (4) sources: General Fund, Sanitation, Utilities and other miscellaneous sources. Revenue decreases \$406,000 from the 2015 budget as a correction for recent over-estimates of equipment usage and associated revenue. The following table reflects the sources of revenue for the Fund.

	2014 Actual	2015 Budget	2015 Estimated	2016 Budget
REVENUE:				
Vehicle Repair	\$857,088	\$825,000	\$750,000	\$750,000
Equipment Rental - Operations	1,693,439	2,050,000	1,820,000	1,870,000
Replacement - Capital	1,600,000	1,700,000	1,500,000	1,550,000
Miscellaneous	<u>23,350</u>	<u>31,000</u>	<u>30,000</u>	<u>30,000</u>
Total	<u>\$4,173,877</u>	<u>\$4,606,000</u>	<u>\$4,100,000</u>	<u>\$4,200,000</u>

	2014 Actual	2015 Estimated	2016 Budget
OPERATING CASH:			
Beginning Cash Balance	\$13,309	\$15,668	(\$11,466)
Operating Revenue	2,536,550	2,900,000	3,000,000
O & M Expenditures	3,134,191	2,927,134	2,982,732
Adjust for Changes	<u>0</u>	<u>0</u>	<u>0</u>
Cash Balance Operating	(\$584,332)	(\$11,466)	\$5,802
CAPITAL REPLACEMENT CASH:			
Beginning Cash Balance	\$1,077,791	\$1,312,620	\$1,350,953
Replacement Revenue	1,546,329	1,200,000	1,200,000
Capital Outlay	<u>1,311,500</u>	<u>1,161,667</u>	<u>1,780,585</u>
Cash Balance Capital Replacement	\$1,312,620	\$1,350,953	\$770,368
TOTAL CASH	<u>\$728,288</u>	<u>\$1,339,487</u>	<u>\$776,170</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.

**City of Janesville
2016 Capital Improvement Plan**

Project	General Fund Note	Federal / State	Other Sources	Total
Construct and Improve Streets	\$4,198,000	\$3,885,600	\$ 1,205,000	\$ 9,288,600
Austin Road Reconstruction (Design)	140,000	-	-	140,000
Concrete Joint Repairs	75,000	-	-	75,000
Curb and Gutter Replacements	1,500,000	-	-	1,500,000
E. Milwaukee Street Bridge Rehabilitation (Design)	25,000	-	-	25,000
Milton Avenue Resurfacing	115,000	3,885,600	-	4,000,600
Milwaukee Street Resurfacing (Design)	100,000	-	-	100,000
New Sidewalks	25,000	-	25,000	50,000
Replacement Sidewalks	175,000	-	175,000	350,000
Ruger Avenue Reconstruction (Design)	75,000	-	-	75,000
Street Rehabilitation Program	1,912,000	-	1,005,000	2,917,000
Unfunded Improvements to STH 26	56,000	-	-	56,000
Greenbelt Construction (Wright Road / STH 26)	-	-	250,000	250,000
Monterey Dam	-	-	600,000	600,000
Rock River TMDL Driven Stormwater Improvements	-	-	50,000	50,000
Storm Manhole/Inlet Maintenance	-	-	485,000	485,000
Storm Sewer Enhancements	-	-	200,000	200,000
Storm Sewer Lining and Point Repairs	-	-	83,000	83,000
Bike Trail Repair and Replacement	-	-	65,000	65,000
Downtown Gateway Signage	-	-	60,000	60,000
Parking Plaza Removal	1,000,000	-	-	1,000,000
Playground Replacement	40,000	-	-	40,000
Property Acquisitions (Neighborhood and Downtown)	100,000	-	-	100,000
Senior Center Roof Replacement	-	-	73,000	73,000

City-Wide, Major Capital Projects

Public Buildings and Grounds	\$1,238,000	\$ -	\$ 1,500,000	\$ 2,738,000
City Hall Fire Alarm System Replacement	200,000	-	-	200,000
City Hall Boiler System Replacement	288,000	-	-	288,000
Fire Station #1 Replacement	500,000	-	1,000,000	1,500,000
Fire Station #6 Land Purchase	250,000	-	-	250,000
Library Renovation	-	-	500,000	500,000
<hr/>				
Accessible Pedestrian Signals (APS)	10,000	-	-	10,000
Complete Deployments of Govern and New World	45,000	-	-	45,000
Extend Metropolitan Area Network (MAN)	30,000	-	20,000	50,000
Fire Department Vehicle Replacement	683,045	-	-	683,045
Full-Depth Pavement Reclamation Unit	155,000	-	-	155,000
Golf Course Capital	185,500	-	-	185,500
Interstate Bridge Utility Conflict Elimination	-	405,000	45,000	450,000
Information Technology Improvements	206,000	-	124,000	330,000
Library Server Replacements	-	-	30,000	30,000
Public Works - Work Order System	-	-	75,000	75,000
Purchase/Install Bus Stop Signs	1,800	7,200	-	9,000
Purchase JTS Capital Repair Parts	8,000	32,000	-	40,000
Replace Analog Bus Radio System with Digital System	6,000	24,000	-	30,000
Replace Five JTS Buses	490,000	1,960,000	-	2,450,000
Replace JTS Service/Utility Truck	15,000	60,000	-	75,000
Replace JTS Shop Equipment	2,000	8,000	-	10,000
Replace Legacy Traffic Controllers	17,000	-	-	17,000
Replace Passenger Shelters	17,000	68,000	-	85,000
Replace Police Services Building Video System	23,000	-	-	23,000
Traffic Signal Red LED Light Replacements	35,000	-	-	35,000
Traffic Signal and Street Light Infrastructure Replacemer	10,000	-	-	10,000
SWAT Equipment	78,000	-	-	78,000
<hr/>				
Landfill Phase II - Leachate Recirculation	-	-	50,000	50,000
Landfill Phase IV - Construction	-	-	2,800,000	2,800,000
<hr/>				
Lead Service Replacement	-	-	250,000	250,000
Water Main Improvements/Replacements	-	-	2,625,000	2,625,000
Water Manhole Replacement	-	-	225,000	225,000
Water Utility Building Roof Replacement	-	-	420,000	420,000
<hr/>				
Collection System Expansion	-	-	100,000	100,000
Collection System Reinforcement	-	-	100,000	100,000
Inflow/Infiltration Reduction Program	-	-	145,000	145,000
Sanitary Sewer Improvements/Repairs	-	-	529,000	529,000
Sanitary Sewer Lining and Point Repairs	-	-	675,000	675,000
<hr/>				
Dollar General Distribution Center Improvements	-	986,500	2,363,500	3,350,000
Total	\$8,593,345	\$7,436,300	\$15,147,500	\$31,177,145

PROJECT DESCRIPTIONS:

Construct and Improve Streets - \$9,288,600

(a) Austin Road Reconstruction (Design) - \$140,000

Austin Road from W. Court Street to Mineral Point Avenue is scheduled for reconstruction to an urban cross section in 2018 through the Wisconsin Department of Transportation. The total project cost is estimated at \$2,182,000 with the local share of the design costs (\$140,000) being borrowed in 2016.

(b) Concrete Joint Repairs - \$75,000

Many concrete streets are in need of joint repair. Joint repair minimizes further deterioration of concrete streets and extends their useful life. Funding in the amount of \$75,000 is proposed to complete concrete joint repairs in 2016.

(c) Curb and Gutter Replacements - \$1,500,000

Curb and Gutter Replacements total \$1,500,000 and will be used for replacing damaged curb and gutter as well as eliminate areas of water ponding in conjunction with the street rehabilitation program.

(d) E. Milwaukee Street Bridge Rehabilitation (Design) - \$25,000

The E. Milwaukee Street Bridge is scheduled for rehabilitation in 2018 through the Wisconsin Department of Transportation. Design costs total \$240,000 with the second half of the local share (\$25,000) being borrowed in 2016.

(e) Milton Avenue Resurfacing - \$4,000,600

Milton Avenue from Centerway Street to Randolph Road is scheduled for resurfacing in 2016 through the Wisconsin Department of Transportation. The total project cost is \$4,000,600. (General Fund - \$115,000 and State - \$ 3,885,600)

(f) Milwaukee Street Resurfacing (Design) - \$100,000

Milwaukee Street from the Rock River to High Street is scheduled for resurfacing in 2018 through the Wisconsin Department of Transportation. The total project cost is estimated at \$2,000,000 with the local share of the design costs (\$100,000) being borrowed in 2016.

(g) New Sidewalks - \$50,000

New Sidewalks total \$50,000 (General Fund - \$25,000 and Special Assessments - \$25,000) in 2016. General Fund costs include curb ramps, sidewalks that cross City-owned property (greenbelts, parks, etc.), and other miscellaneous costs typically paid for by the city at-large.

(h) Replacement Sidewalks - \$350,000

Replacement Sidewalks total \$350,000 (General Fund - \$175,000 and Special Assessments - \$175,000) to replace deteriorated sidewalk and/or sidewalk with other safety deficiencies. This includes the sidewalk maintenance in coordination with the annual street rehabilitation program. General Fund costs include curb ramps, sidewalks that cross City-owned property (greenbelts, parks, etc.) and other miscellaneous costs typically paid for by the city at-large.

(i) Ruger Avenue Reconstruction (Design) - \$75,000

Ruger Avenue from Wright Road to USH 14 is scheduled for reconstruction to an urban cross section in 2018 through the Wisconsin Department of Transportation. The total project cost is estimated at \$3,008,865 with the local share of the design costs (\$75,000) being borrowed in 2016.

(j) Street Rehabilitation Program - \$2,917,000

This program includes funds to maintain City streets and make various other improvements to the street network such as intersection and railroad crossing improvements. In 2016, this program's total costs are \$2,917,000 (General Fund - \$1,912,000 and Operating Budget - \$1,005,000).

(k) Unfunded Improvements to STH 26 - \$56,000

Over the course of multiple years, the Wisconsin Department of Transportation improved the STH 26 corridor between Janesville and Watertown. The Wisconsin Department of Transportation invoiced the City for tentative final costs owed and borrowing in the amount of \$56,000 will allow the City to close out this project.

Stormwater Improvements - \$1,668,000

(a) Greenbelt Construction (Wright Road / STH 26) - \$250,000

This project involves the construction of a new greenbelt extending from STH 26 southeast to the future N. Wright Road regional pond. It also includes a temporary outlet pipe for the Walnut Grove pond. This project is funded with previously-collected Special Assessments.

(b) Monterey Dam - \$600,000

The City is weighing options to complete required repairs to the Monterey Dam for \$600,000 or remove the structure altogether at an unknown cost. A consultant has been hired to study the dam removal. If a decision is made to remove the Monterey Dam, \$600,000 would still be borrowed in 2016 with the remaining balance to be borrowed the next year for a 2017 construction project.

(c) Rock River Total Maximum Daily Load (TMDL)-Driven Stormwater Improvements - \$50,000

The Rock River TMDL Implementation Plan is currently being developed by the Wisconsin Department of Natural Resources. This will require stormwater system improvements to treat phosphorous and suspended solids. In 2016, biofilters will be constructed on the west side of the Rock River prior to storm sewers discharging directly to the river.

(d) Storm Manhole/Inlet Maintenance - \$480,000

Rehabilitating or replacing manholes in conjunction with the street rehabilitation program prevents future failures of the structures after a new street surface has been placed. In 2016, storm manhole maintenance costs total \$480,000 and is funded from the Operating Budget. Some manholes only need repairs to the upper portion and while others need total replacement.

(e) Storm Sewer Enhancements - \$200,000

In addition to routine maintenance of storm sewer infrastructure, areas within the system can develop capacity deficiencies or other problems which require enhancements in order to properly manage current and projected stormwater flow.

(f) Storm Sewer Lining and Point Repairs - \$83,000

Storm sewer lining and point repair projects totaling \$83,000 have been identified for 2016. The annual sewer televising program will identify segments along streets proposed for rehabilitation, which require storm sewer system repairs.

Acquire, Improve & Maintain Parks and Public Grounds - \$1,338,000

(a) Bike Trail Repair and Replacement - \$65,000

The first paved bike trail was constructed in 1994 in the area of Palmer Park. As parts of the trail age throughout the community, repair and replacement will be needed. Staff has identified prior Note funding in the amount of \$65,000 to complete repairs in 2016.

(b) Downtown Gateway Signage - \$60,000

Funding in the amount of \$60,000 is proposed to complete comprehensive signage for the downtown, and consider gateway signage that would be installed near the Five Points; Centerway and Milton Avenue; and any other main entrances to the downtown.

(c) Parking Plaza Removal - \$1,000,000

The parking plaza exhibits structural deficiencies requiring the center portion of the plaza to be closed to vehicles and pedestrians for safety reasons. The Wisconsin Department of Natural Resources (DNR) has indicated they will not issue required permits to the City to allow repairs 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 total project cost is estimated at \$2,095,000 with approximately half (\$1,000,000) of the amount needed being borrowed in 2016 and the remaining balance (\$1,095,000) being borrowed in 2017.

(d) Playground Replacement - \$40,000

In 1996, the City began a program to renovate/replace playground equipment in parks. To date, the initial cycle has been completed. The renovation/replacement of playground equipment will continue in 2016, with improvements proposed for parks updated in the '90's. Eleven wooden/plastic structures were placed in parks and all are in desperate need of replacement. The park for replacement is yet to be determined.

(e) Property Acquisitions (Neighborhood and Downtown) - \$100,000

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.

(f) Senior Center Roof Replacement - \$73,000

The Senior Center roof is currently leaking and past its useful life, therefore total replacement is the only viable option. Staff has identified prior Note funding in the amount of \$73,000 to complete the roof replacement in either late 2015 or 2016.

Acquire, Improve & Maintain Public Buildings and Grounds - \$2,738,000

(a) City Hall Fire Alarm System Replacement - \$200,000

The current system is original to the building which is 44 years old with very few actual sensors that are only in mechanical rooms. The present system only serves to announce a fire within the building and isn't capable of notifying JFD of a fire. The system mainly relies on staff inside the building to notice a fire and pull one of the manual fire alarm stations. This system is also left inoperable in the event of a power outage if the generator fails. The new system would be all "low voltage" which allows it to be supported by battery backup during a power outage; self-diagnosing of problem wiring or sensors; many heat/smoke sensing devices throughout the floors; easily adaptable during remodeling of an area; and easily connected to an outside 24/7 monitoring company to notify JFD of the emergency. It could also be connected to the building management system, which could shutdown air handling units so that the fire doesn't spread to other areas. Funding in the amount of \$200,000 is proposed to replace City Hall's current fire alarm system.

(b) City Hall Boiler System Replacement - \$288,000

One of the two main boilers for City Hall stopped working last winter and the equipment is at the end of its useful life. The system will be replaced with high-efficiency gas-fired hot water boilers and a

high-efficiency gas-fired domestic hot water heater. Funding in the amount of \$288,000 is proposed to be borrowed in 2016.

(c) Fire Station #1 Replacement - \$1,500,000

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 project cost is \$9,000,000. Initial funding for design, site acquisition, and construction was provided for in 2006 (\$150,000), 2007 (\$350,000), 2008 (\$500,000), 2011 (\$500,000), 2014 (\$3,000,000), and 2015 (\$3,000,000). The remaining construction funding required is \$500,000 in borrowing and \$1,000,000 in undesignated General Fund balance in 2016.

(d) Fire Station #6 Land Purchase - \$250,000

Response times from existing fire stations to parts of the City north of Interstate 39/90 are deficient. In order to address this response time deficiency as well as anticipate future development, a new station north of the interstate is proposed for construction in 2020. Funding in the amount of \$250,000 is proposed to purchase land for the future Fire Station #6.

(e) Library Renovation - \$500,000

Funding in the amount of \$500,000 is proposed to begin Phase I of the Hedberg Public Library renovation project.

Acquire Capital Equipment - \$4,875,545

(a) Accessible Pedestrian Signals - \$10,000

The City's "Accessible Pedestrian Signals (APS) Recommendation Committee" (formed in 2013) reviews citizen requests for APS devices, which provide audible and tactile information to handicapped pedestrians to help them cross at a signalized intersection. The Committee meets annually to review formal requests for more of the devices with the intent to recommend a maximum of one location per year, pending City Council funding approval. In 2015, the City completed the first installation of APS devices at Center Avenue and Kellogg Avenue as a result of a citizen request and Committee recommendation. In 2016, the Committee has recommended that the City install APS on all four legs of the signalized intersection of Court Street and Crosby Avenue.

(b) Complete Deployments of Govern and New World - \$45,000

This project will begin the planning and design process to add functionality to the City Enterprise Resource Planning (ERP) systems. The Govern improvements would incorporate licensing and special assessment modules while the New World improvements would add the fixed asset and dashboard functions. The total project costs are estimated to be \$395,000 with \$45,000 proposed for 2016, \$250,000 proposed for 2017, and \$100,000 proposed for 2018.

(c) Extend Metropolitan Area Network - \$50,000

This project will begin the planning and design process to extend our fiber plant to most City facilities, improving communications, and giving the ability to take advantage of high bandwidth services like GIS/Mapping. The total project costs are estimated to be \$810,000 with \$50,000 (General Fund - \$30,000; Water - \$10,000; and Wastewater - \$10,000) proposed for 2016, \$230,000 (General Fund - \$190,000 and Water - \$40,000) proposed for 2017, \$310,000 (General Fund - \$160,000 and Wastewater - \$150,000) proposed for 2018, and \$310,000 (General Fund) proposed for 2019.

(d) Fire Department Vehicle Replacement- \$683,045

In 2016, a 2000 Custom engine and 1998 Zodiac inflatable boat are scheduled for replacement. These vehicles are beyond their estimated service life and require excessive maintenance. Prior borrowing in

the amount of \$100,000 may be available for this vehicle purchase, which would reduce the borrowing in 2016 to \$583,045.

(e) Full-Depth Pavement Reclamation Unit - \$155,000

A full-depth reclamation unit improves both the efficiency and effectiveness of asphalt pavement and utility ditch repairs by recycling-in-place existing pavements and sub-base materials up to 13" in depth. Furthermore, this equipment will allow for additional repairs without impact to the operating budget. Funding in the amount of \$155,000 is proposed for the purchase of a full-depth pavement reclamation unit in 2016.

(f) Golf Course Capital - \$185,500

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 2016, funding in the amount of \$185,000 is proposed to continue the replacement of maintenance equipment and fund other capital improvements to the golf courses.

(g) Interstate Bridge Utility Conflict Elimination - \$450,000

As part of the Interstate 39/90 expansion project, the Wisconsin Department of Transportation is proposing new interstate bridges at USH 14 and STH 26. These new structures have alternate alignments which cause the existing sewer and water infrastructure to be in conflict and need to be relocated. The State will pay for 90% (\$405,000) of design and construction related costs while the City will pay the remaining 10% (Water - \$30,000 and Wastewater - \$15,000).

(h) Information Technology Improvements - \$330,000

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. Funds are requested from the General Fund (\$206,000), Water Utility (\$62,000) and Wastewater Utility (\$62,000) to obtain consulting services and purchase hardware and software for the implementation of specific citywide information technology priority projects, as determined by the City Manager.

(i) Library Server Replacements - \$30,000

The Hedberg Public Library's servers are scheduled for replacement in 2016. Funding in the amount of \$30,000 is proposed to complete these scheduled replacements.

(j) Public Works – Work Order System - \$75,000

Funding in the amount of \$75,000 (Water - \$25,000, Wastewater - \$25,000, and Stormwater - \$25,000) is proposed to purchase a work order system for the Department of Public Works. The work order system will expand upon the Department's existing asset management system.

(k) Purchase/Install Bus Stop Signs - \$9,000

JTS currently has more than 300 bus stop signs, many of them extremely worn. Funding in the amount of \$9,000 (Federal - \$7,200 and General Fund - \$1,800) is proposed for the on-going replacement of existing signs, some of which are more than 15 years old, and to install signs in newer service areas. Bus stop signs are a simple program, but are vital to providing high-quality customer service.

(l) Purchase JTS Capital Repair Parts - \$40,000

Funding in the amount of \$40,000 (Federal - \$32,000 and General Fund - \$8,000) is proposed to purchase capital repair parts for Transit buses, vehicles, and equipment. These parts include major tools, engines, transmission, and A/C compressors.

(m) Replace Analog Bus Radio System with Digital System - \$30,000

Only half of JTS's fleet is capable of operating on a digital frequency; the remaining work only on an analog system. Therefore, the JTS radio system remains operational at the analog level. This project replaces the analog bus radios and analog hand-held radios with digital equipment and reprograms the existing digital hand-held radios and digital office remotes to operate digitally. Funding in the amount of \$30,000 (Federal - \$24,000 and General Fund - \$6,000) is proposed to upgrade the JTS radio system to a digital system.

(n) Replace Five JTS Buses - \$2,450,000

The initial purchase of the current JTS fleet of buses began in 2002 and these buses are eligible for replacement. In 2015, the City received federal funding to replace one bus. In 2016, up to five buses are scheduled for replacement at a total cost of \$2,450,000 (Federal - \$1,960,000 and General Fund - \$490,000).

(o) Replace JTS Service/Utility Truck - \$75,000

JTS is looking to replace a 1998 shop service/utility truck which is beyond its projected useful life of 15 years. The new service/utility truck would include a 1 ton heavy duty truck chassis cab, a service/utility body, an air compressor and other special-purpose vehicle mounted equipment. Funding in the amount of \$75,000 (Federal - \$60,000 and General Fund - \$15,000) is proposed to purchase the new service/utility truck.

(p) Replace JTS Shop Equipment - \$10,000

JTS's diagnostic test equipment uses serial connection technology. Funding in the amount of \$10,000 (Federal - \$8,000 and General Fund - \$2,000) is proposed to purchase updated diagnostic test equipment that uses USB technology. In addition, the pump portions of the part washing equipment have stopped working, thus requiring staff to hand wash parts using solvents. Funds would also be used to purchase replacement part washing equipment.

(q) Replace Legacy Traffic Controllers - \$17,000

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 the Wisconsin Department of Transportation will be taking over responsibility for until the end of the Interstate 39/90 alternate route project. At that time, a decision will need to be made as to except their controllers which are a different type, or purchase nine new controllers of our type. Funding in the amount of \$17,000 is proposed to begin the first year of the three-year replacement program.

(r) Replace Passenger Shelters - \$85,000

JTS owns 18 passenger shelters, many of which date back to 1980 (35 years in service). Funding in the amount of \$85,000 (Federal - \$68,000 and General Fund - \$17,000) is proposed to replace eight shelters that have come to the end of their useful life. Having quality passenger shelters available helps provide a high-quality customer experience to riders.

(s) Replace Police Services Building Video System - \$23,000

The Police Services Building's existing system has failed and attempts to replace components resulted in a system that can no longer record audio because the manufacturer no longer supplies parts for this obsolete system. The system monitors multiple building entrances, passageways, the ID/booking area, as well as exterior areas. The nature of their business brings people that pose a potential threat to safety on a continuous basis and the need for monitoring and recording their activities is necessary. The safety of the workers in the building and others doing business is negatively impacted without this video and audio capability. In addition to the recording capability, live audio and video is fed to the shift commander to ensure the safety of the officers in the

ID/booking area when bringing in suspects. Funding in the amount of \$23,000 is proposed to replace the building's video system.

(t) Traffic Signal Red LED Light Replacements - \$35,000

The current red LEDs were upgraded in 2002 and have reached their end of life. Their rate of failure has steadily increased to the point where it's more economical to replace half the red LEDs now than each individually when they fail. In 2015, \$35,000 was approved to replace half of the City's traffic signals' red LED lights. Funding in the amount of \$35,000 is proposed for 2016 to replace the remaining City traffic signals' red LED lights.

(u) Traffic Signal and Street Light Infrastructure Replacement - \$10,000

This multi-year program replaces parts of our aging street light and traffic signal systems such as replacing direct buried wire with conduit and relocating poles that are being damaged on a regular basis. These improvements will result in a more reliable system that provides a higher level of service.

(v) SWAT Equipment - \$78,000

In 2015, \$85,000 was approved to purchase 11 sets of night vision binoculars for the SWAT unit, which is about half the amount needed to outfit the entire unit. The remaining 10 sets of night vision equipment cost \$78,000 and are proposed to be purchased in 2016.

Construct and Close Landfills - \$2,850,000

(a) Landfill Phase II - Leachate Recirculation - \$50,000

The Wisconsin Department of Natural Resources (WDNR) is requiring operating sanitary landfills to implement leachate recirculation to aid in the compaction and decomposition of sanitary landfill waste. In 2015, \$130,000 was borrowed to begin the implementation. The remaining balance of \$50,000 is proposed for 2016.

(b) Landfill Phase IV - Construction - \$2,800,000

Funding in the amount of \$2,800,000 is proposed for the construction of Phase IV of the Sanitary Landfill. The timing for the construction of the next phase of the Sanitary Landfill is based on waste flows received at the current site and its projected closing date in the next three years. Phase IV will construct the next cell within the Operating Landfill site and will include a new clay liner, leachate collection system, gas extraction system, and landfill haul road construction.

Construct and Extend Water Mains - \$3,520,000

(a) Lead Service Replacement - \$250,000

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. Funding in the amount of \$250,000 is proposed for this year's program.

(b) Water Main Improvements/Replacement - \$2,625,000

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 rehabilitation projects.

(c) Water Manhole Replacement - \$225,000

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. This program for maintaining utility manholes is done in conjunction with the annual street rehabilitation program.

(d) Water Utility Building Roof Replacement - \$420,000

The Water Utility building's roof is past its useful life and has been leaking recently. Funding in the amount of \$420,000 is proposed to replace the roof on the Water Utility Building.

Construct and Extend Sewer Mains - \$1,549,000

(a) Collection System Expansion - \$100,000

Funding in the amount of \$100,000 is proposed to provide for extending new mains to serve new developments. Currently, several residential developments are being considered for construction in 2016. This amount may change as a result of moving forward to support actual projects.

(b) Collection System Reinforcement - \$100,000

Collection system reinforcement is necessary to provide additional capacity in bottleneck areas and to replace sewer that have deteriorated. These repairs must be completed to ensure their continued reliable operation. The collection system locations requiring work is identified during annual televising of strategic portions of the system each year.

(c) Inflow/Infiltration Reduction Program - \$145,000

This supports an ongoing effort to prevent water inflow and infiltration into the sanitary sewer. It requires about \$145,000 annually. This program focused on sanitary sewer manholes in the past, but has recently shifted to sewer laterals.

(d) Sanitary Sewer Improvements/Repairs - \$529,000

The City will complete sanitary sewer improvements and repairs in conjunction with the annual street rehabilitation program and funding in the amount of \$529,000 is proposed for 2016.

(e) Sanitary Sewer Lining and Point Repairs - \$675,000

Janesville has approximately 300 miles of pipes of various sizes and materials in the sanitary sewer collection system. Funding in the amount of \$675,000 is proposed which is a continuation of prior years' service levels. This represents approximately 1% of the sewer system compared to a benchmark of 3.6% in proactive utilities.

Provide Financial Assistance for Economic Development - \$3,350,000

(a) TIF 22 – Dollar General Distribution Center Infrastructure Improvements - \$3,350,000

Funding in the amount of \$3,350,000 (TIF - \$2,363,500 and State - \$986,500) is proposed to complete infrastructure improvements necessary to facilitate the construction of a Dollar General Distribution Center within the Highway 11 Bypass Industrial Park. This project extends Innovation Drive and associated utilities approximately 1,000 ft. to the west and converts a two lane portion of CTH G to four lanes for approximately 1,600 ft. In addition, water main will be extended south along CTH G abutting the proposed Dollar General Distribution Center site and traffic signals will be installed on CTH G at Innovation Drive and the site's driveway.

CITY OF JANESVILLE, WISCONSIN

Computation of Legal Debt Margin

December 31, 2015

Equalized Value of Real and Personal Property	<u>\$3,987,273,400</u>
Debt Limit, Five (5) Percent of Equalized Valuation (Wisconsin Statutory Limitation)	<u>\$199,363,670</u>
Amount of Debt Applicable to Debt Limitation: Total General Obligation Debt	
Applicable to Debt Limit at December 31, 2015 (41.23% of Legal Limit)	<u>82,200,000 *</u>
Remaining Legal Debt Margin	<u>\$117,163,670</u>

* Does not include Wastewater Utility Revenue Debt in the amount of \$24,590,618

* Does not include Water Utility Revenue Debt in the amount of \$1,792,694

General Obligation Debt Service for 2016 and
Total Outstanding Indebtedness as of December 31, 2015

			2016		2016 Principal & Interest	12/31/2015		
			Principal	Interest		Principal	Interest	Total
Water Utility								
2008 L.T. Note	3,050,000	Water Utility Impr.	195,000	20,141	215,141	580,000	36,275	616,275
2009 L.T. Note	2,145,000	Water Utility Impr.	205,000	24,075	229,075	805,000	56,575	861,575
2010 L.T. Note	970,000	Water Utility Impr.	100,000	11,225	111,225	500,000	32,638	532,638
2011 L.T. Note	2,510,000	Water Utility Impr.	210,000	51,225	261,225	2,085,000	207,538	2,292,538
2011A L.T. Note	310,000	Water Utility Impr.	40,000	4,587	44,587	240,000	11,556	251,556
2012 L.T. Note	1,170,000	Water Utility Impr.	130,000	19,600	149,600	1,045,000	76,050	1,121,050
2012A L.T. Note	440,000	Water Utility Impr.	50,000	7,600	57,600	405,000	29,650	434,650
2013 L.T. Note	900,000	Water Utility Impr.	95,000	19,888	114,888	890,000	94,369	984,369
2013A L.T. Note	85,000	Water Utility Impr.	10,000	910	10,910	85,000	2,360	87,360
2014 L.T. Note	2,210,000	Water Utility Impr.	108,000	37,895	145,895	2,018,000	202,595	2,220,595
2014A L.T. Note	1,400,000	Water Utility Impr.	127,000	24,630	151,630	1,227,000	109,380	1,336,380
2015 L.T. Note	3,001,000	Water Utility Impr.	305,000	87,605	392,605	3,001,000	471,915	3,472,915
2015A L.T. Note	150,000	Water Utility Impr.	75,000	2,858	77,858	150,000	3,608	153,608
Water Utility Total			\$ 1,650,000	\$ 312,239	\$ 1,962,239	\$ 13,031,000	\$ 1,334,509	\$ 14,365,509
Wastewater Utility								
2008 L.T. Note	1,885,000	Wastewater Utility Impr.	110,000	11,900	121,900	340,000	21,603	361,603
2009 L.T. Note	765,000	Wastewater Utility Impr.	60,000	7,725	67,725	255,000	18,288	273,288
2010 L.T. Note	525,000	Wastewater Utility Impr.	50,000	5,612	55,612	250,000	16,319	266,319
2011 L.T. Note	191,000	Wastewater Utility Impr.	200,000	26,500	226,500	1,200,000	93,750	1,293,750
2012 L.T. Note	1,580,000	Wastewater Utility Impr.	141,000	17,750	158,750	958,000	64,640	1,022,640
2013 L.T. Note	1,515,000	Wastewater Utility Impr.	150,000	26,700	176,700	1,220,000	122,150	1,342,150
2014 L.T. Note	2,434,000	Wastewater Utility Impr.	268,000	44,870	312,870	2,173,000	181,895	2,354,895
2014A L.T. Note	290,000	Wastewater Utility Impr.	146,000	2,190	148,190	146,000	2,190	148,190
2015 L.T. Note	779,000	Wastewater Utility Impr.	99,000	22,369	121,369	779,000	115,318	894,318
2015A L.T. Note	610,000	Wastewater Utility Impr.	300,000	11,617	311,617	610,000	14,717	624,717
Wastewater Utility Total			\$ 1,524,000	\$ 177,233	\$ 1,701,233	\$ 7,931,000	\$ 650,870	\$ 8,581,870
Storm Sewer Utility Improvements								
2009 L.T. Note	1,045,000	Storm Improvements	95,000	11,400	106,400	380,000	26,838	406,838
2010 L.T. Note	1,125,000	Storm Sys. Imps., ERP & GIS enhancements	125,000	14,031	139,031	625,000	40,797	665,797
2012 L.T. Note	480,000	Storm Improvements	45,000	5,850	50,850	315,000	22,050	337,050
2014 L.T. Note	254,000	Storm Sys. Imps., GIS & CADD enhancement	33,000	5,095	38,095	233,000	17,220	250,220
2015 L.T. Note	427,000	Storm Improvements	37,000	12,759	49,759	427,000	70,809	497,809
2015 L.T. Note	1,000	Storm Sys. Imps., IT Tech Improvements	1,000	12	1,012	1,000	12	1,012
Storm Sewer Utility Improvements Total			\$ 336,000	\$ 49,147	\$ 385,147	\$ 1,981,000	\$ 177,726	\$ 2,158,726
WRS Internal Service								
2013A L.T. Note	561,000	WRS Prior Service Costs	52,000	9,084	61,084	510,000	56,736	566,736
WRS Internal Service Total			\$ 52,000	\$ 9,084	\$ 61,084	\$ 510,000	\$ 56,736	\$ 566,736
Library								
2008 L.T. Note	225,000	Bldg. Maint., Renovations, Technology	15,000	1,566	16,566	45,000	2,831	47,831
2010 L.T. Note	85,000	Bldg Maint., Computer Replacements	5,000	561	5,561	25,000	1,632	26,632
2011 L.T. Note	150,000	Bldg Maint., Computer Replacements	50,000	500	50,500	50,000	500	50,500
2012 L.T. Note	95,000	Bldg Maint., Computer Replacements	20,000	600	20,600	40,000	800	40,800
2013A L.T. Note	343,000	WRS Prior Service Costs	31,000	5,548	36,548	312,000	34,530	346,530
2014A L.T. Note	25,000	Soffit Repairs, Automation/Computers	15,000	225	15,225	15,000	225	15,225
2015A L.T. Note	15,000	Bldg Maint., Renovations	10,000	290	10,290	15,000	340	15,340
Library Total			\$ 146,000	\$ 9,290	\$ 155,290	\$ 502,000	\$ 40,858	\$ 542,858

General Obligation Debt Service for 2016 and
Total Outstanding Indebtedness as of December 31, 2015

	2016		2016 Principal & Interest	12/31/2015				
	Principal	Interest		Principal	Interest	Total		
Sanitation - Waste Management								
2008 L.T. Note	300,000	Constr. of Phase II (Yr 2)	30,000	3,131	33,131	90,000	5,662	95,662
2008 L.T. Note	30,000	Horizontal Gas Collection Sys.	3,000	313	3,313	9,000	566	9,566
2008 L.T. Note	135,000	Maint. Facility/Fuel Tank	17,000	1,774	18,774	51,000	3,209	54,209
2009 L.T. Note	270,000	Constr. of Phase II (Final)	27,000	3,240	30,240	108,000	7,627	115,627
2009 L.T. Note	160,000	Horizontal Gas Collection Sys.	16,000	1,920	17,920	64,000	4,520	68,520
2009 L.T. Note	1,180,000	Ph III - Leachate Upgrade	118,000	14,160	132,160	472,000	33,335	505,335
2009 L.T. Note	140,000	Scale/Scale house Replacement	14,000	1,680	15,680	56,000	3,955	59,955
2010 L.T. Note	240,000	Odor Remediation Project	25,000	2,806	27,806	125,000	8,159	133,159
2011 L.T. Note	200,000	Gas Collection Upgrades & Ph. 1 Closure	25,000	3,313	28,313	150,000	11,719	161,719
2012 L.T. Note	3,150,000	Automated Waste Collection Equipment	255,000	33,750	288,750	1,815,000	127,350	1,942,350
2012 L.T. Note	1,600,000	Landfill Closure Ph. 1	160,000	20,800	180,800	1,120,000	78,400	1,198,400
2014A L.T. Note	82,000	Site Const - Yr 4	41,000	615	41,615	41,000	615	41,615
2014A L.T. Note	122,000	Closure - Phase 5	61,000	915	61,915	61,000	915	61,915
2014A L.T. Note	150,000	LT Care Financial Responsibility	75,000	1,125	76,125	75,000	1,125	76,125
2015A L.T. Note	101,000	Compactor	52,000	1,927	53,927	101,000	2,417	103,417
2015A L.T. Note	62,000	Constr. of Phase II (Yr 1)	32,000	1,183	33,183	62,000	1,483	63,483
2015A L.T. Note	12,000	Horizontal Gas Collection Sys.	6,000	229	6,229	12,000	289	12,289
2015A L.T. Note	31,000	Maint. Facility/Fuel Tank	16,000	592	16,592	31,000	742	31,742
Sanitation - Waste Management Total			\$ 973,000	\$ 93,473	\$ 1,066,473	\$ 4,443,000	\$ 292,088	\$ 4,735,088
TIF Districts & Land Acquisition								
2008 L.T. Note	590,000	TIF #22	-	25,075	25,075	590,000	62,687	652,687
2008 L.T. Note	325,000	TIF #26	30,000	3,350	33,350	95,000	6,416	101,416
2009 L.T. Note	210,000	TIF #24	25,000	2,475	27,475	85,000	5,725	90,725
2009 L.T. Note	315,000	TIF #27	30,000	4,125	34,125	135,000	9,812	144,812
2009 L.T. Note	100,000	TIF #34	10,000	1,200	11,200	40,000	2,825	42,825
2009B L.T. Note	5,095,000	TIF #22	820,000	48,585	868,585	1,875,000	74,048	1,949,048
2010 L.T. Note	190,000	TIF #26	50,000	3,288	53,288	150,000	6,113	156,113
2010 L.T. Note	865,000	TIF #23	100,000	13,525	113,525	500,000	40,150	540,150
2011 L.T. Note	850,000	TIF #22	125,000	7,550	132,550	440,000	14,200	454,200
2011A L.T. Note	390,000	TIF #25	90,000	900	90,900	90,000	900	90,900
2012 L.T. Note	400,000	TIF #25	-	8,000	8,000	400,000	31,000	431,000
2012A L.T. Note	660,000	TIF #26	-	13,200	13,200	660,000	67,300	727,300
2013 L.T. Note	350,000	TIF #21	35,000	6,950	41,950	315,000	32,050	347,050
2013 Trust Loan	2,085,000	TIF #35	228,776	77,759	306,535	2,085,000	366,457	2,451,457
2014 L.T. Note	176,000	TIF #21	25,000	3,375	28,375	150,000	10,125	160,125
2014 L.T. Note	635,000	TIF #25	60,000	11,700	71,700	575,000	50,200	625,200
2014 L.T. Note	1,683,000	TIF #22	240,000	32,400	272,400	1,440,000	97,200	1,537,200
2015 L.T. Note	219,000	TIF #22	4,000	6,026	10,026	219,000	25,926	244,926
2015A L.T. Note	20,000	TIF #22	10,000	381	10,381	20,000	481	20,481
TIF Districts & Land Acquisition Total			\$ 1,882,776	\$ 269,864	\$ 2,152,640	\$ 9,864,000	\$ 903,615	\$ 10,767,615
Special Assessment Fund								
2010 L.T. Note	285,000	DPW Infrastructure Impr.	65,000	650	65,650	65,000	650	65,650
2011 L.T. Note	435,000	DPW Infrastructure Impr.	90,000	2,700	92,700	180,000	3,600	183,600
2012 L.T. Note	285,000	DPW Infrastructure Impr.	64,000	3,400	67,400	202,000	6,260	208,260
2013 L.T. Note	400,000	DPW Infrastructure Impr.	80,000	5,600	85,600	320,000	12,800	332,800
2014 L.T. Note	418,000	DPW Infrastructure Impr.	88,000	9,570	97,570	418,000	24,420	442,420
2015 L.T. Note	379,000	DPW Infrastructure Impr.	-	9,693	9,693	379,000	35,433	414,433
Special Assessment Fund Total			\$ 387,000	\$ 31,613	\$ 418,613	\$ 1,564,000	\$ 83,163	\$ 1,647,163

General Obligation Debt Service for 2016 and
Total Outstanding Indebtedness as of December 31, 2015

			2016		2016 Principal & Interest	12/31/2015		
			Principal	Interest		Principal	Interest	Total
GENERAL CITY								
General Government								
2008 L.T. Note	350,000	ERP Phase II	35,000	3,653	38,653	105,000	6,606	111,606
2008 L.T. Note	500,000	Gen'l Bldg. Repairs	50,000	5,219	55,219	150,000	9,438	159,438
2008 L.T. Note	25,000	GIS Enhancements	3,000	313	3,313	9,000	566	9,566
2008 L.T. Note	250,000	Municipal Building - Relocate Server Room	25,000	2,609	27,609	75,000	4,719	79,719
2008 L.T. Note	200,000	Tech. Enhancements	20,000	2,088	22,088	60,000	3,775	63,775
2009 L.T. Note	250,000	Gen'l Bldg. Repairs	24,000	2,880	26,880	96,000	6,780	102,780
2009 L.T. Note	250,000	Tallman House	24,000	2,880	26,880	96,000	6,780	102,780
2010 L.T. Note	995,000	Gen'l Bldg. Repairs, Tallman House	87,000	9,766	96,766	435,000	28,395	463,395
2011 L.T. Note	200,000	Gen'l Bldg. Repairs	20,000	3,350	23,350	147,000	12,245	159,245
2011 L.T. Note	60,000	Oakhill Cemetery - Capital Projects	6,000	977	6,977	43,000	3,571	46,571
2011 L.T. Note	50,000	City Service Center- Storage Building	5,000	815	5,815	36,000	2,967	38,967
2011 L.T. Note	300,000	Tallman House	29,000	4,945	33,945	219,000	17,723	236,723
2011 L.T. Note	120,000	Technology Enhancements	25,000	250	25,250	25,000	250	25,250
2012 L.T. Note	280,000	Gen'l Bldg. Repairs	28,000	3,720	31,720	200,000	14,120	214,120
2012 L.T. Note	185,000	Tallman House	19,000	2,470	21,470	133,000	9,310	142,310
2012 L.T. Note	125,000	Technology Enhancements	25,000	750	25,750	50,000	1,000	51,000
2012A L.T. Note	6,000	Gen'l Bldg. Repairs	-	120	120	6,000	360	6,360
2013 L.T. Note	350,000	Technology Enhancements	70,000	3,500	73,500	210,000	6,300	216,300
2013 L.T. Note	145,000	City Service Center- Fuel Island	7,000	3,138	10,138	139,000	14,659	153,659
2013 L.T. Note	72,000	Oakhill Cemetery - Maintenance	3,000	1,582	4,582	69,000	7,621	76,621
2013 L.T. Note	50,000	Tallman House	3,000	1,062	4,062	47,000	5,031	52,031
2013A L.T. Note	2,111,000	WRS Prior Service Costs	192,000	34,170	226,170	1,918,000	213,201	2,131,201
2014 L.T. Note	161,000	Technology Enhancements	21,000	2,995	23,995	140,000	10,505	150,505
2014 L.T. Note	90,000	Election Equipment	18,000	1,710	19,710	72,000	3,690	75,690
2014 L.T. Note	250,000	IT Strategic Plan	13,000	4,645	17,645	236,000	22,760	258,760
2014A L.T. Note	40,000	Gen'l Bldg. Repairs	19,000	285	19,285	19,000	285	19,285
2014A L.T. Note	20,000	Tallman House Tuck Pointing	9,000	135	9,135	9,000	135	9,135
2014A L.T. Note	70,000	Tech. - CAMA Software	33,000	495	33,495	33,000	495	33,495
2014A L.T. Note	20,000	Tech. Enhancements	9,000	135	9,135	9,000	135	9,135
2015 L.T. Note	22,000	IT Tech Improvements	4,000	376	4,376	22,000	1,136	23,136
2015 L.T. Note	118,000	IT Strategic Plan	14,000	2,983	16,983	118,000	16,933	134,933
2015A L.T. Note	28,000	Gen'l Bldg. Repairs	14,000	534	14,534	28,000	674	28,674
2015A L.T. Note	21,000	Tech. Enhancements	11,000	401	11,401	21,000	501	21,501
General Government Total			\$ 865,000	\$ 104,951	\$ 969,951	\$ 4,975,000	\$ 432,666	\$ 5,407,666
Public Safety								
2008 L.T. Note	60,000	Police Pistol Range Renovation	6,000	626	6,626	18,000	1,132	19,132
2008 L.T. Note	125,000	Public Safety Equip.-Police Squads/Fire Act	12,000	1,252	13,252	36,000	2,265	38,265
2008 L.T. Note	35,000	Public Safety Network (T1 for Fire)	4,000	418	4,418	12,000	755	12,755
2008 L.T. Note	500,000	Station #1	50,000	5,219	55,219	150,000	9,438	159,438
2009 L.T. Note	65,000	Public Safety Equipment - Police	6,000	720	6,720	24,000	1,695	25,695
2011 L.T. Note	500,000	Fire Station #1 - Construction Yr. 3	49,000	8,295	57,295	366,000	29,968	395,968
2011 L.T. Note	1,000,000	Public Safety Equip - Fire Vehicle Replace	98,000	16,652	114,652	735,000	60,124	795,124
2011 L.T. Note	800,000	Public Safety Equip- Public Safety Radios	79,000	13,278	92,278	586,000	48,006	634,006
2012 L.T. Note	80,000	Public Safety Equip- Records Management	8,000	1,060	9,060	57,000	3,990	60,990
2012A L.T. Note	58,000	Ambulance/Pumper	-	1,160	1,160	58,000	3,480	61,480
2012A L.T. Note	370,000	Police Services Constr. - Yr 2 Funding	-	7,400	7,400	370,000	22,280	392,280
2013 L.T. Note	1,250,000	Public Safety Equip - Quint Fire Truck	55,000	27,248	82,248	1,202,000	127,834	1,329,834
2013 L.T. Note	125,000	Public Safety Equip - Ambulance	5,000	2,767	7,767	121,000	13,224	134,224
2014 L.T. Note	410,000	Replacement of Fire SCBA	21,000	7,575	28,575	386,000	37,365	423,365
2014 L.T. Note	574,000	Public Safety Equip - Fire Vehicle Replace	29,000	10,635	39,635	541,000	52,355	593,355
2014 L.T. Note	3,000,000	Fire Station #1 - Construction Yr. 4	151,000	55,625	206,625	2,826,000	273,495	3,099,495
2014A L.T. Note	16,000	Intersection Pre-emption Units	8,000	120	8,120	8,000	120	8,120
2014A L.T. Note	30,000	Station #1 Land Acquis.	14,000	210	14,210	14,000	210	14,210
2014A L.T. Note	228,000	Police Services Constr. - Yr 4 Funding	108,000	1,620	109,620	108,000	1,620	109,620
2015 L.T. Note	85,000	Police - SWAT Equipment	10,000	2,082	12,082	85,000	12,276	97,276
2015 L.T. Note	465,000	Fire - Vehicle Replacement	56,000	11,822	67,822	465,000	67,242	532,242
2015 L.T. Note	3,000,000	Central Fire Station	350,000	89,300	439,300	3,000,000	458,920	3,458,920
2015A L.T. Note	39,000	Police Communication Sys.	20,000	744	20,744	39,000	934	39,934
2015A L.T. Note	73,000	Station #1	38,000	1,393	39,393	73,000	1,743	74,743
2015A L.T. Note	15,000	Vehicles	8,000	287	8,287	15,000	357	15,357
Public Safety Total			\$ 1,185,000	\$ 267,508	\$ 1,452,508	\$ 11,295,000	\$ 1,230,828	\$ 12,525,828

General Obligation Debt Service for 2016 and
Total Outstanding Indebtedness as of December 31, 2015

		2016		2016 Principal & Interest	12/31/2015			
		Principal	Interest		Principal	Interest	Total	
Public Works								
2008 L.T. Note	1,250,000	Downtown Parking Structure - Yr I	125,000	13,047	138,047	375,000	23,594	398,594
2008 L.T. Note	780,000	Property Acquisition	78,000	8,141	86,141	234,000	14,723	248,723
2008 L.T. Note	195,000	Salt Storage Building	19,000	1,983	20,983	57,000	3,586	60,586
2008 L.T. Note	70,000	Snow Fighting - GPS & Anti-Ice	7,000	731	7,731	21,000	1,321	22,321
2008 L.T. Note	25,000	Transit Capital Projects	3,000	313	3,313	9,000	566	9,566
2008 L.T. Note	1,495,000	DPW Infrastructure Impr.	150,000	15,444	165,444	445,000	27,781	472,781
2009 L.T. Note	2,900,000	Downtown Parking Structure - Yr I	291,000	35,100	326,100	1,169,000	82,738	1,251,738
2009 L.T. Note	598,000	Property Acquisition	62,000	7,365	69,365	246,000	17,252	263,252
2009 L.T. Note	332,000	DPW Flood Remediation	31,000	3,792	34,792	126,000	8,976	134,976
2009 L.T. Note	1,455,000	DPW Infrastructure Impr.	138,000	16,598	154,598	553,000	39,116	592,116
2010 L.T. Note	1,675,000	DPW Infrastructure Impr.	181,500	18,840	200,340	847,500	54,491	901,991
2010 L.T. Note	200,000	Property Acquisition	20,000	2,245	22,245	100,000	6,528	106,528
2010 L.T. Note	325,000	Transit Services Bldg., Transit Capital	32,500	3,648	36,148	162,500	10,607	173,107
2011 L.T. Note	2,405,000	DPW Infrastructure Impr.	252,000	38,290	290,290	1,712,000	136,475	1,848,475
2011 L.T. Note	140,000	Property Acquisition	25,000	1,812	26,812	100,000	4,219	104,219
2011A L.T. Note	246,000	DPW Infrastructure Impr.	20,000	3,163	23,163	140,000	11,519	151,519
2012 L.T. Note	125,000	Property Acquisition	13,000	1,690	14,690	91,000	6,370	97,370
2012 L.T. Note	310,000	Property Acquis. - 55 S. River St.	20,000	4,880	24,880	254,000	19,960	273,960
2012 L.T. Note	100,000	Parking Plaza Repairs	10,000	1,340	11,340	72,000	5,120	77,120
2012 L.T. Note	20,000	Traffic Signal Impr.	2,000	260	2,260	14,000	980	14,980
2012 L.T. Note	2,020,000	DPW Infrastructure Impr.	205,000	26,810	231,810	1,443,000	101,250	1,544,250
2012A L.T. Note	85,000	Marshall Auditorium	-	340	340	17,000	1,030	18,030
2012A L.T. Note	155,000	Parking Plaza Repairs	-	620	620	31,000	1,870	32,870
2012A L.T. Note	89,000	Traffic Signal Impr.	-	360	360	18,000	1,080	19,080
2012A L.T. Note	132,000	DPW Infrastructure Impr.	-	2,640	2,640	132,000	7,920	139,920
2013 L.T. Note	2,666,000	DPW Infrastructure Impr.	201,000	52,002	253,002	2,375,000	229,676	2,604,676
2013 L.T. Note	435,000	DPW- Transit Operations & Maint. Facility	19,000	9,478	28,478	418,000	44,494	462,494
2013 L.T. Note	37,000	DPW- Transit Capital Projects	7,000	390	7,390	23,000	710	23,710
2013 L.T. Note	20,000	Traffic Signal & Street Light Replacement	2,000	392	2,392	18,000	1,776	19,776
2013 L.T. Note	1,050,000	Landfill Closure Ph. 2	102,000	18,575	120,575	846,000	85,668	931,668
2013 L.T. Note	1,000,000	Clay Procurement	100,000	17,500	117,500	800,000	80,250	880,250
2013 L.T. Note	80,000	Replace Stationary Compactors & Contain.	8,000	1,400	9,400	64,000	6,420	70,420
2014 L.T. Note	2,260,000	DPW Infrastructure Impr.	140,000	41,931	181,931	2,105,000	197,553	2,302,553
2014 L.T. Note	30,000	Traffic Signal & Street Light Replacement	2,000	570	2,570	28,000	2,580	30,580
2014 L.T. Note	500,000	Replace Street Lights with LEDs	26,000	9,250	35,250	471,000	45,460	516,460
2014 L.T. Note	1,610,000	Pretreatment Facility - GF Portion	162,000	30,000	192,000	1,450,000	126,375	1,576,375
2014A L.T. Note	12,000	Parking Plaza Repairs	6,000	90	6,090	6,000	90	6,090
2014A L.T. Note	16,000	Riverwall Replacement	8,000	120	8,120	8,000	120	8,120
2014A L.T. Note	18,000	Downtown Riverwall Railing	9,000	135	9,135	9,000	135	9,135
2014A L.T. Note	20,000	Transit Services Bldg. Design	10,000	150	10,150	10,000	150	10,150
2014A L.T. Note	30,000	Transit Equip.	14,000	210	14,210	14,000	210	14,210
2014A L.T. Note	38,000	River Front Property Acquis.	18,000	270	18,270	18,000	270	18,270
2014A L.T. Note	50,000	Marshall Auditorium (JPAC)	24,000	360	24,360	24,000	360	24,360
2014A L.T. Note	196,000	DPW Infrastructure Impr.	93,000	1,395	94,395	93,000	1,395	94,395
2015 L.T. Note	20,000	Traffic Signal and Streelight Replace	2,000	524	2,524	20,000	3,049	23,049
2015 L.T. Note	35,000	Traffic Signal Red LED Light Replacements	4,000	842	4,842	35,000	4,867	39,867
2015 L.T. Note	17,000	GPS for Snowplowing Equipment	2,000	414	2,414	17,000	2,400	19,400
2015 L.T. Note	4,511,000	Construct and Improve Streets	540,000	132,903	672,903	4,511,000	671,808	5,182,808
2015 L.T. Note	130,000	Landfill Ph. 2- Leachate Recirculation	10,000	3,990	13,990	130,000	23,040	153,040
2015A L.T. Note	99,000	Transit Services Bldg. Design	51,000	1,889	52,889	99,000	2,369	101,369
2015A L.T. Note	324,000	DPW Infrastructure Impr.	167,000	6,182	173,182	324,000	7,752	331,752
Public Works Total			\$ 3,412,000	\$ 540,414	\$ 3,952,414	\$ 22,285,000	\$ 2,128,049	\$ 24,413,049

General Obligation Debt Service for 2016 and
Total Outstanding Indebtedness as of December 31, 2015

	2016		2016 Principal & Interest	12/31/2015				
	Principal	Interest		Principal	Interest	Total		
Leisure Services								
2008 L.T. Note	35,000	Renovate Playgrounds/Equip.	3,000	313	3,313	9,000	566	9,566
2008 L.T. Note	500,000	Youth Sports	50,000	5,219	55,219	150,000	9,438	159,438
2009 L.T. Note	1,150,000	Ice Arena	114,000	13,680	127,680	456,000	32,205	488,205
2009 L.T. Note	35,000	Renovate Playgrounds/Equip.	3,000	360	3,360	12,000	847	12,847
2009 L.T. Note	500,000	Youth Sports	57,000	6,625	63,625	222,000	15,485	237,485
2010 L.T. Note	140,000	Renovate Playground Equip., Bike Trail	14,000	1,571	15,571	70,000	4,569	74,569
2010 L.T. Note	100,000	Golf Course - Operating Equipment	10,000	1,122	11,122	50,000	3,264	53,264
2011 L.T. Note	40,000	Renovate Playground Equip.	4,000	652	4,652	29,000	2,334	31,334
2011 L.T. Note	50,000	Skateboard Park	5,000	815	5,815	36,000	2,968	38,968
2011 L.T. Note	195,000	Palmer Park - Parking Lot	19,000	3,280	22,280	144,000	11,965	155,965
2011 L.T. Note	100,000	Golf Course - Operating Equipment	9,000	1,650	10,650	72,000	6,030	78,030
2012 L.T. Note	40,000	Renovate Playground Equip.	4,000	540	4,540	29,000	2,090	31,090
2012 L.T. Note	110,000	Parking Imps. at Youth Sports Complex	11,000	1,470	12,470	79,000	5,590	84,590
2012 L.T. Note	60,000	Palmer Park - Tennis Courts Reconstruction	6,000	800	6,800	43,000	3,010	46,010
2012 L.T. Note	200,000	Golf Course - Operating Equipment	20,000	2,660	22,660	143,000	10,130	153,130
2012 L.T. Note	50,000	Repair/Replace Bike Trail	5,000	670	5,670	36,000	2,500	38,500
2012 L.T. Note	100,000	Traxler Lagoon Sidewalk & Railing Replace.	10,000	1,340	11,340	72,000	5,060	77,060
2012 L.T. Note	780,000	Ice Arena Renovation	79,000	10,350	89,350	557,000	39,110	596,110
2012 L.T. Note	150,000	Ice Arena/Aquatics Renovation	15,000	1,990	16,990	107,000	7,610	114,610
2012A L.T. Note	85,000	Bike Trail Impr.	-	360	360	18,000	1,080	19,080
2012A L.T. Note	60,000	Renovate Playgrounds/Equip.	-	240	240	12,000	720	12,720
2012A L.T. Note	90,000	Tennis Courts - Palmer Park	-	360	360	18,000	1,080	19,080
2012A L.T. Note	55,000	Golf Course- Riverside Irrigation System	-	1,100	1,100	55,000	3,350	58,350
2013 L.T. Note	200,000	Golf Course Equipment	40,000	2,000	42,000	120,000	3,600	123,600
2013 L.T. Note	90,000	Youth Sports Complex- Building Maint.	4,000	1,965	5,965	87,000	9,148	96,148
2013 L.T. Note	70,000	Camden Playground Renovation	3,000	1,530	4,530	67,000	7,320	74,320
2013 L.T. Note	50,000	Bike Trail - Repair/Replace	3,000	1,063	4,063	47,000	5,031	52,031
2013 L.T. Note	50,000	Dawson Softball Facility Renovation	3,000	1,063	4,063	47,000	5,031	52,031
2013 L.T. Note	50,000	Aquatics Renovation	3,000	1,062	4,062	47,000	5,031	52,031
2013 L.T. Note	40,000	Renovate Playgrounds/Equip.	2,000	870	2,870	38,000	4,195	42,195
2014 L.T. Note	25,000	Splash Pad Feasibility Study	2,000	460	2,460	23,000	2,105	25,105
2014 L.T. Note	200,000	Golf Course Equipment	40,000	3,800	43,800	160,000	8,200	168,200
2014A L.T. Note	6,000	Renovate Playgrounds/Equip.	3,000	45	3,045	3,000	45	3,045
2014A L.T. Note	20,000	Youth Sports Complex Pavilion	9,000	135	9,135	9,000	135	9,135
2014A L.T. Note	52,000	Aquatics Facility Impr.	25,000	375	25,375	25,000	375	25,375
2014A L.T. Note	54,000	Bike Trail - Rockport Park to Lock Lomond	26,000	390	26,390	26,000	390	26,390
2015 L.T. Note	326,000	Splash Pad	39,000	8,295	47,295	326,000	47,200	373,200
2015 L.T. Note	110,000	Golf Course Equipment	22,000	2,045	24,045	110,000	5,565	115,565
2015 L.T. Note	40,000	Playground Replacement	6,000	1,015	7,015	40,000	5,704	45,704
2015A L.T. Note	210,000	Aquatics Facility Impr.	107,000	4,005	111,005	210,000	5,035	215,035
2015A L.T. Note	15,000	Renovate Playgrounds/Equip.	8,000	287	8,287	15,000	357	15,357
Leisure Services Total			783,000	87,572	870,572	3,819,000	285,468	4,104,468
TOTAL GENERAL CITY			\$ 6,245,000	\$ 1,000,445	\$ 7,245,445	\$ 42,374,000	\$ 4,077,011	\$ 46,451,011
TOTAL DPW IMPROVEMENTS & GENERAL CITY			\$ 6,245,000	\$ 1,000,445	\$ 7,245,445	\$ 42,374,000	\$ 4,077,011	\$ 46,451,011
GRAND TOTAL GENERAL OBLIGATION DEBT			\$ 13,195,776	\$ 1,952,388	\$ 15,148,164	\$ 82,200,000	\$ 7,616,576	\$ 89,816,576
Wastewater Utility Revenue								
CWF #4335-02	1,100,828	Wastewater Utility Impr.	64,203	10,466	74,669	412,693	34,945	447,638
CWF #4335-03	518,676	Wastewater Utility Impr.	34,102	525	34,627	34,102	525	34,627
CWF #4335-04	1,128,073	Wastewater Utility Impr.	72,551	2,924	75,475	147,017	3,907	150,924
CWF #4335-05	284,140	Wastewater Utility Impr.	17,734	1,939	19,673	74,157	4,485	78,642
CWF #4335-07	2,032,973	Wastewater Utility Impr.	112,332	21,770	134,102	976,669	95,226	1,071,895
CWF #4335-09	26,462,000	Wastewater Utility Impr.	1,370,993	460,867	1,831,860	22,121,183	3,493,398	25,614,581
CWF #4335-10	986,325	Wastewater Utility Impr.	42,893	19,280	62,173	824,797	168,313	993,110
Wastewater Utility Revenue Total			\$ 1,714,808	\$ 517,771	\$ 2,232,579	\$ 24,590,618	\$ 3,800,799	\$ 28,391,417
Water Utility Revenue								
SDWL #5119-01	2,150,000	Water Utility Impr.	115,666	25,714	141,380	1,145,101	126,084	1,271,185
SDWL #5119-02	1,336,937	Water Utility Impr.	73,475	16,799	90,274	647,593	73,770	721,363
Water Utility Revenue Total			\$ 189,141	\$ 42,513	\$ 231,654	\$ 1,792,694	\$ 199,854	\$ 1,992,548
TOTAL LONG-TERM DEBT			\$ 15,099,725	\$ 2,512,672	\$ 17,612,397	\$ 108,583,312	\$ 11,617,229	\$ 120,200,541