

CITY OF VERONA



Fire and EMS Facility

2015 BUDGET

**CITY OF VERONA
2015 ADOPTED BUDGET
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City of Verona

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MEMORANDUM

TO: Members of the City Council
FROM: Jon Hochkammer, Mayor
DATE: November 7, 2014
RE: City of Verona Recommended Budget for 2015

I am pleased to submit for your consideration and approval, this *City of Verona 2015 Recommended Budget*. In order to highlight the major elements contained in the budget, I also submit for your review the following 2015 Budget Summary.

The City of Verona is continuing to experience significant growth in both residential and commercial development. In 2013, the City issued 76 permits for single-family homes which is the highest level since 2007. 2014 appears to be on a similar pace. Non-residential development has also been strong led by the continued development by Epic Systems. As a result, the City saw net new construction of \$260,071,100 in 2014, an increase of 15.4%.

With this growth comes additional demand for municipal services. The City is making a long-term investment in public safety by constructing a new Fire and EMS facility that will serve the needs of the community for decades. One of the top priorities in the 2015 Recommended Budget is funding additional personnel for the Fire Department to begin staffing at the station in the evening in order to reduce the response time for these critical services. The budget also addresses staffing for the Police and Fitch-Rona EMS departments and provides additional support to the popular Verona Public Library.

Verona's large growth in tax base provides the City with a unique opportunity. The 2015 Recommended Budget takes advantage of this opportunity by improving public services, accommodating increased debt service costs for the new Fire and EMS facility, and strengthening the City's long-term financial position by reducing the use of fund balance and expanding replacement funds. I am very proud to report that the proposed budget accomplishes all of this while also reducing the impact of City property taxes for our residents. The proposed budget includes a projected 1% decrease in the City's portion of the tax rate which would reduce the taxes paid on a \$272,000 home by \$18.85.

A new item included in the 2015 Recommended Budget is a \$40,000 contribution to the Verona Area Needs Network (VANN) to support their move to a new facility. VANN helps meet a critical need for many in our community. The City currently provides space for VANN to operate a food pantry in the lower level of the City's old library building. However, VANN has outgrown this space and is seeking to relocate to a larger and more accessible facility in 2015. The City's contribution will help with the initial expenses to outfit and equip a new location.

Another new initiative included in the 2015 budget is \$35,000 for contractual economic development services. While Verona continues to grow, it is important for the community to be proactive in targeting and recruiting desired development. The budgeted funds will allow the City to work with an economic development professional who can assist the City with implementing a strategy to market Verona and promote additional projects in the downtown and throughout the community.

Financial Planning

Long-Term Budgeting Objectives

The 2015 budget is one component of an ongoing financial plan for the City of Verona. Each year, the Mayor, City Administrator, and Finance Director work to review and update this multi-year plan which includes projections of the City's growth, revenues and expenses, the status of the City's TIF districts, future staffing projections, and the capital improvement plan.

Recommendations in this budget address current priorities in a manner that maintains or improves the City's financial position and options for the future. Some of the long-term financial objectives addressed in the 2015 Recommend Budget include:

- Maintaining service levels for programs that contribute to the high quality of life in Verona and avoiding personnel reductions and furloughs that would result in a reduction in services provided to the community.
- Continuing to meet the requirements of the Expenditure Restraint Program.
- Reducing the budgeted use of fund balance and limiting the use of one-time revenue sources to offset operating shortfalls and to pay for ongoing costs.
- Increasing funding for the City's capital levy and replacement funds to limit the need for future borrowing for capital equipment and facility maintenance.
- Including funds to implement a new compensation plan to ensure that the City remains competitive in attracting and retaining qualified personnel.
- Making long-term investments in community facilities and infrastructure that are designed to support the needs of our growing community well into the future.
- Ensuring that additional staffing and services are funded in a responsible, cost-effective, and sustainable manner that avoids shifting costs to future budgets.

Fund Balance

The City maintains an unassigned fund balance in its general fund which serves as the City's emergency reserve or "rainy day fund." These funds help to ensure that the City has an adequate cash flow due to variations in the timing of revenues and expenditures. The City's Financial Management Policy establishes a target range for the City's unassigned fund balance of 25% to 35% of the subsequent year's general fund expenditures. This is a healthy range which contributes to the City's strong bond rating and helps to mitigate the potential for short-term shocks to the budget.

Due to strong fund balance levels, the City has been able to apply a portion of these funds to help limit the property tax burden. At the end of 2013, unassigned fund balance was at approximately 32% of the subsequent year's budgeted expenditures. In 2014, the City budgeted to utilize \$275,000 from fund balance. In order to stay within the targeted range, the City will need to phase out the budgeted use of fund balance. The 2015 Recommended Budget reduces the use of fund balance to \$200,000. This amount is planned to be reduced further in 2016 with the budgeted use of fund balance eliminated in 2017. As the City continues to grow, it may be necessary in future budgets to allocate funds to increase fund balance in order to stay within the targeted range.

Property Tax Revenue

Property Taxes are the largest source of the City's general revenues comprising approximately 55% of the general fund. The 2015 Recommended Budget includes a non-TIF property tax levy of \$10,135,407. This is an increase of \$1,631,252 or 19.2% over the 2014 Approved Budget. The total equalized value of all non-TIF property in the City grew by \$259,330,000, an increase of 20.5%. The projected net impact on the City portion of the property tax rate is a decrease of 1.0% to \$6.70 per \$1,000 of assessed value.

A state imposed property tax levy limit restricts the amount that municipalities can increase their tax collections to the actual increase in value generated from net new construction plus the net increase in debt service costs and other allowable adjustments. Due to the City's strong increase in net new construction value and additional debt service costs, the 2015 Recommended Budget is well within the levy limit constraint.

| | <u>2014 Budget Year</u> | <u>2015 Budget Year</u> |
|--|-------------------------|-------------------------|
| Non-TIF Tax Levy | \$8,504,155 | \$10,135,407 |
| Percent Change in Levy | 4.3% | 19.2% |
| Projected City Assessed Tax Rate per \$1,000 | \$6.7735 | \$6.7042 |
| Percent Change in Assessed Mill Rate | 4.9% | -1.0% |

State Aid Programs

After the property tax, state aids are the next largest source of the City's general revenues. The following aid programs represent 15% of general fund revenues in 2015. This is approximately the same percentage as in the 2014 budget.

State Transportation Aids: In 2015 the City will receive \$703,988 in state General Transportation Aid, which is an increase of \$34,526 or 5.2%. The amount of aid received is calculated based on a formula that includes the City's average expenditures for road projects and maintenance over the past several years. Verona's payment under this program declined from 2010 to 2014 by a total of \$247,508 before the anticipated increase in 2015 due to additional City expenses on streets and greater funding available from the state.

Expenditure Restraint Program: The State Expenditure Restraint Program provides additional aid to communities that voluntarily limit the growth of their general fund expenditures to a percentage determined by the amount of new construction growth and inflation. By qualifying for

this program with the 2014 budget, Verona will receive a payment in 2015 in the amount of \$204,736. This is an increase of \$28,730 or 16.3%. State funding for this program has remained flat, but the amount of aid received by each municipality depends on the number of qualifying communities and a formula that considers local tax rates and overall tax base. The 2015 Recommended Budget again qualifies for this program which will allow the City to receive a payment in 2016.

Shared Revenues: State Shared Revenues are projected to remain essentially flat in 2015 with a payment of \$132,228, which is an increase of \$63. Originally this program was intended to redistribute a portion of state collected income and sales tax revenues to municipalities based on a formula that included population and valuation per capita. However, this formula has been suspended for several years and funding of the program has declined in past state budgets. The City of Verona received a 15% cut to its payment in 2010 and a 14.3% cut in 2012 with flat payments from 2013 to 2015.

Exempt Computer Aid: In 2015 the City of Verona is projected to receive approximately \$30,000 in aid provided based on the value of tax-exempt computer equipment located in the municipality. This is approximately the same level as the City's 2014 payment of \$30,183.

Payment for Municipal Services: The City receives a payment from the State of Wisconsin to help pay for the cost of providing services to state-owned facilities in the municipality. In 2015, the projected payment is \$13,100, which is a slight decrease from the 2014 payment of \$13,176.

Recycling Grant: The State of Wisconsin provides grants to municipalities to help offset the cost of recycling programs. After receiving a \$14,600 decrease in this aid in 2012, the City's annual payment has remained flat at approximately \$22,000.

Other Major Revenues

Real-Estate Tax Equivalent: The City's General Fund receives a payment from municipal utilities based on the value of their assets and local and school property tax rates. The payment for 2015 is projected at \$625,000 which is the same level as 2014. While the water utility has continued to add assets, the City is anticipating a reduction in property tax rates based on the 2015 proposed budgets.

Building & Planning Permits: The City collects revenue from building permits and planning applications. These revenues are difficult to forecast since the timing of when projects start impacts when funds are collected. The 2014 budget included anticipated permit revenues of \$515,784. However, due in part to development activity by Epic Systems Corporation, projected revenue in 2014 is \$763,783. The 2015 Recommended Budget includes a revenue estimate of \$606,036, which includes the anticipated start of the Epic Campus 5 project. This is an increase of \$90,252 (17.5%) from the 2014 budget.

Recreation Charges: The amount of fees collected for recreation programs is projected at \$219,310 for 2015, which is an increase of \$8,010 (3.8%). This increase is based on increased levels of participation in several programs. Included in the operating budget is a corresponding increase in the cost to accommodate the additional participants.

Investment Income: Interest on the City's general fund investments is projected to remain flat at \$180,000 in 2015. The amount of income received from investments varies significantly based on the interest rates available in the market. While there are some indications that interest rates

may be increasing in the future, it is not anticipated that there will be significant changes in investment earnings over the next year.

Public Service Enhancements

As Verona continues to grow, there is an increasing demand for services. The 2015 Recommended Budget addresses several key staffing priorities, particularly in the area of public safety. The City has made a significant commitment by constructing a new Fire and EMS facility that will serve the community far into the future. One of the main priorities in the 2015 budget is to ensure that this facility is adequately staffed to deliver these critical services. The 2015 Recommended Budget also expands staffing for the Police Department and the Verona Public Library.

Fire Department Staffing: Currently, the Fire Department is staffed with a four-person engine crew twelve hours a day, seven days a week. Coverage during the evening is provided by paid-on-call staff responding to the station. With the completion of a new Fire and EMS facility in mid-2015, the City will have the ability to begin staffing for evening coverage. The 2015 Recommended Budget includes the first phase of a plan to provide around the clock staffing of a four person crew by 2017. This plan makes a significant investment to improve response times starting with the completion of the new facility in 2015. It also implements the staffing changes in a fiscally responsible manner by phasing in the impact to the City's budget and utilizing a cost-effective combination of full-time and part-time staff and interns.

Phase one of the Fire Department staffing plan includes scheduling an officer and a driver in the evening which will help reduce response times by ensuring that these critical roles are filled by someone at the station. In order to accomplish this, the 2015 Recommended Budget includes funding for an additional full-time lieutenant position starting on July 1, 2015. At that time this position and two current officers would begin operating on a 24-hour schedule. The budget also includes approximately 3,000 additional hours for part-time paid-on-premise staff to supplement the full-time personnel. Additionally, the City will begin a fire intern program with two students in 2015. These interns will live at the station while attending a fire science program and be available fill additional spots on the responding fire crews.

In 2016, the City anticipates funding the full-year of the new lieutenant position and additional paid-on-premise staffing. The fire intern program would also be expanded to include two first-year and two second-year students. The final phase of the plan would be implemented beginning in 2017 with the additional of a third full-time firefighter and the scheduling of the firefighter positions on a 24-hour schedule.

Fitch-Rona EMS: The City of Verona, City of Fitchburg, and Town of Verona comprise the Fitch-Rona EMS District which staffs two paramedic crews 24 hours a day, seven days a week. Fitch-Rona's administrative offices are currently located in Fitchburg Fire Station #2 and will be moving the City of Verona's new Fire and EMS facility in mid-2015. At that time the Verona based paramedic crew will also move out of a rental property and into the new station. Funds are included in the 2015 Recommended Budget to add a paramedic captain position starting in July of 2015. This position will provide additional oversight and quality assurance for the paramedic crews as well as explore ways to coordinate more closely with area hospitals.

Police Staffing: The 2015 Recommended Budget includes funding for an additional police officer to increase the department's sworn police staff from 22 to 23. This position will help to support the department's patrol operations and maintain effective coverage as the City continues to grow.

Library Staffing: Demand for library services continues to grow, particularly in the area of youth programming. In response to this demand, the 2015 Recommended Budget includes funding to increase a part-time youth librarian position to full-time. The budget also recommends adding a part-time administrative assistant position to help support the library director and other management staff. Included in the capital project fund is \$75,000 for remodeling at the library to create additional staff workspaces including a private meeting area.

Capital Projects

The 2015 budget includes \$25,527,305 in capital projects which are funded through a combination of the property tax levy, borrowing, the use of restricted funds, replacement funds, TIF financing, and grant revenues.

Capital borrowing is projected at \$8,460,372 for 2015. This includes additional financing for two large projects: \$3,200,000 for the Fire and EMS facility and \$2,898,941 for the reconstruction of CTH M and the CTH M/CTH PD intersection. The actual amount of funds borrowed will be reviewed and adjusted prior to the City's 2015 debt issue. Debt issued in 2015 would first be payable in 2016. Use of restricted funds, including amount previously borrowed for projects, is projected at \$8,618,500. TIF revenues, grants, and other private contributions are anticipated at \$7,753,448 in 2015. The City also plans to apply \$242,150 from equipment replacement funds to support 2015 capital purchases.

One of the City's long-term financial goals is to reduce the need for future borrowing through the establishment of replacement funds and shifting funding to the capital projects levy. Over time the City has been increasing the funds allocated for these purposes. The 2015 Recommended Budget increases the City's capital and replacement fund levy by \$60,722 over the level of the 2014 Budget for a total of \$452,835. Additional increases are projected in future budgets in order to reduce the City's long-term borrowing costs by cash funding replacement and maintenance items.

Streets and other transportation improvements representing a total of \$11,130,891 are included in the recommended budget. This includes \$5,000,000 for the planned reconstruction and widening of Nine Mound Road/Northern Lights Road which would be funded through TIF District #7. Other projects are:

| | |
|--|-------------|
| • Mill and Overlay of Existing Streets | \$1,532,573 |
| • Pedestrian Bike Trail Study | \$25,000 |
| • CTH M & CTH PD Intersection & Reconstruction | \$3,307,032 |
| • Lincoln Street Reconstruction | \$220,500 |
| • Old CTH PB Bridge Replacement | \$30,000 |
| • Traffic Signals & Intersection Improvements | \$315,000 |
| • Locust Drive Bridge Expansion | \$700,786 |

The 2015 Recommended Budget includes funds for the construction of a new Fire and EMS facility at the corner of Lincoln Street and Verona Avenue. The total estimated cost of this project is \$10,700,000. Of this amount, the City has previously borrowed \$7,500,000 in 2013 and 2014. An additional borrowing of \$3,200,000 is planned for 2015. Construction of the facility is currently underway with completion and occupancy planned by mid-2015.

Other projects for 2015 include the development and improvement of park facilities, equipment purchases and replacements, and facility projects at the library and senior center. A complete list of the specific projects can be found in the Capital Projects section of the budget.

Debt Service

The debt service fund includes the payment of principal and interest on borrowed funds. In 2015 debt payments for principal and interest will total \$6,919,783. Of this amount, \$3,969,804 is general and library debt service, \$51,416 is paid from restricted park fund revenues, \$1,971,538 is paid by TIF district funds, and \$927,025 is supported by the City's water, sewer and storm water utilities. The recommended property tax levy for debt service is \$3,301,524 in 2015 which is an increase of \$768,043 from 2014. Much of this increase is related to the funds borrowed for the new Fire and EMS Facility. Initial projections showed the City's tax rate for debt service increasing by \$0.50 per \$1,000 for the debt service for this facility. Due to the growth in the City's tax base, the 2015 Recommended Budget accommodates the significant increase in debt services costs while reducing the City's property tax rate.

The State of Wisconsin sets a legal debt margin at 5% of equalized value for all general obligation debt. As of December 31, 2014 general obligation debt principal outstanding is projected at \$39,013,310 or 39.7% of the State imposed legal debt limit. City policy is more restrictive than the state requirement limiting general obligation debt to 3.75% of equalized value. The City is projected to be at 52.9% of the City's policy at the end of 2014. Additional detail on the City's debt can be found in the debt service section of the budget.

Other Expenditures

Below is a summary of the 2015 Recommended Budget by department. Included in the Recommended General Fund Budget is a \$130,000 personnel contingency with funds for the implementation of a compensation study and cost-of-living adjustments for non-union employees. An additional \$10,000 is budgeted in a contingency in the Fire Department fund as the City anticipates negotiating a new collective bargaining agreement with the firefighter's union for 2015.

The **City Council** budget includes funds for the salaries of the Mayor and City Council. The 2015 budget maintains the salaries at the current level of \$7,200 annually for the Mayor and \$36,000 for the eight council members. The 2015 Recommended Council budget is proposed to increase by \$58,815 (55.1%). Most of this increase is attributable to a planned contribution of \$40,000 to the Verona Area Needs Network to support their effort to relocate a food pantry to a new larger location. The proposed budget also includes an increase of \$15,000 for City Attorney fees to more accurately reflect the cost of legal services. Also included is \$5,116 for the City's membership dues in the League of Wisconsin Municipalities and \$3,515 for the City's membership in the Dane County Cities and Villages Association.

The **Municipal Court** budget includes funding for the salaries of the elected Municipal Judge and a part-time Court Clerk working 30 hours per week. The budget also includes \$40,000 for prosecuting attorney fees. The 2015 budget is a net increase of \$750 (0.7%) from the 2014 level.

The **Administration** budget includes funding for the offices of the City Administrator, Finance Director/Treasurer, City Clerk, and Assessor. The 2015 Recommended Budget includes an increase of \$52,998 or 9.3%. Personnel costs are increasing by \$18,639 (5.4%) which reflects 25% of the cost of a new accountant position. The remaining costs of this position are included

in the City's utility budgets. Administration operating expenses are increasing by \$33,639 (15.2%). The increase is attributed to the addition of \$35,000 in professional services for contracted economic development services. Other professional services included in the Administration budget are support for the accounting, accounts receivable and payroll systems, document management, and audit fees. **Elections** expenditures are projected to decrease from \$24,210 in 2014 to \$11,525 due to only two anticipated elections in 2015 compared to four in 2014. The **Assessor** budget includes the professional services and support for the contracted City Assessor. The 2015 budget includes \$73,273 for assessing which is an increase of \$2,059 (2.9%).

The **Building and Grounds** budget includes utilities, repairs, contracted cleaning services, general maintenance and supplies for the City Services Center. Utility costs are increasing modestly in 2015 by \$500 to \$34,500. Contracted custodial cleaning services are budgeted at \$24,000 in 2015, an increase of \$780. The 2015 Recommended Budget includes \$5,000 for landscaping supplies including new plantings to help improve the appearance of the building exterior and parking areas. Estimated repair and maintenance costs are projected to increase by \$1,530 to \$16,030 due primarily to servicing of the HVAC system. In total, the Building and Grounds budget reflects an increase of \$9,498 or 10.9% from 2014.

The **Police Department** budget includes funding for an additional patrol officer to increase the number of sworn staff from 22 to 23. The additional position will help the department to keep pace with increasing demands due to growth in the City's population and non-residential development. Personnel costs are increasing by \$194,763 (7.9%) which includes funds for the new position and an increase in projected overtime for field operations and criminal investigations. Operating expenditures are budgeted at \$389,454, an increase of \$9,924 (2.6%). This includes \$14,387 for operations and maintenance costs of the DaneCom radio system. The police budget also includes \$6,200 in capital equipment for a varda alarm, replacement flashlights, a DVD duplicator, and equipment for the new officer. Overall the 2015 Recommended Police Department Budget reflects an increase of \$206,287 (7.2%)

The **Emergency Preparedness** budget exists to cover costs associated with emergency preparedness training. The 2015 Recommended Emergency Preparedness budget includes funding for the City to conduct a functional emergency operations center exercise and full-scale active shooter response exercise at a school in the City of Verona. Overall the 2015 Emergency Preparedness budget includes \$33,806. The police department has applied for a Homeland Security grant to help offset the cost of the exercises.

The **Public Works Department** budget includes funding for the maintenance of City streets and equipment, snow removal, street lighting, and other repairs and operations. Personnel costs are budgeted at \$548,113, which is about 47% of the total department budget. Other major items are \$213,106 for street lighting, \$112,500 for fuel and vehicle maintenance, \$94,000 for the purchase of salt and sand, and \$35,000 for the crack-filling program. Overall, the 2015 Public Works budget is an increase of \$60,555 (5.5%) compared to 2014.

The **Parks** capital budget includes funding for the continued development of the Cathedral Point Park and initial development of the new park area donated by Epic. Other capital improvements include resurfacing tennis and basketball courts, parking lot improvements at Community and Ceniti Parks, and conducting an aquatic center feasibility study. An additional LTE mowing position is included in Parks operating budget along with additional operating costs related to projected utility costs and repairs and maintenance. These costs are offset by a change in the allocation of office personnel costs to the Parks budget. The 2015 Parks operating budget has a net increase of \$63 (0.01%) compared to 2014.

The **Recreation Department** budget includes modest increases in both the revenues and expenditures for recreation programs. Revenues are projected to increase by \$8,010 (3.8%). Budgeted expenditures for the Recreation Budget reflect an increase of \$5,802 (2.3%) compared to 2014.

The **Planning and Development Department** budget supports the Director of Planning position and a part-time GIS intern. The Planning Department provides both day-to-day and long-term planning services including urban service area expansions, plat reviews, redevelopment projects, and TIF District development. Included in the budget is \$12,102 for application fees for Urban Service Area amendment reviews by the Capital Area Regional Planning Commission (CARPC). An Associate Planner position was requested in 2015, but this position is not included in the recommended budget. Overall the 2015 planning budget reflects a total increase of \$14,615 (12.8%).

The **Building Inspection Department** budget supports the activities of two full-time building inspectors, two part-time plan reviewers, and contracted assistance for commercial inspections. A new permit coordinator position was requested for 2015, but this position is not recommended to be funded at this time. The 2015 budget for building permit revenues is \$594,236. A significant portion of this projected revenue is related to commercial development including additional proposed office buildings on the Epic campus. The 2014 Building Inspection budget included \$32,505 for a part-time fire plan reviewer. In the 2015 budget these funds have been removed as the Fire Department will continue to perform fire plan review services and the associated revenue has been moved to the Fire Department fund. Overall the 2015 building inspection budget includes an expenditure decrease of \$26,111 (-9.5%).

The 2015 **Library** operating budget expenditures reflect an increase of \$98,050 (5.4%) over the 2014 budget. The cost of personnel services is an increase of \$38,927 (4.9%). This includes funding to increase a 50% part-time youth librarian position to full-time and to hire a 50% part-time administrative assistant. Operating expenses are increasing by \$19,462 (6.7%). This includes additional costs for information technology services provided by the South Central Library Service and increased utility costs. The budget for office equipment and library materials is increasing by \$14,664 (8.0%). One of the library's priorities for 2015 is to add to its materials collection, particularly in the area of children's books. The budget also includes a \$35,000 contribution to the library facility replacement plan. Anticipated expenditures from that plan are projected at \$25,660 in 2015. Debt service payments for the library are increasing by \$7,337 (1.4%). The 2015 Recommended Budget also applies \$78,000 from impact fees, facility donations, and the rental of the former library building to offset debt service costs.

The **Refuse and Recycling** budget activities are under the supervision of the Public Works Department. The City contracts with Waste Management to collect refuse and recyclable materials. Also included in this budget are costs for labor and equipment associated with collecting brush and yard waste and staffing the drop-off center. The 2015 Recommended Budget reflects a projected increase in the number of homes resulting in additional expenditures of \$29,115 (4.5%). The City charges an annual refuse and recycling charge of \$170 per household which provides the largest source of revenue for this fund. Other revenues include a recycling grant of \$22,000 and a property tax levy of \$30,667.

The **Senior Center** operating budget reflects an overall increase of \$10,526 (2.5%). Building maintenance costs are projected to increase by \$12,200 due to additional demands as the facility ages. The primary funding source for the Senior Services budget is property taxes at \$379,616. Other revenue sources include rental income (\$18,850), delivered meal contributions

(\$12,000), and on-site meal contributions (\$15,000). The 2015 budget includes a total allocation of \$24,000 for the senior center facility replacement fund. Replacement of the dining room area carpeting is planned for 2015 at a projected cost of \$19,000. The Senior Center also plans to install a T-Coil assisted hearing system in the dining room utilizing funds from a grant provided by Epic Systems.

The **Urban Forestry** budget generates most of its funding from street tree fees collected with building permits and the property tax levy. Objectives for 2015 include the planting of 85 trees as well as beginning a program of treating high-value tree ash trees for the Emerald Ash Borer. Proposed expenditures total \$22,175 in 2015, which is a decrease of \$700 (3.1%). Personnel costs associated with the urban forestry program are included in the Parks Department budget.

The **Broadband Telecommunications (BTRB)** budget supports a Cable Access Coordinator. The primary function is to record and broadcast City Council and Plan Commission meetings as well as other on-air programming. Beginning in 2013, the City also started placing City Council and Plan Commission meetings on YouTube. The proposed BTRB budget includes an overall increase of \$10,495 (14.6%). Most of this increase is related website hosting and support fees for the City's new website (\$4,134) and the replacement of two portable cameras (\$5,000). Funding for the BTRB operations is supported entirely from cable franchise fees.

The **Emergency Medical Services** budget reflects the City's share of the total operating and capital budget for Fitch-Rona EMS District. The Fitch-Rona operating budget totals \$1,933,400 of which \$348,125 is funded by the City of Verona. This is an increase of \$38,104 (12.3%) from 2014. The City's share of the operating levy based on equalized value is 40.3%. Included in the budget is a new paramedic captain position starting on July 1. In addition the budget includes the cost of renting the current Verona EMS facility on Venture Court for half a year. Fitch-Rona EMS will be moving into the City's new Fire and EMS facility in mid-2015. The total City of Verona operating budget for EMS services in 2015 is \$377,070.

The **Fire Department** Budget includes funding for a new full-time lieutenant, additional part-time paid-on-premise staffing, and a fire intern program. These personnel adjustments will allow the department to begin staffing an officer and driver position in the evenings following completion of the new Fire and EMS facility. The total Fire Department operating budget is proposed to increase by \$302,999 (31.9%) to \$1,253,164. Property tax revenues would fund \$965,246 of this amount. Under the terms of a service agreement, the Town of Verona would provide a payment of \$160,023 to support the operating costs of the department. In addition the Town will make a payment for capital equipment utilization in the amount of \$30,450. Other operating revenues include \$80,000 for state fire insurance 2% dues, \$45,895 for fire plan review fees, and \$2,000 for the Badger Prairie facility. The 2015 capital budget includes \$9,300 for the purchase of a rescue air bag system for the Fire Department. The planned replacement of ATV-1 and a trailer at a cost of \$28,916 has been postponed until 2016.

Tax Increment Financing Districts

The 2015 Recommended Budget includes three active Tax Increment Financing (TIF) districts.

TIF 4-Downtown was created in 1996 to promote development and improvements in the downtown business area. Since its creation, TIF 4 value has increased by \$21,534,600. In 2011 the City amended the TIF 4 project plan with two primary changes. First the amendment increased the allowable expenditures from the original project plan of \$2,775,000 to \$7,925,000, an increase of \$5,150,000. The second change allows for TIF project plan improvements to be incurred up to 1/2 mile outside of the TID boundaries. For 2015, TIF increment is projected at

\$480,000, which will pay for debt service, TIF Note pay-as-you-go obligations, and administrative costs. The budget also includes \$1,500,000 as a place-holder for potential expenditures for streetscape and parking lot improvements as recommended in the downtown transportation and corridor study completed in 2014.

TIF 6-Southeast Verona Technology Park/Liberty Business Park was created in 2000 and reflects a current incremental value of \$39,336,100, which is expected to generate \$880,000 in TIF increment in 2015. The increment will be used to pay for debt service and administrative costs. In 2011, the City entered into a development agreement for phase one of Liberty Business Park. Included in the 2015 budget is \$70,000 to install the surface layer of pavement on streets in Liberty Business Park and for the installation of street lights.

TIF 7-Epic Campus was created in 2002 to accommodate the infrastructure requirements for Epic Systems. Since 2002 the City has borrowed \$9,000,150 for various phases of the development including Cross Country Road construction, construction of on and off ramps at US 18/151, site improvements and associated extension of water and sewer improvements. A portion of Epic property where the learning center is located was detached from the TIF district and is now part of the City's non-TIF tax base.

In 2011 Epic completed an expansion of the learning center and began construction of a larger auditorium facility. The Deep Space auditorium was completed in 2013. Epic also completed the three Farm Campus office buildings in 2013. In 2014 Epic began construction of an additional parking structure and five office buildings for campus 4. Campus 5 construction is planned to start in 2015. Campus 4 and 5 development will occur outside the TIF district boundary.

The current incremental value of TIF 7 is \$383,211,000 which is projected to provide \$8,610,000 in tax increment to pay for debt service, TIF pay-as-you go obligations, remaining project costs and TIF administration. The 2015 Recommended Budget includes \$500,000 for engineering services and \$5,000,000 for the acquisition of right-of-way and the reconstruction and widening of Nine Mound Road. Following the completion of this project, the City anticipates the closure of TIF District #7 in 2016 making the additional tax base available for the City's 2017 budget.

Conclusion

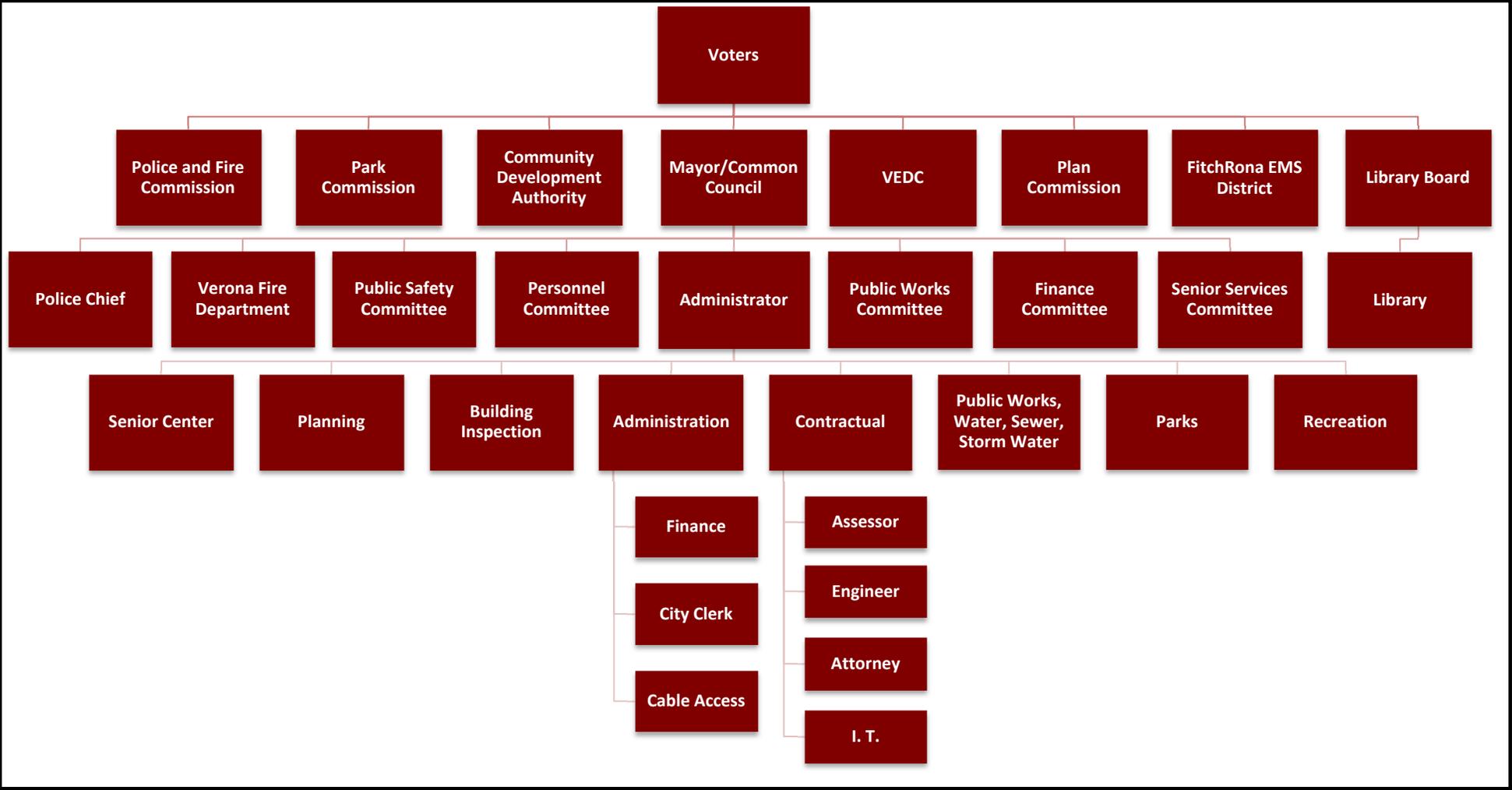
This summary, along with the departmental narratives that follow in the budget document, provide information to understand what is included in the 2015 proposal. The significant growth in the City's tax base presents a unique opportunity. The 2015 Recommended Budget takes advantage of this opportunity by accommodating additional costs for investments in City facilities and addressing key staffing priorities. These objectives are accomplished while continuing to improve the City's long-term financial health, reducing the property tax burden, and maintaining the City's history of responsible budgeting.

**CITY OF VERONA
2015 BUDGET
CITY OFFICIALS**

| | |
|-----------------------------|----------------------------|
| Jon H. Hochkammer..... | Mayor |
| William C. McGilvray* | Alderson Dist. 1 |
| Elizabeth Doyle* | Alderson Dist. 1 |
| Jack Linder* | Alderson Dist. 2 |
| Dale Yurs..... | Alderson Dist. 2 |
| Luke Diaz | Alderson Dist. 3 |
| H. Brad Stiner..... | Alderson Dist. 3 |
| Heather Reekie | Alderson Dist. 4 |
| Evan Touchett..... | Alderson Dist. 4 |
| Bill Burns..... | City Administrator |
| Cindy Engelke | Finance Director/Treasurer |
| Kami Scofield..... | City Clerk |
| Adam Sayre | City Planner |
| Brian Flannery | Building Inspector |
| Bernard J. Coughlin..... | Police Chief |
| Ronald R. Rieder | Director of Public Works |
| David W. Walker..... | Director of Parks |
| Casey L. Dudley | Recreation Director |
| Brian Simons | Library Director |
| Robert L. Courter..... | Assessor |
| William J. Weigel..... | Municipal Judge |
| Joe Giver..... | Fire Chief |
| Brian Myrland | EMS Director |
| Mary Hanson | Senior Services Director |

* *Members of the Finance Committee*

**CITY OF VERONA
ORGANIZATIONAL CHART
2015**



**STAFFING TABLE
2015 ADOPTED BUDGET**

| DEPARTMENT | 2014 <u>Positions</u> | 2014 <u>FTEs</u> | 2015 <u>Positions</u> | 2015 <u>FTEs</u> |
|---------------------------------------|----------------------------------|-----------------------------|----------------------------------|-----------------------------|
| <i>ADMINISTRATION</i> | | | | |
| Administrator | 1 | 1.00* | 1 | 1.00* |
| City Clerk | 1 | 1.00* | 1 | 1.00* |
| Finance Director/Treasurer | 1 | 1.00* | 1 | 1.00* |
| Accountant-Utility | 1 | 1.00* | 1 | 1.00* |
| Administrative Assistant/Deputy Clerk | 1 | 1.00 | 1 | 1.00 |
| Accounting Assistant | 1 | 1.00 | 1 | 1.00 |
| | 6 | 6.00 | 6 | 6.00 |
| <i>MUNICIPAL COURT</i> | | | | |
| Court Clerk | 1 | 0.75 | 1 | 0.75 |
| <i>POLICE DEPARTMENT</i> | | | | |
| Police Chief | 1 | 1.00 | 1 | 1.00 |
| Lieutenant | 2 | 2.00 | 2 | 2.00 |
| Sergeant | 3 | 3.00 | 3 | 3.00 |
| Uniformed Patrol Officers | 13 | 13.00 | 14 | 14.00 |
| Police School Liaison Assignment | 1 | 1.00 | 1 | 1.00 |
| Detective Assignment | 2 | 2.00 | 2 | 2.00 |
| Business Office Manager | 1 | 1.00 | 1 | 1.00 |
| Police Records Clerk | 2 | 1.50 | 2 | 1.50 |
| Part-time Patrol Officers | 3 | 0.50 | 3 | 0.50 |
| | 28 | 25.00 | 29 | 26.00 |
| <i>PUBLIC WORKS</i> | | | | |
| Public Works Director | 1 | 1.00 | 1 | 1.00 |
| Assistant Public Works Director | 1 | 1.00 | 1 | 1.00 |
| Street Superintendent | 1 | 1.00 | 1 | 1.00 |
| Maintenance Worker | 7 | 7.00 | 7 | 7.00 |
| Equipment Operator | 2 | 2.00 | 2 | 2.00 |
| GIS Technician | 1 | 1.00 | 1 | 1.00 |
| Water Operator | 1 | 1.00 | 1 | 1.00 |
| Office Manager | 1 | 1.00 | 1 | 0.60 |
| Administrative Assistant | 1 | 0.60 | 1 | 1.00 |
| | 16 | 15.60* | 16 | 15.60* |
| <i>PARKS</i> | | | | |
| Parks Director | 1 | 1.00 | 1 | 1.00 |
| Grounds Maintenance | 3 | 3.00 | 3 | 3.00 |
| | 4 | 4.00 | 4 | 4.00 |

**STAFFING TABLE
2015 ADOPTED BUDGET**

| DEPARTMENT | 2014 <u>Positions</u> | 2014 <u>FTEs</u> | 2015 <u>Positions</u> | 2015 <u>FTEs</u> |
|-------------------------------------|----------------------------------|-----------------------------|----------------------------------|-----------------------------|
| <i>RECREATION</i> | | | | |
| Recreation Director | 1 | 1.00 | 1 | 1.00 |
| | 1 | 1.00 | 1 | 1.00 |
| <i>PLANNING/ZONING/BUILDING</i> | | | | |
| Planner/Zoning Administrator | 1 | 1.00 | 1 | 1.00 |
| Building Inspector | 2 | 2.00 | 2 | 2.00 |
| | 3 | 3.00* | 3 | 3.00* |
| <i>SENIOR CITIZEN CENTER</i> | | | | |
| Director | 1 | 1.00 | 1 | 1.00 |
| Outreach/Case Management | 1 | 1.00 | 1 | 1.00 |
| Nutrition Aides | 3 | 0.62 | 3 | 0.62 |
| Program Assistant | 1 | 1.00 | 1 | 1.00 |
| Administrative Support | 2 | 0.48 | 2 | .48 |
| | 8 | 4.10 | 8 | 4.10 |
| <i>FIRE DEPARTMENT</i> | | | | |
| Fire Chief | 1 | 1.00 | 1 | 1.00 |
| Deputy Chief | 1 | 1.00 | 1 | 1.00 |
| Fire Lieutenant | 3 | 3.00 | 4 | 3.50 |
| Firefighter | 1 | 1.00 | 1 | 1.00 |
| Part Time (POC / POP) | ** | 5.60 | ** | 7.10 |
| | 6 | 11.60 | 7 | 13.60 |
| <i>BROADBAND TELECOMMUNICATIONS</i> | | | | |
| <i>REGULATORY BOARD</i> | | | | |
| Cable Videographer | 1 | 1.00 | 1 | 1.00 |
| TOTAL CITY DEPARTMENTS | <u>74</u> | <u>72.05</u> | <u>76</u> | <u>75.05</u> |

* Employee salary and fringe benefits are distributed between multiple budgets

** Fire Department Paid on Call and Paid on Premise served by a pool of volunteers

**STAFFING TABLE
2015 ADOPTED BUDGET**

| | 2014 | 2014 | 2015 | 2015 |
|-------------------------------------|-------------------------|---------------------|-------------------------|---------------------|
| | <u>Positions</u> | <u>FTEs</u> | <u>Positions</u> | <u>FTEs</u> |
| <u>VERONA PUBLIC LIBRARY</u> | | | | |
| Director | 1 | 1.00 | 1 | 1.00 |
| Administrative Assistant | -- | -- | 1 | 0.50 |
| Youth Services | 3 | 2.50 | 3 | 3.00 |
| Evening Librarian | 1 | 1.00 | 1 | 1.00 |
| Circulation Supervisor | 2 | 2.00 | 2 | 2.00 |
| Circulation Assistant | 8 | 4.05 | 8 | 4.05 |
| Technical Services | 1 | 1.00 | 1 | 1.00 |
| Library Assistant | 2 | 1.00 | 2 | 1.00 |
| Summer Library LTE | 2 | 0.46 | 2 | 0.46 |
| Pages | <u>12</u> | <u>2.75</u> | <u>12</u> | <u>2.75</u> |
| TOTAL LIBRARY | <u>32</u> | <u>15.76</u> | <u>33</u> | <u>16.76</u> |
| | | | | |
| TOTAL CITY AND LIBRARY | <u>106</u> | <u>87.81</u> | <u>109</u> | <u>91.81</u> |

NOTICE OF PUBLIC HEARING FOR THE 2015 PROPOSED BUDGET FOR THE CITY OF VERONA

Notice is hereby given that on Monday, November 24, 2014 at 7:00 p.m. at the Verona City Hall, located at 111 Lincoln Street, a PUBLIC HEARING on the PROPOSED BUDGET of the City of Verona will be held. The following is a summary of the proposed 2015 budget.

| <u>GENERAL FUND</u> | <u>2014 ADOPTED Budget</u> | <u>2014 Estimated</u> | <u>2015 Proposed</u> | <u>2014 Budget vs. 2015 Proposed</u> |
|-----------------------------------|------------------------------------|----------------------------|----------------------------|--|
| REVENUES: | | | | |
| Taxes: | | | | |
| General Property Taxes | \$ 3,500,410 | \$ 3,490,000 | \$ 3,934,954 | 12.41% |
| Other Taxes | 625,000 | 625,000 | 625,000 | 0.00% |
| Intergovernmental Revenues | 1,035,133 | 1,024,917 | 1,090,052 | 5.31% |
| Licenses and Permits | 548,784 | 795,783 | 639,036 | 16.45% |
| Fines, Forfeitures & Penalties | 108,500 | 110,000 | 110,000 | 1.38% |
| Public Charges for Services | 255,400 | 253,186 | 260,310 | 1.92% |
| Interest on Investments | 180,000 | 180,000 | 180,000 | 0.00% |
| Miscellaneous Revenues | 66,500 | 61,500 | 71,500 | 7.52% |
| Interfund Transfers/Bond Proceeds | 347,273 | - | 73,148 | -78.94% |
| Applied Funds | <u>275,000</u> | <u>-</u> | <u>200,000</u> | <u>-27.27%</u> |
| TOTAL REVENUES | <u>\$ 6,942,000</u> | <u>\$ 6,540,386</u> | <u>\$ 7,184,000</u> | <u>3.49%</u> |

| | | | | |
|---|----------------------------|----------------------------|----------------------------|---------------------|
| EXPENDITURES: | | | | |
| General Government | \$ 867,749 | \$ 886,624 | \$ 989,810 | 14.07% |
| Public Safety | 2,864,678 | 2,792,568 | 3,100,491 | 8.23% |
| Public Works | 1,098,414 | 1,108,971 | 1,158,969 | 5.51% |
| Culture & Recreation | 715,558 | 727,691 | 721,423 | 0.82% |
| Conservation & Development | 390,059 | 359,186 | 378,563 | -2.95% |
| Contingency | 32,673 | 6,072 | 130,000 | 297.88% |
| Insurance (excluding health)/Other Financing Uses | 508,773 | 262,081 | 240,648 | -52.70% |
| Interfund Transfers-Hydrant Rental | <u>464,096</u> | <u>464,096</u> | <u>464,096</u> | <u>0.00%</u> |
| TOTAL EXPENDITURES | <u>\$ 6,942,000</u> | <u>\$ 6,607,289</u> | <u>\$ 7,184,000</u> | <u>3.49%</u> |

| | BALANCE | TOTAL EST. | TOTAL EST. | PROJECTED FUND | 2015 PROPOSED |
|--|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|
| | JAN. 1, 2014 | REVENUES | EXPENDITURES | BALANCE DEC. 31, 2014 | TAX LEVY CONTRIBUTION |
| All Governmental and Proprietary Funds Combined | | | | | |
| General Fund | \$ 2,633,895 | \$ 6,540,386 | \$ 6,607,289 | \$ 2,566,992 | \$ 3,934,954 |
| Special Revenue Funds: | | | | | |
| Library | \$ 191,086 | \$ 1,876,459 | \$ 1,827,984 | \$ 239,561 | \$ 1,153,789 |
| Senior Citizen Center | 15,058 | 392,990 | 389,025 | 19,023 | 379,616 |
| Refuse and Recycling | 47,802 | 652,737 | 647,587 | 52,952 | 30,667 |
| Forestry | 31,119 | 25,750 | 22,750 | 34,119 | 7,750 |
| Cable TV | 346,668 | 85,000 | 98,590 | 333,078 | - |
| Special Revenue Accounts | 195,011 | 510,000 | 510,000 | 195,011 | - |
| Impact Fees | 961,224 | 1,200,000 | 310,000 | 1,851,224 | - |
| EMS | - | 366,225 | 366,225 | - | 377,070 |
| Fire Department | <u>(27,729)</u> | <u>959,326</u> | <u>846,320</u> | <u>85,277</u> | <u>965,246</u> |
| Subtotal Special Revenue | \$ 1,760,239 | \$ 6,068,487 | \$ 5,018,481 | \$ 2,810,245 | \$ 2,914,138 |
| Internal Service Fund | \$ 268,920 | \$ 1,140,000 | \$ 1,130,000 | \$ 278,920 | \$ - |
| Capital Projects Funds: | | | | | |
| Capital Improvement Program | \$ 2,459,253 | \$ 9,000,000 | \$ 7,500,000 | \$ 3,959,253 | \$ 172,835 |
| Revolving Fund | 489,473 | 260,000 | 312,200 | 437,273 | 280,000 |
| VEDC | 222,295 | 4,862 | - | 227,157 | - |
| TIF 4 | 477,275 | 670,420 | 736,564 | 411,131 | - |
| TIF 6 | 2,426,073 | 753,973 | 1,626,434 | 1,553,612 | - |
| TIF 7 | <u>14,059,626</u> | <u>9,003,535</u> | <u>1,725,207</u> | <u>21,337,954</u> | <u>-</u> |
| Subtotal Capital Projects Funds | \$ 20,133,995 | \$ 19,692,790 | \$ 11,900,405 | \$ 27,926,380 | \$ 452,835 |
| Debt Service Fund | \$ 215,087 | \$ 3,118,616 | \$ 3,063,959 | \$ 269,744 | \$ 2,833,480 |
| Enterprise Funds: | | | | | |
| Water Utility | \$ 3,507,753 | \$ 1,922,407 | \$ 2,268,351 | \$ 3,161,809 | \$ - |
| Storm Water Utility | 648,485 | 500,000 | 605,265 | 543,220 | - |
| Sewer Utility | <u>2,193,509</u> | <u>1,487,500</u> | <u>1,661,819</u> | <u>2,019,190</u> | <u>-</u> |
| Subtotal Enterprise Funds | \$ 6,349,747 | \$ 3,909,907 | \$ 4,535,435 | \$ 5,724,219 | \$ - |
| TOTAL | <u>\$ 31,361,883</u> | <u>\$ 40,470,186</u> | <u>\$ 32,255,569</u> | <u>\$ 39,576,500</u> | <u>\$ 10,135,407</u> |

City's outstanding G.O. Debt at 12/31/14 \$ 39,013,100

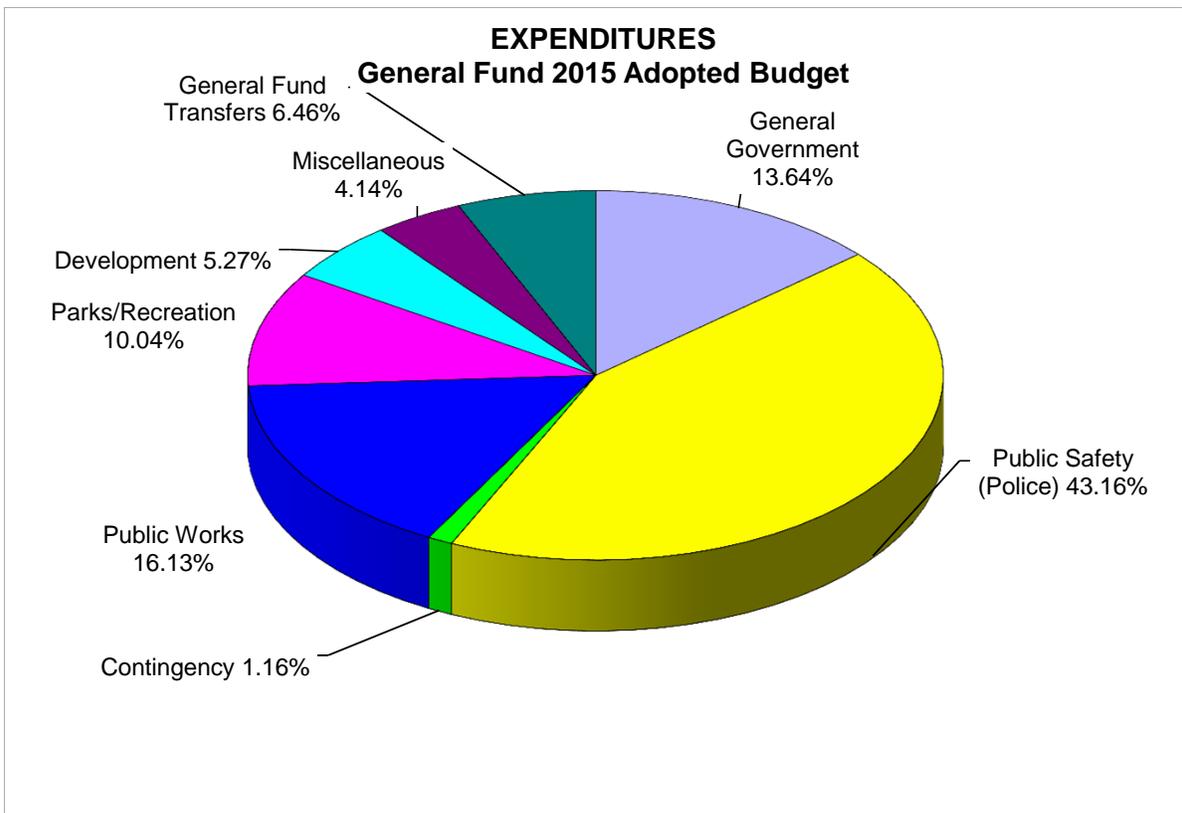
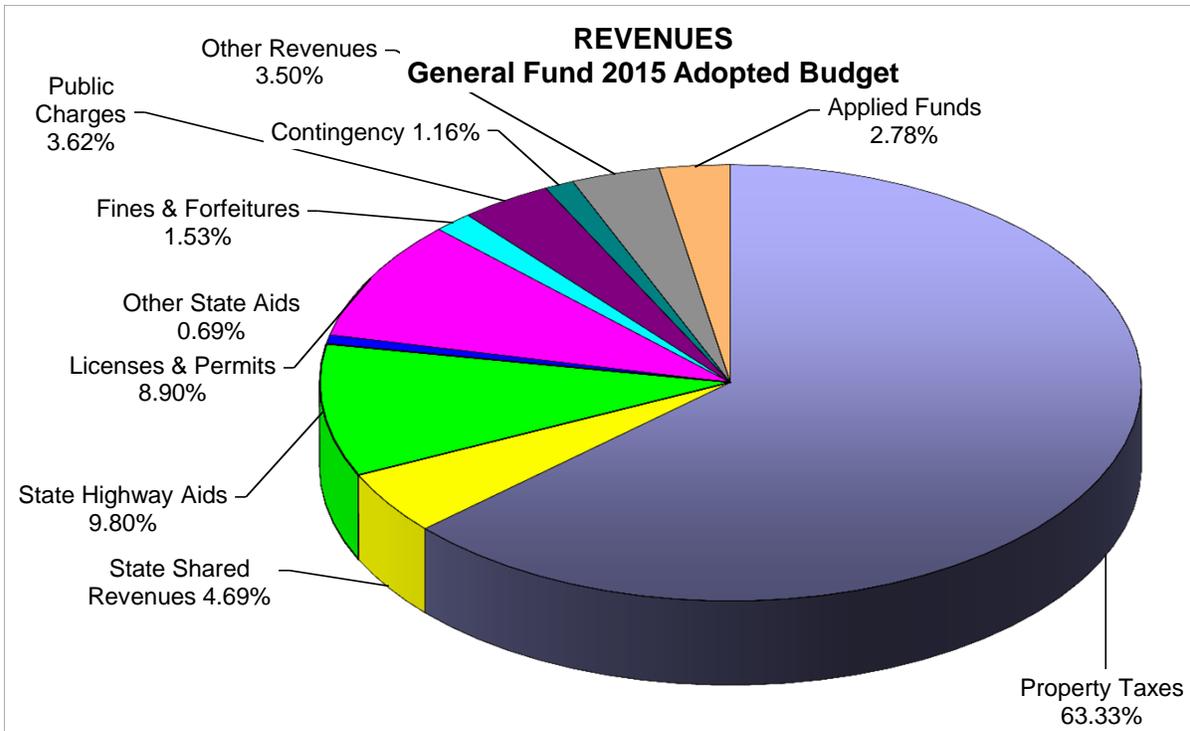
PUBLICATION DATE: 11/06/2014

CITY OF VERONA
REVENUE SUMMARY - General Fund
ADOPTED 2015 BUDGET

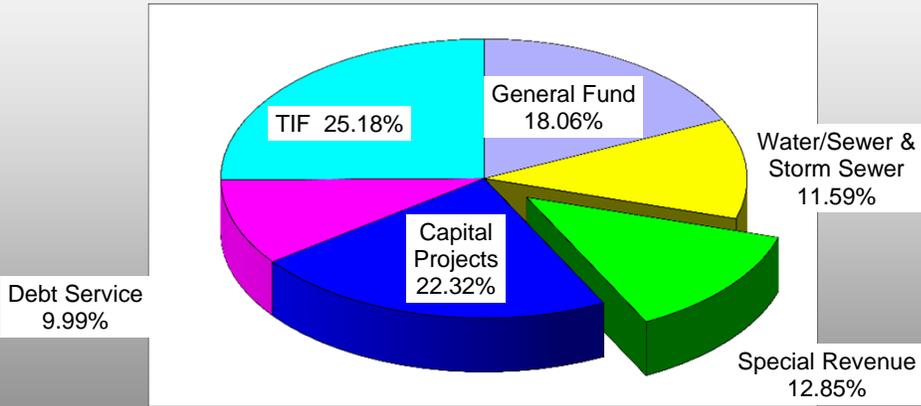
| | ACTUAL 2013 | ACTUAL 6 Mos 2014 | ADOPTED BUDGET 2014 | ESTIMATED 2014 | ADOPTED BUDGET 2015 | AMOUNT INCREASE (DECREASE) | % INCREASE (DECREASE) |
|-----------------------------------|---------------------|----------------------|---------------------------|---------------------|---------------------------|----------------------------------|-----------------------------|
| GENERAL FUND | | | | | | | |
| TAXES | | | | | | | |
| REAL & PERSONAL PROPERTY | \$ 3,388,209 | \$ 410,577 | \$ 3,500,410 | \$ 3,490,000 | \$ 3,924,838 | \$ 424,428 | 12.13% |
| REAL ESTATE TAX EQUIVALENT | 524,652 | 625,000 | 625,000 | 625,000 | 625,000 | - | 0.00% |
| SUBTOTAL | \$ 3,912,861 | \$ 1,035,577 | \$ 4,125,410 | \$ 4,115,000 | \$ 4,549,838 | \$ 424,428 | 10.29% |
| INTERGOVERNMENTAL REVENUES | | | | | | | |
| STATE SHARED REVENUES | \$ 132,480 | \$ - | \$ 132,165 | \$ 132,167 | \$ 132,228 | \$ 63 | 0.05% |
| EXPENDITURE RESTRAINT PAYMENT | 179,930 | - | 176,006 | 179,929 | 204,736 | 28,730 | 16.32% |
| EXEMPT COMPUTER AID | 24,765 | - | 44,000 | 30,183 | 30,000 | (14,000) | -31.82% |
| STATE HIGHWAY AIDS | 705,836 | 334,659 | 669,462 | 669,462 | 703,988 | 34,526 | 5.16% |
| OTHER STATE AIDS/GRANTS | 13,741 | 13,176 | 13,500 | 13,176 | 19,100 | 5,600 | 41.48% |
| SUBTOTAL | \$ 1,056,752 | \$ 347,835 | \$ 1,035,133 | \$ 1,024,917 | \$ 1,090,052 | \$ 54,919 | 5.31% |
| LICENSES & PERMITS | | | | | | | |
| GEN. LICENSES & PERMITS | \$ 36,539 | \$ 30,492 | \$ 33,000 | \$ 32,000 | \$ 33,000 | \$ - | 0.00% |
| PLANNING & ZONING PERMITS/FEES | 221,728 | 465,947 | 515,784 | 763,783 | 606,036 | 90,252 | 17.50% |
| SUBTOTAL | \$ 258,267 | \$ 496,439 | \$ 548,784 | \$ 795,783 | \$ 639,036 | \$ 90,252 | 16.45% |
| FINES & FORFEITURES | | | | | | | |
| MUNICIPAL COURT FINES | \$ 14,490 | \$ 8,725 | \$ 28,500 | \$ 20,000 | \$ 20,000 | \$ (8,500) | -29.82% |
| OTHER FINES & FORFEITURES | 76,594 | 46,428 | 70,000 | 80,000 | 80,000 | 10,000 | 14.29% |
| PARKING FINES | 10,540 | 8,922 | 10,000 | 10,000 | 10,000 | - | 0.00% |
| SUBTOTAL | \$ 101,624 | \$ 64,075 | \$ 108,500 | \$ 110,000 | \$ 110,000 | \$ 1,500 | 1.38% |
| PUBLIC CHARGES | | | | | | | |
| RECREATION | \$ 208,160 | \$ 117,871 | \$ 211,300 | \$ 212,386 | \$ 219,310 | \$ 8,010 | 3.79% |
| POLICE DEPT | 1,856 | 1,112 | 100 | 1,300 | 1,000 | 900 | 900.00% |
| PUBLIC WORKS | 49,536 | 1,565 | 30,000 | 30,000 | 30,000 | - | 0.00% |
| MISCELLANEOUS | 12,181 | 7,055 | 14,000 | 9,500 | 10,000 | (4,000) | -28.57% |
| SUBTOTAL | \$ 271,733 | \$ 127,603 | \$ 255,400 | \$ 253,186 | \$ 260,310 | \$ 4,910 | 1.92% |
| MISCELLANEOUS REVENUES | | | | | | | |
| INTEREST ON INVESTMENTS | \$ 117,752 | \$ 108,541 | \$ 180,000 | \$ 180,000 | \$ 180,000 | \$ - | 0.00% |
| HOTEL/MOTEL ROOM TAX | 50,684 | 10,369 | 65,000 | 60,000 | 70,000 | 5,000 | 7.69% |
| MISCELLANEOUS | 2,756 | 1,064 | 1,500 | 1,500 | 1,500 | - | 0.00% |
| SUBTOTAL | \$ 171,192 | \$ 119,974 | \$ 246,500 | \$ 241,500 | \$ 251,500 | \$ 5,000 | 2.03% |
| OTHER FINANCING SOURCES | | | | | | | |
| FUND BALANCE APPLIED | \$ - | \$ - | \$ 275,000 | \$ - | \$ 200,000 | \$ (75,000) | -27.27% |
| BOND PROCEEDS | - | - | 347,273 | - | 83,264 | (264,009) | -76.02% |
| OTHER TRANSFERS | - | - | - | - | - | - | N/A |
| SUBTOTAL | \$ - | \$ - | \$ 622,273 | \$ - | \$ 283,264 | \$ (339,009) | -54.48% |
| TOTAL GENERAL FUND | | | | | | | |
| REVENUES | \$ 5,772,429 | \$ 2,191,503 | \$ 6,942,000 | \$ 6,540,386 | \$ 7,184,000 | \$ 242,000 | 3.49% |

**CITY OF VERONA
EXPENDITURE SUMMARY
2015 BUDGET**

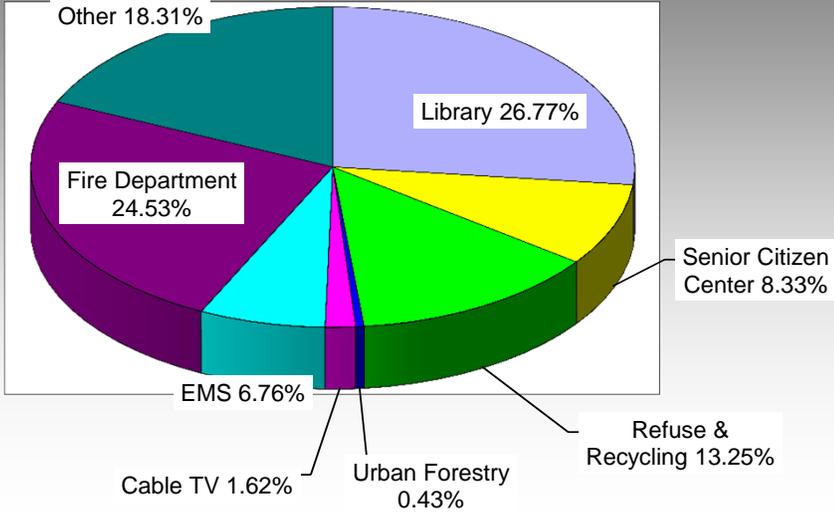
| | ACTUAL 2013 | ACTUAL 6 Mos 2014 | ADOPTED BUDGET 2014 | ESTIMATED 2014 | ADOPTED 2015 | AMOUNT INCREASE (DECREASE) | % INCREASE (DECREASE) |
|-----------------------------------|----------------|----------------------|---------------------------|-------------------|-----------------|----------------------------------|-----------------------------|
| GENERAL GOVERNMENT | | | | | | | |
| CITY COUNCIL | \$ 94,646 | \$ 65,858 | \$ 106,717 | \$ 123,051 | \$ 165,532 | \$ 58,815 | 55.1% |
| MUNICIPAL COURT | 97,076 | 46,585 | 105,627 | 102,749 | 106,377 | 750 | 0.7% |
| ADMINISTRATION | 545,836 | 319,583 | 568,356 | 571,499 | 611,238 | 42,882 | 7.5% |
| BUILDING AND GROUNDS | 89,286 | 39,964 | 87,049 | 89,325 | 96,547 | 9,498 | 10.9% |
| SUBTOTAL | \$ 826,844 | \$ 471,990 | \$ 867,749 | \$ 886,624 | \$ 979,694 | \$ 111,945 | 12.9% |
| PUBLIC SAFETY | | | | | | | |
| POLICE DEPARTMENT | \$ 2,557,516 | \$ 1,320,831 | \$ 2,860,398 | \$ 2,790,228 | \$ 3,066,685 | \$ 206,287 | 7.2% |
| EMERGENCY PREPAREDNESS | 1,271 | 992 | 4,280 | 2,340 | 33,806 | 29,526 | 689.9% |
| SUBTOTAL | \$ 2,558,787 | \$ 1,321,823 | \$ 2,864,678 | \$ 2,792,568 | \$ 3,100,491 | \$ 235,813 | 8.2% |
| PUBLIC WORKS | | | | | | | |
| | \$ 1,035,397 | \$ 497,737 | \$ 1,098,414 | \$ 1,108,971 | \$ 1,158,969 | \$ 60,555 | 5.5% |
| CULTURE & RECREATION | | | | | | | |
| PARKS | \$ 472,021 | \$ 226,743 | \$ 464,753 | \$ 468,056 | \$ 464,816 | \$ 63 | 0.0% |
| RECREATION | 249,049 | 82,687 | 250,805 | 259,635 | 256,607 | 5,802 | 2.3% |
| SUBTOTAL | \$ 721,070 | \$ 309,430 | \$ 715,558 | \$ 727,691 | \$ 721,423 | \$ 5,865 | 0.8% |
| DEVELOPMENT | | | | | | | |
| PLANNING | \$ 101,762 | \$ 65,626 | \$ 113,828 | \$ 111,479 | \$ 128,443 | \$ 14,615 | 12.8% |
| BUILDING INSPECTION/ZONING | 215,063 | 119,609 | 276,231 | 247,707 | 250,120 | (26,111) | -9.5% |
| SUBTOTAL | \$ 316,825 | \$ 185,235 | \$ 390,059 | \$ 359,186 | \$ 378,563 | \$ (11,496) | -3.0% |
| MISC. AND UNCLASSIFIED | | | | | | | |
| INSURANCE | \$ 109,317 | \$ - | \$ 120,000 | \$ 120,000 | \$ 120,000 | \$ - | 0.0% |
| RETIREE HEALTH INSURANCE | 30,000 | 11,782 | 30,000 | 30,000 | 32,000 | 2,000 | 6.7% |
| UNEMPLOYMENT COMP | 3,308 | (488) | 3,500 | 750 | 3,500 | - | 0.0% |
| CONTINGENCY (personnel) | - | 6,072 | 32,673 | 6,072 | 130,000 | 97,327 | 297.9% |
| CONTINGENCY (other nonlevy) | - | 130,392 | 347,273 | - | 83,264 | (264,009) | -76.0% |
| CONTINGENCY (Refund of Taxes) | - | - | - | 103,331 | - | - | N/A |
| ROOM TAX | 4,891 | 5,016 | 8,000 | 8,000 | 12,000 | 4,000 | 50.0% |
| SUBTOTAL | \$ 147,516 | \$ 152,774 | \$ 541,446 | \$ 268,153 | \$ 380,764 | -\$ 160,682 | -29.7% |
| GENERAL FUND TRANSFERS | | | | | | | |
| HYDRANT RENTAL | \$ 464,096 | \$ 464,096 | \$ 464,096 | \$ 464,096 | \$ 464,096 | \$ - | 0.00% |
| SUBTOTAL | \$ 464,096 | \$ 464,096 | \$ 464,096 | \$ 464,096 | \$ 464,096 | \$ - | 0.00% |
| GRAND TOTAL - GENERAL FUND | | | | | | | |
| | \$ 6,070,535 | \$ 3,403,085 | \$ 6,942,000 | \$ 6,607,289 | \$ 7,184,000 | \$ 242,000 | 3.49% |
| ENTERPRISE | | | | | | | |
| WATER UTILITY | \$ 1,947,141 | \$ 984,271 | \$ 2,084,909 | \$ 2,268,351 | \$ 2,232,987 | \$ 148,078 | 7.10% |
| STORM WATER UTILITY | 596,164 | 88,667 | 613,938 | 616,765 | 655,882 | 41,944 | 6.83% |
| SEWER UTILITY | 1,774,757 | 379,879 | 1,724,250 | 1,661,819 | 1,743,994 | 19,744 | 1.15% |
| SPECIAL REVENUE | | | | | | | |
| LIBRARY | \$ 1,829,205 | \$ 1,178,369 | \$ 1,815,172 | \$ 1,827,984 | \$ 1,913,222 | \$ 98,050 | 5.40% |
| SENIOR CITIZEN CENTER | 363,687 | 164,332 | 414,940 | 389,025 | 425,466 | 10,526 | 2.54% |
| REFUSE AND RECYCLING | 586,953 | 254,814 | 647,882 | 647,587 | 676,997 | 29,115 | 4.49% |
| IMPACT FEES | 215,000 | 310,000 | 310,000 | 310,000 | 395,145 | 85,145 | 27.47% |
| FORESTRY | 17,211 | 2,946 | 22,875 | 22,750 | 22,175 | (700) | -3.06% |
| CABLE TELEVISION (BTRB) | 69,126 | 30,009 | 101,959 | 98,590 | 82,651 | (19,308) | -18.94% |
| ROOM TAX | 150,073 | 24,194 | 170,000 | 200,000 | 230,000 | 60,000 | 35.29% |
| SPECIAL ACCOUNTS | 305,114 | 92,131 | 100,000 | 310,000 | 310,000 | 210,000 | 210.00% |
| EMS | 343,587 | 160,794 | 323,385 | 323,385 | 345,282 | 21,897 | 6.77% |
| FIRE DEPARTMENT | 775,894 | 371,681 | 950,165 | 846,320 | 1,253,164 | 302,999 | 31.89% |
| INTERNAL SERVICE FUND | 951,996 | 746,865 | 1,130,000 | 1,130,000 | 1,175,000 | 45,000 | 3.98% |
| CAPITAL PROJECTS | | | | | | | |
| CAPITAL IMPROVEMENT PROGRAM | \$ 2,466,770 | \$ 458,167 | \$ 7,500,000 | \$ 7,500,000 | \$ 8,633,207 | \$ 1,133,207 | 15.11% |
| CAPITAL REVOLVING FUND | 345,901 | 49,397 | 312,200 | 312,200 | 242,150 | (70,050) | -22.44% |
| VEDC | - | - | - | - | - | - | n/a |
| TIF 4 | 843,849 | 205,792 | 2,013,273 | 736,564 | 2,060,785 | 47,512 | 2.36% |
| TIF 6 | 2,327,926 | 532,768 | 1,415,376 | 1,626,434 | 919,052 | (496,324) | -35.07% |
| TIF 7 | 5,610,865 | 222,984 | 6,789,907 | 1,725,207 | 7,031,746 | 241,839 | 3.56% |
| DEBT SERVICE FUND | \$ 4,229,573 | \$ 1,802,446 | \$ 3,063,941 | \$ 3,069,959 | \$ 3,970,304 | \$ 906,363 | 29.58% |



TOTAL 2015 ADOPTED BUDGETED FUNDS
Percent of Total Expenditures



SPECIAL REVENUE FUNDS
As Adopted for 2015



**CITY OF VERONA
TAX LEVY AND RATE COMPARISON**

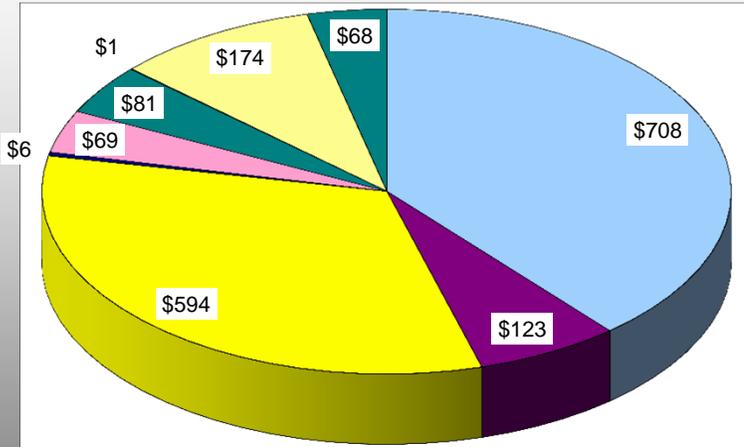
| PROPERTY TAX LEVY SUMMARY: | ADOPTED LEVY 2014 | ADOPTED LEVY 2015 | INCREASE (DECREASE) | % INCREASE (DECREASE) |
|-------------------------------------|----------------------------------|----------------------------------|--------------------------------|--------------------------------------|
| * GENERAL FUND | \$ 3,500,410 | \$ 3,924,838 | \$ 424,428 | 12.13% |
| LIBRARY | 664,424 | 685,745 | 21,321 | 3.21% |
| * LIBRARY DEBT SERVICE | 458,707 | 468,044 | 9,337 | 2.04% |
| * DEBT SERVICE | 2,074,775 | 2,833,480 | 758,705 | 36.57% |
| REFUSE/RECYCLING | 22,432 | 30,667 | 8,235 | 36.71% |
| SENIOR CITIZENS | 326,940 | 379,616 | 52,676 | 16.11% |
| CAPITAL IMPROVEMENTS-FUND 100 | 392,113 | 462,951 | 70,838 | 18.07% |
| FORESTRY | 7,750 | 7,750 | - | 0.00% |
| * FIRE DISTRICT | 690,379 | 965,246 | 274,867 | 39.81% |
| * EMS | 366,225 | 377,070 | 10,845 | 2.96% |
| SUBTOTAL BEFORE TIF | \$ 8,504,155 | \$ 10,135,407 | \$ 1,631,252 | 19.18% |
| TIF LEVY (CITY PORTION) | 2,832,065 | 2,955,133 | 123,068 | 4.35% |
| TOTAL TAX LEVY INCLUDING TIF | \$ 11,336,220 | \$ 13,090,540 | \$ 1,754,320 | 15.48% |

* Note: Library impact fees (\$10,000), library capital donations (\$38,000) and rental of former library (\$30,000) applied to library debt;
Debt Service reduced by \$165,000 Police Impact Fees, \$220,145 Fire Impact Fees and \$205,135 applied from debt issue premium.
The General Fund Levy is reduced by \$200,000 applied funds.
EMS includes City cost to rent the Verona facility January - June 2015

| PROPERTY TAX RATE SUMMARY: | ACTUAL TAX RATE 2013 | ADOPTED TAX RATE 2014 | INCREASE (DECREASE) | % INCREASE (DECREASE) |
|---|-------------------------------------|--------------------------------------|--------------------------------|--------------------------------------|
| GENERAL FUND | \$ 2.0915 | \$ 2.0104 | -8.11% | |
| LIBRARY | 0.3970 | 0.3512 | -4.58% | |
| LIBRARY DEBT SERVICE | 0.2741 | 0.2397 | -3.44% | |
| DEBT SERVICE | 1.2397 | 1.4514 | 21.17% | |
| REFUSE/RECYCLING | 0.0134 | 0.0157 | 0.23% | |
| SENIOR CITIZENS | 0.1954 | 0.1944 | -0.10% | |
| CAPITAL IMPROVEMENTS | 0.2343 | 0.2371 | 0.28% | |
| FORESTRY | 0.0046 | 0.0040 | -0.06% | |
| FIRE DISTRICT | 0.4125 | 0.4944 | 8.19% | |
| EMS | 0.2188 | 0.1931 | -2.57% | |
| SUBTOTAL BEFORE TIF | \$ 5.0813 | \$ 5.1914 | 11.01% | 2.17% |
| TIF LEVY (CITY PORTION) | 1.6922 | 1.5137 | -0.1785 | -10.55% |
| TOTAL TAX RATE incl TIF (Assessed) | \$ 6.7735 | \$ 6.7051 | -0.06844 | -1.01% |

| | | | | | |
|------------------|------------------|----|------------------|----------------|--------|
| Assessed Value | \$ 1,673,606,062 | | \$ 1,952,299,163 | \$ 278,693,101 | 16.65% |
| Equalized Value | 1,684,626,200 | 11 | 1,967,177,000 | \$ 282,550,800 | 16.77% |
| Assessment Ratio | 0.993121429 | | 0.993145 | | |

**Taxes on Average Assessed Value Home
2015 Adopted Budget**



- General Fund
- Library (w/o Library Debt)
- Debt Service (incl Library Debt)
- Refuse & Recycling
- Senior Citizen Center
- Capital Improvements
- Forestry
- Fire Department
- EMS

Taxes on a **\$272,000** Average Valued Home
2014 Adopted Taxes \$1,824

**CITY OF VERONA
2015 BUDGET SUMMARY
COMMON COUNCIL**

MISSION STATEMENT

The Common Council establishes City policy and enacts ordinances, resolutions and regulations governing the City to provide excellent facilities and delivery of services to maintain a high quality of life for the citizens of the City of Verona.

EXECUTIVE SUMMARY

The Common Council is composed of the Mayor and eight Alderpersons. The Mayor is elected at large for a two-year term. The Alders are elected to represent four specific districts of the City for two-year overlapping terms. The Common Council holds regular meetings on the second and fourth Monday of each month.

The Common Council is the legislative body and community's decision makers. The elected Council approves the budget and determines the tax rate. The Council focuses on the community's goals, major projects and long-term considerations including growth, land use development, capital improvement plans, capital financing and strategic planning. The Council appoints a professional Administrator to carry out administrative responsibilities and supervise City department managers.

Budgeted expenditures in 2015 are proposed to increase by \$58,815 or 55.11%. Most of this increase is attributable to a \$40,000 contribution to the Verona Area Needs Network (VANN) for their planned move to a new location. VANN currently operates a food pantry in the lower level of the City's old library at 130 N. Franklin Street. This contribution would support VANN's efforts to outfit and equip a new larger facility in 2015. An increase of \$15,000 is included to more accurately reflect the actual costs incurred for legal services. The 2015 proposed Council budget also includes \$3,515 for the City's membership dues for the Dane County Cities and Villages Association and \$5,116 for League of Wisconsin Municipalities membership dues.

STATISTICAL SUMMARY OF MAJOR ACTIVITIES

| | 2013 Actual | 2014 Estimated | 2015 Projected |
|---|--------------------|-----------------------|-----------------------|
| Council and Committee of the Whole Meetings Held | 30 | 28 | 30 |
| Resolutions Adopted | 56 | 55 | 55 |
| Ordinances Passed | 16 | 15 | 15 |

**VERONA COMMON COUNCIL
ADOPTED 2015 BUDGET**

| | ACTUAL | 6/30 ACTUAL | ADOPTED BUDGET | PROJECTED | ADOPTED | % |
|--|------------------|------------------|-------------------|-------------------|-------------------|---------------|
| 010-51100 | 2013 | 2014 | 2014 | 2014 | 2015 | INCR (DECR) |
| PERSONNEL SERVICES | | | | | | |
| 110 WAGES | \$ 42,638 | \$ 21,600 | \$ 43,200 | \$ 43,200 | \$ 43,200 | |
| 132 SOCIAL SECURITY | 3,262 | 1,652 | 3,305 | 3,305 | 3,305 | |
| TOTAL PERSONNEL SERVICES | \$ 45,900 | \$ 23,252 | \$ 46,505 | \$ 46,505 | \$ 46,505 | 0.00% |
| OPERATING EXPENDITURES | | | | | | |
| 210 PROFESSIONAL SERVICES | \$ 39,921 | \$ 32,784 | \$ 49,250 | \$ 64,304 | \$ 64,536 | |
| 320 MEMBERSHIP & DUES | 5,087 | 7,942 | 7,962 | 7,942 | 9,141 | |
| 335 EDUCATION | 456 | 105 | 550 | 500 | 550 | |
| 380 OTHER COMMODITIES | 3,282 | 1,775 | 2,450 | 3,800 | 44,800 | |
| TOTAL OPERATING EXPENDITURES | \$ 48,746 | \$ 42,606 | \$ 60,212 | \$ 76,546 | \$ 119,027 | 97.68% |
| TOTAL CITY COUNCIL EXPENDITURES | \$ 94,646 | \$ 65,858 | \$ 106,717 | \$ 123,051 | \$ 165,532 | 55.11% |

**CITY OF VERONA
2015 BUDGET SUMMARY
MUNICIPAL COURT**

EXECUTIVE SUMMARY

The City of Verona's municipal court processes and adjudicates tickets issued by the Verona Police Department for traffic violations (ex: speeding; first offense operating while intoxicated), non-traffic municipal ordinance violations (ex: theft; drug possession; harassing or disorderly conduct) and ordinance violations relating exclusively to juveniles (ex: truancy, underage drinking, tobacco).

Annually, there are about 30 pre-scheduled evening court sessions (juvenile intake, adult and traffic intake, pre-trials and trial sessions). Court personnel are the Municipal Judge, an elected official who serves four year terms, and the Municipal Court Clerk, a 75%-time non-union City employee.

Verona's municipal court functions well and is well regarded within the City and externally. The Judge routinely presents judicial education programs to other judges and has also done so for municipal court clerks. Verona's Municipal Court Clerk is well-trained, experienced and fully engaged. The court, while vigilantly maintaining its independence, enjoys cooperative relationships with school administration, city administration, police department and community groups.

At the request of the City, "professional services" is shown in the court budget. This refers to the expenses of prosecution. However, the court does not contract for the funding of the municipal prosecutor, nor may the court control or direct the amount of time expended or costs incurred by the municipal prosecutor's firm. The City contracts with Stafford Rosenbaum LLP to serve as municipal prosecutor. Over the past year, four different Stafford attorneys have represented the City in municipal court.

STATISTICAL SUMMARY OF MAJOR ACTIVITIES

The municipal court caseload has been generally stable over the past seven years. Volume increased a bit in 2013 and has held steady in 2014. An increase for 2015 and beyond is expected due to the police department's electronic issuance of tickets, which statistically results in more tickets issued per stop, the police department's addition of positions, and Verona's increasing population and commercial growth.

- In 2008 and 2009, court closures exceeded 2,000 cases.
- In 2010 and 2011, over 1,800 cases were closed.
- In 2012, over 1,900 cases were closed.
- In 2013, 2,024 cases were closed.
- For 2014, based on case closures through midyear, we again expect over 2,000 closures.

In addition to future caseload increases, changing laws and ever-more complex court and external processing requirements will continue to add significantly to the court's workload.

GOAL FOR 2015

The court has, and will continue to, process each case fairly, efficiently and respectfully.

REVENUE INFORMATION

The 2013 municipal court revenue was \$91,084. Projected municipal court revenue is \$100,000 in 2014 and 2015. The court itself does not have specific monetary goals, except to operate in a fiscally responsible manner. Explanations for the increased revenue with a stable caseload include that beginning January 1, 2014, court costs assessed in each case were increased from \$23 to the maximum allowed by state statute (\$38); statutory forfeiture amounts go up or stay stable but seldom decrease; the court is now able to accept online payments; and because other collection efforts have been well-handled.

FIVE YEAR PERSONNEL AND CAPITAL PLANS

The existing five-year requested personnel plan for municipal court shows the Municipal Judge and Court Clerk continued each year. The Clerk's position was listed at 0.75 Full-Time Equivalent (FTE) through 2014 and beginning in 2015 it was projected to increase to 1.0 FTE, as this was thought at the time the plan was formulated to be prudent planning for anticipated accumulated workload increases. However, the court now anticipates maintaining the clerk's position at 0.75 FTE indefinitely, or at least through 2016.

**MUNICIPAL COURT
ADOPTED 2015 BUDGET**

| REVENUE 010-451XX | ACTUAL 2013 | 6/30 ACTUAL 2014 | ADOPTED BUDGET 2014 | PROJECTED 2014 | ADOPTED 2015 | % INCR (DECR) |
|---|------------------------|---------------------------------|------------------------------------|---------------------------|-------------------------|--------------------------|
| 45110 MUNICIPAL COURT COSTS | \$ 14,490 | \$ 8,725 | \$ 28,500 | \$ 20,000 | \$ 20,000 | |
| 45125 FINES AND FORFEITURES | 76,594 | 46,428 | 70,000 | 80,000 | 80,000 | |
| TOTAL COURT REVENUE | \$ 91,084 | \$ 55,153 | \$ 98,500 | \$ 100,000 | \$ 100,000 | 1.52% |
| EXPENDITURES 010-51200 | | | | | | |
| PERSONNEL SERVICES | | | | | | |
| 110 WAGES | \$ 8,697 | \$ 4,428 | \$ 8,874 | \$ 8,871 | \$ 8,885 | |
| 111 LONGEVITY PAY | 285 | 146 | 398 | 398 | 560 | |
| 120 PART TIME WAGES | 27,817 | 14,552 | 28,005 | 28,000 | 28,002 | |
| 130 MEDICAL INSURANCE | 11,476 | 6,186 | 12,373 | 12,373 | 12,792 | |
| 131 DENTAL INSURANCE | 649 | 347 | 694 | 694 | 722 | |
| 132 SOCIAL SECURITY | 2,096 | 1,145 | 2,821 | 2,851 | 2,865 | |
| 133 LIFE INSURANCE | 121 | 79 | 147 | 147 | 147 | |
| 134 WI RETIREMENT | 1,855 | 1,029 | 1,988 | 1,988 | 1,942 | |
| 135 INCOME CONTINUATION | - | - | - | - | - | |
| TOTAL PERSONNES SERVICES | \$ 52,996 | \$ 27,912 | \$ 55,300 | \$ 55,322 | \$ 55,915 | 1.11% |
| OPERATING EXPENDITURES | | | | | | |
| 210 PROFESSIONAL SERVICES | \$ 35,500 | \$ 11,908 | \$ 40,000 | \$ 38,000 | \$ 40,000 | |
| 290 OTHER CONTRACTUAL | 348 | 40 | 1,200 | 600 | 1,200 | |
| 310 OFFICE SUPPLIES | 924 | 598 | 1,500 | 1,250 | 1,500 | |
| 320 MEMBERSHIP & DUES | 140 | 140 | 140 | 140 | 140 | |
| 330 TRAVEL | 573 | - | 650 | 600 | 650 | |
| 335 EDUCATION | 1,005 | 865 | 865 | 865 | 865 | |
| 450 DATA PROCESSING | 5,590 | 5,122 | 5,722 | 5,722 | 5,857 | |
| TOTAL OPERATING EXPENDITURES | \$ 44,080 | \$ 18,673 | \$ 50,077 | \$ 47,177 | \$ 50,212 | 0.27% |
| CAPITAL OUTLAY | | | | | | |
| 810 OFFICE EQUIPMENT | \$ - | \$ - | \$ 250 | \$ 250 | \$ 250 | |
| TOTAL CAPITAL OUTLAY | \$ - | \$ - | \$ 250 | \$ 250 | \$ 250 | |
| TOTAL MUNICIPAL COURT EXPENDITURES | \$ 97,076 | \$ 46,585 | \$ 105,627 | \$ 102,749 | \$ 106,377 | 0.71% |

**CITY OF VERONA
2015 BUDGET SUMMARY
ADMINISTRATION**

The Administration budget includes expenses associated with the operation of the Administration Department. Also reflected in the Administration budget are single line items for Elections and the contracted City Assessor.

EXECUTIVE SUMMARY

Administration includes the offices of the City Administrator, Finance Director/Treasurer, and City Clerk. The department is responsible for the direction, coordination and administration of the day-to-day operations of the City. This includes responsibility for the overall fiscal activities of the City's operations including accounts payable, accounts receivable, payroll processing, tax collections, investment of idle funds, debt management and budget preparation. The City Administrator directly supervises the managers of all City departments and is responsible for the administration of all City contracts. The Administration office is also responsible for elections and voter registration, issuance of licenses as well as meeting agendas, meeting minutes, and other official City documents.

The proposed 2015 Administration budget reflects an overall increase of \$52,998 or 7.5% from 2014. Personnel costs are increasing by \$8,523 or 2.5% which reflects the addition of an accountant added in 2014 to primarily fill a new position responsible for utility accounting. A portion of the wages and benefits for this position (25%) is included in the Administration budget to support other general accounting functions.

The 2015 proposed operating budget reflects a net increase in the amount of \$33,639 (15.2%). The increase is attributed to the addition of \$35,000 in professional services to contract for economic development services. The uncollected tax line item increases by \$4,000 to cover the City share of tax refunds to be made in 2015 related to a 2014 tax assessment settlement. The Assessor line increases by \$2,059 which supports a 3% increase for the Assessor contract. Auditing services reflect an increase of \$2,200. The increases are offset by a decrease in the elections line item. The 2014 elections budget allowed for four elections as compared with two elections budgeted for 2015 reducing the proposed 2015 budget by \$12,685 compared with 2014.

Also included in the proposed 2015 operating expenses are professional services such as support for the City accounting and payroll systems, code updates, weights and measures fees, engineering fees for general City issues, office supplies, repairs and maintenance of office equipment, and leases of the copier.

The recommended 2015 Administration Budget removed \$10,000 originally requested for Human Resources consulting and services.

Elections: The Elections budget is a single line item in the Administration budget and includes the cost of providing election inspectors for each election as well as associated supply, printing, supplies, ballots, postage, publications and hardware/software maintenance costs. The 2015 budget reflects the projected costs for 2 elections compared to 4 budgeted elections in 2014.

The anticipated Elections in 2015 are as follows:

- Spring Primary Election, February 17, 2015
- Spring Election, April 7, 2015

Assessor: The City of Verona contracts for a professional part-time service to perform the duties of City Assessor. The Assessor is responsible for the determination of equitable property assessments resulting in fair distribution of the property tax. Duties include conducting appraisals of non-manufacturing real and personal taxable property, preparation of real and personal property assessment rolls, meeting with taxpayers to discuss their assessment, attending Board of Review, and keeping property records current. The total proposal for the Assessor function in 2015 is \$73,273, an increase of \$2,059 from the 2014 budget.

STATISTICAL SUMMARY OF MAJOR ACTIVITIES

| | 2013 Actual | 2014 Estimated | 2015 Projected |
|------------------------|-------------|----------------|----------------|
| Assessor | | | |
| Parcel Count | 4,629 | 4,479 | 4,500 |
| BOR Objectors | 1 | | |
| City Clerk | | | |
| # of Elections | 6 | 3 | 2 |
| # of Registered Voters | 7,261 | 7,685 | 7,700 |
| Liquor Licenses | 25 | 24 | 26 |
| Permits: | | | |
| Solicitors/Sellers | 21 | 18 | 22 |
| Special Event | 15 | 15 | 16 |
| Finance | | | |
| AP Checks Issued | 3,479 | 3,620 | 3,700 |
| Payroll Checks / DD | 3,797 | 3,925 | 4,000 |
| Cash Receipts | 2,121 | 2,200 | 2,200 |
| Utility Payments | --- | 3,500 | 7,000 |
| Property Tax Pmts | 5,592 | 5,450 | 5,450 |
| Dog Licenses | 717 | 711 | 720 |
| City Bond Rating | Aa2 | Aa2 | Aa2 |

SUMMARY OF ACHIEVEMENTS FOR 2014

- Coordinated the design development and bidding process for a new Fire and EMS Facility with construction starting in August 2014 with completion planned by mid-2015.
- Supported the City's response to a tornado event in June 2014 and coordinated the application for the reimbursement of costs through the Wisconsin Disaster Fund.
- Assisted in the development of the City's North Neighborhood Plan and participated in discussions with the City of Madison regarding the review and approval process for the joint planning area in the current intergovernmental agreement.
- Continued to expand use of the Neogov online application system and coordinated recruitment processes for the Accountant, Accounting Assistant, Administrative Assistant (public works), Senior Center Director, Senior Center Program Manager, Equipment Operator, and Deputy Clerk positions.
- Created a new accountant position to support the City's utilities and general accounting operations. Began processing utility payments through Finance to improve the City's separation of duties. Transitioned to a new online payment processor for utility payments.
- Began utilizing a purchasing card system to improve efficiency of payments and obtain rebate revenue based on City purchases.
- Implemented the use of new election machines and conducted three elections in 2014.
- Coordinated the selection of a vendor for a redesign of the City's website and assisted in design and implementation process for the new site.

GOALS AND OBJECTIVES FOR 2015

- Continue to oversee and coordinate the construction process for the new Fire and EMS facility. Monitor and report on the status of the project timeline and budget.
- Assist in the process of seeking an Urban Service Area amendment for land within the City's North Neighborhood Plan and a potential future school district site.
- Oversee the completion and implementation of a compensation study for non-represented employees.
- Negotiate a revision to the City's intergovernmental land use agreement with the City of Madison. Conduct boundary agreement discussions with the Town of Verona. Continue to work in cooperation with the other are governments to plan for future growth and land use changes.
- Continue to plan for and support continued development within the City's TIF Districts and other growth areas. Assist in coordinating streetscaping and parking improvements in the downtown and the final projects and future closeout of TIF District #7.
- Research and recommend options for implementing additional economic development activities to promote development within the City.
- Review and update the City's multi-year staffing and capital improvement plans to maintain the City's strong financial condition through sound financial practices.
- Work with the Director of Public Works to develop a succession planning and transition plan for the Public Works Department.

**ADMINISTRATION
ADOPTED 2015 BUDGET**

| | | ACTUAL | 6/30 ACTUAL | ADOPTED BUDGET | PROJECTED | ADOPTED | % |
|--|-------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------|
| 010-51400 | | 2013 | 2014 | 2014 | 2014 | 2015 | INCR (DECR) |
| PERSONNEL SERVICES | | | | | | | |
| 110 | FULL TIME WAGES | \$ 221,207 | \$ 122,366 | \$ 228,494 | \$ 217,385 | \$ 238,598 | |
| 111 | LONGEVITY PAY | 879 | 746 | 1,385 | 1,385 | 1,830 | |
| 120 | PART TIME WAGES | 1,187 | 1,207 | 850 | 1,207 | - | |
| 125 | OVERTIME WAGES | 366 | 164 | 1,351 | 575 | 1,425 | |
| 130 | HEALTH INSURANCE | 58,799 | 29,716 | 72,617 | 61,089 | 71,172 | |
| 131 | DENTAL INSURANCE | 5,597 | 2,434 | 7,102 | 4,946 | 5,877 | |
| 132 | SOCIAL SECURITY | 16,977 | 9,321 | 17,480 | 16,872 | 18,502 | |
| 133 | LIFE INSURANCE | 605 | 332 | 798 | 665 | 745 | |
| 134 | WI RETIREMENT | 14,671 | 8,629 | 15,995 | 15,354 | 16,446 | |
| 135 | INCOME CONTINUATION | - | - | - | - | - | |
| 136 | FLEX SPENDING ADMIN | 1,298 | 229 | 1,320 | 1,320 | 1,320 | |
| | TOTAL PERSONNEL SERVICES | \$ 321,586 | \$ 175,144 | \$ 347,392 | \$ 320,798 | \$ 355,915 | 2.45% |
| OPERATING EXPENDITURES | | | | | | | |
| 210 | PROFESSIONAL SERVICES | \$ 6,710 | \$ 5,928 | \$ 9,250 | \$ 19,890 | \$ 45,140 | |
| 210 051 | AUDITOR | 22,343 | 20,058 | 26,300 | 26,300 | 28,500 | |
| 210 052 | ENGINEER | 569 | - | 800 | 800 | 800 | |
| 212 | ASSESSOR | 102,518 | 38,913 | 71,214 | 71,214 | 73,273 | |
| 222 | PRINTING | 5,330 | 1,446 | 4,375 | 4,850 | 4,875 | |
| 225 | COMMUNICATIONS | 16,067 | 8,715 | 19,550 | 18,000 | 19,550 | |
| 240 | REPAIR/MAINTENANCE SERVICES | 21,054 | 6,553 | 26,145 | 26,145 | 26,145 | |
| 295 | RECRUITMENT | 86 | 2,980 | - | 2,980 | - | |
| 310 | OFFICE SUPPLIES | 7,857 | 328 | 9,750 | 5,000 | 5,000 | |
| 320 | MEMBERSHIP AND DUES | 4,897 | 1,938 | 1,790 | 1,550 | 1,915 | |
| 330 | TRAVEL | 4,116 | 1,367 | 4,900 | 3,500 | 5,325 | |
| 335 | EDUCATION-TRAINING | 1,973 | 1,344 | 3,050 | 2,500 | 3,505 | |
| 340 | OPERATING SUPPLIES | 5,711 | 2,573 | 2,180 | 5,500 | 6,925 | |
| 440 | ELECTIONS | 12,470 | 6,559 | 24,210 | 19,067 | 11,525 | |
| 450 | DATA PROCESSING | 384 | 126 | 400 | 400 | 425 | |
| 530 | RENTS AND LEASES | 11,512 | 6,078 | 12,050 | 12,285 | 12,700 | |
| 910 | UNCOLLECTED TAXES | 653 | 39,533 | 5,000 | 30,000 | 9,000 | |
| | TOTAL OPERATING EXPENDITURES | \$ 224,250 | \$ 144,439 | \$ 220,964 | \$ 249,981 | \$ 254,603 | 15.22% |
| CAPITAL OUTLAY - GENERAL FUND | | | | | | | |
| 810 | Office Equipment | \$ - | \$ - | \$ - | \$ - | \$ - | |
| 815 | Operating Equipment | - | - | - | 720 | 720 | |
| | Total G.F. Capital | \$ - | \$ - | \$ - | \$ 720 | \$ 720 | N/A |
| TOTAL ADMINISTRATION EXPENDITURES | | \$ 545,836 | \$ 319,583 | \$ 568,356 | \$ 571,499 | \$ 611,238 | 7.54% |

CITY OF VERONA 2015 BUDGET SUMMARY BUILDINGS AND GROUNDS

The Building and Grounds budget includes funds for utilities and the repair and maintenance of the City Hall/Police Facility building and grounds.

EXECUTIVE SUMMARY

The 2015 budget for Building and Grounds reflects an increase of \$9,498 or 10.9% from 2014. Some of the major elements of the 2015 budget include the following:

Personnel Services: Included in the Buildings and Grounds budget is funding for a building maintenance job assignment which is currently delegated to one of the City's building inspection employees. The compensation for this assignment is \$6,000 annually.

Operating Expenses: Operating expenses in the 2015 budget are increasing by \$9,498 or 11.9% from the 2014 budget. Included in this increase is \$5,000 for additional landscaping and site improvements. Other increases are related to utility costs, HVAC system maintenance, and janitorial supplies. One of the major operating expenses is the custodial contract for the city service center. The proposed 2015 budget for custodial services is \$24,000, and increase of \$780 from 2014.

GOALS AND OBJECTIVES FOR 2015

- City Service Center Replacement Plan: In 2013, the City adopted a revised financial management policy which includes a goal of establishing replacement funds for all City facilities. The intent is to set aside funds for future maintenance and the replacement of items such as carpeting, furniture, and mechanical systems. The 2015 Recommended Budget includes \$35,000 as part of the capital levy to begin funding a City Hall/Police Facility replacement fund.
- Landscaping and Parking Lot Improvements: It has been over five years since the city service center was constructed and the landscaping and parking areas are in need of additional maintenance. City staff made improvements to the landscaping in fall 2014 including replacing mulched areas with stone. Repairs were also made to the masonry on columns by the main entrance that had significant salt damage. The 2015 proposed budget includes an additional \$5,000 for landscaping supplies including new plantings to continue to enhance the appearance of the facility. The City is also planning to resurface the city center parking lot in 2015 at an estimated cost of \$12,000. Funding for this work would come from the City Hall/Police Facility replacement fund.

**BUILDING AND GROUNDS
ADOPTED 2015 BUDGET**

| | ACTUAL | 6/30 | ADOPTED | PROJECTED | ADOPTED | % |
|--|------------------|------------------|------------------|------------------|------------------|---------------|
| 010-51600 | 2013 | 2014 | BUDGET | 2014 | 2015 | INCR (DECR) |
| PERSONNEL SERVICES | | | | | | |
| 110 WAGES | \$ 6,000 | \$ 3,000 | \$ 6,000 | \$ 6,000 | \$ 6,000 | |
| 132 SOCIAL SECURITY | 455 | 228 | 459 | 459 | 459 | |
| 134 WI RETIREMENT | 399 | 210 | 420 | 420 | 408 | |
| TOTAL PERSONNEL SERVICES | \$ 6,854 | \$ 3,438 | \$ 6,879 | \$ 6,879 | \$ 6,867 | -0.17% |
| OPERATING EXPENDITURES | | | | | | |
| 220 UTILITIES | \$ 35,062 | \$ 13,194 | \$ 34,000 | \$ 34,400 | \$ 34,500 | |
| 240 REPAIR & MAINTENANCE | 15,220 | 4,027 | 14,500 | 15,785 | 16,030 | |
| 290 CONTRACTUAL SERVICES | 24,740 | 13,845 | 23,670 | 23,880 | 24,450 | |
| 340 OPERATING SUPPLIES | 7,410 | 5,460 | 8,000 | 8,381 | 14,700 | |
| TOTAL OPERATING EXPENDITURES | \$ 82,432 | \$ 36,526 | \$ 80,170 | \$ 82,446 | \$ 89,680 | 11.86% |
| TOTAL BUILDING & GROUNDS EXPENDITURES | \$ 89,286 | \$ 39,964 | \$ 87,049 | \$ 89,325 | \$ 96,547 | 10.91% |

**CITY OF VERONA
2015 BUDGET SUMMARY
POLICE DEPARTMENT**

MISSION STATEMENT

The mission of the Verona Police Department is to enhance a high quality of life, striving to meet the expectations of our citizens by providing fair, consistent and professional police services to our community – Hometown U.S.A.

EXECUTIVE SUMMARY

The Verona Police Department has five operational programs budgeted in the General Fund. Each program's mission, goals, significant changes, and 2014 achievement statements follow this document. The programs are:

Administrative Services;
Field Operations Services;
Criminal Investigations Services;
Business Office Services; and
Support Services.

The five programs are based on our current level of services; and the department's vision, mission, and values.

VISION

Excellence in policing – a journey in partnership with the community.

VALUES

TEAMWORK: People working together to achieve common goals and creating partnerships to enhance our effectiveness.

ACCOUNTABILITY: Being responsible to the people we serve, our governing body and to each other.

EQUALITY: Striving to preserve the Constitutional Rights of all people, regardless of their diversity.

INTEGRITY: Embracing the Law Enforcement Code of Ethics, which is the basis for trust, accountability and respect.

PROFESSIONALISM: Consistently treating others with dignity and compassion, while demonstrating the highest level of leadership, work ethic, appearance and demeanor.

EXCELLENCE: Commitment to meeting or exceeding state and nationally recognized law enforcement standards in every duty we undertake.

2014 to 2015 COMPARISON

The following represents the significant highlights between the 2014 and proposed 2015 Verona Police Department Operating and Capital Budgets.

Operating:

The request for one additional patrol officer and Cost-of-Living Adjustments (COLA) for represented and non-represented staff are the 2015 operating budget highlights.

The collective bargaining agreement for patrol officers is in effect January 1, 2014 through December 31, 2016 and includes a 3% wage increase for 2015. The terms of this agreement also include an increase in the employee contribution to the Wisconsin Retirement System from 2% to 4% for employees hired after prior to July 1, 2011. The Police Department has proposed a 3% COLA for other remaining police department staff including: non-represented sworn staff, non-represented clerical staff, part-time patrol officers and crossing guard staff. The 2015 Recommended Budget does not include a non-represented COLA in department budget. It does include funds in a personnel contingency to implement a compensation study and for 2015 wage adjustments.

An increase in staffing levels from 22 sworn staff to 23 is also being requested in 2015. One additional patrol officer and one lieutenant were requested in the 2014 budget; however the patrol officer was not approved. In 2015 the one additional patrol officer will assist the department with keeping pace with the increasing demands that have been placed upon the department with the increase in population and geographical size of our city. The Verona Police Department Staffing Analysis conducted in 2010, and updated in 2013, recommends a minimum of 23 sworn staff in 2015 based upon the growth in population. The requested increase in staffing levels is required to sustain a consistent level of service. Additional details will be provided in the "Five-Year Personnel Plan" and a staffing study.

Capital:

The purchase of two replacement squads, four replacement mobile data computers, four replacement computers, four replacement light bars, six emergency lights kits, the replacement of our facility cameras, one replacement server and five replacement in-car cameras, officer survival equipment, one additional license plate recognition system and 17 additional rifles to provide for individual issue of all officers are the 2015 capital budget initiatives.

The two replacement squads will be purchased in 2015 at an estimated cost of \$63,400.

Funding is being sought to purchase and install four replacement Mobile Data Computers (MDC) at a cost of \$17,200. These computers will be placed in our squad cars and will replace the three oldest models. The 2015 Capital budget also includes a request to purchase four replacement computers including installation and set-up at a cost of \$10,600.

Four replacement light bars and six replacement emergency light kits are requested to outfit our fleet of squads. The total cost of purchase and installation is \$25,600.

The Police Department is proposing to replace facility and interview room cameras in 2015. The planned replacement of in-car video cameras can be delayed until 2016. At the time of this

report the cost of the replacement facility and interview room cameras and servers is unknown as the department is continuing to work with the vendor on options.

The officer survival request consists of: 25 tourniquets; 11 self-aid kits; 11 Bail Out Bags; 11 rifle plates and carriers; 11 ballistic helmets; and 3 ballistic armor shields for a total of \$24,260. The City has been awarded a grant from Epic Systems to fund this initiative.

One additional License Plate Recognition (LPR) System, at a cost of \$20,350, was first requested in the 2014 budget; however, it was moved due to the annual Epic grant request. This request was not funded by Epic, therefore it was requested in 2015. The final request of the 2015 capital budget is 17 additional rifles at a cost of \$16,150. This purchase would allow for the individual issue of rifles to all police officers. Funding for the LPR system and additional rifles is not included in the 2015 Recommended Budget.

PERFORMANCE MEASUREMENT INDICATORS

| Activity | 2013 Actual | 6/30/14 | Est. 2014 | Proposed 2015 |
|-----------------------------|-------------|-----------|-----------|---------------|
| Calls for Service | 11,645 | 5,345 | 11,127 | |
| Accident Reports | 232 | 122 | 244 | |
| Citations Issued | 2,133 | 1,000 | 2,000 | |
| Arrests | 262 | 113 | 226 | |
| Traffic Stops | 2722 | 1,167 | 2,334 | |
| Part I UCR Data | 201 | 88 | 176 | |
| Property Crimes | 226 | 112 | 224 | |
| Value of Property Stolen | \$98,245 | \$27,788* | \$55,576* | |
| Value of Property Recovered | \$25,170 | \$9,302 | \$18,604 | |
| Liquor Compliance Checks | 109 | 53 | 106 | |
| Parking Tickets Issued | 1,675 | 1,254 | 2,508 | |
| Fuel Purchased | \$44,177 | \$21,300 | \$42,600 | |
| Gallons Purchased | 13,237 | 6,390 | 12,780 | |

* Note: 2014 Property values may not be up to date due to UCR reporting in progress.

DEPARTMENT
PROGRAM BUDGET
ACCOUNT ORGANIZATION

Police Department
Administrative Services
01-52100-000-601

MISSION

Administration Services provides for management and supervision of the officers and staff resources, as well as planning, organizing, controlling, budgeting, scheduling and other administrative functions in the delivery of law enforcement services on a day-by-day basis.

2015 GOALS

1. To continue the department's strategic planning, and annual reporting;
2. To provide in-service training to maintain basic skills, and specialized education in police management, supervision and administration;
3. To maintain and manage all departmental operations and all administrative matters relating to the department's Community Oriented Policing Services initiative;
4. To maintain an on-going liaison with the Mayor, Common Council, Police and Fire Commission, Committees and other City departments as necessary;
5. To provide frequent and on-going press releases of department activities to the Verona Press and press releases of specific department activities in the Madison media market as appropriate;
6. To staff the Emergency Preparedness Commission's 2015 program initiatives;
7. To train the police officers hired in 2014 and 2015 and certify them for solo patrol assignments;
8. To reach and maintain full staffing of the police department in 2015, including the necessary budget approval to add one additional patrol officer;
8. To recruit, hire and train the one new police officer and one new lieutenant (approved in 2014 budget) positions for solo patrol assignments in 2015; and
9. Develop and implement a citizen's law enforcement academy in 2015.

SIGNIFICANT PROGRAM CHANGES FROM 2014

The request for one additional sworn patrol officer to handle the increasing demands of the police department and to attempt to keep pace with the increasing population we serve as well as the increase in workload.

The department was unable to maintain department staffing levels due to the resignation of one police officer, Donnelly on December 5, 2013, and the retirement of one part-time records clerk, Endicott on May 9, 2014. Recruitment for the police officer position began in February 2014

and resulted in the hiring of one police officer and the establishment of an eligibility list for future consideration. Patrol Officer Joel Zietsma began his employment with Verona PD on September 15, 2014 and filled the remaining police officer vacancy. The part-time police records clerk recruitment commenced in April 2014 and resulted in the hiring of Allison Heil on September 29, 2014.

It is anticipated that the recruitment for the one lieutenant position will begin before the end of 2014 pending additional discussions and approval from the police and fire commission. If the lieutenant is selected from one of three current Verona PD sergeants, then a promotion to fill the sergeant vacancy will be required, followed by the recruitment of one patrol officer as well.

2014 ACHIEVEMENTS

The department coordinated and staffed the 11th Annual Ironman Wisconsin Triathlon on September 7, 2014. This event attracted an estimated 5,000 to 7,000 spectators and presented a significant challenge. Past events have required various road closures for approximately 10 hours, and 2014 wasn't an exception. This year additional efforts were taken to inform the public of the race route and the road closures. The police department worked with the chamber of commerce and developed and distributed an informational flyer to those businesses who most likely impacted. Our efforts appeared to pay dividends as there were fewer conflicts among our residents and visitors. The VPD continued the practice of coordinating this event with other public safety entities throughout Dane County while utilizing the incident command protocol.

In 2014 the Verona Police Department continued to provide in-service training to police officers through a training consortium that was formed in 2013. The consortium includes partnerships with the McFarland, Oregon, and Stoughton Police Departments. Each department is represented on a Steering Committee which is tasked with developing the year's training curriculum. The curriculum is a representation of the annual training that is required by the state as well as current challenges facing law enforcement. All four agencies contributed state certified instructors from their respective department to conduct the training of approximately 70-75 sworn officers. Each officer received a minimum of 32 – 40 hours of in-service training. The McFarland PD coordinated active shooter training exercises at a McFarland Elementary School and all sworn staff from each of the represented agencies received this training. Members of the McFarland Police Explorer Post served as role players which made this training even more realistic and beneficial for all. The training consortium plans to continue the annual active shooter training every summer and allow each respective community to host.

The number of special events that the department had to coordinate and staff remained steady compared to 2013. Examples included: Hometown Days, Boys and Girls Club of Dane County Bike-a-thon, Ronald McDonald House Run/Walk, Wisconsin Triterium Triathlon, MDA run/walk, the CROP walk against hunger, Nest Fest, the Optimist Chili cook off, two Madison Mud Runs, Bike the Barns, Epic User Group Meetings, Epic Spring Advisory Council, High Visibility OWI Enforcement, and numerous neighborhood block parties.

The 21st Annual National Night Out Against Crime was held on August 5, 2014, with ideal weather and an estimated record crowd in attendance. It was estimated to be the largest crowd in attendance so far in the history of this event. Ryan Adkins, our community policing specialist was responsible for the planning and coordination of this event and did an outstanding job this year. The scale of this event requires contributions from other VPD staff and this year was no exception. And of course, National Night Out Against Crime would not have been possible

without the generosity of our business community and residents. The necessary funds were received through donations to support this crime prevention initiative.

Officers Johnson and Clay were hired on December 30, 2013. Officer Zietsma was hired September 15, 2014 and Part-time Records Clerk Heil was hired September 29, 2014. Officers Johnson and Clay completed their field training and are assigned to solo patrol duty. It is anticipated that Officer Zietsma will complete his field training in March, 2015 and will be assigned to solo patrol. It is estimated that Clerk Heil will complete her new employee training in November. At the time of this report one lieutenant vacancy remains. It is anticipated that this recruitment will commence before the end of 2014 and will be filled in 2015.

DEPARTMENT
PROGRAM BUDGET
ACCOUNT ORGANIZATION

Police Department
Field Operations Services
01-52100-000-602

MISSION

Field Operations Services provides for a uniformed patrol officer response to all calls for service. This program serves as the major component in the delivery of emergency and non-emergency services to the community.

2015 GOALS

1. To provide police services on an on-going, 24 hours per day basis; with minimum staffing requirements of two officers on duty at all times;
2. To provide staff resources to handle a projected calls for service volume in excess of 11,127 in 2014;
3. To provide each officer with 32 hours of in-service training; and 40 hours of education for individual officer growth and development;
4. To provide staff resources to continue the department's Community Oriented Policing Services (COPS) initiatives, including an active crime prevention presence and uniformed bicycle patrol;
5. To maintain a current staff of Field Training officers;
6. To develop and maintain a pool of certified instructors in the area of "Unified Tactics" to provide the State of Wisconsin minimum instruction to all sworn officers of the department;
7. To finish training the patrol officer hired on September 15, 2014 and certify him for solo patrol;
8. To hire and train the one additional patrol officer being sought in the 2015 budget and certify him/her for a solo patrol assignment; and
8. To develop and implement VPD's first police K-9 program.

SIGNIFICANT PROGRAM CHANGES FROM 2014

Hire and train our full complement of authorized sworn officers (23), including the one newly proposed position. This will involve the recruiting and hiring of one new officer. If the lieutenant's recruitment results in a promotion, it will become necessary to hire one replacement patrol officer and train him or her. The lieutenant recruitment is projected to commence in 2014; however the recruitment of a possible replacement officer would occur in 2015.

The creation of our first K-9 program has begun in 2014, however more research and development is necessary in 2015. The vehicle has been purchased and is partly equipped.

Additional equipment is being researched and will be subsequently purchased during the remainder of 2014 and 2015. Policy and job description research has begun and will be completed in 2015. Following will be the selection and training of a handler.

2014 ACHIEVEMENTS

The department strived to meet the minimum staffing goals; however overtime was frequently required due to the unexpected resignation of patrol officers Donnelly on December 5, 2013.

Uniformed patrol officers were provided for the following special events during 2014: Verona Hometown Days Festival, Boys and Girls Club of Dane County Bike-a-thon, Ronald McDonald House Run/Walk, Wisconsin Triathlon Triathlon, MDA run/walk, CROP walk against hunger, Verona Fest, Optimist Chili cook off, two Madison Mud Runs, Bike the Barns, Epic User Group meetings, Epic Spring Advisory Council, High Visibility OWI Task Force, and numerous neighborhood block parties. The police department was able to provide the desired staffing levels for these events; thus we believe our efforts contributed to a safe and successful outcome for all.

On August 5, 2014, our Crime Prevention Program hosted the 21st Annual National Night Out Against Crime Event. This initiative was a success once again, with a record estimated attendance in excess of 2,500 people. National Night Out was possible through the donations to our crime prevention fund by numerous businesses and citizens throughout our community.

The patrol staff assumed responsibility for an estimated 11,127 calls for service in 2014, a decrease from 11,645 in 2013. I attribute the decrease to be directly related to staffing shortages in 2014. A majority of the year we were two - three officers short; thus the number of self-initiated calls for service decreased in 2014.

In 2014 bicycle patrol deployments increased over 2013. This increase was primarily due to the training of additional patrol officers who were interested in obtaining bicycle patrol certification. The bicycles were used for directed patrols targeting specific crime trends and special events on occasion.

Patrol Officers responded to approximately 244 traffic crashes, conducted approximately 2,334 traffic stops, affected approximately 226 arrests, issued approximately 2,000 citations, issued approximately 2,508 parking citations and conducted approximately 106 liquor license compliance inspections.

DEPARTMENT
PROGRAM BUDGET
ACCOUNT ORGANIZATION

Police Department
Criminal Investigation Services
01-52100-000-603

MISSION

Criminal Investigation Services provide for an on-going and timely response to criminal investigations for prosecution in both municipal and circuit court. This program provides staff resources for prosecutorial liaison with the Dane County District Attorney Office; and liaison with several county-wide public and private human services agencies. The investigative function is staffed with two detective assignments and utilizes the expertise of patrol staff as needed. This program will supervise and assist patrol staff when necessary.

2015 GOALS

1. To supervise and monitor felony and high profile criminal investigations on a priority basis, and assist with those investigations as necessary;
2. To assign, conduct, monitor and supervise all criminal investigations on a priority basis, and provide a case disposition within 30-60 days after having been reported;
3. To plan, implement, monitor and supervise the department's investigative services and court services;
4. To coordinate drug investigations in cooperation with the Dane County Narcotic and Gang Task Force;
5. To serve as the department's direct liaison with other criminal investigation agencies and organizations;
6. To serve as the department's court specialist with the Dane County District Attorney Office and Dane County Circuit Court;
7. To develop crime alerts to increase public awareness to aid in crime prevention;
8. To continue to provide the business community with crime alerts and preventative financial crime information through the Verona Police Department Business Watch electronic mail initiative;
9. To temporarily assign a patrol officer or detective to the Dane County Narcotic and Gang Task Force to investigate active drug cases in Verona and for cross training and staff development;
10. To serve as the Multijurisdictional Public Safety Information System (MPSIS) coordinator for the Cellebrite Cell Phone System; and
11. To select and train a patrol officer to serve as the next detective assignment to facilitate the transition of Matt Lovell back into a patrol officer assignment.

SIGNIFICANT PROGRAM CHANGES FROM 2014

Officer Matthew Lovell continued to serve as the second detective for the Verona Police Department as a special assignment. Lovell primarily worked the 3:00 p.m. – 11:00 p.m. shift, but was adjusted to work other shifts as needed. Adjusted assignments included: serving a field training officer for newly hired patrol officers, serving as a police school liaison officer and evidence technician. Detective Lovell also occasionally worked patrol assignments throughout 2014 to fill vacant shifts on overtime. Detective Lovell received additional training in criminal investigations to facilitate his continued development as a detective.

2014 ACHIEVEMENTS

This program was able to accomplish, in part, eight of the nine 2014 goals. Goal number two continues to be a work in progress with the goal of additional improvement. We were unable to accomplish goal number 9 as a result of staffing shortages in patrol and an increase workload in criminal investigations. The department also continued to benefit by having a detective assigned to evening hours which allowed for expanded investigations and opportunities for a detective to become involved in investigations at the onset.

In 2014 the VPD investigated approximately 176 Part I Uniform Crime Reports (UCR) consisting of Criminal Homicide, Rape, Robbery, Assault, Burglary, Larceny and Motor Vehicle Theft, and approximately 224 property crimes.

A significant amount of time was spent on pre-employment background investigations in 2014 for the position of patrol officer, records clerk, crossing guard, and assisting other city departments as requested.

In January 2014 detectives and our police school liaison officer began investigating a death threats complaint made by a Verona Area High School (VAHS) student. This investigation commenced in January and continued through May of 2014. It involved many resources such as the Federal Bureau of Investigations, Verona Area High School, and The University of Wisconsin-Madison Police Department. The case was referred to the District Attorney after the student/suspect graduated early from VAHS.

In February of 2014 the day shift detective investigated thefts of gas from Kwik Trip. All seven of these thefts involved the same vehicle. A suspect was developed, a confession was obtained and charges were referred to the District Attorney.

Also in February of 2014, the department investigated an 8 year old missing child from Verona. The day shift detective coordinated an extensive search, assisted by several other agencies, which resulted in the child being safely located. The child was returned home within two hours of being reported missing.

In April of 2014 detectives assisted the Wisconsin Department of Justice Division of Criminal Investigation with a child pornography investigation. Officers conducted an interview of the suspect, and assisted with a search warrant. This case was also referred to the District Attorney for charges.

In April of 2014, the department was notified about a sexual assault of a teenager that occurred at the suspect's home. Detectives interviewed the victim and suspect. The suspect provided additional names of females he had contact with. Proactive follow up was completed with these girls and an additional sexual assault victim was identified. The case was referred to the DA for prosecution for both victimizations.

In May of 2014, The Verona Police Department was contacted by Mount Horeb Police Department about a sexual assault of a teenager at Super 8 Motel. Video evidence was obtained and a second teenage girl was identified as being at the hotel with the suspect. A proactive follow up interview with the second teen uncovered her as a second sexual assault victim. Detectives worked with MHPD to get an extraditable arrest warrant issued for the suspect, who lived in Minnesota. Detectives worked closely with the Minnesota Police jurisdiction where the suspect lived and had them take the suspect into custody. With a couple hours of notice, a Verona Detective coordinated with a MHPD officer and traveled nearly 8 hours to interview the suspect. Staying overnight, the Detective also coordinated with the local Police to get a search warrant issued for the suspect's residence. The suspect was returned to Dane County and was bound over for trial.

Also in May of 2014, the day shift detective investigated the thefts of computers from the Senior Center. Interviews were conducted, the suspect confessed, computers were recovered and the suspect was issued a citation.

In June of 2014, a residential burglary occurred in the City. Investigations revealed the suspect was also wanted for questioning in other burglaries throughout Dane County. Days later, the suspect was arrested by Monona PD during the evening hours. The Verona evening shift detective was able to immediately respond to Monona PD and obtain a confession from the suspect. Nearly \$900 in stolen property from the Verona residence was able to be recovered and returned to the victims.

Also in June of 2014, the day shift detective investigated a burglary at Hometown Auto. Interviews were conducted, evidence was collected, DNA was analyzed and two suspects were identified. Both suspects were subsequently interviewed and confessed to the felonies and charges were referred to the District Attorney.

In July of 2014, a residential burglary was reported in the evening hours. The evening shift detective was able to respond with patrol units and immediately be involved in and handle the investigation into the theft of firearms and family heirlooms. Through the investigation, some of the heirlooms were able to be recovered from local pawn shops via the use of LeadsOnline. Further investigation is being completed.

Also in July of 2014, a patrol officer conducted a traffic stop that resulted in the recovery of drugs and a firearm. The day shift detective obtained a search warrant on a residence in the city and obtained additional evidence of crimes. Several interviews were conducted and four suspects were identified. The case was referred to the District Attorney for weapon and drug charges.

After receiving anonymous reports in August of 2014 of short term traffic at an apartment, possibly related to drug trafficking, Detectives were able to set up surveillance using the department mobile camera/DVR system and monitor the activities at the residence for a couple of weeks. This was supplemented with physical surveillance by a detective.

In September of 2014, information came in during evening shift of a school shooting threat. The evening shift detective was immediately part of the investigation. With this investigation, a suspect interview and consensual search of his residence were able to be completed before the suspect was able to return to school. Close coordination with VAHS was done as well.

In October of 2014, detectives were alerted to a stolen ring recovered by another agency possibly matching a VEPD case from 2013. Detectives determined the ring was not a match, but completed a proactive LeadsOnline search for the name of a suspect interviewed by the initial investigating officer. The search yielded a ring, valued at \$8,000, being pawned by the suspect. While the ring was already melted down, a detective contacted the suspect to complete a second interview, obtaining a confession to the theft. Felony charges were forwarded to the DA.

Also in October of 2014, the day shift detective attended Cellebrite Cell Phone System training to represent the VPD's interest in the Multijurisdictional Public Safety Information System and to serve as their coordinator. The first week following this training proved to be beneficial. Data was collected from several cell phones involved in a criminal investigation and this data is being analyzed at the time of this report.

DEPARTMENT
PROGRAM BUDGET
ACCOUNT ORGANIZATION

Police Department
Business Office Services
01-52100-000-604

MISSION

Business Office Services provides the clerical support, administrative and confidential records management; financial and revenue accountability, the screening and dispatching of calls, and other business office tasks and transactions normally associated with sound business office practices.

2014 GOALS

1. To conduct all business transactions generated by department personnel on a timely basis;
2. To provide business office services for all police department transactions in person, fax, computer, teletype, and over the telephone. Provide for a limited communications function during office hours: dispatching, city, county, state, and federal police network communications and all other relevant business office functions normally associated with a professional governmental organization;
3. To provide professional growth and development with attendance at clerical workshops;
4. To maintain our agency's computer interface with the Dane County Public Safety Communications Center area network and the Wisconsin Department of Justice, Transaction for Information and Management for Enforcement (TIME) system;
5. To maintain our current clerical staff to meet the increasing demands of the business office. When fully staffed, the business office should have 2.5 full time equivalent positions and 1 or 2 part-time as needed positions;
6. To maintain the business office hours on a consistent basis from 8:00 a.m. to 10:00 p.m., Monday – Friday;
7. To type all reports within 30 days of dictation;
8. To develop and implement a system for the management of parking citation payments and compliance;
9. To enhance our partnerships with the Cities of Sun Prairie, Fitchburg, Middleton, and Monona concerning our shared records management system – Global Systems/Multiple Public Safety Information Systems (MPSIS); and
10. To expand upon the use of our Global Records Management System by implementing a barcode scanning system for property inventory management; and

SIGNIFICANT PROGRAM CHANGES FROM 2014

There are no significant program changes from 2014, due in part to two of the 2014 goals were not accomplished and remain in effect for 2015.

2014 ACHIEVEMENTS

The Verona Police Department has implemented a portion of the barcode scanning system for the management of our property inventory; however more work is required in 2015. When an officer enters a piece of property into inventory, the officer will assign and label it with a barcode. This barcode will be used to track that particular piece of property throughout the department, courts, and ending with a disposition. This project began in 2013 and will be accomplished in 2015.

All of the 2014 goals were accomplished with the exception of Goals number 7 and 8. Goal 7 was attained for a portion of the year; however, not entirely. Part-time Records Clerk Endicott retired with relatively short notice on May 9, 2014 and her replacement, Allison Heil, was not hired until September 29, 2014. This staffing shortage in addition to training time required for Heil, contributed to this outcome.

Goal number 8 was not accomplished due to the aforementioned staffing shortage and the turnover and reassignment of our city attorney who was familiar with this initiative. This will remain a goal in 2015 and is attainable if we are able to maintain full staffing levels.

The Verona Police Department and its MPSIS partners are in the process of developing and testing an interface necessary for the implementation of the DaneCom/P25 narrow banding frequency initiative. This interface will permit effective communication between the Dane County Communications Center and our Global records management system in preparations of the going "live" date of June 2015. The December 3, 2013 date was not accomplished by Dane County and pushed back yet again. This project is of such a large magnitude that Dane County pushed back implementation date for one year. This goal is still quite aggressive, but is also attainable under current conditions.

The police department business office was also able to provide support by working additional hours during special events in 2014 including; Hometown Days, Ironman Triathlon and several critical incidents; including the June Tornado requiring the answering of local phone calls and preparation of reports.

DEPARTMENT
PROGRAM BUDGET
ACCOUNT ORGANIZATION

Police Department
Support Services
01-52100-000-605

MISSION

Support Services provides resources for several department components, which are considered supporting services to carry out other programs, activities and functions incidental to an independent program. Those components are for school crossing guards, communications, animal control, department chaplain, special services, and vehicle and facility maintenance.

2014 GOALS

1. To provide school crossing guard services at various established locations;
2. To provide on-going communications including cellular and land-line telephone, Mobile Data Computers (MDCs), direct TDD access during business hours, our interface with the Dane County area police network and Wisconsin Department of Justice (TIME) system/mainframe access;
3. To provide utilities, office equipment, equipment and vehicle maintenance for the department's facilities and operations;
4. To provide training and professional development conferences for Explorer, Chaplain, and Crime Prevention assignments;
5. To enhance our partnership with the Verona Area School District (VASD) by continuing to seek their approval and necessary staff assistance with the recruitment of school crossing guards; and
6. To provide animal control services on a limited basis.

SIGNIFICANT PROGRAM CHANGES FROM 2014

The Verona Police Department is not requesting any program changes for support services in 2015.

2014 ACHIEVEMENTS

This program continues to achieve the various day-to-day operational goals as established in this and other program budgets.

Each year we strive to replace or upgrade older and/or deteriorating equipment concerning our school crossing guard function. This year was not exception; we replaced one additional crossing guard shack, replaced one LED flashing hand-held stop sign, replaced two school zone sandwich board style signs and replaced several rain jackets and safety vests.

Our Police Chaplain continued to serve not only Verona staff, but members of the public as well. There were several situations that arose throughout the year that resulted in the summoning of

our chaplain to assist staff with a variety of concerns such as: the death of a loved one, addressing the affects of responding to and investigating a traumatic scene, conducting critical incident stress debriefings, as well as the everyday stresses of the job. The VPD also continued to receive the benefits of our chaplain's services during patrol officer recruitments; he served as a volunteer during assessment centers. We are grateful to receive so much help from our chaplain who volunteers his time and expertise to our community through the VPD.

Epic Systems provided a grant for \$24,260 that will fund the purchase of officer survival equipment including; self-aid kits, protective helmets, vests, and shields and critical incident response bags containing a variety of crucial equipment. This equipment will increase officer survival of a potential deadly encounter, thus we remain thankful to Epic Systems for their generosity.

The number of active Explorers enrolled in the program continued to fluctuate due in part to former members graduating from high school and/or college, and the challenge involved with recruiting new members. Currently, the Verona Explorer post is served by seven members in addition to two VPD advisors. In 2014, the Explorers and several officers volunteered their time to prepare and compete at Wisconsin Dells, the Wisconsin State Academy at Volk Field, Wisconsin and at the Dane County competition. The Verona Explorers also assisted field operations with traffic control assignments during the Verona Hometown Days Festival, National Night Out Against Crime, and numerous special events throughout the year. The Explorers also volunteered their time to support Special Olympics of Wisconsin during the annual Polar Plunge in Madison. Advisors Shawn Van Heuklon and Dustin Fehrmann deserve much of the credit concerning the Explorer Program successes in 2014.

Crossing Guards are a function that is managed under Support Services and continues to be a challenge for recruitment. The Verona Police Department is seeking a few more part-time crossing guards to add to their force.

The facility surveillance system is in need of a significant upgrade for 2015 and quotes for this initiative were recently obtained. If funding is provided for this project, the facility cameras and computer server will be replaced in 2015.

**POLICE DEPARTMENT
ADOPTED 2015 BUDGET**

| | | 6/30 | ADOPTED | | | |
|-------------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------|
| 010-52100 | ACTUAL | ACTUAL | BUDGET | PROJECTED | ADOPTED | % |
| | 2013 | 2014 | 2014 | 2014 | 2015 | INCR (DECR) |
| PERSONNEL SERVICES | | | | | | |
| 110 FULL-TIME WAGES | \$ 1,213,417 | \$ 666,366 | \$ 1,434,888 | \$ 1,343,058 | \$ 1,572,042 | |
| 111 LONGEVITY PAY | 10,361 | 6,283 | 11,842 | 12,750 | 14,794 | |
| 112 EDUCATIONAL INCENTIVE | 38,814 | 21,719 | 45,677 | 46,272 | 51,324 | |
| 120 PART-TIME WAGES | 111,458 | 59,357 | 111,790 | 109,538 | 121,614 | |
| 125 OVERTIME WAGES | 160,532 | 73,672 | 130,630 | 147,342 | 152,536 | |
| 130 HEALTH INSURANCE | 297,502 | 161,144 | 337,094 | 345,070 | 352,152 | |
| 131 DENTAL INSURANCE | 25,460 | 15,918 | 33,574 | 33,574 | 36,751 | |
| 132 SOCIAL SECURITY | 121,287 | 62,737 | 132,562 | 126,043 | 146,292 | |
| 133 LIFE INSURANCE | 1,494 | 773 | 1,534 | 1,556 | 1,722 | |
| 134 WISCONSIN RETIREMENT | 262,354 | 103,422 | 236,677 | 241,072 | 221,804 | |
| TOTAL PERSONNEL SERVICES | \$ 2,242,679 | \$ 1,171,391 | \$ 2,476,268 | \$ 2,406,275 | \$ 2,671,031 | 7.87% |
| OPERATING EXPENDITURES | | | | | | |
| 210 PROFESSIONAL SERVICES | \$ - | \$ - | \$ 3,920 | \$ 2,400 | \$ 3,920 | |
| 220 UTILITIES | 62,074 | 23,529 | 54,000 | 54,000 | 55,475 | |
| 222 PRINTING | 1,035 | 248 | 6,350 | 4,250 | 4,775 | |
| 225 COMMUNICATIONS | 28,628 | 13,378 | 31,538 | 31,538 | 36,590 | |
| 240 REPAIRS/MAINT. SERVICES | 15,507 | 6,225 | 28,625 | 28,625 | 29,425 | |
| 290 OTHER CONTRACTURAL SERVICES | 16,395 | 4,543 | 31,141 | 31,141 | 26,097 | |
| 295 RECRUITMENT | 13,667 | 5,026 | 5,100 | 8,550 | 5,100 | |
| 310 OFFICE SUPPLIES | 4,630 | 1,843 | 6,900 | 6,600 | 6,900 | |
| 320 MEMBERSHIP AND DUES | 1,038 | 1,152 | 1,945 | 1,945 | 1,925 | |
| 330 TRAVEL | 7,064 | 4,184 | 15,225 | 15,225 | 15,465 | |
| 335 EDUCATION - TRAINING | 13,693 | 3,353 | 20,300 | 20,300 | 20,300 | |
| 340 OPERATING SUPPLIES | 71,398 | 26,617 | 91,620 | 89,513 | 96,920 | |
| 350 REPAIRS AND MAINTENANCE | 16,240 | 2,627 | 14,475 | 14,475 | 14,750 | |
| 450 DATA PROCESSING | 49,070 | 49,176 | 59,415 | 59,415 | 59,946 | |
| 530 RENTS AND LEASES | 7,866 | 5,760 | 7,320 | 9,720 | 9,876 | |
| 795 CRIME AND INVESTIGATION | 53 | 510 | 1,656 | 1,656 | 1,990 | |
| TOTAL OPERATING EXPENDITURES | \$ 308,358 | \$ 148,171 | \$ 379,530 | \$ 379,353 | \$ 389,454 | 2.61% |
| CAPITAL OUTLAY | | | | | | |
| 810 OFFICE EQUIPMENT | \$ - | \$ 334 | \$ 2,000 | \$ 2,000 | \$ - | |
| 815 OPERATING EQUIPMENT | 6,479 | 935 | 2,600 | 2,600 | 6,200 | |
| TOTAL CAPITAL OUTLAY | \$ 6,479 | \$ 1,269 | \$ 4,600 | \$ 4,600 | \$ 6,200 | 34.78% |
| TOTAL POLICE EXPENDITURES | \$ 2,557,516 | \$ 1,320,831 | \$ 2,860,398 | \$ 2,790,228 | \$ 3,066,685 | 7.21% |

**CITY OF VERONA
2015 BUDGET SUMMARY
EMERGENCY PREPAREDNESS**

MISSION STATEMENT

Disaster Services provides for staffing by police, fire, and public works employees on a call-out basis, during those times when the community is under the threat of severe weather or tornados. Additionally, this budget will serve to provide training to be bettered prepared to respond to emergency services and related situations.

2015 GOALS

1. To provide funding for overtime for public works and police employees to respond to severe weather or tornado watches. The personnel costs will be reimbursed to each department on an as needed basis depending on the number of emergency preparedness incidents, should they occur and require a response.
2. To revise the Disaster Planning Manual with current and appropriate revisions.
3. To provide for a tabletop disaster drill as a training initiative for police, fire, public works, EMS, Verona Area School District, City of Fitchburg police and fire departments, and Wisconsin Emergency Management serving as the facilitator.
4. To provide for functional disaster drill at our EOC as a training initiative for police, fire, public works, EMS, city hall, elected officials, Verona Area School District, City of Fitchburg police and fire departments, and Dane County Emergency Management employees.
5. To participate in 40 hours of staff training in emergency management related areas.
6. To continue to make technology and communication enhancements in the emergency operations center.

SIGNIFICANT PROGRAM CHANGES FROM 2014

In early 2014, the Verona Police Department was asked to partner with the Fitchburg Police Department in developing a two year Training and Exercise Plan (TEP) relating to emergency preparedness and developing a mutual public safety active shooter protocol. The public safety entities involved included the Verona Police Department, Verona Fire Department, Fitch-Rona EMS, Fitchburg Police Department and the Fitchburg Fire Department. Additionally, the Verona Area School District was considered a stakeholder and also participated in the planning and development of a response protocol and training exercises. In 2014 the above organizations participated in a tabletop exercise relating to school response, reunification, and public information; Incident Command training; Warm Zone insertion exercises; an EOC functional exercise; and a full-scale active shooter response exercise at a school in the City of Fitchburg. The Fitchburg Police Department applied for a Homeland Security grant from what was then the Office of Justice Assistance and received funding for the EOC functional exercise. All other exercises and contractor costs were funded by the City of Fitchburg.

For 2015, it was agreed the Verona Police Department would carry-out the second year of the two year Training and Exercise Plan. A Homeland Security grant application has been submitted to what is now the Department of Military Affairs via Dane County Emergency Management and Wisconsin Emergency Management, seeking funds for an EOC functional exercise in the City of Verona and a full-scale active shooter response exercise at a school in the City of Verona. It is anticipated the City of Verona MAY receive funding for one of the exercises but it is highly doubtful funding will be approved for both exercises due to limited grant monies being available statewide and the application process being competitive.

There are a variety of reasons why the City of Verona should pursue emergency preparedness funding for 2015 to include, but not limited to the following:

- We owe it to the Citizens of Verona to be prepared;
- Opportunity to build upon recent training while it is fresh, current, and relevant;
- The timing for potential grant funding is good due to the recent tornado response;
- City of Verona staff would be the primary responders rather than secondary responders;
- City Hall staff and other department heads need training in ICS;
- Activation of the Emergency Operation Center needs to be formalized and tested, using City of Verona staff;
- Ability to test new communication systems (DaneCom) and the FitchRona radio sub-system;
- Potentially the ability to test new countywide mutual aid system (CAPMAR); and
- We owe it to the City of Fitchburg who funded all of the exercises in 2014

The plan for 2015 includes building off of training received in 2014 and involving City of Verona staff as primary responders rather than secondary responders. Although the training plan isn't finalized yet, the general idea for unfunded training includes:

- A tabletop exercise relating to an active shooter in the school setting. The purpose would be to walk through a scenario, using the recently developed Active Shooter Protocol, discussing lessons learned from 2014 and formalizing new ideas / practices. An instructor from DCEM or WEM would be asked to facilitate. The tabletop exercise would not be funded;
- Additional training and repetition with rapid response methodology to include warm zone insertion, casualty collection point development, and evacuation and reunification procedures. These exercises would not be funded and could potentially be regular in-service type training; and
- Additional training in Incident Command Systems to include City Hall staff receiving training on Incident Command and EOC operations. This training would not be funded.

2014 ACHIEVEMENTS

Updates were made to the City's emergency preparedness disaster plan; however this is a work in progress as many revisions are still necessary.

During the early morning hours of June 17, 2014, a tornado touched down in the northwest section of the City of Verona. Several residences and Country View Elementary School sustained severe damage. Eleven homes were initially classified as uninhabitable and Country View Elementary was deemed too hazardous for school personnel to enter. The tornado also damaged homes in the Township of Verona near the area of Cross Country Road between N. Nine Mound Road and Tamarack Way.

The Verona Police Department was first on scene and quickly initiated search and rescue protocol to determine if occupants within affected homes needed medical attention or if they were trapped within their home. No civilians were transported to local hospitals from emergency medical services (EMS), and no significant injuries were reported. Surrounding public safety agencies sent responding units to the area to assist with search and rescue, evacuations, scene safety, and scene security. Assisting personnel were utilized in establishing an expanded perimeter around the damaged homes and debris field. A staging area was established at Badger Ridge Middle School where assisting personnel and equipment gathered.

The Verona Police Department activated its Emergency Operations Center (EOC) and administrators from various City of Verona departments responded to assist with a coordinated response. The Verona Police Department established a Command Post in the parking lot of the Country View Elementary School and used the mobile command vehicle provided by Dane County Emergency Management. The Verona Police Department maintained command of the incident and assigned additional patrol officers to the affected area 24 hours/day in excess of 72 hours. The Verona Police Department received assistance from 87 law enforcement personnel from 15 different state, county and local agencies.

**EMERGENCY PREPAREDNESS
ADOPTED 2015 BUDGET**

| | | ACTUAL | 6/30 ACTUAL | ADOPTED BUDGET | PROJECTED | ADOPTED | % |
|--|-------------------------------------|-----------------|----------------|-------------------|-----------------|------------------|----------------|
| 010-52500 | | 2013 | 2014 | 2014 | 2014 | 2015 | INCR (DECR) |
| PERSONNEL SERVICES | | | | | | | |
| 111 | LONGEVITY PAY | \$ - | \$ - | \$ - | \$ - | \$ 145 | |
| 125 | OVERTIME WAGES | - | - | - | - | 7,244 | |
| 132 | SOCIAL SECURITY | - | - | - | - | 565 | |
| 134 | WISCONSIN RETIREMENT | - | - | - | - | 712 | |
| | TOTAL PERSONNEL SERVICES | \$ - | \$ - | \$ - | \$ - | \$ 8,666 | #DIV/0! |
| OPERATING EXPENDITURES | | | | | | | |
| 222 | PRINTING | \$ - | \$ - | \$ 100 | \$ - | \$ - | |
| 225 | COMMUNICATIONS | 1,271 | 992 | 2,340 | 2,340 | 2,400 | |
| 290 | OTHER CONTRACTUAL | - | - | - | - | 18,200 | |
| 330 | TRAVEL | - | - | 400 | - | 400 | |
| 335 | EDUCATION - TRAINING | - | - | 200 | - | 200 | |
| 340 | OPERATING SUPPLIES | - | - | 500 | - | - | |
| 530 | RENTS AND LEASES | - | - | 240 | - | 240 | |
| | TOTAL OPERATING EXPENDITURES | \$ 1,271 | \$ 992 | \$ 3,780 | \$ 2,340 | \$ 21,440 | 467.20% |
| CAPITAL OUTLAY | | | | | | | |
| 810 | OFFICE EQUIPMENT | \$ - | \$ - | \$ - | \$ - | \$ 1,050 | |
| 815 | OPERATING EQUIPMENT | - | - | 500 | - | 2,650 | |
| | TOTAL CAPITAL OUTLAY | \$ - | \$ - | \$ 500 | \$ - | \$ 3,700 | 640.00% |
| TOTAL EMERGENCY PREPAREDNESS EXPENDITURES | | \$ 1,271 | \$ 992 | \$ 4,280 | \$ 2,340 | \$ 33,806 | 689.86% |

**CITY OF VERONA
2015 BUDGET SUMMARY
PUBLIC WORKS DEPARTMENT**

MISSION STATEMENT

The Public Works Department is committed to providing a high quality level of services to the residents and businesses of our community and protecting the environment.

EXECUTIVE SUMMARY

The Public Works Department maintains and repairs the network of streets, sidewalks, street lighting and traffic signals throughout our community as well as oversight for refuse and recycling, sanitary sewer, storm water and water utilities.

The Public Works Department will continue to work with the City of Madison and Dane County Highway and Transportation for the improvement of CTH M from Cross Country Road to Valley Road including the improvement of the intersection of CTH PD and CTH M. Right of Way acquisition is planned for 2015 with construction slated to begin in 2016 and completed in 2017. The department will continue to provide support to all other City departments for grounds and maintenance activities.

Personnel cost as adopted totals \$548,113 which is about 47% of the total department budget. Other major items are \$213,106 for street lighting and traffic signal maintenance, \$112,500 for fuel and vehicle maintenance, \$94,000 for the purchase of salt and sand, and \$35,000 for the crack-filling program. Overall, the 2015 Public Works budget as adopted reflects an increase of \$60,555 or 5.51% compared to 2014.

STATISTICAL SUMMARY

The City maintains 63 miles of streets including the addition of approximately two miles of new streets as of December 31, 2014.

SUMMARY OF ACHIEVEMENTS FOR 2014

- Coordinated and managed the 2014 Capital Street Program. Project costs for the surface treatment of streets were approximately \$351,000.

- Continue planning efforts with Epic Staff for the relocation of Northern Lights Road and the reconstruction of North Nine Mound Road and the intersection of CTH PD and North Nine Mound Road.

- Continue planning efforts with the City of Madison and Dane County Highway Department for the reconstruction of CTH M from Cross Country Road to Valley Road including the intersection of CTH M and CTH PD.

GOALS AND OBJECTIVES FOR 2015

Coordinate and manage the 2015 Capital Street Program. Included in this program is \$400,000 to surface treat streets with a pavement life of 10-14 years with a boiler slag and/or pre-coated pea stone. Also included in this program is \$1,100,000 to totally rehabilitate streets with a pavement life of 24 to 31 years which includes replacement of any deficient curb & gutter, pulverize the existing pavement, undercut any yielding areas, reshape and place 3.5 inches of new bituminous pavement. **(Maps Attached)**

- Coordinate and manage the construction for the relocation of Northern Lights and North Nine Mound and the intersection of Nine Mound Road and CTH PD.
- Coordinate and manage crack filling repair of various City Streets utilizing \$85,000 in budgeted funds.
- Coordinate and manage the reconstruction of Lincoln Street from the existing box culvert on Lincoln Street to East Verona Avenue utilizing \$225,000 in budgeted funds.
- Coordinate and manage the installation of Traffic Signals at the intersection of East Verona Ave and Lincoln Street.

PERFORMANCE MEASUREMENT INDICATORS

| Activity | 2013 Actual | 6/30/14 Actual | Est. 2014 | Proposed 2015 |
|---|-------------|----------------|-----------|---------------|
| Miles of Streets | 60.71 | 60.71 | 63.00 | 64 |
| Miles of Streets Repaved (Mill and Overlay) | 1.91 | 0 | 0 | 1.6 |
| Miles of Streets Sealed | 4.48 | 10.5 | 10.5 | 10.28 |
| Miles of Streets Crack-Filled | 4.48 | 10.5 | 10.5 | 10.28 |
| Fuel Purchased Streets | \$48,871 | \$33,816 | \$40,500 | \$40,500 |
| Gallons of Fuel Purchased | 12,500 | 8,671 | 10,385 | 10,800 |
| Number of Salting Operations | 15 | 7 | 14 | 15 |
| Road Salt Used in Tons | 1830 | 770 | 1600 | 1650 |
| Number of Full Plowing Operations | 16 | 17 | 25 | 30 |

2015 City of Verona Resurface/Rehabilitate



— Resurface/Rehabilitate



2015 City of Verona Resurface/Rehabilitate



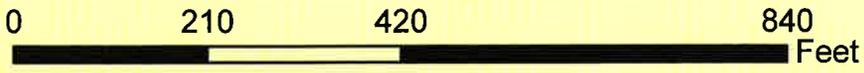
— Resurface/Rehabilitate



2015 City of Verona Surface Treatment



— Surface Treatment



2015 City of Verona Surface Treatment



— Surface Treatment

0 375 750 1,500 Feet

50



2015 City of Verona Surface Treatment

M County Highway

Stony Ridge Circle

Matterhorn Drive

Ineichen Drive

Geneva Way

Lucerne Drive

N Main Street

Harmony Drive

Enterprise Drive

Prairie Oaks Drive

Surface Treatment

0 250 500 1,000 Feet



2015 City of Verona Surface Treatment



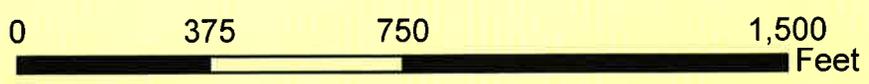
— Surface Treatment



2015 City of Verona Surface Treatment



— Surface Treatment



**PUBLIC WORKS
ADOPTED 2015 BUDGET**

| | ACTUAL | 6/30 ACTUAL | ADOPTED BUDGET | PROJECTED | ADOPTED | % |
|--|---------------------|-------------------|---------------------|---------------------|---------------------|----------------|
| 010-53100 | 2013 | 2014 | 2014 | 2014 | 2015 | INCR (DECR) |
| PERSONNEL SERVICES | | | | | | |
| 110 FULL TIME WAGES | \$ 265,006 | \$ 161,903 | \$ 320,669 | \$ 320,669 | \$ 319,949 | |
| 111 LONGEVITY PAY | 7,355 | 3,388 | 5,983 | 5,983 | 6,092 | |
| 120 PART TIME WAGES | 5,337 | 1,100 | 3,794 | 5,300 | 4,895 | |
| 125 OVERTIME WAGES | 58,777 | 36,648 | 45,000 | 53,000 | 48,000 | |
| 130 MEDICAL INSURANCE | 73,155 | 42,481 | 101,460 | 101,460 | 104,396 | |
| 131 DENTAL INSURANCE | 6,204 | 3,487 | 8,733 | 8,733 | 9,114 | |
| 132 SOCIAL SECURITY | 25,649 | 15,376 | 28,721 | 29,500 | 28,989 | |
| 133 LIFE INSURANCE | 1,092 | 536 | 1,026 | 1,026 | 910 | |
| 134 WI RETIREMENT | 22,144 | 14,213 | 26,016 | 26,600 | 25,768 | |
| TOTAL PERSONNEL SERVICES | \$ 464,719 | \$ 279,132 | \$ 541,402 | \$ 552,271 | \$ 548,113 | 1.24% |
| OPERATING EXPENDITURES | | | | | | |
| 220 UTILITIES | \$ 25,401 | \$ 10,294 | \$ 27,000 | \$ 26,500 | \$ 28,000 | |
| 222 PRINTING | 190 | 1,323 | 700 | 1,800 | 1,300 | |
| 225 COMMUNICATIONS | 5,885 | 3,293 | 7,000 | 6,500 | 7,000 | |
| 240 MOTOR POOL | 131,580 | 58,242 | 107,500 | 110,500 | 112,500 | |
| 310 OFFICE SUPPLIES | 1,687 | 714 | 3,250 | 2,900 | 3,250 | |
| 320 MEMBERSHIP & DUES | 309 | 82 | 1,000 | 800 | 800 | |
| 330 TRAVEL | 8 | - | 1,000 | 1,000 | 1,000 | |
| 335 EDUCATION | - | - | 2,500 | 2,000 | 2,500 | |
| 340 OPERATING SUPPLIES | 113,430 | 33,928 | 86,000 | 96,000 | 107,400 | |
| 350 REPAIR & MAINTENANCE | 21,852 | 12,984 | 25,500 | 26,000 | 29,500 | |
| 351 CONSTRUCTION SUPPLIES | 11,481 | 2,857 | 12,000 | - | 12,000 | |
| TOTAL OPERATING EXPENDITURES | \$ 311,823 | \$ 123,717 | \$ 273,450 | \$ 274,000 | \$ 305,250 | 11.63% |
| CONTRACTUAL SERVICES | | | | | | |
| 210 PROFESSIONAL SERVICES | \$ 8,120 | \$ 8,380 | \$ 10,000 | \$ 12,500 | \$ 13,500 | |
| 240 REPAIR & MAINTENANCE | 45,923 | 9,825 | 53,000 | 53,000 | 57,500 | |
| 290 OTHER CONTRACTUAL | 2,213 | - | 3,200 | 3,200 | 3,500 | |
| 420 STREET LIGHTING | 194,228 | 72,741 | 204,362 | 203,000 | 213,106 | |
| 530 RENTS & LEASES | 7,371 | 2,942 | 10,000 | 8,000 | 10,000 | |
| TOTAL CONTRACTUAL SERVICES | \$ 257,855 | \$ 93,888 | \$ 280,562 | \$ 279,700 | \$ 297,606 | 6.07% |
| CAPITAL OUTLAY | | | | | | |
| 815 OPERATING EQUIPMENT | 1,000 | 1,000 | 3,000 | 3,000 | 8,000 | |
| TOTAL CAPITAL OUTLAY | \$ 1,000 | \$ 1,000 | \$ 3,000 | \$ 3,000 | \$ 8,000 | 166.67% |
| TOTAL PUBLIC WORKS EXPENDITURES | \$ 1,035,397 | \$ 497,737 | \$ 1,098,414 | \$ 1,108,971 | \$ 1,158,969 | 5.51% |

**CITY OF VERONA
2015 BUDGET SUMMARY
RECREATION DEPARTMENT**

MISSION STATEMENT

The City of Verona Recreation Department is committed to improving the quality of life for all City residents by promoting and providing well-organized and maintained leisure services through a variety of recreational programs and special events throughout the year.

EXECUTIVE SUMMARY

The 2015 Recreation Budget includes an overall increase in expenditures of \$5,802 (2.3%). Recreation revenues reflect an increase in the amount of \$8,010 (3.8%) as compared with 2014 budgeted revenues. There are no new major initiatives included in this budget request.

SUMMARY OF ACHIEVEMENTS/CHALLENGES

In 2014 the department had the challenge of replacing the Yoga Instructor of 5 years. Participation in most programs remained approximately the same. There were a few new Enrichment programs added providing kids and adults more opportunities. The Playground Program had a significant increase in participation along with the Youth Dance Program.

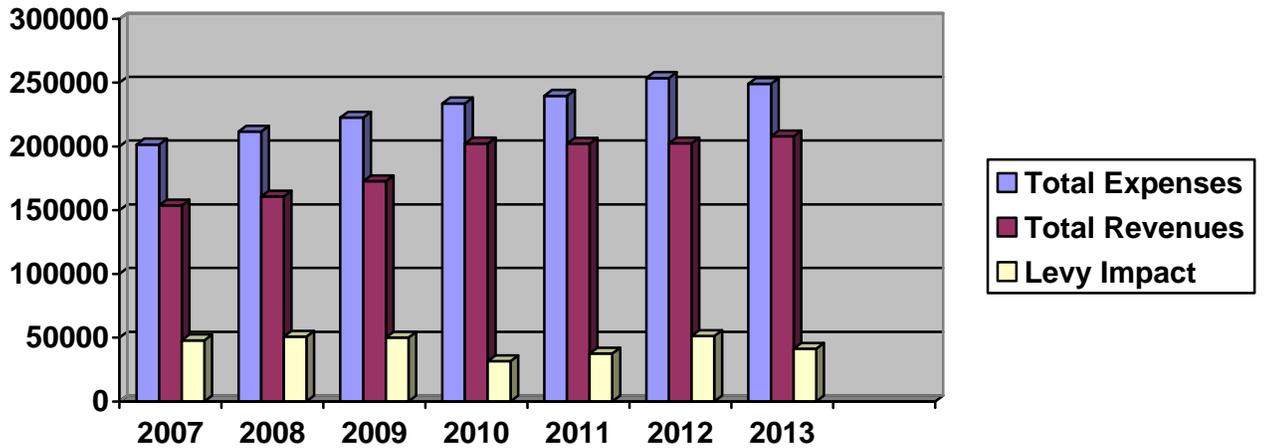
The challenges of 2014 were to maintain the same level of service as previous years with a significantly tighter budget. With increased participation in programs brings increased expenditures.

GOALS and OBJECTIVES

- Continue to explore additional enrichment offerings.
- Continue to explore ways to increase revenues at the Verona Beach.
- Explore the possibility of a Youth Instructional Soccer program.
- Explore the possibility of a Youth Gymnastics and Youth Volleyball program.

Statistical Analysis Expense/Revenue Comparison

There has been a steady increase in both revenues and expenses over the past several years. Since 2007, the overall impact on the tax levy has not exceeded \$51,281 and has been as low as \$31,490. The average levy impact for 2007 – 2013 is \$44,284.



**RECREATION
ADOPTED 2015 BUDGET**

| | | 6/30 | ADOPTED | | | |
|---------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|--------------|
| 010-467XX | ACTUAL | ACTUAL | BUDGET | PROJECTED | ADOPTED | % |
| 010-485XX | 2013 | 2014 | 2014 | 2014 | 2015 | INCR (DECR) |
| REVENUES | | | | | | |
| 46721 LITTLE LEAGUE FEES | \$ 9,401 | \$ 9,646 | \$ 9,500 | \$ 9,646 | \$ 9,800 | |
| 46722 ADULT SOFTBALL FEES | 12,564 | 1,237 | 10,500 | 10,500 | 11,000 | |
| 46724 VOLLEYBALL FEES | 14,835 | - | 13,500 | 14,800 | 14,900 | |
| 46725 SOCCER FEES | 15,757 | 9,505 | 15,700 | 15,700 | 15,700 | |
| 46726 MEN'S BASKETBALL FEES | 4,645 | 270 | 6,000 | 6,000 | 5,500 | |
| 46727 YOUTH BASKETBALL FEES | 12,071 | 213 | 11,500 | 12,100 | 12,200 | |
| 46728 TENNIS FEES | 6,481 | 4,277 | 6,600 | 4,277 | 5,000 | |
| 46729 RHAPSODY | 6,433 | 12,739 | 2,200 | 3,500 | 4,000 | |
| 46732 INSTRUCTIONAL SOFTBALL FEES | 6,648 | 7,501 | 7,550 | 7,340 | 7,600 | |
| 46734 SWIMMING FEES | 14,665 | 4,484 | 17,500 | 14,000 | 16,000 | |
| 46736 OTHER RECREATION | 474 | - | 500 | 500 | 500 | |
| 46737 PARK RESERVATIONS | 10,868 | 5,791 | 11,200 | 10,500 | 11,000 | |
| 46739 CONCESSION STAND | 23,076 | 6,481 | 25,500 | 24,500 | 24,500 | |
| 46740 GOLF FEES | 411 | 1,200 | 400 | 153 | 200 | |
| 46742 PLAYGROUND PROGRAM | 20,922 | 27,833 | 22,000 | 28,050 | 28,500 | |
| 46744 BASEBALL FIELD RESERVATION FEES | 3,770 | (480) | 3,500 | 2,500 | 3,000 | |
| 46745 AMUSEMENT TICKET FEES | (157) | 1,244 | 250 | 200 | 200 | |
| 46748 FLAG FOOTBALL | 17,448 | 7,231 | 18,000 | 17,690 | 18,000 | |
| 46751 ADULT TENNIS LEAGUES | - | - | - | - | - | |
| 46752 INSTRUCTIONAL BASEBALL | 1,376 | 1,275 | 1,500 | 1,275 | 1,500 | |
| 46754 DANCE INSTRUCTION | 20,415 | 8,519 | 21,000 | 25,100 | 25,200 | |
| 46756 CANOEING | 45 | 1,110 | 100 | 110 | 110 | |
| 46758 BABYSITTING CLINIC | 693 | 2,182 | 500 | 600 | 700 | |
| 46760 ADULT YOGA | 3,755 | 1,945 | 4,500 | 1,900 | 2,500 | |
| 46761 YOUTH CAMP-SOCCER | 445 | - | 500 | 445 | 500 | |
| 46762 YOUTH CAMP-BASEBALL | - | 2,035 | - | - | - | |
| 46765 TRIATHLON | 1,119 | 1,633 | 1,300 | 1,000 | 1,200 | |
| 46766 FREEZER MEAL WORKSHOP | - | - | - | - | - | |
| TOTAL REVENUES | \$ 208,160 | \$ 117,871 | \$ 211,300 | \$ 212,386 | \$ 219,310 | 3.79% |

**RECREATION
ADOPTED 2015 BUDGET**

| | ACTUAL | 6/30 ACTUAL | ADOPTED BUDGET | PROJECTED | ADOPTED | % |
|---|-------------------|------------------|-------------------|-------------------|-------------------|---------------|
| 010-55200 | 2013 | 2014 | 2014 | 2014 | 2015 | INCR (DECR) |
| PERSONNEL SERVICES | | | | | | |
| 110 FULL TIME WAGES | \$ 52,715 | \$ 31,065 | \$ 66,249 | \$ 66,249 | \$ 53,313 | |
| 111 LONGEVITY PAY | 1,046 | 530 | 1,066 | 1,066 | 1,066 | |
| 120 PART TIME WAGES | 7,438 | - | - | - | 12,662 | |
| 120-59 PART TIME CONCESSION STAND | 6,623 | 159 | 6,300 | 6,300 | 6,675 | |
| 120-065 PART TIME BEACH | 27,404 | 3,562 | 27,400 | 27,058 | 26,900 | |
| 120-067 PART TIME TENNIS | 1,900 | - | 2,045 | 2,677 | 2,255 | |
| 120-069 PART TIME INSTRUCTIONAL BASEBAL | 884 | - | 1,140 | 912 | 1,000 | |
| 120-077 PART TIME INSTRUCTIONAL SOFTBAL | 10,662 | 223 | 7,470 | 9,592 | 7,650 | |
| 120-080 PART TIME PLAYGROUND | 24,950 | 430 | 24,750 | 29,115 | 26,250 | |
| 120-093 PART TIME DANCE | 11,212 | 4,942 | 11,000 | 11,000 | 11,400 | |
| 120-095 PART TIME ADULT YOGA | 2,234 | 1,310 | 1,704 | 1,704 | 1,800 | |
| 130 MEDICAL INSURANCE | 15,066 | 10,806 | 22,272 | 22,272 | 23,011 | |
| 131 DENTAL INSURANCE | 1,646 | 1,036 | 2,238 | 2,238 | 2,345 | |
| 132 SOCIAL SECURITY | 10,759 | 3,048 | 11,408 | 11,408 | 11,549 | |
| 133 LIFE INSURANCE | 54 | 29 | 71 | 71 | 72 | |
| 134 WI RETIREMENT | 3,891 | 2,212 | 4,712 | 4,712 | 4,559 | |
| 135 INCOME CONTINUATION | - | - | - | - | - | |
| TOTAL PERSONNEL SERVICES | \$ 178,484 | \$ 59,352 | \$ 189,825 | \$ 196,374 | \$ 192,507 | 1.41% |
| OPERATING EXPENDITURES | | | | | | |
| 222 PRINTING | \$ 4,800 | \$ 2,050 | \$ 4,700 | \$ 4,436 | \$ 4,700 | |
| 320 MEMBERSHIPS | 130 | 150 | 130 | 150 | 150 | |
| 335 EDUCATION | 13 | - | 350 | 300 | 300 | |
| TOTAL OPERATING EXPENDITURES | \$ 4,943 | \$ 2,200 | \$ 5,180 | \$ 4,886 | \$ 5,150 | -0.58% |
| SUPPLIES & MATERIALS | | | | | | |
| 340-059 CONCESSION STAND | \$ 13,606 | \$ 3,303 | \$ 13,000 | \$ 12,850 | \$ 13,000 | |
| 340-060 MEN'S BASKETBALL | - | - | 100 | 100 | 100 | |
| 340-061 ADULT SOFTBALL | 1,335 | - | 1,500 | 1,758 | 1,750 | |
| 340-062 SOCCER | 6,222 | 4,093 | 6,000 | 6,500 | 6,500 | |
| 340-063 LITTLE LEAGUE | 1,285 | 583 | 1,500 | 2,370 | 2,300 | |
| 340-064 VOLLEYBALL | 528 | - | 400 | 400 | 400 | |
| 340-065 BEACH | 1,317 | 190 | 1,000 | 1,819 | 1,500 | |
| 340-066 YOUTH BASKETBALL | 2,097 | 211 | 2,500 | 2,200 | 2,500 | |
| 340-067 TENNIS PROGRAM | 150 | - | 150 | 78 | 100 | |
| 340-068 YOUTH VOLLEYBALL | - | - | - | - | 200 | |
| 340-069 INSTRUCTIONAL BASEBALL | - | - | 50 | 50 | 50 | |
| 340-078 FLAG FOOTBALL | 6,892 | 200 | 6,500 | 6,900 | 6,900 | |
| 340-080 PLAYGROUND PROGRAM | 2,158 | - | 1,600 | 2,300 | 2,000 | |
| 340-093 DANCE SUPPLIES | 6,612 | 726 | 1,200 | 900 | 1,000 | |
| TOTAL SUPPLIES & MATERIALS | \$ 42,202 | \$ 9,306 | \$ 35,500 | \$ 38,225 | \$ 38,300 | 7.89% |
| CONTRACTUAL SERVICES | | | | | | |
| 290-060 MEN'S BASKETBALL | \$ 3,506 | \$ 1,971 | \$ 4,500 | \$ 4,000 | \$ 4,500 | |
| 290-062 SOCCER | 526 | 347 | 550 | 550 | 550 | |
| 290-064 VOLLEYBALL | 6,611 | 4,087 | 6,500 | 6,500 | 6,600 | |
| 290-066 YOUTH BASKETBALL | 3,228 | 3,709 | 4,100 | 4,100 | 4,000 | |
| 290-078 FLAG FOOTBALL | 2,910 | - | 2,900 | 3,000 | 3,000 | |
| 290-093 DANCE INSTRUCTION | 4,270 | - | - | - | - | |
| 290-930 RECREATION REGISTRATION PRM | 2,369 | 1,715 | 1,750 | 2,000 | 2,000 | |
| TOTAL CONTRACTUAL SERVICES | \$ 23,420 | \$ 11,829 | \$ 20,300 | \$ 20,150 | \$ 20,650 | 1.72% |
| TOTAL RECREATION EXPENDITURES | \$ 249,049 | \$ 82,687 | \$ 250,805 | \$ 259,635 | \$ 256,607 | 2.31% |

**CITY OF VERONA
2015 BUDGET SUMMARY
PARKS DEPARTMENT**

MISSION STATEMENT

The City of Verona Parks Department is charged with planning, developing, and maintaining high quality park and open space facilities that enhance the quality of life for all residents.

EXECUTIVE SUMMARY

The 2015 Parks Department budget contains an increase of \$63 (.01%) compared to the 2014 budget year. It includes the addition of a fourth limited term employee (LTE) mowing position which will be responsible for mowing boulevards and buildings as well as watering flower baskets during the summer. As the City continues to expand and add park and trail areas, this additional position is needed to help maintain these areas on a timely basis. Budgeted operating expenses are increasing by \$8,200 (8.7%) due primarily to projected increases in utility costs, operating supplies, and repair and maintenance supplies. These additional costs are largely offset by a reduction in the allocation of office personnel costs to the Parks Department versus the Public Works, Sewer and Water budgets. The net impact is essentially no increase in overall expenditures for the Parks budget.

SUMMARY OF ACHIEVEMENTS FOR 2014

- Installed new playground equipment at Raywood Park
- Completed Master Plans for Cathedral Point and “Epic” Parks
- Began construction of improvements at Cathedral Point Park
- Formed an oversight committee of Stampfl Field user groups to coordinate improvements and maintain field quality

GOALS AND OBJECTIVES FOR 2015

- Continue the development of Cathedral Point Park with the addition of a shelter, parking, and a tennis court
- Install playground equipment and paths at the “Epic” Park
- Surface treat and repaint seven tennis courts and seven basketball courts throughout the City
- Treat fifty large Ash trees within the parks and remove twenty poor condition trees prior to arrival of the Emerald Ash Borer

STATISTICAL SUMMARY

| Activity | 2013 Actual | 6/30/14 Actual | Est. 2014 | Proposed 2015 |
|---|--------------------|-----------------------|------------------|----------------------|
| Number of City Parks | 23 | 23 | 23 | 23 |
| Total Acres of Parks Mowed | 120 | 124 | 124 | 126 |
| Park Shelter Reservations | 190 | 96 | 195 | 210 |
| Miles of Trails and Bike Paths Maintained | 5.45 | 5.45 | 5.5 | 5.75 |
| LTE Hours | 2,710 | 955 | 2,560 | 3,200 |
| LTE Wages | \$28,040 | \$9,856 | \$27,000 | \$34,520 |

**PARKS
ADOPTED 2015 BUDGET**

| | ACTUAL | 6/30 ACTUAL | ADOPTED BUDGET | PROJECTED | ADOPTED | % |
|-------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------|
| 010-55300 | 2013 | 2014 | 2014 | 2014 | 2015 | INCR (DECR) |
| PERSONNEL SERVICES | | | | | | |
| 110 FULL TIME WAGES | \$ 203,903 | \$ 103,195 | \$ 210,981 | \$ 210,981 | \$ 201,215 | |
| 111 LONGEVITY PAY | 5,576 | 3,059 | 5,769 | 5,769 | 5,769 | |
| 120-068 PART TIME MAINTENANCE | 28,039 | 9,856 | 27,125 | 27,000 | 34,519 | |
| 125 OVERTIME WAGES | 16,478 | 9,263 | 12,500 | 14,000 | 13,000 | |
| 130 MEDICAL INSURANCE | 51,247 | 28,060 | 45,500 | 45,500 | 41,490 | |
| 131 DENTAL INSURANCE | 4,434 | 1,543 | 3,426 | 3,086 | 3,295 | |
| 132 SOCIAL SECURITY | 19,154 | 9,488 | 19,613 | 19,718 | 19,470 | |
| 133 LIFE INSURANCE | 491 | 295 | 482 | 500 | 553 | |
| 134 WI RETIREMENT | 14,960 | 8,074 | 15,907 | 16,152 | 14,755 | |
| TOTAL PERSONNEL SERVICES | \$ 344,282 | \$ 172,833 | \$ 341,303 | \$ 342,706 | \$ 334,066 | -2.12% |
| OPERATING EXPENDITURES | | | | | | |
| 220-069 COMMUNITY PARK UTILITIES | \$ 26,138 | \$ 7,875 | \$ 23,750 | \$ 24,000 | \$ 24,800 | |
| 220-070 HARRIET PARK UTILITIES | 2,334 | 801 | 2,250 | 2,250 | 2,350 | |
| 220-071 LEGION STREET UTILITIES | 3,495 | 793 | 3,500 | 3,500 | 3,700 | |
| 220-072 BEACH UTILITIES | 1,992 | 376 | 2,050 | 2,000 | 2,200 | |
| 222 PRINTING | - | - | 100 | 100 | 100 | |
| 225 COMMUNICATIONS | 5,457 | 1,919 | 5,950 | 5,500 | 5,800 | |
| 310 OFFICE SUPPLIES | 1,537 | 265 | 1,500 | 1,500 | 1,500 | |
| 320 MEMBERSHIPS | 942 | 82 | 1,000 | 800 | 1,000 | |
| 330 TRAVEL | - | - | 100 | 100 | 100 | |
| 335 EDUCATION | - | 95 | 300 | 300 | 300 | |
| 340 OPERATING SUPPLIES | 26,014 | 9,031 | 16,000 | 17,000 | 17,000 | |
| 340-073 ICE SHELTER SUPPLIES | 424 | - | 400 | 450 | 450 | |
| 340-074 FORESTRY SUPPLIES | 2,308 | 228 | 2,050 | 2,000 | 2,300 | |
| 350 REPAIR & MAINTENANCE SUPPLIES | 34,420 | 14,655 | 28,250 | 30,000 | 33,500 | |
| 351 CONSTRUCTION SUPPLIES | 1,918 | 1,949 | 6,600 | 6,000 | 6,900 | |
| TOTAL OPERATING EXPENDITURES | \$ 106,979 | \$ 38,069 | \$ 93,800 | \$ 95,500 | \$ 102,000 | 8.74% |
| CONTRACTUAL SERVICES | | | | | | |
| 240 REPAIR & MAINTENANCE SERVICES | \$ 18,842 | \$ 12,376 | \$ 24,800 | \$ 25,000 | \$ 21,850 | |
| 530 RENTS & LEASES | 1,918 | 3,465 | 4,850 | 4,850 | 5,150 | |
| TOTAL CONTRACTUAL SERVICES | \$ 20,760 | \$ 15,841 | \$ 29,650 | \$ 29,850 | \$ 27,000 | -8.94% |
| CAPITAL OUTLAY | | | | | | |
| 810 OFFICE EQUIPMENT | \$ - | \$ - | \$ - | \$ - | \$ - | |
| 815 OPERATING EQUIPMENT | \$ - | \$ - | \$ - | \$ - | \$ 1,750 | |
| TOTAL CAPITAL OUTLAY | \$ - | \$ - | \$ - | \$ - | \$ 1,750 | |
| TOTAL PARKS EXPENDITURES | \$ 472,021 | \$ 226,743 | \$ 464,753 | \$ 468,056 | \$ 464,816 | 0.01% |

**CITY OF VERONA
2015 BUDGET SUMMARY
PLANNING AND DEVELOPMENT DEPARTMENT**

MISSION STATEMENT

The Planning and Development Department helps facilitate the orderly growth and development of the City. The Department provides advice and technical expertise for elected officials, appointed citizens planners, City Departments, public agencies, and residents in the pursuit of supporting well-informed and collaborative land use and land development decisions. Efforts are guided by an understanding and commitment to the principle that these decisions have a direct impact on the community's quality of life today and for future generations.

EXECUTIVE SUMMARY

The proposed 2015 Planning and Development budget reflects an overall increase of \$14,615 or 12.8% from 2014. Personnel costs include 80% of the Director of Planning and Development position with the remaining 20% allocated to the City's Tax Increment Financing (TIF) districts. This allocation is a reflection of the time spent assisting with the planning and administering the City's TIF projects. An Associate Planner position was requested in 2015. The intent of this position was to provide additional support for short-term and project planning freeing up additional time for the Planning Director to focus on economic development activities. The 2015 Recommended Budget does not include funding for the Associate Planner position at this time. Included in the Administration budget is \$35,000 for contracted economic development services.

Operating costs are increasing by \$13,177 or by 44.0%. Of this amount, \$12,102 is for application fees for Urban Service Area (USA) amendments collected by the Capital Area Regional Planning Commission (CARPC). The City intends to submit a USA amendment for the North Neighborhood Plan Area in 2015 and land being considered for a future school site by the Verona Area School District. Additional operating expenditures include funds for engineering consulting services, outside experts on development related issues, and a GIS intern position. The Planning Budget includes \$1,200 for the lease of a large format copier and scanner. Additional costs for this item are included in the Building Inspection and utility budgets.

GOALS AND PRIORITIES FOR 2015

- Plan for future growth and work with property and business owners, developers, and others on proposed development and redevelopment projects.
- Work with the Capital Area Regional Planning Commission (CARPC) on urban service area amendments to ensure the timely review by CARPC.
- Work with a wide variety of other departments and agencies to represent the City and advance the City's goals including the Verona Area School District (VASD); the Verona Area Chamber of Commerce (VACC); the Madison Area Transportation Planning Board-Metropolitan Planning Organization (TPB-MPO); and Madison's Metro Transit.
- Continue updating data for the GIS System and producing maps for the police, EMS, City Clerk, and other City departments as requested.
- Implement the Comprehensive Plan and neighborhood plans, including making any necessary revisions or amendments to the plan as needed.
- Continue to update the department's online application materials and information to increase public awareness of planning and development activities.
- Improve Code regulations within the City by reviewing development Ordinances and making recommendations for improvements.
- Work and continue discussions with the Town of Verona on potential boundary agreements to protect both the City's and Town's future interests.
- Continue discussions with the City of Madison on a new intergovernmental cooperation agreement to protect both municipalities long-term interest.

FIVE YEAR PERSONNEL PLANS

The Department of Planning and Development currently has one full-time Director of Planning, and a part-time GIS technician. The Department also plans to continue contracting with outside consultants for engineering and environmental planning for Urban Service Area (USA) amendments. As growth and development pressures continue, the department anticipates needing an additional employee within five years to assist with both current and long-term planning and economic development.

PERFORMANCE MEASUREMENT INDICATORS

| Activity | 2013 Actual | 6/30/14 Actual | Est. 2014 | Proposed 2015 |
|-------------------------------------|--------------------|-----------------------|------------------|----------------------|
| Site Plans Reviewed | 20 | 8 | 14 | 10 |
| Planned Development Applications | 8 | 3 | 4 | 3 |
| Certified Survey Map (CSM) Requests | 10 | 1 | 3 | 5 |
| Conditional Use Permits | 6 | 11 | 16 | 9 |
| Ordinance Amendments | 3 | 3 | 6 | 7 |
| Annexation Requests | 1 | 0 | 0 | 2 |
| Zoning Map Amendment Applications | 4 | 3 | 6 | 4 |
| Plat Reviews | 0 | 4 | 4 | 2 |
| Initial Reviews | 16 | 9 | 12 | 12 |

**PLANNING AND ZONING
ADOPTED 2015 BUDGET**

| | ACTUAL | 6/30 ACTUAL | ADOPTED BUDGET | PROJECTED | ADOPTED | % |
|-------------------------------------|------------------|------------------|-------------------|------------------|------------------|--------------|
| 010-444xx/449xx | 2013 | 2014 | 2014 | 2014 | 2015 | INCR (DECR) |
| REVENUES | | | | | | |
| 44410 PLAT REVIEW FEES | \$ 2,500 | \$ 6,950 | \$ 2,500 | \$ 7,200 | \$ 2,500 | |
| 44420 BOARD OF APPEALS | - | - | 300 | - | 300 | |
| 44430 CHANGE OF ZONING FEES | 1,200 | 1,200 | 900 | 1,500 | 1,200 | |
| 44440 CONDITIONAL USE FEES | 2,100 | 3,600 | 1,500 | 5,100 | 2,700 | |
| 44460 SITE PLAN REVIEW | 4,800 | 2,400 | 3,000 | 3,600 | 3,000 | |
| 44470 PLANNED USE DEVELOPMENT | 2,100 | 300 | 1,500 | 300 | 1,200 | |
| 44480 ANNEXATION FEE | 300 | - | 900 | - | 600 | |
| 44900 OTHER REGULATORY PERMITS/FEES | - | 300 | 300 | 300 | 300 | |
| TOTAL REVENUES | \$ 13,000 | \$ 14,750 | \$ 10,900 | \$ 18,000 | \$ 11,800 | 8.26% |

**PLANNING AND ZONING
ADOPTED 2015 BUDGET**

| | ACTUAL | 6/30 ACTUAL | ADOPTED BUDGET | PROJECTED | ADOPTED | % |
|-------------------------------------|-------------------|------------------|-------------------|-------------------|-------------------|---------------|
| 010-56400 | 2013 | 2014 | 2014 | 2014 | 2015 | INCR (DECR) |
| PERSONNEL SERVICES | | | | | | |
| 110 FULL-TIME WAGES | \$ 54,060 | \$ 35,665 | \$ 57,260 | \$ 57,050 | \$ 57,120 | |
| 130 HEALTH INSURANCE | 12,513 | 8,249 | 16,498 | 16,498 | 16,920 | |
| 131 DENTAL INSURANCE | 1,162 | 829 | 1,658 | 1,658 | 1,724 | |
| 132 SOCIAL SECURITY | 3,992 | 2,708 | 4,381 | 4,364 | 4,370 | |
| 133 LIFE INSURANCE | 56 | 29 | 73 | 88 | 98 | |
| 134 WISCONSIN RETIREMENT | 3,470 | 2,497 | 4,008 | 3,879 | 3,884 | |
| TOTAL PERSONNEL SERVICES | \$ 75,253 | \$ 49,977 | \$ 83,878 | \$ 83,537 | \$ 84,116 | 0.28% |
| OPERATING EXPENDITURES | | | | | | |
| 210 PROF. SERV. COMP PLAN CONSULTAI | \$ 4,998 | \$ 3,118 | \$ 5,000 | \$ 4,795 | \$ - | |
| 210 052 ENGINEER | 11,732 | 6,897 | 11,000 | 13,000 | 16,000 | |
| 210 053 GIS SYSTEM | - | - | - | - | 600 | |
| 210 056 USA PLANNING | - | - | - | - | 12,102 | |
| 222 PRINTING | 468 | 332 | 1,000 | 700 | 1,000 | |
| 225 COMMUNICATIONS | 562 | 207 | 600 | 500 | 600 | |
| 290 OTHER CONTRACTUAL-GIS INTERN | 6,754 | 2,653 | 6,000 | 5,000 | 7,000 | |
| 310 OFFICE SUPPLIES | 1,147 | 855 | 3,000 | 1,200 | 2,500 | |
| 320 MEMBERSHIP AND DUES | - | 450 | 500 | 450 | 825 | |
| 330 TRAVEL | 185 | 578 | 500 | 700 | 1,000 | |
| 335 EDUCATION - TRAINING | 149 | 560 | 850 | 700 | 1,500 | |
| 340 OPERATING SUPPLIES | - | - | 1,500 | 897 | - | |
| TOTAL OPERATING EXPENDITURES | \$ 25,995 | \$ 15,650 | \$ 29,950 | \$ 27,942 | \$ 43,127 | 44.00% |
| CAPITAL OUTLAY | | | | | | |
| 810 OFFICE EQUIPMENT | \$ 514 | \$ - | \$ - | \$ - | \$ 1,200 | |
| TOTAL CAPITAL OUTLAY | \$ 514 | \$ - | \$ - | \$ - | \$ 1,200 | |
| TOTAL PLANNING EXPENDITURES | \$ 101,762 | \$ 65,627 | \$ 113,828 | \$ 111,479 | \$ 128,443 | 12.84% |

**CITY OF VERONA
2015 BUDGET SUMMARY
BUILDING INSPECTION DEPARTMENT**

MISSION STATEMENT

The Building Inspection Department's mission is to provide education, inspection and enforcement of all applicable laws, codes, and standards as would pertain to a construction project or neighborhood complaint. These rules are based on well-established health, safety, and environmental considerations intended to protect the integrity of a building or property, the safety of its inhabitants, and the welfare of the public.

EXECUTIVE SUMMARY

The Department currently employs two full-time inspectors, two contracted commercial building inspectors, a contracted commercial electrical inspector, a LTE Building Plans Examiner and a LTE Plumbing Plans Examiner. The Department reviews plans and issues permits for both residential and non-residential construction and provides for the necessary inspections required by the various Codes. The Department also oversees general code and zoning ordinance compliance throughout the City.

The Department's 2015 proposed budget is aimed at maintaining current service levels and increasing the Department's efficiency. There are slight increases for operating expenditures for items such as mileage expenditures (as the City continues to expand), services (such as phone costs) and durable goods for the Department. The 2015 budget includes the lease of a wide format scanner/copier at a cost of \$1,200 (shared with Planning and Public Works). The 2014 budget included \$32,505 for a part-time fire plan reviewer. In the 2015 budget these funds have been removed as the Fire Department will continue to perform fire plan review services. The associated revenue of \$45,895 has been moved to the Fire Department Budget. Overall the 2015 building inspection budget includes an expenditure decrease of \$26,111 (-9.5%).

Estimated 2015 revenues are again challenging to forecast, as there are several projects which have either been submitted for review or have been mentioned to be coming. Epic Systems has indicated that they will begin construction of Campus 5 beginning in the spring of 2015. Permit revenues are projected at \$594,236 in 2015, which is \$126,302 more than the 2014 budgeted level.

Even though the proposed budget is primarily aimed at maintaining current service levels, over the course of 2015 and beyond, the Department will be undertaking some exiting additional projects. Some of these initiatives are:

- Review and amendment of current Property Maintenance Codes.
- Review and amendment of current Fire Prevention Codes.
- Review and possible change of current Property Maintenance Inspection practices.
- Review and possible change of current Fire Prevention Inspection program with the Verona Fire Department.

Each of these initiatives has its own challenges and rewards, and the department will be undertaking each of these with much discussion and review as to keep our reputation and commitment to the citizens of Verona to provide the best public safety services in the county.

Statistical Summary of Major Activities

Epic Systems has continued construction in 2014. Substantial projects of note are:

- Deep Space Auditorium: The construction of this project began January of 2012, and the building was open to the public for UGM 2013. Construction continued after UGM 2013 with the buildout of employee offices on level G1, and the build out of a CEO meeting space on level G2. With a total area of over 825,000 square feet it is larger in area than the Kohl Center. Deep space will hold approximately 11,000 people in the main seating bowl and has a future balcony which will seat another 3,000. The estimated construction cost is over \$430 million.
- Campus 4: Called “Wizards Academy”, the campus will consist of 5 office buildings, three of which are located above and on top of an underground parking structure. Epic has secured permits in 2014 for all of Campus 4 with the exception of one office building. Construction began on the parking ramp and buildings 1 and 2 in June. Occupancy will begin in May, 2015, and be completed in June, 2016. The estimated cost of construction for Campus 4 is \$260 million.
- King’s Cross: A new food service building located north of Campus 2. It is approximately 48,000 square feet in area with an estimated construction cost of \$29 million. Construction began in April and will be complete in April, 2015.
- Campus 4 Central Energy Plant: This structure will house electrical and geo thermal equipment to serve Campus 4 and 5. The estimated construction cost is \$21 million.
- Annex 2: A new contractor office building, Annex 2 is two stories and approximately 31,000 square feet. Estimated construction cost is \$5.7 million.

Other major projects of note for 2014:

- Liberty Business Park “Flex 1”
 - New \$1.5 million office/warehouse building which began in 2014.
- Fairfield Inn & Suites Hotel
 - New hotel which will begin construction in October, 2014. Estimated construction cost is \$4.5 million.
- Murray Glen Apartments
 - Three apartment buildings totaling 76 units. Construction began in August, 2014. Estimated construction cost is \$9.1 million.
- Verona Fire Station
 - New fire station which began construction in August, 2014.

New housing starts are on ahead of the same period in 2013. The number of overall permits has increased substantially since June. The number of Code Enforcement Cases through August exceeds all of 2013.

Summary of Achievements/Challenges for 2014-2015

Achievements

- Completed implementation of building, mechanical and plumbing plan examination in lieu of the State of Wisconsin.
- Continued scheduled office hours at Epic.

Challenges

- Trying to continually improve Neighborhood Services (i.e. Property Maintenance) with current staffing and resources.

Goals and Objectives for 2015

- Host contractor training with Public Works for Erosion Control, Storm Water Code, and general Building Code updates.
- Review and amendment of current Property Maintenance Codes.
- Review and amendment of current Fire Prevention Codes.

PERFORMANCE MEASUREMENT INDICATORS

| Activity | 2012 Actual | 2013 Actual | 6/30/14 Actual | 2014 Estimated | Proposed 2015 |
|--------------------------------------|--------------------|--------------------|-----------------------|-----------------------|----------------------|
| Residential Permits Issued | 438 | 429 | 251 | 480 | 411 |
| Value of Residential Permits | \$19,793,241 | \$22,808,585 | \$14,382,390 | \$23,112,731 | \$17,906,850 |
| Commercial Permits | 60 | 52 | 29 | 47 | 43 |
| Value of Commercial Permits | \$675,026,471 | \$180,752,626 | \$175,452,779 | \$180,052,519 | \$208,200,000 |
| Code Enforcement Cases | 22 | 51 | 49 | 87 | 100 |
| Plans Reviewed-Residential | 224 | 237 | 118 | 258 | 278 |
| Plans Reviewed-Commercial (In hours) | 0 | 247 | 150 | 350 | 400 |
| Inspections-Residential (Permitted) | 1665 | 1995 | 1249 | 2592 | 2219 |
| Inspections-Commercial (Permitted) | 637 | 1093 | 441 | 1050 | 1232 |
| Inspections (Code Enforcement) | 31 | 90 | 85 | 147 | 170 |
| Customer Email Interactions | 14,020 | 21,835 | 14,596 | 28,644 | 31,144 |
| Staff Miles driven | 9,200 | 10,424 | 5,396 | 11,352 | 11,750 |

**BUILDING INSPECTION
ADOPTED 2015 BUDGET**

| | ACTUAL | 6/30 ACTUAL | ADOPTED BUDGET | PROJECTED | ADOPTED | Change % |
|------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------|
| 010-443XX | 2013 | 2014 | 2014 | 2014 | 2015 | INCR (DECR) |
| REVENUES | | | | | | |
| 44310 Building Permits | \$ 68,449 | \$ 124,925 | \$ 129,052 | \$ 197,618 | \$ 161,212 | |
| 44320 Electrical Permits | 36,712 | 51,733 | 69,027 | 95,450 | 86,697 | |
| 44330 Plumbing Permits | 35,087 | 47,795 | 64,334 | 91,281 | 83,174 | |
| 44340 Early Start Permits | 2,400 | 2,150 | 2,450 | 3,650 | 2,450 | |
| 44350 HVAC Permits | 34,508 | 47,047 | 62,524 | 89,438 | 81,124 | |
| 44360 Erosion Control Permit | 15,928 | 69,477 | 56,547 | 94,136 | 72,954 | |
| 44370 Plan Review | 15,645 | 77,520 | 84,000 | 113,075 | 106,625 | |
| 44901 Fire System Review | - | 30,550 | 36,950 | 61,135 | - | |
| Total Revenues | \$ 208,729 | \$ 451,197 | \$ 504,884 | \$ 745,783 | \$ 594,236 | 17.70% |

**BUILDING INSPECTION
ADOPTED 2015 BUDGET**

| 010-56300 | ACTUAL 2013 | 6/30 ACTUAL 2014 | ADOPTED BUDGET 2014 | PROJECTED 2014 | ADOPTED 2015 | % INCR (DECR) |
|---|-------------------|------------------------|---------------------------|-------------------|-------------------|------------------|
| PERSONNEL SERVICES | | | | | | |
| 110 FULL-TIME WAGES | \$ 98,483 | \$ 58,508 | \$ 100,308 | \$ 100,308 | \$ 100,307 | |
| 111 LONGEVITY | 1,427 | 915 | 1,425 | 1,425 | 1,346 | |
| 120 PART TIME WAGES | 13,558 | 7,576 | 54,505 | 22,000 | 22,000 | |
| 125 OVERTIME | - | 1,484 | - | 3,981 | 6,984 | |
| 130 HEALTH INSURANCE | 30,604 | 16,498 | 32,995 | 32,995 | 33,977 | |
| 131 DENTAL INSURANCE | 2,445 | 1,308 | 2,616 | 2,616 | 2,721 | |
| 132 SOCIAL SECURITY | 8,593 | 5,064 | 11,953 | 11,953 | 9,994 | |
| 133 LIFE INSURANCE | 172 | 83 | 199 | 199 | 216 | |
| 134 WISCONSIN RETIREMENT | 6,609 | 4,199 | 7,120 | 7,120 | 7,478 | |
| TOTAL PERSONNEL SERVICES | \$ 161,891 | \$ 95,635 | \$ 211,121 | \$ 182,597 | \$ 185,023 | -12.36% |
| OPERATING EXPENDITURES | | | | | | |
| 210 PROF. SERV. | \$ 31,960 | \$ 13,759 | \$ 42,100 | \$ 42,100 | \$ 42,100 | |
| 225 COMMUNICATIONS | 2,741 | 744 | 2,500 | 2,500 | 2,500 | |
| 290 OTHER CONTRACTUAL SERVICES | 3,367 | 3,367 | 3,367 | 3,367 | 3,867 | |
| 310 OFFICE SUPPLIES | 2,087 | 953 | 2,000 | 2,000 | 2,200 | |
| 320 MEMBERSHIP AND DUES | 354 | 789 | 650 | 650 | 700 | |
| 330 TRAVEL | 5,890 | 1,470 | 6,357 | 6,357 | 6,580 | |
| 335 EDUCATION - TRAINING | 1,468 | 1,311 | 1,750 | 1,750 | 2,000 | |
| 340 OPERATING SUPPLIES | 5,305 | 1,582 | 3,675 | 3,675 | 3,950 | |
| 530 RENTS AND LEASES | - | - | - | - | 1,200 | |
| TOTAL OPERATING EXPENDITURES | \$ 53,172 | \$ 23,975 | \$ 62,399 | \$ 62,399 | \$ 65,097 | 4.32% |
| CAPITAL OUTLAY - GENERAL FUND | | | | | | |
| 810 OFFICE EQUIPMENT | \$ - | \$ - | \$ - | \$ - | \$ - | |
| 815 OPERATING EQUIPMENT | - | - | 2,711 | 2,711 | - | |
| TOTAL CAPITAL OUTLAY | \$ - | \$ - | \$ 2,711 | \$ 2,711 | \$ - | |
| TOTAL BUILDING/ZONING EXPENDITURES | \$ 215,063 | \$ 119,610 | \$ 276,231 | \$ 247,707 | \$ 250,120 | -9.45% |

**CITY OF VERONA
2015 BUDGET SUMMARY
VERONA PUBLIC LIBRARY**

MISSION STATEMENT

To build community by bringing a world of knowledge together.

CORE VALUES

Continuous Improvement

This is the value that pushes us to innovate with passion and commitment toward our mission. Continuous improvement allows us to build community and bring the world to our users and our users to the world.

Enthusiasm

This is what connects our community to a new level of fun, passion, inspiration, knowledge, humility, respect, and creativity. Enthusiasm strengthens the bonds within our community and defines who we are to the world.

Outstanding Reputation

We believe in our commitment to deliver what we promise, which in turn earns trust. Our users can trust that our services will enable them to attain the knowledge necessary to reach their full potential and contribute to the local and global community.

Literacy

Sharing knowledge with the world is possible only when people have the skills to record and receive it. Supporting all forms of literacy and providing access to information without bias or censorship allows us to connect our community with the world.

EXECUTIVE SUMMARY

2014 has been a very exciting and productive year. Library staff have worked tremendously hard to maintain award-winning levels of service that Verona has come to expect from the library.

In 2014, the library projects to see over 232,000 library visits. Customers visit the library for any number of reasons, sometimes for many reasons in one trip. At the current rate, we expect to see over 33,500 people attending the weekly educational, cultural, business, life planning, job skills-technology training, and other special programming. By the end of 2014 we expect to have proctored over 100 tests for patrons' various online educational pursuits, answered 32,000 research questions, fulfilled over 4,000 meeting/study room requests, accommodated 147,000 public internet uses, provided over 130 one-on-one e-reader training sessions, and checked out 616,733 materials. All figures are up from 2013.

To best ensure long-term award-winning service levels, the library began a strategic planning process. Looking internally in 2014, core competencies, core work processes, strategic intent, and organizational culture have been aligned with the Library Mission. With this base established, the library will seek community input to conduct a service and facilities long-range plan in 2015.

Operating:

Two service priorities have been identified for 2015: 1) provide access to improved technology for the community; 2) improve the customer experience connecting to reading. Budget variations reflect these priorities. 2015 will be the building's 9th year. During those years, the 2 million visitors and environmental factors have required maintenance levels to increase as the building ages. Staffing

requests include increasing the half-time Youth Services Librarian to full-time, adding a full-time Administrative Assistant, and adding one half-time Library Assistant.

The 2015 Recommended Budget includes funding for the increased hours for the Youth Services Librarian position and the addition of a 50% part-time Administrative Assistant. Personnel costs for the library are proposed to increase by \$38,927 (4.9%). Operating expenses are increasing by \$19,462 (6.7%). This includes additional costs for information technology services provided by the South Central Library Service and increased utility costs. The budget for office equipment and library materials is increasing by \$14,664 (8.0%). Overall the 2015 library operating expenditure budget reflects an increase of \$98,050 or 5.4%

Capital:

The request to convert the obsolete Computer Lab to staff work space is the 2015 capital budget initiative at a cost not to exceed \$56,000. Additionally, the library is open to options to solve its storage and Tornado Shelter space concerns. Funds for the staff work space area are included in the 2015 proposed capital budget. The recommendation is delay construction of a storage shed to address the tornado shelter space concerns pending a comprehensive look at the facility space needs and options.

2015 GOALS AND OBJECTIVES

For 2015, two priorities and defining objectives for each have been established that will guide budget and service decisions:

1. Provide access to improved technology for the community.

Follow evidence of earlier analyzed survey and computer lab statistics.

Install wireless printing.

Mirror VASD direction to Google cloud-based computing by purchasing Google Chromebooks.

Train library staff on Google Chromebooks.

Train and transition patrons to Google Chromebooks.

Promote, emphasize, and/or acquire Overdrive ebook and Zinio (or other vendor) digital magazine use.

Increase database use.

Promote the use of our e-readers, tablets, and Macbooks.

With these objectives, this priority will allow patrons to checkout a Google Chromebook, tablet, or Macbook from the service desk. They will be able to use that mobile computer in the library only (something we already have had success with regarding our iPads and Macbooks). They will be able to have the same, and in some cases more, functionality using these wireless devices anywhere in the library using the library's wifi network than they have with the wired PCs in the computer lab. Patrons will be able to print wirelessly while sitting anywhere in the library. The library plans to have two wired PCs in the library atrium for 15-minute-use only to accommodate those who need to quickly check email or print a document. Currently, patrons cannot save documents on the computers in the lab. They need to use a flash drive instead. The move to Chromebooks is no different as they can still save to a flash drive or they can save to the cloud. Bringing Chromebooks to the public will be a challenge, but one that is necessary. As more and more computing is done on the cloud, much of our public is used to this already. Those who aren't familiar with it need to learn it. Our transition also mirrors the VASD move to using all Google Chrome Drive for their students. Lastly, moving to cloud-based computing is ideal for a public institution because patrons log in with their own Google accounts. Furthermore, it doesn't require the same levels of hardware, security, computing power, and maintenance that traditional PCs require. A redirection of the computer replacement funds toward Chromebooks will save money the following years. Additionally, computer lab use has dwindled in recent years, making up only 12% of all internet use in the library. Following up on a survey the library conducted in 2013, the lab doesn't offer what patrons are looking for. A consequence of moving to

mobile and cloud-based computing for the public is that the computer lab could be repurposed for another use.

2. Improve the customer experience connecting to reading.

Use Lean Six Sigma analysis to streamline collection development and cataloging processes.

Adjust collection development to reflect the growing demand for early literacy materials.

Increase reading services to school-age children and teens.

Utilize catalog reports to identify circulation demand, and adjust buying patterns correspondingly.

Train staff to conduct successful readers' advisory.

Train patrons to use readers' advisory tools.

Utilize expanded marketing venues to promote existing reading materials.

Promote, emphasize, and/or acquire Overdrive ebook and Zinio (or other vendor) digital magazine use.

Reach 1,000 participants in 1000 Books Before Kindergarten.

Literacy is always one of our main focuses. Over the years, however, we have grown comfortable if not complacent in the services we offer readers across the literacy ability spectrum. Putting a dedicated focus on reading and literacy in 2015 will build an improved standard of service the library offers the community. We will focus on raising the bar on the reading services we provide.

2014 ACHIEVEMENTS

There were some highlights out of the sea of activities that must be noted for their special successes. The Verona Public Library was one of 11 stops for the two-year Wisconsin History Tour exhibit and the only stop in south-central Wisconsin. This exhibit highlighted Wisconsin history with some special interest paid to Verona specifically. This project drew over 750 people to its ancillary programs alone and many more to the exhibit itself.

Additionally, through a fundraising effort, the library was able to host the 9/11 Never Forget mobile museum exhibit featuring artifacts from the twin towers. Two New York firefighters who were present during those events gave guided tours of the exhibit. Nearly 1,500 people went through the exhibit, getting an educational, cultural, and civic experience that no book, no matter how well written, could possibly provide.

This September we started our first-ever Sensory Sensitive Story Times (in collaboration with the school district). This program is for the increasing population of pre-K children with autism and/or those who have focusing when overstimulated. It will meet weekly on Friday mornings.

Through a grant from Epic, the library was able to work with the Literacy Network to offer English Literacy Classes for adults. These classes were so well attended this summer that we continued the program into the fall. They attracted mainly Spanish speakers, but other non-native English speakers have shown interest as well.

The *1,000 Books Before Kindergarten* program continues to grow, with almost 1,000 kids participating and over 50 already completing it. The base skills for literacy are grounded in the children of our community.

For the eighth consecutive year, the summer reading program set a record for participation. Nearly 2,200 children and teens participated, reading a total of 40,634 books.

Collaborations with other city departments, in city events, or with other organizations in the city continued in 2014, and patrons appreciated it greatly. The library staffed a booth at National Night Out,

marched in the Hometown Days Parade, conducted grant-funded outreach story times to the Food Pantry, and collaborated with the high school to bring more computer instruction to patrons.

The library has done a lot of internal process improvement and project management to improve the efficiency and effectiveness of the way we offer materials. We shifted purchasing to a larger ratio of popular adult materials; we relocated and changed the shelving scheme for 13,000 picture books yielding easier to find items for kids and caregivers that visually illustrated areas of need that we used to realign our purchasing focus to those identified areas of high interest; we conducted a Lean Six Sigma cataloging process improvement project; and we changed our periodicals vendor to Rivista for 2015 at a reduced cost.

SIGNIFICANT PROGRAM CHANGES FROM 2014

The challenges in place to best achieve the identified priorities are related to staffing for the Operating budget and space for the Capital budget. Other significant changes are listed first.

Operating:

The library will see an overall increase in county funding (Dane and adjacent counties) of 7.9% totaling \$616,693. \$1,080 will come from South Central Library System as a reimbursement for payments to Charter for internet service. \$25,660 will be applied from the Facility and Equipment Repair/Replacement Reserve to complete numerous planned projects including extensive replacement of concrete sidewalk and curb and parking lot chip seal per Ron Rieder's advisement, as well as scheduled painting and furniture and light bulb replacement.

Expenditures in Utilities increase for a predicted harsh winter in 2015.

Repair and Maintenance expenditures increase in spite of saving \$3,000 with a new carpet and floor cleaner because the repairs are more frequent as the building goes into its 9th year. Funds are included for a time and materials handyman to repair small fixes; additionally, increases in the frequency of HVAC repairs causes this line to increase.

The Other Contractual line increases because of the need for more frequent landscape maintenance. Additionally, the HVAC quarterly maintenance increased 3%.

Travel increases by the same amount that Education-Training decreases for a net zero impact.

Repair and Maintenance Supplies increases by \$895 to reflect the need for more repairs as the building ages.

Other Commodities increases by \$400. This is for refunds for items lost and paid for by patrons, but then returned, so this is a net zero impact because the payments will mirror the revenue gained temporarily.

Data Processing/LINK increases by \$5,940, mainly from an increase for services from South Central Library System (SCLS) for catalog access, computer maintenance, and network services. The cost for renewal of the Constant Contact subscription has increased because of reaching the next contact level. A standard 5% increase in RFID maintenance fees adds to the increase. Lastly, switching to wireless printing, necessary to the 2015 service priorities, has reduced the fees to SCLS by a net of \$1,500 for that similar service, holding down the increase in this line item.

Office Equipment increases to restore funding to 2013 levels and add \$1,200 to replace the barcode scanners with scanners that read smartphone screens. This will allow patrons to digitize their library card. People regularly forget their card, but rarely are they without their phone. Doing so accomplishes both 2015 priorities by giving people better access to check items out and by providing access to improved technology. The other funds in this line item are for computer replacements. These funds will be used to purchase Chromebooks and other hardware and software for patron use.

The Adult Books line increases to achieve the priority of improving patrons' experience connecting to reading. We have not increased this line significantly in 6 years. In that time, item costs have increased, and this year we will have added fewer items than the year previous because of cost. To focus on reading and literacy requires having the resources to do so.

The Children's Books line increases specifically to focus on a much-needed increase in picture books. Completing the picture book shelving project in 2014 has visually demonstrated where the big gaps are in our collection. To focus on literacy, especially for this reading level, it is imperative to have the resources. Young readers must be captured by books in the moment to be effective.

Electronic Media increases because of a statewide decision of the Wisconsin Public Library Consortium (WPLC) to change the formula for charging for the statewide subscription to e-book offerings for the public. Our representative voted no, but was the only one. Even at the increase of \$2,388, the state plan is still less expensive than going on our own. Also, SCLS is looking to provide a group purchase of an e-magazine vendor for patron use. Funds are set aside for participation in that service.

Magazine Subscriptions sees a \$583 savings because of a switch to Rivista as our vendor.

STAFFING:

Three key staffing areas were identified as strong needs for 2015. As noted above, there has been record participation in the summer library program eight years in-a-row. Year-round, the participation in the general Youth Services department has also increased. Annual Youth Services program growth and annual increases in percentage of youth materials of overall circulation match the Verona census figures. With Verona being a predominantly young city, with over 30% of Verona's population being minors and another 24% being the age of young families, and the median age at 37 years old, the demand for services, especially children's materials, programming, and early literacy will remain high for decades. Since 2009 Youth Services has operated on the same level of staffing but has seen a 20% growth in circulation of Youth materials, now accounting for 51.5% of total materials checked-out. Typically, Youth Services materials only account for 30%-40% of total circulation. During that same time, Youth Services has experienced a 33.7% increase in program attendance and consequently a 34.5% increase in program offerings to accommodate that growth. With 6 years of continuous growth in program attendance per program and youth materials circulation increases, it's time for another 0.5 FTE bump to accommodate for the growth in Youth Services. The library asks to bump the current half-time Youth Services Librarian to full-time.

Doing so benefits the community in many ways. The first is safety. Currently, there are times due to staff absences that the Youth Services area is not staffed. Adding 1040 hours to this position's availability would greatly minimize the possibility of not having a staff person in the Youth Services area. The position is also the Teen Services librarian. Adding more time for her will allow the library to provide more services to teens, services that can have positive impacts for the community. Recently, the library has had to decline opportunities to collaborate with VASD middle schools. With an increase in this position's hours we would have the staffing to work with the schools, which has proven to attract teens to the library. If teens are at the library, they are not other places where trouble may find them. In addition to teen services, the increase in hours would also help us offer better services to school-age children. Currently, and for the past 6 years, the demand for pre-K story times has been expectedly

large, and we've supplied that demand. However, those children from the past 6 years are now school-age, and the demand for services to them has not waned. With added staffing, we can achieve our 2015 priority very specifically with the school-age population by having the staff to improve their experience connecting to reading as they progress in their reading abilities. Lastly, regardless of who is in this position, we need to add hours to this position; however, the current employee in this position is a tremendous asset to the community. She is a Verona native and continues to live in Verona. Having graduated from VAHS, she has a wealth of knowledge and connections in the school and community. She is at a point in her career where we will likely lose her if a full-time job is not available. Losing what she brings to the library and community is something the library would like to prevent.

A full-time Administrative Assistant has been identified by the Library Board as much needed position. Our stake in SCLS and statewide decisions have become greater as our share of the costs for services from SCLS have increased. The director needs time to attend to higher level matters rather than the daily tactical tasks. We have developed from an organization that reacts to one that plans. The daily tasks like paying bills, completing payroll, depositing checks, sorting the mail, sending form letters to patrons or fundraising letters, scheduling building maintenance, etc. is taking away from the time needed to lead the organization. Leading the organization requires observing, analyzing, providing feedback, listening to staff and the public, planning, and making changes as needed. Doing this in depth work takes time, but so too do the daily tasks that are required. The difference is those tasks could be done by someone dedicated to them at a lower paygrade to allow the director and management team to attend to the necessary things that require someone with their training, skills, and paygrade. Having an Admin Assistant would benefit the entire library. They could take on basic, but time consuming tasks for the entire management team like: volunteer coordination, data entry of statistics, issuing bills to patrons with fines, mailing holds notices and bounced email notices, ordering office and janitorial supplies, running regular reports, etc. The advantage is that the director and management team could then dedicate their time attending to higher level matters like conducting more Lean Six Sigma process projects to make our services more effective, analyzing reports and making changes as necessary, and providing additional time and attention their staff to coach and manage more effectively. Ultimately, having an Admin Assistant will allow the library to achieve its services to the community effectively and efficiently.

Lastly, a half-time Library Assistant is recommended. Part-time staff continue to rack up comp-time hours. The library operates many days on a skeleton crew. To cope with the inadequate staffing, the library counts on staff to work extra hours as needed to fill in for staff absences due to required meetings, sickness, or vacation. A cycle has developed where comp-time is earned by staff filling in, but that comp-time earned must be taken as time off eventually, which requires someone else to earn more comp-time. This has been a challenge to schedule and staff the library, and it adds to the stress of the job for staff. Having an additional half-time person will help build in a buffer when staff absences happen. It will lessen the frequency of needing to call staff in to ensure we have enough staffing to keep the doors open. We can operate on as few as four regular staff persons (not counting Library Pages) and in emergency situations we've done as few as three. However, operating at that those levels minimizes the effectiveness of the services the library provides.

Capital:

Debt Service increases by \$7,337; however, \$20,000 more of the total payment is going toward principal.

SPACE:

While the vast majority of the space in the library is public space as it should be for a public building, adequate space for job functions is also necessary to serve the public efficiently and effectively.

The Youth Services Office is directly behind the Youth Services Desk, so interruptions are regular. There are three people sharing this small space, packed full in a very organized way, of the items and equipment they need to conduct their jobs. Add the extra two bodies with the Summer LTEs and/or the free labor of an intern from the UW-SLIS and the space quickly becomes nonfunctional with staff using floor space to do preparation work. Besides the Youth Services Team, other staff are out of space in the back workroom. This is where tasks like material buying, delivery, processing, cataloging, sorting, transit and holds processing, phone assistance for patrons, etc. goes on. These are noisy jobs that take up a lot of space. In addition to that, jobs that require relative quiet like marketing, website development, OLL requests, research, program design, writing performer or speaker contracts, contacting performers or speakers, ordering supplies, grant writing, etc. are performed in this noisy environment. Staff are squeezing in to find space to do their jobs. Some staff share a desk or work-space and others share a computer. Lastly, the only rooms to use for internal meetings are in public spaces. We compete with the public for the study and meeting rooms for our internal meetings. This makes it very difficult to call an impromptu meeting to deal with an urgent issue. It's also a problem for regular procedural or cross-functional team meetings. It's especially difficult when Team Leads need to coach or reprimand an employee on their team. It's a struggle to find an open room when you need to talk with an employee. When you do, all the rooms are glass. That means the employee is meeting with their supervisor in public view. This makes an already uncomfortable situation even worse. At times, like any uncomfortable meeting, there can be emotions. That means this employee needs to walk through the public area to get back to the staff area after an emotional meeting. This is not ideal. To add to the problem, the public are very used to the rooms being open and have no shame in disturbing a meeting to ask for assistance since they know us. In fact, the Technical Services Team Lead was conducting an interview in a study room, and she was interrupted by a patron knocking, walking in, and taking a chair. We've tried to lock the doors, but we've had people knock, try the door, and then point to it, to say, "It's locked? Please open this." As you can see, having a small staff meeting room behind the scenes would be a wonderful solution and help the library function in a more businesslike manner.

To solve the space need outlined above, the move to Chromebooks and other mobile devices for cloud-computing, as detailed in the 2015 Goals and Objectives portion of this budget, will provide space adjacent to the current staff space. It would be possible to use the current Computer Lab as staff space once the Chromebook cloud-computing conversion is complete. Since a Computer Lab would no longer be needed, that space could be repurposed as staff space to provide Youth Services staff a separate area to plan without interruption, other library staff cubical spaces to have relative quiet to do the work to complete their jobs, and a small staff meeting room. The cost including construction and furniture would not exceed \$56,000.

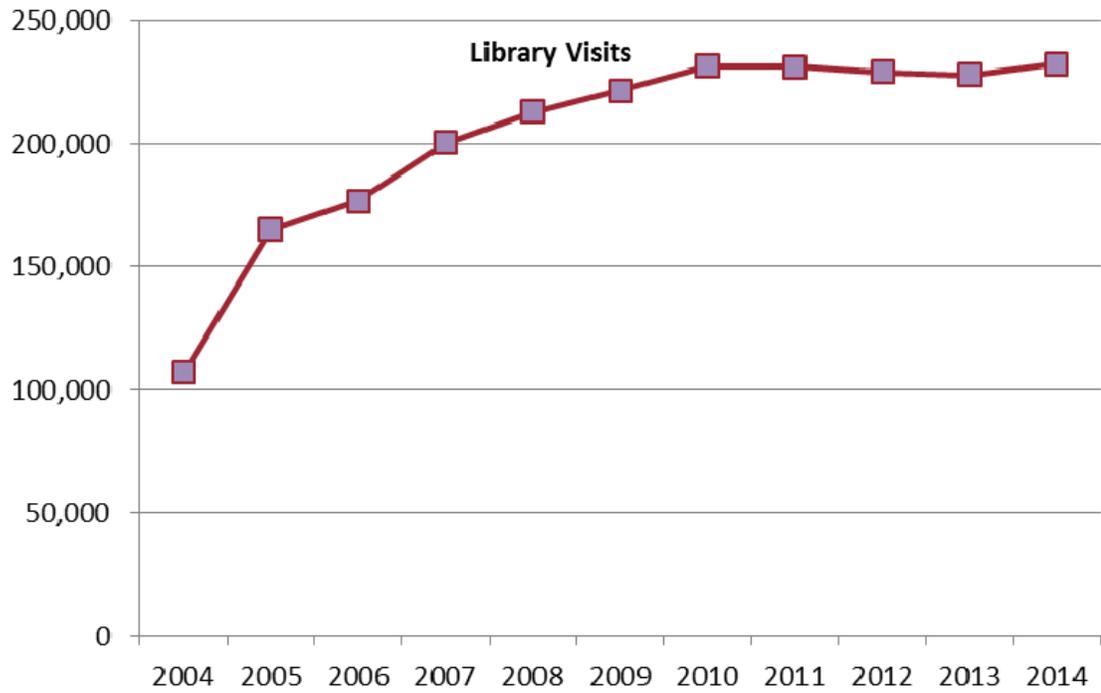
The other space need is one regarding safety. The Tornado Shelter is also the Storage Room. We have been in this building 8 years and while we tidy that room regularly, we have amassed things that need to be stored for quick access like the stage, PA, computer parts, program supplies, operating supplies, etc. Other items should also be kept, but are not needed for immediate access like rolls of carpet scraps, counter tops, wood trim, and unused furniture. Additionally, the Verona Historical Society has their file cabinets and artifacts stored here. We would like them to move that out, but they do not have another home for these items. A solution to this problem could be an onsite storage unit built behind the library so it could store rarely and regularly used items that are not temperature sensitive. This is conceptual at this point, and the library is open to other solutions. With a tornado touching down in Verona in 2014, it's a stark reminder that this is not something that should be overlooked without discussion.

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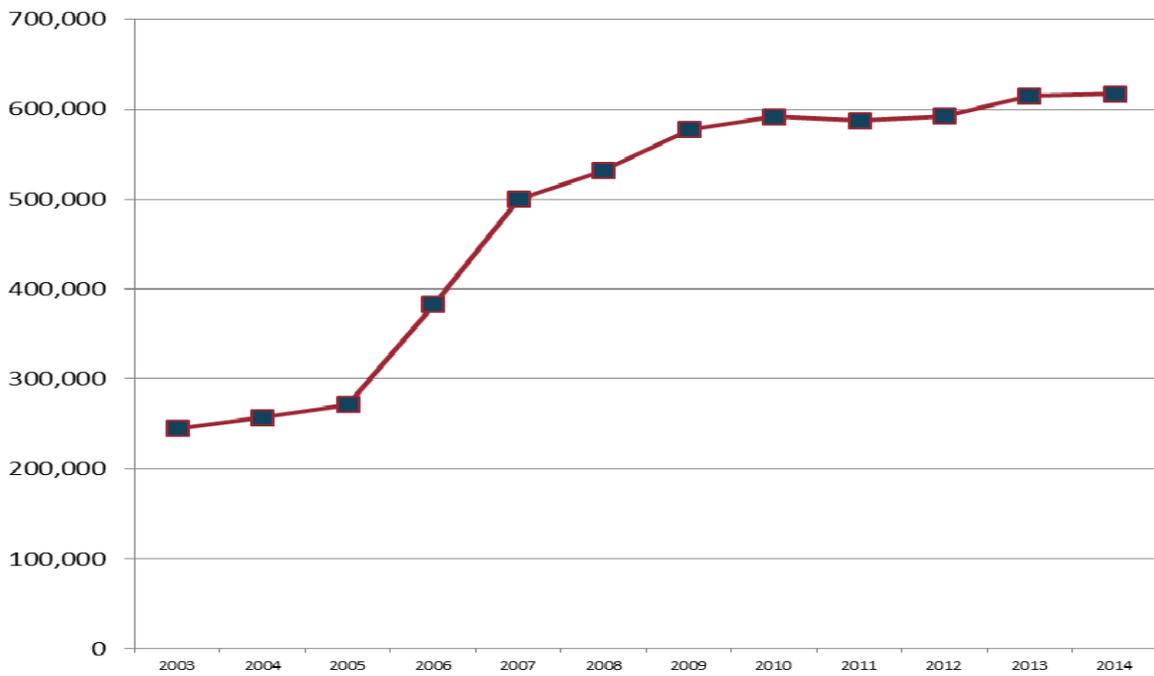
PERFORMANCE MEASUREMENT INDICATORS

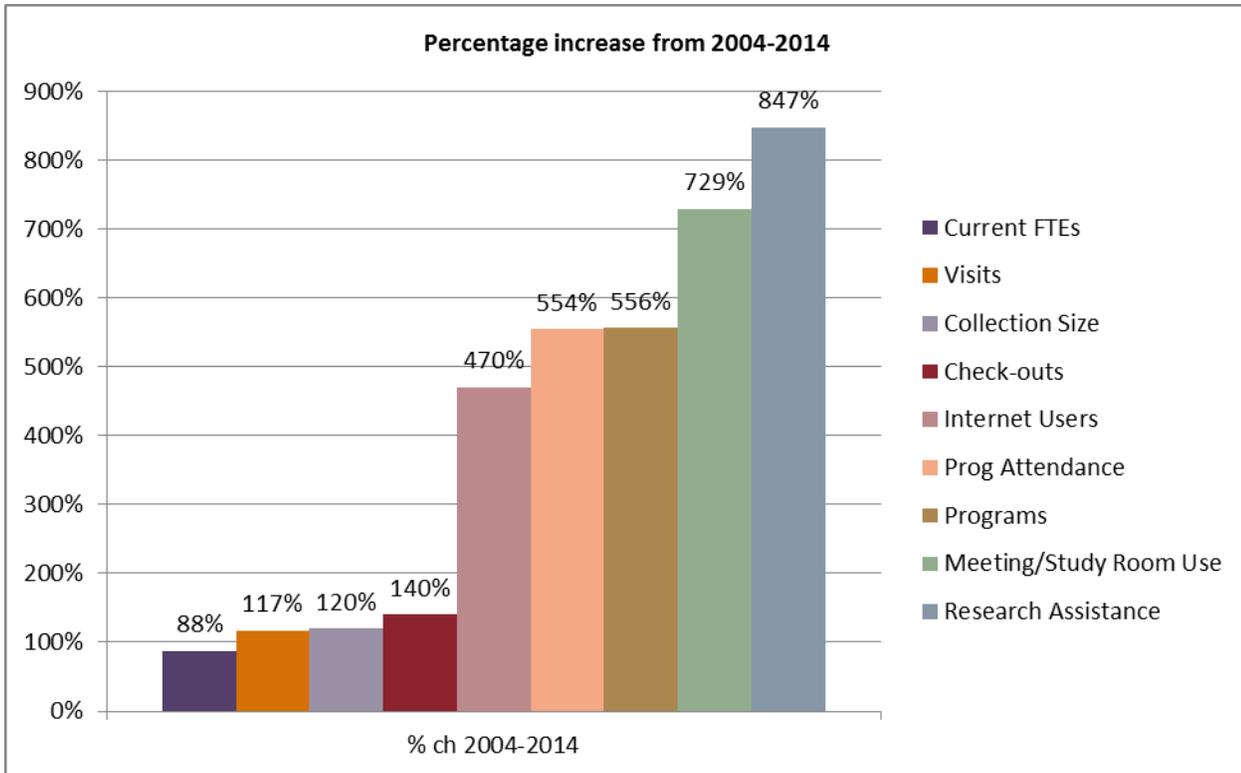
All 2014 Estimated figures are calculated from figures from 8/31/14 divided by 8 multiplied by 12.

| Activity | 2013 Actual | 8/31/14 Actual | Est. 2014 | %change from 2013 |
|------------------------------------|-------------|----------------|-----------|-------------------|
| Hours open per year | 3,219 | 2,209 | 3,192 | -0.84% |
| Items Checked-out | 614,835 | 411,347 | 617,020 | 0.36% |
| Items Returned | 961,446 | 659,418 | 989,127 | 2.88% |
| Total Circulation (in & out) | 1,576,281 | 1,070,765 | 1,606,147 | 1.89% |
| Patron Visits | 227,639 | 154,714 | 232,071 | 1.95% |
| Total Programs* | 720 | 488 | 734 | 1.94% |
| Total Program Attendance* | 29,396 | 22,829 | 33,578 | 14.23% |
| 1000 Books Before Kindergarten | 746 | 908 | 989 | 32.57% |
| Research Assistance | 30,850 | 21,339 | 32,008 | 3.75% |
| Public Internet Sessions | 125,919 | 98,600 | 147,900 | 17.46% |
| Library Cards Added | 1,290 | 1,062 | 1,593 | 23.49% |
| Physical Materials Added | 12,768 | 7,865 | 11,767 | -7.84% |
| Website Hits | 106,035 | 62,606 | 93,909 | -11.44% |
| Database Use | 4,667 | 3,208 | 4,812 | 3.11% |
| Meeting/Study Room Use | 3,814 | 2,764 | 4,146 | 8.70% |
| Test Proctoring | 84 | 69 | 103 | 22.62% |
| * See subset of program statistics | | | | |
| Children's Programs | 536 | 326 | 490 | -8.58% |
| Children's Program Attendance | 23,569 | 17,375 | 25,396 | 7.75% |
| Teen Programs | 77 | 66 | 99 | 28.57% |
| Teen Program Attendance | 2,118 | 2,024 | 3,037 | 43.39% |
| Adult Programs | 107 | 96 | 145 | 35.51% |
| Adult Program Attendance | 3,709 | 3,430 | 5,145 | 38.72% |

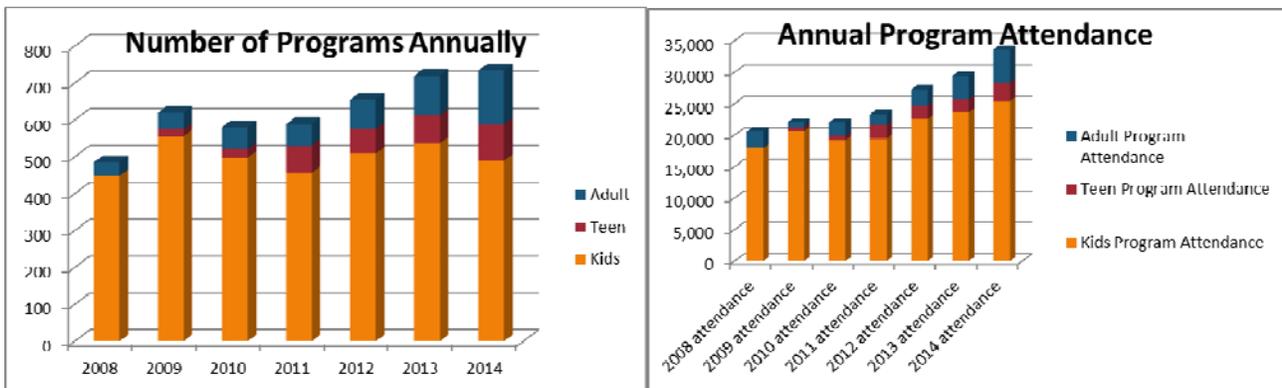


Library Materials Circulation



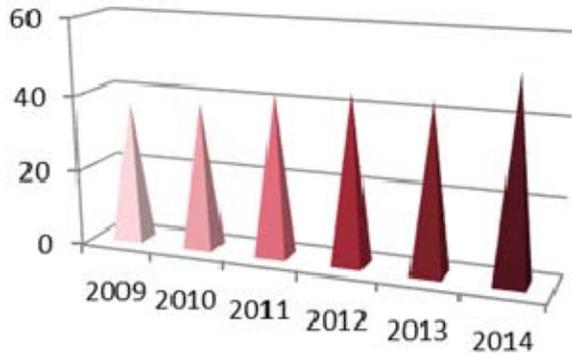


While material circulation increases from 2013-2014, and over time that increase is more significant, the graph above shows how materials remain an important part of what the library does, but how in 10 years, the public has come to rely on the library for many other services. The graph illustrates the changing nature of what libraries do for communities and how they fill the needs of citizens' other pursuits for knowledge. While circulation and visit figures have increased slightly in 2014, the demand on library staff increases greatly to provide these other services.



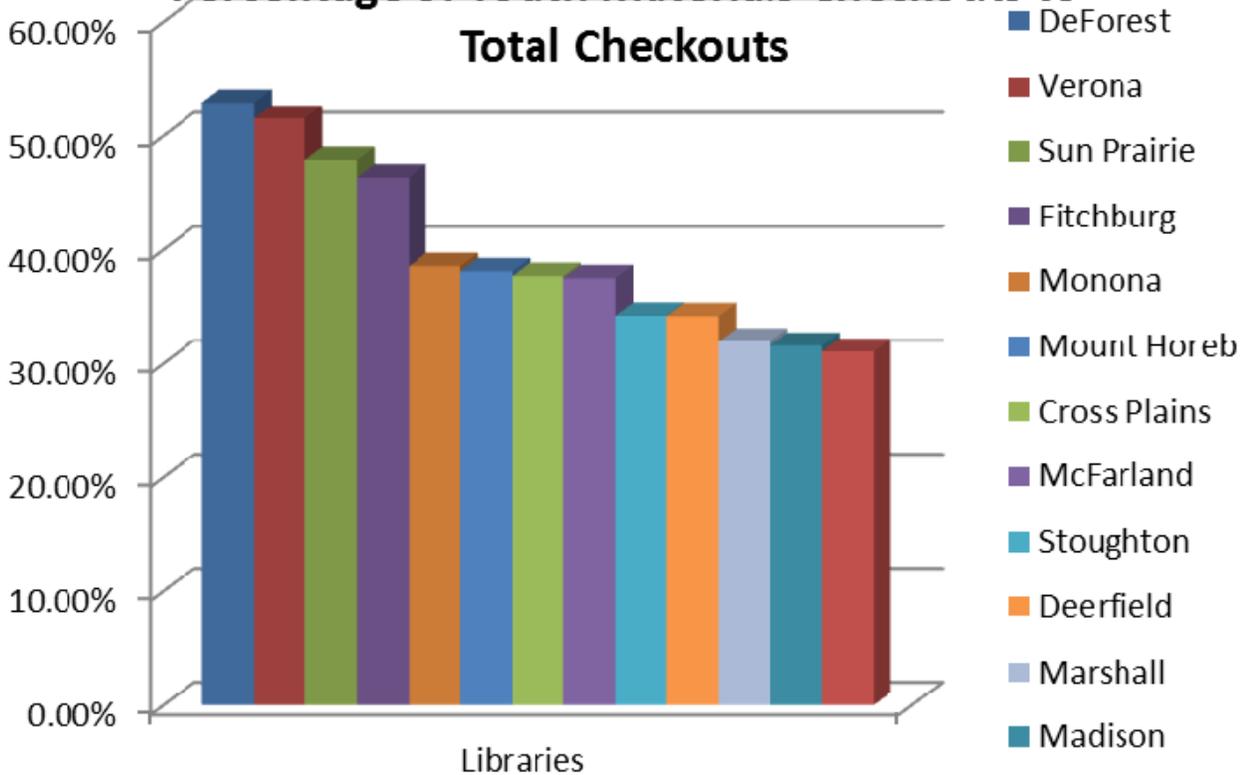
The graphs above illustrate the public demand for programming and its growth over time. There is a slight decrease in the number of children's program offerings in 2014 as we eliminated a Family Story Time in the summer to provide the room's use for the Adult ESL classes. We also transitioned Family Story Time from Tuesday nights to Saturday mornings. However, it did not negatively impact Children's program attendance. Children's program attendance is up 7.75% over 2013. The library is doing its best to supply what the public is demanding.

Children's Average Program Attendance



In the past 6 years the Youth Services Team has operated on the same number of FTEs, but program attendance has increased nearly 30% due to public demand. Many story times now have a consistent 45 to 50+ in attendance. To be most effective, story times should be no more than 30, in part because the story time room is only so big and in part because that is a group size where the number of distractions can be minimized. This evidence supports the request for additional staffing for Youth Services.

Percentage of Youth Materials Checkouts to Total Checkouts



The graph above illustrates how Verona's 51.5% of circulation being children's materials is above the norm of 30%-40%. With the young demographics of the city, this is predictable. Children's circulation will remain high for decades to come as Verona grows. This is additional evidence of the need for additional staffing in the Youth Services Team.

Five-Year Personnel and Capital Plans

A complete service and facilities long range planning study will be done in 2015. This study will utilize information from the City Planning Department as well as growth studies done by the school district. The study will include focus groups from various user groups in the community. There will also be at least one, ideally two focus groups from each aldermanic district. Alders will be invited to participate in the focus groups. Going forward into 2016, the library will have a clearer picture of its future needs.

**LIBRARY
ADOPTED 2015 BUDGET**

| | ACTUAL | 6/30 ACTUAL | ADOPTED BUDGET | PROJECTED | ADOPTED | % |
|--|---------------------|---------------------|---------------------|---------------------|---------------------|--------------|
| 020-4XXXX | 2013 | 2014 | 2014 | 2014 | 2015 | INCR (DECR) |
| REVENUES | | | | | | |
| 41110 TAX LEVY OPERATIONS | \$ 623,009 | \$ 664,424 | \$ 664,424 | \$ 664,424 | \$ 685,745 | |
| 41110 TAX LEVY DEBT SERVICE | 549,069 | 458,707 | 458,707 | 458,707 | 468,044 | |
| 43570 SOUTH CENTRAL LIBRARY SYSTEM | 1,575 | 2,034 | - | 2,874 | 1,080 | |
| 43720 DANE COUNTY | 445,389 | 466,765 | 466,765 | 466,765 | 502,408 | |
| 43722 DC FACILITY REIMBURSEMENT | 88,870 | 90,292 | 90,292 | 90,292 | 99,268 | |
| 45140 FINES/FORFEITURES | 29,658 | 16,069 | 28,400 | 32,136 | 34,000 | |
| 46193 COPIES | 3,397 | 1,625 | 3,000 | 3,250 | 3,000 | |
| 46194 FAX | 1,142 | 522 | 1,000 | 1,042 | 1,000 | |
| 46910 MISCELLANEOUS | 14,210 | 14,577 | 14,584 | 14,577 | 15,017 | |
| 48500 GRANTS AND GIFTS | 17,893 | 930 | - | 1,132 | - | |
| 48502 GRANTS AND GIFTS-EPIC | - | - | - | 20,000 | - | |
| 48902 DONATIONS | 11,484 | 1,075 | - | 12,844 | - | |
| 48903 MEMORIALS | 1,786 | - | - | - | - | |
| Applied-Library Replacement Reserves | - | - | 8,000 | 28,416 | 25,660 | |
| 49200 TRF FROM OTHER FUNDS (APPLY TO DEBT) | 55,000 | 80,000 | 80,000 | 80,000 | 78,000 | |
| TOTAL LIBRARY REVENUES | \$ 1,842,482 | \$ 1,797,020 | \$ 1,815,172 | \$ 1,876,459 | \$ 1,913,222 | 5.40% |

**VERONA PUBLIC LIBRARY
ADOPTED 2015 BUDGET**

| | ACTUAL | 6/30 ACTUAL | ADOPTED BUDGET | PROJECTED | ADOPTED | % INCR (DECR) |
|--------------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|------------------|
| 020-55100 | 2013 | 2014 | 2014 | 2014 | 2015 | |
| PERSONNEL SERVICES | | | | | | |
| 110 FULL-TIME WAGES | \$ 367,906 | \$ 203,619 | \$ 384,466 | \$ 384,466 | \$ 426,611 | |
| 111 LONGEVITY | 3,571 | 2,529 | 5,384 | 5,384 | 6,883 | |
| 120 PART-TIME WAGES | 195,739 | 86,159 | 210,602 | 210,602 | 205,813 | |
| 130 HEALTH INSURANCE | 82,886 | 45,382 | 104,589 | 105,089 | 103,050 | |
| 131 DENTAL INSURANCE | 6,809 | 3,643 | 6,767 | 6,767 | 8,047 | |
| 132 SOCIAL SECURITY | 41,752 | 21,569 | 45,935 | 45,935 | 48,907 | |
| 133 LIFE INSURANCE | 705 | 368 | 1,074 | 1,074 | 928 | |
| 134 WISCONSIN RETIREMENT | 33,062 | 18,069 | 37,827 | 37,827 | 35,332 | |
| TOTAL PERSONNEL SERVICES | \$ 732,430 | \$ 381,338 | \$ 796,644 | \$ 797,144 | \$ 835,571 | 4.89% |
| OPERATING EXPENDITURES | | | | | | |
| 210 PROFESSIONAL AUDIT | \$ - | \$ 2,000 | \$ 2,000 | \$ 1,300 | \$ 1,400 | |
| 220 UTILITIES | 60,994 | 23,593 | 56,815 | 59,900 | 59,600 | |
| 225 COMMUNICATIONS | 2,880 | 1,623 | 2,976 | 3,704 | 4,000 | |
| 240 REPAIR/MAINTENANCE SERVICES | 17,599 | 5,518 | 15,313 | 15,313 | 17,594 | |
| 290 OTHER CONTRACTUAL | 38,418 | 14,916 | 36,416 | 36,416 | 40,364 | |
| 295 RECRUITMENT | 174 | 806 | 300 | 825 | 825 | |
| 310 OFFICE SUPPLIES | 3,493 | 83 | - | - | - | |
| 320 MEMBERSHIP AND DUES | 800 | 557 | 800 | 800 | 800 | |
| 330 TRAVEL | 2,858 | 1,349 | 5,575 | 5,575 | 6,839 | |
| 335 EDUCATION - TRAINING | 5,322 | 3,626 | 6,235 | 6,235 | 4,971 | |
| 340 OPERATING SUPPLIES | 17,741 | 13,477 | 27,220 | 27,220 | 26,920 | |
| 350 REPAIR/MAINTENANCE SUPPLIES | 713 | 747 | 1,105 | 1,105 | 2,000 | |
| 380 OTHER COMMODITIES | 1,576 | 710 | 1,100 | 1,400 | 1,500 | |
| 450 DATA PROCESSING/LINK | 85,385 | 88,240 | 90,320 | 90,278 | 96,260 | |
| 510 INSURANCE | 20,000 | - | 16,900 | 16,900 | 19,500 | |
| 530 RENTS/LEASES | 17,787 | 7,222 | 14,760 | 14,760 | 14,724 | |
| 540 PROGRAMMING | 10,816 | 4,221 | 10,860 | 10,860 | 10,860 | |
| 790 GRANT/GIFT EXPENSE | 23,302 | 12,357 | - | 23,000 | - | |
| TOTAL OPERATING EXPENDITURES | \$ 309,858 | \$ 181,045 | \$ 288,695 | \$ 315,591 | \$ 308,157 | 6.74% |
| SUPPLIES AND MATERIALS | | | | | | |
| 810 OFFICE EQUIPMENT | \$ 9,742 | \$ 244 | \$ 9,000 | \$ 9,000 | \$ 11,200 | |
| 815 501 ADULT BOOKS | 46,811 | 17,950 | 48,339 | 48,339 | 51,647 | |
| 815 502 JUVENILE BOOKS | 48,603 | 30,537 | 49,346 | 49,346 | 54,646 | |
| 815 503 VIDEO CASSETTES | 10,023 | 3,548 | 10,500 | 10,500 | 10,500 | |
| 815 504 AUDIO MATERIALS | 11,293 | 3,980 | 13,020 | 13,020 | 13,020 | |
| 815 506 ELECTRONIC MEDIA | 9,679 | 9,804 | 11,096 | 11,096 | 15,574 | |
| 815 508 MAGAZINE SUBSCRIPTIONS | 6,976 | 5,667 | 6,825 | 6,825 | 6,203 | |
| 850 BUILDING RESERVE CONTRIBUTION | - | - | 35,000 | - | 35,000 | |
| TOTAL SUPPLIES AND MATERIALS | \$ 143,127 | \$ 71,730 | \$ 183,126 | \$ 148,126 | \$ 197,790 | 8.01% |
| 55101 GRANT EXPENDITURES | | | | | | |
| 815 502 EPIC FUNDED PURCHASES | \$ 17,451 | \$ - | \$ - | \$ - | \$ - | |
| TOTAL GRANT EXPENDITURES | 17,451 | - | - | - | - | n/a |
| 55102 FACILITIES PRESERVATION | | | | | | |
| 815 RESERVE FUNDED EXPENDITURES | \$ 22,270 | \$ 3,550 | \$ 8,000 | \$ 28,416 | \$ 25,660 | |
| TOTAL LIBRARY BUDGET | \$ 1,225,136 | \$ 637,663 | \$ 1,276,465 | \$ 1,289,277 | \$ 1,367,178 | 7.11% |
| DEBT SERVICE | | | | | | |
| PRINCIPAL | \$ 473,260 | \$ 425,000 | \$ 425,000 | \$ 425,000 | \$ 445,000 | |
| INTEREST | 130,809 | 113,706 | 113,707 | 113,707 | 101,044 | |
| TOTAL DEBT SERVICE | \$ 604,069 | \$ 538,706 | \$ 538,707 | \$ 538,707 | \$ 546,044 | 1.36% |
| TOTAL LIBRARY EXPENDITURES | \$ 1,829,205 | \$ 1,176,369 | \$ 1,815,172 | \$ 1,827,984 | \$ 1,913,222 | 5.40% |

**CITY OF VERONA
2015 BUDGET SUMMARY
REFUSE & RECYCLING**

EXECUTIVE SUMMARY

The Public Works Department oversees the collection of Refuse and Recycling for one, two, three and four unit residential properties in the City. Refuse and recycling collection is under contract with Waste Management, Inc. of Madison. No retail, commercial or industrial properties are included in the City's contract with Waste Management.

Waste Management provides weekly unlimited refuse collection and biweekly automated recycling collection. From January through March the Public Works staff collects brush including Christmas trees at curbside once a month. April through December the Public Works staff collects brush at curb side on the second and fourth week of the month. Annual leaf collection begins the middle of October and runs through the end of November. Waste Management sponsors a free E-Waste disposal at the Public Works Drop Off Site in October to City of Verona residents. In addition the City provides E-Waste disposal at the drop off site to City residents for a fee. The special charge for refuse and recycling will remain at \$170 for the year 2015.

STATISTICAL SUMMARY

The City estimates collecting 1,450 tons of cardboard, newsprint, magazines and mixed paper, aluminum and steel containers, plastics, and mixed glass in 2015 at a projected cost of \$169,000. Each year city staff collects approximately 1,350 tons of yard waste and brush for an estimated cost of \$247,000. In 2014, the City recycled an estimated 3.75 tons of waste tires, 2,550 gallons of waste oil, and 12,000 pounds of electronic devices, 6 tons of major appliances and 2,000 pounds of lead acid batteries. The department also estimates the collection of 2,450 tons of refuse from one to four unit residential properties at a cost of \$369,000. It is anticipated that the City will receive \$22,000 in recycling grant funds in 2015.

SUMMARY OF ACHIEVEMENTS FOR 2014

- Managed and coordinate the contract for collection of refuse and recyclable materials from one to four unit residential properties.
- Managed and coordinated City wide brush and yard waste collection.

GOALS AND OBJECTIVES FOR 2015

- Manage and coordinate refuse and recycling curb side collection for one-to-four unit residential properties.
- Manage and coordinate citywide yard waste and brush collection.
- Manage and coordinate an electronic waste drop off collection site.

PERFORMANCE MEASUREMENT INDICATORS

| Activity | 2013 Actual | 6/30/14 Actual | Est. 2014 | Proposed 2015 |
|--|-------------|----------------|-----------|---------------|
| Number of Brush pick-up cycles | 26 | 13 | 26 | 26 |
| Tons of Yard Waste/Brush collected | 1121 | 750 | 1200 | 1300 |
| Tons of Refuse Collected | 2374 | 1200 | 2400 | 2450 |
| Tons of Recyclable Materials collected | 1393 | 700 | 1400 | 1450 |
| Tons of E-Waste | 6.00 | 2.75 | 6.0 | 6.5 |
| Recycling Grant Revenue | \$21,979 | \$21,955 | \$21,955 | \$22,000 |

**REFUSE AND RECYCLING
ADOPTED 2015 BUDGET**

| | ACTUAL | 6/30 ACTUAL | ADOPTED BUDGET | PROJECTED | ADOPTED | % |
|-------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|--------------|
| 060-4xxxx | 2013 | 2014 | 2014 | 2014 | 2015 | INCR (DECR) |
| REVENUES | | | | | | |
| 41110 REAL ESTATE TAXES | \$ 23,684 | \$ 22,432 | \$ 22,432 | \$ 22,432 | \$ 30,667 | |
| 43511 RECYCLING GRANT | 21,979 | 21,955 | 22,000 | 21,955 | 22,000 | |
| 46422 NEW HOMES | 1,362 | 5,760 | 1,200 | 6,000 | 5,800 | |
| 46430 SOLID WASTE DISPOSAL | 555,920 | 598,230 | 599,250 | 598,230 | 614,380 | |
| 46903 LARGE ITEM PICKUP | 4,618 | 3,662 | 3,000 | 4,000 | 4,000 | |
| 46910 MISC REVENUE | 475 | 119 | - | 120 | 150 | |
| 49300-18 FUND BALANCE APPLIED | - | - | - | - | - | |
| TOTAL REVENUES | \$ 608,038 | \$ 652,158 | \$ 647,882 | \$ 652,737 | \$ 676,997 | 4.49% |

Note: The special charge for trash picku-up increased to \$160 in 2012 from \$150

| | | | |
|------------------------|-----------------|------------------------|-----------------|
| 12/31/13 Fund Balance | \$47,801 | 12/31/14 Est Fund Bal | \$52,951 |
| 2014 projected revenue | 652,737 | 2015 projected revenue | 676,997 |
| 2014 projected expend | (647,587) | 2015 projected expend | (676,997) |
| 12/31/14 Projected | | 12/31/15 Projected | |
| Fund Balance | \$52,951 | Fund Balance | \$52,951 |

**REFUSE AND RECYCLING
ADOPTED 2015 BUDGET**

| | ACTUAL | 6/30 ACTUAL | ADOPTED BUDGET | PROJECTED | ADOPTED | % |
|-------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|--------------|
| 060-53900 | 2013 | 2014 | 2014 | 2014 | 2015 | INCR (DECR) |
| PERSONNEL SERVICES | | | | | | |
| 110 FULL TIME WAGES-RECYCLING | \$ 51,598 | \$ 23,467 | \$ 68,391 | \$ 69,764 | \$ 69,764 | |
| 111 LONGEVITY PAY | 481 | 258 | 570 | 581 | 581 | |
| 120 PART TIME WAGES | 3,453 | 1,225 | 3,700 | 1,500 | 3,700 | |
| 130 MEDICAL INSURANCE | 15,066 | 8,249 | 24,747 | 24,747 | 25,380 | |
| 131 DENTAL INSURANCE | 896 | 479 | 1,883 | 1,420 | 1,477 | |
| 132 SOCIAL SECURITY | 4,236 | 1,899 | 5,559 | 5,664 | 5,664 | |
| 133 LIFE INSURANCE | 58 | 28 | 109 | 109 | 112 | |
| 134 WI RETIREMENT | 3,454 | 1,661 | 4,827 | 4,827 | 4,784 | |
| 135 INCOME CONTINUATION | - | - | - | - | - | |
| TOTAL PERSONNEL SERVICES | \$ 79,242 | \$ 37,266 | \$ 109,786 | \$ 108,612 | \$ 111,462 | 1.53% |
| OPERATING EXPENDITURES | | | | | | |
| 222 PRINTING | \$ - | \$ - | \$ 500 | \$ 500 | \$ 500 | |
| 240-036 BRUSH CHIPPER | 1,655 | 204 | 2,000 | 1,700 | 2,000 | |
| 310 OFFICE SUPPLIES | 548 | 77 | 750 | 750 | 750 | |
| 340 OPERATING SUPPLIES | 2,814 | 350 | 2,000 | 1,500 | 2,000 | |
| TOTAL OPERATING EXPENDITURES | \$ 5,017 | \$ 631 | \$ 5,250 | \$ 4,450 | \$ 5,250 | 0.00% |
| CONTRACTUAL SERVICES | | | | | | |
| 53920 REFUSE COLLECTION | \$ 333,471 | \$ 144,881 | \$ 351,073 | \$ 350,225 | \$ 369,133 | |
| 53921 RECYCLING COLLECTION | 153,386 | 66,560 | 159,773 | 163,800 | 169,152 | |
| 53930 SOLID WASTE DISPOSAL | 15,837 | 5,476 | 22,000 | 20,500 | 22,000 | |
| TOTAL CONTRACTUAL SERVICES | \$ 502,694 | \$ 216,917 | \$ 532,846 | \$ 534,525 | \$ 560,285 | 5.15% |
| TOTAL REFUSE AND RECYCLING | \$ 586,953 | \$ 254,814 | \$ 647,882 | \$ 647,587 | \$ 676,997 | 4.49% |

**CITY OF VERONA
2015 BUDGET SUMMARY
SENIOR SERVICES**

MISSION STATEMENT

*The Verona Senior Center addresses the needs of older adults,
their families, and care providers in the Verona area.*

EXECUTIVE SUMMARY

The Verona Senior Center is owned and operated by the City of Verona. It has been in its current location at 108 Paoli Street since 2002, when the 10,800 sq. ft. facility was built on the site of the former Public Works building, where it integrates well into the surrounding residential neighborhood. The Senior Center exists to serve the varied needs of older adults, including both active seniors and frail elders who are striving to maintain their independence.

The Verona Senior Center has one of the longest continuously operating elderly nutrition sites in Dane County. It has provided a nutritious lunch for both congregate and home-bound diners for over 40 years. Meals are delivered via an electric vehicle, which was purchased entirely through donations.

Health & wellness initiatives include a weekly wellness clinic staffed by a registered nurse who does blood pressure, glucose and weight checks, as well as nutrition and health consultations. The Nurse also facilitates a monthly Diabetes Discussion Group. Exercise, yoga, and tai chi classes, foot care clinics, chair massages, foot reflexology, educational presentations, and support groups for Caregivers, Parkinson's Disease, and Veterans, all help to maintain participants health and well-being. Our on-site Case Manager assists older adults, their families and caregivers with finding the support services necessary for maintaining independence.

The Senior Center provides subsidized van transportation within the City of Verona, and manages a roster of volunteer drivers to assist participants in getting to medical appointments outside of the city.

In addition to providing daily meals, case management, and transportation, the Senior Center offers a full schedule of interesting programs and activities for Verona area seniors. It hosts a Wii Bowling Traveling Team which competes with area senior centers. It has two Bocce courts on its campus. It sponsors day trips, provides musical entertainment, movies, lectures, and arts and crafts classes. Music lovers come from miles around to hear the Paoli Street Pickers, a country music group comprised of area seniors. Their weekly concerts are one of the most popular music events in the area, regularly drawing an attendance over 100 people per performance. The Senior Center also provides many meaningful volunteer opportunities which keep seniors actively engaged in the life of the community and contribute to their sense of purpose.

The Senior Center collaborates with the Verona Public Library, the Historical Society, the City's Recreation Department, the Chamber of Commerce, the Verona Area High School, and even the University of Wisconsin Engineering Department, whose students design and construct projects for the Center.

Of the more than sixteen hundred adults 55 years of age or more living in the City of Verona, approximately 40% have regular contact with the Verona Senior Center, while others come for a specific program or service only. 62% of our participants are from the city of Verona, and 32% are from

other communities such as Town of Verona, Middleton, West Madison, Fitchburg, Mount Horeb, Belleville, and Dodgeville. 14% of participants are ages 55-64, 32% are ages 65-74, 33% are ages 75-84, and 16% of regular participants are over the age of 85. Females comprise 70% of our participants. Annual growth of about 8% is offset by natural attrition; individuals leave the area, move into a structured living environment, or pass away.

2014 Achievements

- Hired New Director, Nurse, and Program Manager
- Added a daily Coffee Hour
- Added a weekly Game Night on Thursdays
- Added a Veteran's Support Group
- Added a monthly art class
- Continued expansion of exercise classes
- Expanded hours of foot reflexology
- Continued growth of the weekly Paoli St. Pickers country music program
- Painted the interior of the building
- Replaced landscaping
- Redesigned the monthly newsletter to improve its function and clarity

2014 Challenges

- Staff changes (retirement of previous Director and Nurse, and departure of former Program Manager and Program Assistant) led to many short-staffed months.
- Numerous building delayed maintenance issues caused unexpected expense.

Goals and Objectives for 2015

Our primary goals and objectives for the coming year include:

- **Goal:** Focus on Programming - Implement a varied and dynamic program schedule that meets the needs of current participants. Identify new programs to meet the needs of those seniors we are currently not reaching.
- **Objective:** Provide a wide range of appealing programs and needed services to create an engaging environment for seniors which will bring in new participants, better serve our existing clientele, and make the best use of our facility.
- **Budget Note:** A request for funding to enhance and support programs is part of the 2015 budget request.

- **Goal:** Develop a Skilled Team – fill empty positions with capable, motivated individuals. Match their skills to the appropriate tasks to make the most of our staff.
- **Objective:** Provide a positive, encouraging working environment that utilizes each staff member's skills to best advantage, leads to employee satisfaction, and enhances longevity.
- **Budget Note:** Several positions may need to be reviewed and/or modified to lead to long term gains for the Center's programs.

- **Goal:** Develop a Long Range Facility Plan - Determine the best way to utilize existing spaces, properly maintain the building and grounds, and provide opportunities for additional programs.

- **Objective:** Create a welcoming, appealing, and functional environment for seniors. Ensure that any renovations, updates, or furniture replacements will serve us well in the long term.
- **Budget Note:** Planning for space use and budgeting for future renovations and appropriate furniture updates is necessary. Any center rental revenue should be applied to the repair and replacement schedule
- **Goal:** Install an Assisted Hearing System – Since the carpet is scheduled for replacement in 2015, it is also the perfect time to install a T-coil or “Loop” system, which is installed in a groove cut into the concrete flooring and then covered with carpeting.
- **Objective:** This technology provides the best possible hearing for those with hearing aids, and allows them the chance to reconnect with the hearing world, greatly enhancing their lives.
- **Budget Note:** The t-coil system is our Epic Grant request this year. However, we must also be able to ensure that sufficient funds are available for carpet replacement.

Budget Requests

- \$6,000 to support additional program offerings and program supplies (line 421)
- \$19,000 to replace the carpeting (This will be essential if we get the grant for the assisted hearing system, which must be laid in the floor under the carpeting) (line 564)

**SENIOR CENTER
ADOPTED 2015 BUDGET**

| | ACTUAL | 6/30 ACTUAL | ADOPTED BUDGET | PROJECTED | ADOPTED | % |
|--|-------------------|-------------------|-------------------|-------------------|-------------------|--------------|
| 070-4xxxx | 2013 | 2014 | 2014 | 2014 | 2015 | INCR (DECR) |
| REVENUES | | | | | | |
| 41110 PROPERTY TAXES | \$ 300,787 | \$ 326,940 | \$ 326,940 | \$ 326,940 | \$ 379,616 | |
| 43741 GRANTS | 2,865 | - | - | - | - | |
| 48200 RENTS | 14,830 | 8,817 | - | - | - | |
| 48700 DELIVERED MEAL CONTRIBUTIONS | 10,905 | 5,451 | 13,000 | 11,000 | 12,000 | |
| 48701 ON SITE MEAL CONTRIBUTIONS | 10,583 | 7,094 | 16,500 | 14,200 | 15,000 | |
| 48907 DONATIONS | - | 18 | 22,000 | 22,000 | - | |
| 48200 RENTAL CONTRIB FOR FACILITIES RESERVES | - | - | 15,500 | 18,850 | 18,850 | |
| 49300 FUND BALANCE APPLIED | - | - | 21,000 | - | - | |
| TOTAL SENIOR REVENUES | \$ 339,970 | \$ 348,320 | \$ 414,940 | \$ 392,990 | \$ 425,466 | 2.54% |

**SENIOR CENTER
ADOPTED 2015 BUDGET**

| | ACTUAL | 6/30 ACTUAL | ADOPTED BUDGET | PROJECTED | ADOPTED | Change % |
|---|-------------------|-------------------|-------------------|-------------------|-------------------|---------------|
| 070-54500 | 2013 | 2014 | 2014 | 2014 | 2015 | INCR (DECR) |
| PERSONNEL SERVICES | | | | | | |
| 110 FULL-TIME WAGES | \$ 134,848 | \$ 59,972 | \$ 134,332 | \$ 130,053 | \$ 140,353 | |
| 111 LONGEVITY | 1,547 | 202 | 1,546 | 231 | - | |
| 120 PART-TIME WAGES | 19,172 | 8,348 | 25,838 | 21,776 | 27,304 | |
| 130 HEALTH INSURANCE | 27,393 | 22,549 | 39,623 | 42,618 | 40,644 | |
| 131 DENTAL INSURANCE | 3,319 | 1,929 | 3,786 | 2,506 | 3,210 | |
| 132 SOCIAL SECURITY | 11,643 | 4,902 | 12,370 | 11,632 | 12,826 | |
| 133 LIFE INSURANCE | 557 | 81 | 576 | 518 | 518 | |
| 134 WISCONSIN RETIREMENT | 9,035 | 4,122 | 9,512 | 9,116 | 9,544 | |
| 140 UNEMPLOYMENT COMP | - | - | - | 4,088 | 1,898 | |
| TOTAL PERSONNEL SERVICES | \$ 207,514 | \$ 102,105 | \$ 227,583 | \$ 222,538 | \$ 236,297 | 3.83% |
| OPERATING EXPENDITURES | | | | | | |
| 210 PROFESSIONAL SERVICES | \$ - | \$ 520 | \$ 520 | \$ 520 | \$ 520 | |
| 220 WATER/SEWER | 1,562 | 540 | 1,238 | 1,780 | 1,780 | |
| 220 GAS/ELECTRIC | 17,671 | 8,403 | 16,814 | 16,814 | 17,200 | |
| 224 POSTAGE | 357 | 119 | 500 | 300 | 300 | |
| 225 COMMUNICATIONS | 8,616 | 7,261 | 6,100 | 11,188 | 9,040 | |
| 290 OTHER CONTRACTUAL | 6,613 | 3,214 | 6,660 | 6,660 | 7,104 | |
| 295 RECRUITMENT | 1,149 | - | 1,600 | 1,600 | 1,600 | |
| 310 OFFICE SUPPLIES | 4,097 | 1,322 | 3,500 | 3,250 | 3,500 | |
| 320 MEMBERSHIP AND DUES | 842 | 190 | 625 | 625 | 625 | |
| 330 TRAVEL | 3,338 | 600 | 4,000 | 2,250 | 3,000 | |
| 335 EDUCATION - TRAINING | 602 | 413 | 2,100 | 1,500 | 1,500 | |
| 340 OPERATING SUPPLIES | 10,065 | 1,243 | 11,600 | 3,000 | 16,200 | |
| 342 NUTRITION SUPPLIES (FOOD) | 37,772 | 15,509 | 48,000 | 38,000 | 42,000 | |
| 350 REPAIR/MAINTENANCE SUPPLIES | 5,262 | 2,522 | 7,400 | 7,400 | 6,900 | |
| 352 BUILDING MAINTENANCE | 20,744 | 18,087 | 21,800 | 27,500 | 34,000 | |
| 510 INSURANCE | 5,000 | - | 5,000 | 5,000 | 5,000 | |
| 530 RENTS AND LEASES | 3,392 | 2,284 | 4,000 | 4,000 | 6,100 | |
| TOTAL OPERATING EXPENDITURES | \$ 127,082 | \$ 62,227 | \$ 141,457 | \$ 131,387 | \$ 156,369 | 10.54% |
| CAPITAL OUTLAY | | | | | | |
| 810 OFFICE EQUIPMENT REPLACEMENT | \$ 1,377 | \$ - | \$ 2,500 | \$ 2,000 | \$ 1,700 | |
| 815 OPERATING EQUIPMENT | 4,100 | - | 5,900 | 6,100 | 7,100 | |
| TOTAL CAPITAL OUTLAY | \$ 5,477 | \$ - | \$ 8,400 | \$ 8,100 | \$ 8,800 | 4.76% |
| SUBTOTAL OPERATING EXPENDITURES | \$ 340,073 | \$ 164,332 | \$ 377,440 | \$ 362,025 | \$ 401,466 | 6.37% |
| GRANT/DONATION FUNDED EXPENDITURES | | | | | | |
| 380 OTHER GRANT/DONATION FUNDED | \$ - | \$ - | \$ 22,000 | \$ 22,000 | \$ - | |
| FACILITY REPLACEMENT FUND | | | | | | |
| 815 FACILITY EQP / FACILITY REFURBISHMENT | \$ 23,614 | \$ - | \$ 15,500 | \$ 5,000 | \$ 24,000 | |
| TOTAL SENIOR CENTER EXPENDITURES | \$ 363,687 | \$ 164,332 | \$ 414,940 | \$ 389,025 | \$ 425,466 | 2.54% |

**CITY OF VERONA
2015 BUDGET SUMMARY
URBAN FORESTRY PROGRAM**

MISSION STATEMENT

The goal of the Urban Forestry Program is to promote the health, safety and beauty of all trees within the City, both public and private.

EXECUTIVE SUMMARY

The primary purpose of the Urban Forestry Program is to plan and plant street trees in new subdivisions. New housing starts are projected to remain fairly steady in 2015 so approximately 60 new trees will need to be planted to keep pace with residential growth. In addition to new trees, it is projected that 25 existing street trees will need to be removed and replaced. Emerald Ash Borer was discovered in Dane County in 2014 so staff will begin insecticide treatments on high value Ash trees in 2015 along with the removal of several in poor condition. Personnel costs associated with the Urban Forestry Program are reflected in the Parks Budget.

Expenditures in 2015 are expected to decrease by \$700 (3%) and projected revenue will remain unchanged. The tax levy funded portion of the budget will remain constant as well at \$7,750.

SUMMARY OF ACHIEVEMENTS FOR 2014

- Planted approximately 125 new street and park trees throughout the City.
- Received Tree City USA award for the 19th consecutive year.

GOALS AND OBJECTIVES FOR 2015

- Plant 85 new street trees throughout the City.
- Begin treatment and removal of Ash trees
- Receive our 20th consecutive Tree City USA award.

PERFORMANCE MEASUREMENT INDICATORS

| Activity | 2013 Actual | 6/30/14 Actual | Est. 2014 | Proposed 2015 |
|-------------------------------------|--------------------|-----------------------|------------------|----------------------|
| Total Number of City Trees | 2350 (est.) | 2400 | 2500 | 2575 |
| Number of Street/ ROW Trees | 1350 | 1380 | 1450 | 1505 |
| Number of Park/ City Property Trees | 1000 | 1020 | 1050 | 1070 |
| Number of Additional Trees Planted | 70 | 55 | 140 | 85 |
| Number of Trees Trimmed | 200 | 125 | 250 | 300 |

**URBAN FORESTRY
ADOPTED 2015 BUDGET**

| | | ACTUAL | 6/30 ACTUAL | ADOPTED BUDGET | PROJECTED | ADOPTED | % |
|-----------------|-----------------------|------------------|------------------|-------------------|------------------|------------------|--------------|
| 120-4xxxx | | 2013 | 2014 | 2014 | 2014 | 2015 | INCR (DECR) |
| REVENUES | | | | | | | |
| 41110 | PROPERTY TAXES | \$ 7,800 | \$ 7,750 | \$ 7,750 | \$ 7,750 | \$ 7,750 | |
| 46810 | STREET TREE FEES | 27,710 | 15,600 | 18,000 | 18,000 | 18,000 | |
| | TOTAL REVENUES | \$ 35,510 | \$ 23,350 | \$ 25,750 | \$ 25,750 | \$ 25,750 | 0.00% |

**URBAN FORESTRY
ADOPTED 2015 BUDGET**

| | | ACTUAL | 6/30 ACTUAL | ADOPTED BUDGET | PROJECTED | ADOPTED | % |
|-------------------------------|-------------------------------------|------------------|-----------------|-------------------|------------------|------------------|---------------|
| | | 2013 | 2014 | 2014 | 2014 | 2015 | INCR (DECR) |
| OPERATING EXPENDITURES | | | | | | | |
| 290 | OTHER CONTRACTUAL | \$ 2,250 | \$ - | \$ 2,500 | \$ 2,500 | \$ 2,000 | |
| 340 | OPERATING SUPPLIES | - | - | 250 | 250 | 300 | |
| 353 | STREET TREE EXPENDITURES | 14,961 | 2,946 | 15,125 | 15,000 | 14,875 | |
| 354 | ASH TREE REPLACEMENT | - | - | 5,000 | 5,000 | 5,000 | |
| | TOTAL OPERATING EXPENDITURES | \$ 17,211 | \$ 2,946 | \$ 22,875 | \$ 22,750 | \$ 22,175 | -3.06% |
| TOTAL URBAN FORESTRY | | \$ 17,211 | \$ 2,946 | \$ 22,875 | \$ 22,750 | \$ 22,175 | -3.06% |

**CITY OF VERONA
2015 BUDGET SUMMARY
BROADBAND TELECOMMUNICATIONS**

MISSION STATEMENT

To assure performance of the cable company under ordinance and franchise agreement, to oversee operation of the public/government access channel VHAT-12 and to oversee operation of the City of Verona Web Site.

EXECUTIVE SUMMARY

The Broadband Telecommunications (BTRB) budget reflects the operation of VHAT-12 and the City of Verona Web Site. These duties are coordinated by a Cable Coordinator and a part-time position assignment for maintenance of the City website. The 2015 Recommended Budget continues the Cable Coordinator hours as a 1.0 FTE full-time position. This provides additional time for this position to continue providing City Council and Plan Commission meetings on YouTube as well as film additional community events. The BTRB budget has an overall decrease of \$19,303 (-18.9%) compared to the 2014 adopted budget which included \$30,000 for an upgrade to the City's website. Included in the 2015 budget is \$5,000 for the replacement of two portable cameras. The BTRB budget is funded exclusively through cable television franchise fees with no funds coming from the City's property tax levy. Revenues are projected to be \$85,000 in 2015 which is a \$7,000 increase over the 2013 budget and comparable to the 2014 updated projection.

GOALS AND OBJECTIVES

VHAT-12 City of Verona

- Maintain cable-casting equipment including VCR's, DVD's, cameras, microphones, and computers. Replace as necessary using a cable franchise fee account restricted for the purchase of equipment.
- Provide insightful and timely information on the channel.
- Provide graphic and video presentation materials to Council Chambers via large screen television monitors installed in new council room.
- Communicate information on important issues and news from departments of the City of Verona to the general public.
- Produce a minimum of 4 "Verona Perspectives" or similar information documentaries.
- Improve and enhance overall look of VHAT-12 through use of high quality equipment and presentation software.
- Continue to provide cable casting and online video of City of Verona Common Council, Plan Commission and Committee of the Whole Meetings.
- Continue to provide Community Bulletin Board and web site announcements.

City of Verona Web Site

- Implement a redesigned website for the City with tools to help improve communication with residents and update information on City programs, services, and events.
- Improve ways of presenting information on the web site and informing the public including the exploration of on-line registrations and on-line form submittal.
- Examine the potential for using social media and on-line video to provide additional communication with the public.

**BTRB
ADOPTED 2015 BUDGET**

| REVENUE 130-4xxxx | 6/30 | | ADOPTED | | PROJECTED 2014 | ADOPTED 2015 | % INCR (DECR) |
|--|------------------|------------------|-------------------|------------------|-------------------|------------------|------------------|
| | ACTUAL 2013 | ACTUAL 2014 | BUDGET 2014 | BUDGET 2014 | | | |
| 44150 CABLE FRANCHISE | \$ 95,792 | \$ 27,493 | \$ 85,000 | \$ 85,000 | \$ 85,000 | \$ 85,000 | |
| TOTAL BTRB REVENUE | \$ 95,792 | \$ 27,493 | \$ 85,000 | \$ 85,000 | \$ 85,000 | \$ 85,000 | 0.00% |
| | | | | | | | |
| EXPENDITURES 130-55700 | 6/30 | | ADOPTED | | PROJECTED 2014 | ADOPTED 2015 | % INCR (DECR) |
| | ACTUAL 2013 | ACTUAL 2014 | BUDGET 2014 | BUDGET 2014 | | | |
| PERSONNEL SERVICES | | | | | | | |
| 110 FULL-TIME WAGES | \$ - | \$ 19,875 | \$ 40,851 | \$ 41,650 | \$ 41,650 | \$ 41,662 | |
| 111 LONGEVITY | 520 | 397 | 817 | 830 | 830 | 833 | |
| 120 PART TIME WAGES | 40,055 | 2,625 | 5,250 | 5,250 | 5,250 | 5,250 | |
| 130 HEALTH INSURANCE | 4,839 | 3,313 | 6,627 | 6,627 | 6,627 | 6,804 | |
| 131 DENTAL INSURANCE | - | - | 470 | - | - | 489 | |
| 132 SOCIAL SECURITY | 2,959 | 1,736 | 3,589 | 3,651 | 3,651 | 3,652 | |
| 133 LIFE INSURANCE | 149 | 95 | 236 | 191 | 191 | 241 | |
| 134 WISCONSIN RETIREMENT | 2,669 | 1,603 | 3,284 | 3,341 | 3,341 | 3,246 | |
| 135 INCOME CONTINUATION | - | - | 200 | - | - | - | |
| TOTAL PERSONNEL SERVICES | \$ 51,191 | \$ 29,644 | \$ 61,324 | \$ 61,540 | \$ 61,540 | \$ 62,177 | 1.39% |
| OPERATING EXPENDITURES | | | | | | | |
| 225 COMMUNICATIONS | \$ 75 | \$ 25 | \$ 190 | \$ 100 | \$ 100 | \$ 190 | |
| 290 OTHER CONTRACTUAL | 1,805 | - | 3,300 | 2,000 | 2,000 | 8,134 | |
| 310 OFFICE SUPPLIES | - | - | 1,550 | 500 | 500 | 1,550 | |
| 320 MEMBERSHIPS & DUES | 195 | 200 | 195 | 200 | 200 | 200 | |
| 330 TRAVEL | - | - | 250 | - | - | 250 | |
| 335 EDUCATION/TRAINING | - | - | 500 | - | - | 500 | |
| 340 OPERATING SUPPLIES | 1,841 | 140 | 2,650 | 2,250 | 2,250 | 2,650 | |
| 510 INSURANCE | 2,000 | 2,000 | 2,000 | 2,000 | 2,000 | 2,000 | |
| TOTAL OPERATING EXPENDITURES | \$ 5,916 | \$ 2,365 | \$ 10,635 | \$ 7,050 | \$ 7,050 | \$ 15,474 | 45.50% |
| CAPITAL OUTLAY | | | | | | | |
| 815 OPERATING EQUIPMENT | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 5,000 | |
| TOTAL CAPITAL OUTLAY | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 5,000 | |
| TOTAL BTRB BUDGET | \$ 57,107 | \$ 32,009 | \$ 71,959 | \$ 68,590 | \$ 68,590 | \$ 82,651 | 14.86% |
| 55701 | | | | | | | |
| CAPITAL OUTLAY (from restricted fund balance) | | | | | | | |
| 815 OPERATING EQUIPMENT | \$ 12,019 | \$ - | \$ 30,000 | \$ 30,000 | \$ 30,000 | \$ - | |
| TOTAL BTRB EXPENDITURES | \$ 69,126 | \$ 32,009 | \$ 101,959 | \$ 98,590 | \$ 98,590 | \$ 82,651 | -18.94% |

**CITY OF VERONA
2015 BUDGET SUMMARY
FITCH-RONA EMS DISTRICT**

EXECUTIVE SUMMARY

Emergency Medical Services are provided to residents of the City of Verona, City of Fitchburg and the Town of Verona through the Fitch-Rona EMS District. Management of the District is provided by the EMS District Commission which is comprised of members appointed by each of the participating municipalities. The City of Verona is represented by three appointees. Expenses of the District are funded from user fees and through funds provided by the member municipalities in proportion to the equalized value of each municipality against the total equalized value of the District. The budget is adopted by the three municipalities at an annual meeting in October.

The 2015 Fitch-Rona operating budget totals \$2,207,952 of which \$348,125 is funded by the City of Verona. This is an increase of \$38,104 or 12.3% from the 2014 budget level. Much of the increase is due to the City of Verona being responsible for a greater share of the District's expenses based on equalized value. In 2014 the City of Verona's apportionment increased from 37.7% to 40.3%. Included in the 2014 Fitch-Rona EMS budget is funding for a new paramedic captain position starting on July 1. The City of Verona's total tax levy for EMS operations is \$377,070 which also includes the cost of renting the current Verona EMS facility on Venture Court. Fitch-Rona EMS will be moving into the City's new Fire and EMS facility in mid-2015.

2015 Apportioned Fitch-Rona EMS District Budget

The total operating budget of the District is \$2,027,952. The expenses are offset by \$1,165,126 in projected revenues to be received from the services provided by the District. The 2015 Recommended Budget includes the following cost schedule which includes a \$100 increase in the base resident and non-resident transport rates

| | |
|------------------------------|---------------------------------------|
| Resident Transport | \$900 |
| Non-Resident Transport | \$950 |
| No Transport | \$100 - \$400 |
| Cost per loaded mile | \$18.00/mile |
| Dedicated Ambulance Stand-By | \$100/hour plus \$50 mobilization fee |

The balance of revenues is generated from the member communities as follows:

| | | |
|-----------------------|-----------------|------------------|
| City of Verona | 40.3471% | \$348,125 |
| City of Fitchburg | 53.8178% | \$464,355 |
| Town of Verona | 5.8351% | \$50,347 |

STATISTICAL SUMMARY

- Annual run volume is projected to increase from 2,680 in 2013 to 2,800 in 2014.

- Ambulance call volume by station as of September 30, 2014 was:

| | |
|-------------------------------|-------|
| Fitchburg Station (Rescue 44) | 1,228 |
| Verona Station (Rescue 45) | 819 |
| Stand-by (Rescue 46) | 4 |

- Ambulance calls by municipality in 2013 were:

| | |
|-------------------|-------|
| City of Fitchburg | 66.5% |
| City of Verona | 31.9% |
| Town of Verona | 1.7% |

GOALS AND OBJECTIVES

Medical Direction

The Advanced Life Support (ALS) Consortium that came together in 2010 created a single Medical Director for all participating Dane County ALS departments. Currently Dr. Michael Lohmeier is the Medical Director for these departments. In 2013, Dr. Michael Mancera was hired as an Assistant Medical Director.

Medical Protocols and Procedures

In 2013, Dane County Emergency Medical Services took the recently approved ALS protocols from 2011 and combined them with BLS protocols. This compilation made it so we have one protocol set for every 911 ambulance service in the County. Skill sets are much more clearly based on level of licensure which is a benefit to receiving hospitals. Minor clarifications were made to these protocols in 2014.

Medical Community Involvement

In addition to our Paramedic intern program Fitch-Rona continues to be involved and support the local teaching centers in Dane County. In 2014, Fitch-Rona mentored 16 paramedics from the Mercy Hospital Paramedic Program and two students from the UW program. Additionally we added two volunteer Paramedics that attended MATC to our roster so they could gain valuable ambulance experience. These volunteers also work for the Verona Fire Department.

Community Outreach Programs

Fitch-Rona EMS continues to participate within the community in several activities which provide excellent opportunities for staff to interact with the public. These include:

- AED placement and support program
- Community Events
 - Verona Mud Run
 - Berbee Derbee
 - Ironman Triathlon
 - IronKids Triathlon
 - EPIC User Group Meeting
- Athletic Event Stand-by
 - High School Football
 - High School Track
- CPR, CCR and AED training for police, dispatchers, fire fighters and municipal staff
- Advisory Committees for area EMS training centers

| | | 2014 Forecast as of 6/30/14 | 2014 Approved Budget | Working 2015 Budget | Difference 2014 Budget vs. 2015 Budget | Percent Change |
|----|-------------------------------------|--------------------------------|-------------------------|------------------------|--|-------------------|
| 1 | Revenues | | | | | |
| 2 | Run Income | \$ 1,089,194 | \$ 1,101,886 | \$ 1,156,035 | \$ 54,149 | 4.9% |
| 3 | Services Sub-Total | \$ 1,089,194 | \$ 1,101,886 | \$ 1,156,035 | \$ 54,149 | 4.9% |
| 4 | | | | | | |
| 5 | City of Fitchburg | \$ 460,769 | \$ 460,769 | \$ 464,355 | \$ 3,586 | 0.78% |
| 6 | City of Verona | \$ 310,021 | \$ 310,021 | \$ 348,125 | \$ 38,104 | 12.29% |
| 7 | Town of Verona | \$ 50,806 | \$ 50,806 | \$ 50,347 | \$ (459) | -0.90% |
| 8 | Municipalities Sub-Total | \$ 821,596 | \$ 821,596 | \$ 862,827 | \$ 41,231 | 5.02% |
| 9 | | | | | | |
| 10 | Project Donations | \$ 50 | \$ - | | \$ - | |
| 11 | Interest Income | \$ 1,009 | \$ 1,009 | \$ 1,131 | \$ 122 | 12.1% |
| 12 | Misc. Income | \$ 2,250 | \$ 1,900 | \$ 1,900 | \$ - | 0.0% |
| 13 | Funds Applied from Assigned Account | \$ 7,010 | \$ 7,010 | \$ 6,060 | \$ (950) | -13.6% |
| 14 | Misc. Sub-Total | \$ 10,319 | \$ 9,919 | \$ 9,091 | \$ (828) | -8.3% |
| 15 | | | | | | |
| 16 | Total Revenues | \$ 1,921,109 | \$ 1,933,400 | \$ 2,027,952 | \$ 94,552 | 4.9% |
| 17 | | | | | | |
| 18 | Expenses | | | | | |
| 19 | Salaries & Wages | \$ 873,037 | \$ 841,602 | \$ 902,283 | \$ 60,681 | 7.2% |
| 20 | Scheduled Overtime | \$ 183,122 | \$ 212,923 | \$ 218,167 | \$ 5,244 | 2.5% |
| 21 | Unscheduled Overtime | \$ 38,811 | \$ 55,502 | \$ 62,273 | \$ 6,771 | 12.2% |
| 22 | Soc.Sec.&Medicare Taxes | \$ 83,242 | \$ 84,917 | \$ 90,478 | \$ 5,561 | 6.5% |
| 23 | Retirement Plan | \$ 145,740 | \$ 158,527 | \$ 138,422 | \$ (20,105) | -12.7% |
| 24 | Miscellaneous Benefits | \$ 2,789 | \$ 3,590 | \$ 3,650 | \$ 60 | 1.7% |
| 25 | Health & Dental Ins. | \$ 183,261 | \$ 206,104 | \$ 233,653 | \$ 27,549 | 13.4% |
| 26 | Worker's Comp. Ins. | \$ 54,590 | \$ 54,590 | \$ 64,277 | \$ 9,687 | 17.7% |
| 27 | Income Continuation | \$ - | \$ 2,220 | \$ 2,340 | \$ 120 | 5.4% |
| 28 | Assigned Fund - Sick Time/Insurance | \$ - | \$ - | \$ - | \$ - | |
| 29 | Medical Director Annual Fee | \$ 33,000 | \$ 35,010 | \$ 36,060 | \$ 1,050 | 3.0% |
| 30 | Salary Sub-Total | \$ 1,597,592 | \$ 1,654,985 | \$ 1,751,603 | \$ 96,618 | 5.8% |
| 31 | | | | | | |
| 32 | Oil, Gas & Lube | \$ 25,355 | \$ 24,450 | \$ 24,450 | \$ - | 0.0% |
| 33 | Tune-up & Repair | \$ 20,639 | \$ 24,000 | \$ 21,470 | \$ (2,530) | -10.5% |
| 34 | Medical Supplies | \$ 49,343 | \$ 48,000 | \$ 49,400 | \$ 1,400 | 2.9% |
| 35 | Office Supplies | \$ 870 | \$ 1,750 | \$ 2,000 | \$ 250 | 14.3% |
| 36 | Postage | \$ 375 | \$ 450 | \$ 500 | \$ 50 | 11.1% |
| 37 | Public Education | \$ 492 | \$ 1,000 | \$ 650 | \$ (350) | -35.0% |
| 38 | Staff Training | \$ 3,826 | \$ 6,500 | \$ 5,500 | \$ (1,000) | -15.4% |
| 39 | Staff Support | \$ 4,110 | \$ 6,500 | \$ 6,000 | \$ (500) | -7.7% |
| 40 | Uniforms | \$ 5,200 | \$ 5,200 | \$ 5,700 | \$ 500 | 9.6% |
| 41 | Personnel Recruitment | \$ 3,630 | \$ 3,630 | \$ 3,630 | \$ - | 0.0% |
| 42 | Subscriptions & Dues | \$ 950 | \$ 1,000 | \$ 950 | \$ (50) | -5.0% |
| 43 | Admin Space Lease | \$ 3,724 | \$ 3,724 | \$ 5,462 | \$ 1,738 | 46.7% |
| 44 | Facilities Furnishings | \$ 656 | \$ 1,200 | \$ 750 | \$ (450) | -37.5% |
| 45 | Utilities | \$ 4,204 | \$ 4,500 | \$ 4,000 | \$ (500) | -11.1% |
| 46 | Telephone | \$ 7,150 | \$ 7,500 | \$ 6,850 | \$ (650) | -8.7% |
| 47 | Radio Equipment | \$ 3,930 | \$ 3,800 | \$ 4,000 | \$ 200 | 5.3% |
| 48 | Radio Maintenance | \$ 1,932 | \$ 3,000 | \$ 2,000 | \$ (1,000) | -33.3% |
| 49 | Medical Equipment | \$ 4,528 | \$ 5,000 | \$ 4,750 | \$ (250) | -5.0% |
| 50 | Medical Equipment Maint. | \$ 2,790 | \$ 2,750 | \$ 2,750 | \$ - | 0.0% |
| 51 | EMT Safety Equipment | \$ 1,400 | \$ 2,000 | \$ 1,200 | \$ (800) | -40.0% |
| 52 | Training Equipment | \$ 875 | \$ 1,750 | \$ 1,500 | \$ (250) | -14.3% |
| 53 | Office Equipment | \$ 890 | \$ 2,750 | \$ 1,600 | \$ (1,150) | -41.8% |
| 54 | Office Equipment Maint. | \$ 587 | \$ 348 | \$ 825 | \$ 477 | 137.1% |
| 55 | Computer Support | \$ 11,500 | \$ 11,500 | \$ 12,000 | \$ 500 | 4.3% |
| 56 | FAP Project Expenses | \$ - | \$ - | \$ - | \$ - | |
| 57 | Accounting Fees | \$ 8,384 | \$ 9,500 | \$ 9,000 | \$ (500) | -5.3% |
| 58 | Legal Fees General | \$ 8,000 | \$ 8,000 | \$ 4,000 | \$ (4,000) | -50.0% |
| 59 | Legal Fees-Labor Contract | \$ - | \$ - | \$ - | \$ - | #DIV/0! |
| 60 | Assigned Funds - Labor Contract | \$ 8,000 | \$ 8,000 | \$ 8,000 | \$ - | 0.0% |
| 61 | Property Insurance | \$ 9,804 | \$ 11,500 | \$ 11,800 | \$ 300 | 2.6% |
| 62 | Billing Service | \$ 65,352 | \$ 66,113 | \$ 69,362 | \$ 3,249 | 4.9% |
| 63 | Paramedic Intern Program | \$ 6,000 | \$ 3,000 | \$ 6,250 | \$ 3,250 | 108.3% |
| 64 | Misc. Expense Sub-Total | \$ 264,496 | \$ 278,415 | \$ 276,349 | \$ (2,066) | -0.7% |
| 65 | | | | | | |
| 66 | TOTAL EXPENSES | \$ 1,862,088 | \$ 1,933,400 | \$ 2,027,952 | \$ 94,552 | 4.9% |
| 67 | | | | | | |
| 68 | Net Gain (or Loss) | \$ 59,021 | \$ - | \$ - | \$ - | |

**CITY OF VERONA
2015 BUDGET SUMMARY
VERONA FIRE DEPARTMENT**

EXECUTIVE SUMMARY

The Verona Fire Department was created in 2014 when the City and Town of Verona agreed to dissolve the Verona Joint Fire District and have the City of Verona Take over operation of the Fire Department with the Town of Verona contracting with the City for services with a 30 year contact. In 2014 the Department employed six full-time Firefighters including a full-time Fire Chief and a part-time staff of Paid-On-Premise and Paid-On-Call Firefighters.

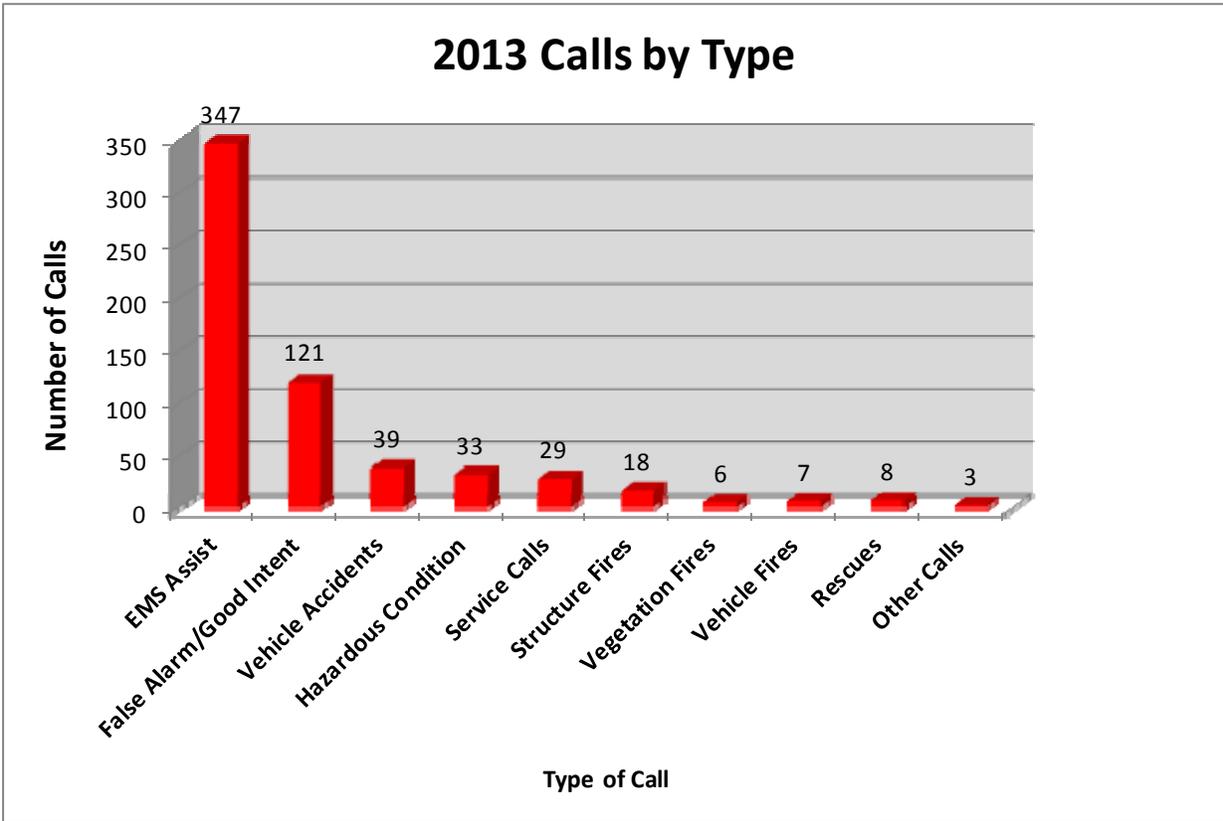
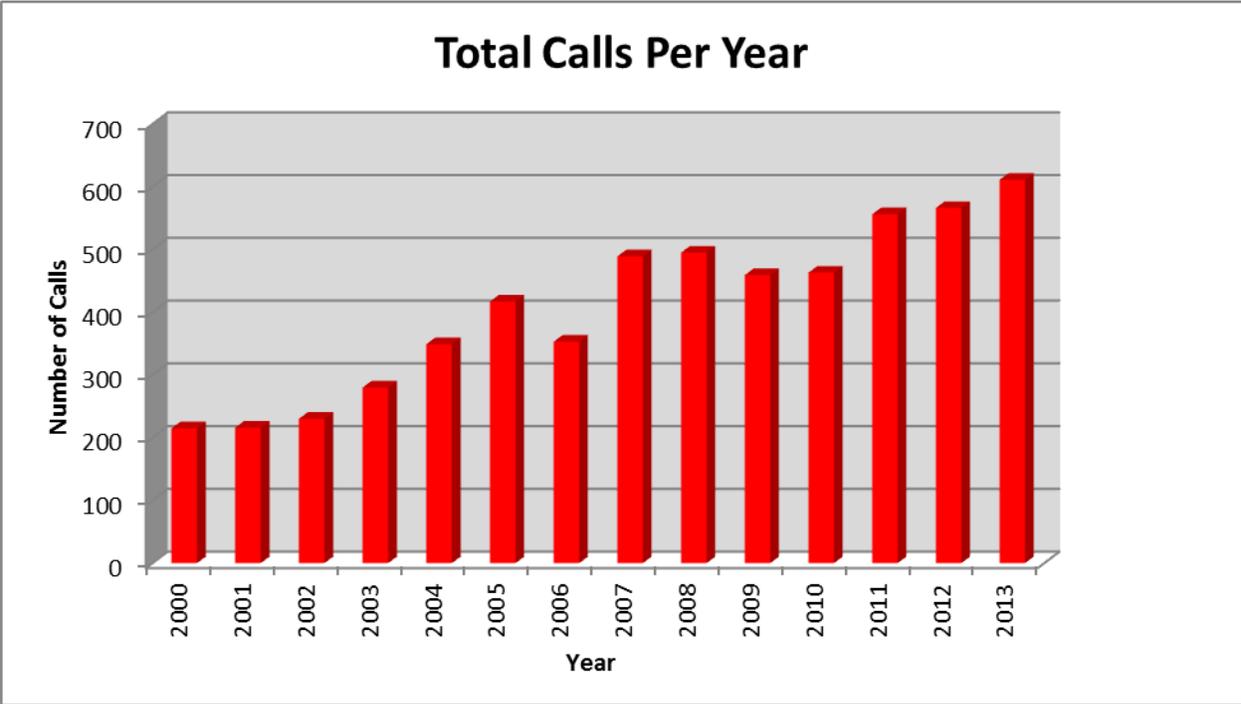
The Verona Fire Department currently staffs the fire station twelve hours a day, seven days a week with two full-time and two part-time personnel and one full-time Assistant Chief and the Fire Chief scheduled 8-hours per day, Monday through Friday. The remaining 12 hours at night are covered by Paid-On-Call staffing.

Overall the City of Verona's 2015 operating levy for the Fire Department is \$965,246 which is an increase of \$274,867 or 39.8% over the 2014 levy. This increase reflects the additional costs in the Fire Department Budget allocated between the City of Verona and the Town of Verona based on population, equalized value and calls for service. For the 2015 budget, the City of Verona property tax levy would support 77.0% of the operating budget. Additional revenue includes \$160,023 from the Town of Verona, \$45,895 in fire plan review fees, and \$82,000 in Fire 2% Dues and other payments.

The 2015 proposed budget includes the addition of a full-time Lieutenant position that would start mid-year following completion of the new station. At that time this new position and two existing officer positions would be adjusted to work 24 hour shifts. Additional paid-on-premise staffing is also requested in order to allow for the staffing of an officer and driver position during the 12-hour evening shift, 7 days a week. The 2015 budget also includes funds to start a Fire Intern program with students that would live at the station and would help to fill additional shifts. The Fire Department's 2015 capital budget includes \$9,300 for a rescue air bag system. In addition \$28,916 for the replacement of ATV-1 and trailer was requested in 2015 but is recommended to be delayed until 2016. The Fire Department has also been awarded a grant from Epic Systems to install a high pressure foam system on Engine 4.

STATISTICAL SUMMARY

- The Verona Fire Department service area consists of 32.0 square miles including the Town of Verona.
- The Town of Verona surrounds the City of Verona and is bordered on the north by the City of Madison and the east by the City of Fitchburg.
- As of 2013, the DOA estimated population of the Fire Department service area is 13,135



PERFORMANCE MEASUREMENT INDICATORS

| Activity | 2013 Actual | 6/30/14 Actual | Est. 2014 | Proposed 2015 |
|----------------------------|--------------------|-----------------------|------------------|----------------------|
| Total Calls | 611 | 334 | 626 | 638 |
| City of Verona Calls | 464 | 260 | 475 | 480 |
| Town of Verona Calls | 103 | 51 | 105 | 108 |
| Mutual Aid Calls | 44 | 23 | 46 | 50 |
| Fire Responses | 217 | 131 | 262 | 285 |
| EMS Assist Responses | 394 | 203 | 295 | 305 |
| Fire Inspections Completed | 886 | 542 | 1,084 | 1104 |
| Total Vehicle Mileage | Not Recorded | Not Recorded | Not Recorded | Not Recorded |
| Fuel Purchased | \$15,753.62 | \$5,730.15 | \$13,000.00 | \$14,000.00 |
| Gallons Purchased | 4,250.06 | 2,021.59 | 4,300.00 | 4,400.00 |

GOALS AND OBJECTIVES

The Verona Fire Department has identified the following goals and objectives:

Identify and Address Departmental Personnel Needs

- Increase the number of paid staff members (Part-Time, Paid-on-Call, FT) in a phased process to meet NFPA 1720 standards and reach targeted staffing needs by 2017.
- Improve current member retention programs and implement intern program for the fall of 2015.
- Mentor Officers to take key senior staff positions in the future.
- Implement a Health and Safety Program for staff.
- Maintain and improve the department's training program.

Maintain a Timely Schedule for the Replacement of Apparatus Fleet

- Manage the long-range apparatus replacement plan and budget
- Continue to maintain an apparatus preventive maintenance program designed in compliance with national standards.
- Evaluate apparatus needs based on current and future Department operations reflecting any changes in customer service needs.
- Replace existing apparatus as needed within the plan.
- Provide for safety and operational upgrades to the fleet.
- Plan for future IT upgrades

Continue to Work With All Involved in the Planning and Construction of the New Station

- Continue to work with the design team during the construction of the new station and ensure that we get a quality building for the best costs possible that will fit the needs of fire and EMS both now and into the future.

Strengthen the Department's Revenue Sources

- Develop additional revenue streams to supplement areas such as operations, equipment and capital improvements.
- Continue to research and apply for applicable grants.
- Seek assistance to our revenue streams from our community through fundraising, and inquires.

Improve the Department's Community Relations Activities

- Develop a consistent public information program that highlights Department personnel and achievements, as well as supports recruitment efforts. This program will utilize local and regional media.
- Develop a plan to engage the community in the department.

**FIRE DEPARTMENT
ADOPTED 2015 BUDGET**

| 175-4xxxx | Fire District | Fire Dept | | | | Change % INCR (DECR) |
|----------------------------------|-------------------|------------------------|---------------------------|-------------------|---------------------|----------------------------|
| | ACTUAL 2013 | 6/30 ACTUAL 2014 | ADOPTED BUDGET 2014 | PROJECTED 2014 | ADOPTED 2015 | |
| REVENUES | | | | | | |
| 41110 TAX LEVY | \$ 713,415 | \$ 690,379 | \$ 726,954 | \$ 726,954 | 965,246 | 32.78% |
| 41500 BADGER PRAIRIE | 2,000 | - | 2,000 | 2,000 | 2,000 | |
| 43420 FIRE DUES | 65,501 | - | 72,000 | 80,054 | 80,000 | |
| 43522 GRANTS/DONATIONS | 455 | - | - | - | - | |
| 43750 TOWN OF VERONA CONTRIB | 126,711 | 74,605 | 149,211 | 149,211 | 160,023 | 7.25% |
| 44901 FIRE PROT SYST PERMIT FEES | - | - | - | - | 45,895 | |
| 48110 INTEREST INCOME | 482 | - | - | - | - | |
| 48900 MISCELLANEOUS | 4,543 | 1,107 | - | 1,107 | - | |
| 48301 SALE OF PROPERTY | - | - | - | - | - | |
| APPLIED FUNDS | - | - | - | - | - | |
| TOTAL REVENUES | \$ 913,107 | \$ 766,091 | \$ 950,165 | \$ 959,326 | \$ 1,253,164 | 31.89% |

| | <u>City</u> | <u>Town</u> | <u>Total</u> |
|-----------------------------|---------------|------------------------------|-------------------|
| Population (2014) | 11,343 | 1,968 | 13,311 |
| Percent | 85.22% | 14.78% | 100.00% |
| EV (1/1/13) | 1,967,177,000 | 284,498,900 | 2,251,675,900 |
| Percent | 87.37% | 12.63% | 100.00% |
| Fire Calls(2011,2012,2013) | 1,260 | 311 | 1,571 |
| Percent | 80.20% | 19.80% | 100.00% |
| | | 47.21% | divided by 3 |
| | | | 15.74% |
| Operating Exp | \$ 1,098,883 | | |
| Operating Capital | 154,281 | (108,606) a | |
| Fire Other Revenues | (127,895) | | |
| | \$ 1,125,269 | \$ (108,606) | \$ 1,016,663 |
| | | Town Calculated Share | \$ 160,023 |

Note a:
Reduce Town portion for items that are 100% responsibility of City Fire Department

**FIRE DEPARTMENT
ADOPTED 2015 BUDGET**

| 175-52200 | Fire District/Dept | Fire Dept | | | | % INCR (DECR) | |
|---|--|---------------------|------------------------|---------------------------|-------------------|---------------------|-----------------|
| | | ACTUAL 2013 | 6/30 ACTUAL 2014 | ADOPTED BUDGET 2014 | PROJECTED 2014 | | ADOPTED 2015 |
| PERSONNEL SERVICES | | | | | | | |
| 110 | FULL TIME WAGES | \$ 311,437 | \$ 147,061 | \$ 336,578 | \$ 295,502 | \$ 359,657 | |
| 111 | LONGEVITY PAY | - | - | - | - | - | |
| 120 | PART TIME WAGES-ADMIN | - | - | - | - | 7,800 | |
| 120 001 | PART TIME WAGES-POC | 21,949 | 17,513 | 50,000 | 40,000 | 50,000 | |
| 120 002 | PART TIME WAGES-POP | 121,905 | 47,785 | 110,400 | 105,000 | 150,970 | |
| 125 | OVERTIME WAGES | 29,867 | 6,948 | 19,800 | 19,800 | 19,800 | |
| 130 | HEALTH INSURANCE | 69,851 | 39,622 | 79,243 | 79,243 | 99,864 | |
| 131 | DENTAL INSURANCE | - | 463 | 6,839 | 926 | 8,447 | |
| 132 | SOCIAL SECURITY | 39,062 | 16,703 | 39,533 | 33,406 | 44,999 | |
| 133 | LIFE INSURANCE | 779 | 4,585 | 6,530 | 5,451 | 6,599 | |
| 134 | WI RETIREMENT | 74,780 | 26,659 | 37,141 | 37,141 | 61,146 | |
| 150 | LOSA | 3,500 | - | - | - | 10,000 | |
| | TOTAL PERSONNEL SERVICES | \$ 673,130 | \$ 307,339 | \$ 686,064 | \$ 616,469 | \$ 819,282 | 19.42% |
| OPERATING EXPENDITURES | | | | | | | |
| 210 | PROFESSIONAL SERVICES | \$ 5,654 | \$ 2,695 | \$ 1,000 | \$ 1,000 | \$ 1,200 | |
| 210 050 | PROFESSIONAL SERVICES-ATTORNEY | 19,055 | 457 | 5,000 | - | 5,000 | |
| 210 051 | PROFESSIONAL SERVICES-AUDIT | 6,650 | 5,105 | 6,800 | 1,695 | 3,500 | |
| 220 | UTILITIES | 20,274 | 8,918 | 20,750 | 24,000 | 53,364 | |
| 225 | COMMUNICATIONS | 5,639 | 3,864 | 8,591 | 8,391 | 16,971 | |
| 240 | REPAIR/MAINTENANCE SERVICES | 58,244 | 19,109 | 62,525 | 62,428 | 63,740 | |
| 295 | RECRUITMENT | 595 | 21 | 2,000 | 2,000 | 2,000 | |
| 310 | OFFICE SUPPLIES | 2,697 | 726 | 6,700 | 6,000 | 6,700 | |
| 320 | MEMBERSHIP AND DUES | 1,126 | 591 | 1,760 | 1,510 | 1,996 | |
| 330 | TRAVEL | - | 735 | 3,700 | 2,107 | 4,100 | |
| 335 | EDUCATION-TRAINING | 13,093 | 1,854 | 14,600 | 12,500 | 24,450 | |
| 340 | OPERATING SUPPLIES | 22,522 | 1,933 | 9,000 | 9,000 | 9,000 | |
| 345 | UNIFORM ALLOWANCE | 6,590 | 848 | 8,500 | 9,500 | 10,730 | |
| 375 | FUEL | 15,754 | 5,730 | 15,000 | 13,000 | 15,000 | |
| 380 | OTHER COMMODITIES | 1,572 | 265 | 5,000 | 5,000 | 5,500 | |
| 450 | DATA PROCESSING SUPPORT | 3,895 | 3,004 | 5,250 | 5,070 | 5,250 | |
| 510 | INSURANCE | 20,139 | 2,350 | 39,950 | 39,950 | 47,400 | |
| 530 | RENTS AND LEASES | 4,761 | 2,280 | 3,700 | 3,700 | 3,700 | |
| | TOTAL OPERATING EXPENDITURES | \$ 208,260 | \$ 60,485 | \$ 219,826 | \$ 206,851 | \$ 279,601 | 27.19% |
| CAPITAL OUTLAY - GENERAL FUND | | | | | | | |
| 810 | OFFICE EQUIPMENT | \$ 2,419 | \$ - | \$ 6,275 | \$ - | \$ - | |
| 815 | OPERATING EQUIPMENT | 63,894 | 3,857 | 38,000 | 23,000 | 45,675 | |
| 820 | FACILITIES/ One Time Expenditures | 67,877 | - | - | - | 108,606 | |
| | TOTAL FIRE DEPT OP CAPITAL OUTLAY | \$ 134,190 | \$ 3,857 | \$ 44,275 | \$ 23,000 | \$ 154,281 | N/A |
| TOTAL FIRE DEPARTMENT EXPENDITURES | | \$ 1,015,580 | \$ 371,681 | \$ 950,165 | \$ 846,320 | \$ 1,253,164 | 31.89% |

**CITY OF VERONA
2015 BUDGET SUMMARY
VERONA ECONOMIC DEVELOPMENT COMMISSION**

The Verona Economic Development Commission (VEDC) was established on February 27, 2012 to promote economic development within the City of Verona. The VEDC serves as the loan committee to review loan applications and to make recommendations to the Common Council for the final action on loan agreements and appropriation of funds.

The VEDC revolving loan program received \$250,000 in start-up funding in 2012 from proceeds generated from the sale of property maintained in the Capital Projects Fund earmarked for the purpose of promoting economic development within the City.

The first loan was approved on April 9, 2012 by the Common Council and granted to Edelweiss Cheese Authentic Wisconsin, LLC in the amount of \$36,720 to help finance the renovation the property at 202 West Verona Avenue to serve as a retail cheese store.

| VERONA ECONOMIC DEVELOPMENT COMMISSION ADOPTED 2015 BUDGET | | | | | | |
|---|--------------------|------------------------|---------------------------|----------------------|-----------------|---------------------|
| | ACTUAL 2013 | 6/30 ACTUAL 2014 | ADOPTED BUDGET 2014 | PROJECTED 2014 | ADOPTED 2015 | % INCR (DECR) |
| REVENUES | | | | | | |
| INVESTMENT INCOME | \$ 766 | \$ - | \$ 780 | \$ 400 | \$ 400 | |
| NOTE PAYMENT | 3,120 | 1,608 | 3,247 | 3,247 | 3,379 | |
| INTEREST ON NOTES | 1,341 | 623 | 1,215 | 1,215 | 1,082 | |
| TRANSFERS FROM OTHER FUNDS | - | - | - | - | - | |
| TOTAL REVENUES | \$ 5,227 | \$ 2,231 | \$ 5,242 | \$ 4,862 | \$ 4,861 | -.06% |
| EXPENDITURES | | | | | | |
| PROFESSIONAL SERVICES-LEGAL | \$ - | \$ - | \$ - | \$ - | \$ - | |
| VEDC LOANS | - | - | - | - | - | |
| TOTAL EXPENDITURES | \$ - | \$ - | \$ - | \$ - | \$ - | n/a |
| LOAN RECIPIENT(S) | LOAN AMOUNT | | ISSUE DATE | MATURITY DATE | | |
| EDELWEISS CHEESE AUTHENTIC WISCONSIN, LLC | \$ 36,720 | | 6/1/2012 | 5/1/2022 | | |

**CITY OF VERONA
2015 BUDGET SUMMARY
CAPITAL IMPROVEMENTS**

MISSION STATEMENT

The City addresses in its Financial Management Plan a policy to fund capital improvement projects as identified in the five-year Capital Improvement Plan (CIP). The policy objective is that the tax and debt levies that fund capital improvement projects maintain a steady equalized tax rate that does not experience significant fluctuations that would otherwise create peaks and valleys from year to year.

EXECUTIVE SUMMARY

This budget identifies the departmental capital improvement projects and associated funding sources. The capital budget is generally used for items that cost in excess of \$5,000 and/or have a life expectancy of five years or more. The projects include all general tax levy supported projects. In addition to cash levy other funding sources include general obligation borrowing, impact fees, restricted developer park fees, donations and fund balance reserves as approved.

The City has also established equipment replacement revolving funds for information technology equipment and public works, parks and public safety vehicles. The equipment replacement funds are designed to eliminate the need to borrow for the replacement of equipment. The funds are budgeted for on a consistent annual basis creating reserves that are available as pieces of equipment need to be replaced. This budget excludes Water, Sewer and Storm Water projects that are not funded with tax levy dollars. As a part of the overall goal to be able to replace equipment and maintain facilities without increasing our debt requirements, the City created a reserve in 2012 designated for Library furnishings and building replacement budgeted for on an annual basis as a part of the Library levy. Beginning with the 2013 budget, the City created a reserve designated for Senior Center furnishing and facility replacement funded by Senior Center rental income. The 2015 Recommended Budget includes funds for the establishment of replacement funds for the City Hall/Police Station and Public Works Facility.

One of the City's long-term financial goals is to reduce the need for borrowing through the establishment of replacement funds and shifting funding to the capital projects levy. Overtime the City has been increasing the funds allocated for these purposes. The 2015 Recommended Budget increases the City's capital and replacement fund levy by \$60,722 over the 2014 Budget for a total of \$452,835. Additional increases are projected in future budgets in order to reduce the City's long-term borrowing costs by cash funding replacement and maintenance items.

2015 PROPOSED CAPITAL PROJECTS

A. Administration and Public Facilities

The Administration and Public Facilities capital budget includes the construction of a new Fire and EMS facility at the corner of Lincoln Street and Verona Avenue. The total estimated cost of this project is \$10,700,000. Of this amount, the City has previously borrowed \$7,500,000 in 2013 and 2014. An additional borrowing of \$3,200,000 is planned for 2015. Other facility projects in 2015 include \$75,000 for the remodeling of a staff work area at the Public Library and \$25,000 to address HVAC/dehumidifier concerns at the Verona Senior Center. The 2015 Recommended Budget also maintains funding for the City's information technology replacement fund at \$40,000 per year.

B. Public Works

General Street Program: The 2015 Recommended Budget includes \$11,130,891 in City-funded transportation related improvements. This includes \$5,000,000 for the planned reconstruction and widening of North Nine Mound Road which would be funded through Tax Increment Financing (TIF) District #7. Additional projects planned for 2015 include:

| | |
|--|-------------|
| • Mill and Overlay of Existing Streets | \$1,532,573 |
| • Pedestrian Bike Trail Study | \$25,000 |
| • CTH M & CTH PD Intersection & Reconstruction | \$3,307,032 |
| • Lincoln Street Reconstruction | \$220,500 |
| • Old CTH PB Bridge Replacement | \$30,000 |
| • Traffic Signals & Intersection Improvements | \$315,000 |
| • Locust Drive Bridge Expansion | \$700,786 |

Development: The 2015 Recommended Budget includes a placeholder of \$2,190,000 for potential downtown redevelopment costs related to TIF District #4. Projects for the TIF District could be funded through a combination of TIF funds or TIF supported borrowing.

Equipment: The Public Works Department proposes to purchase a new patrol truck in 2015 at a cost of \$175,960. Planned use of replacement funds would be used for a service vehicle shared with utilities (\$8,000) and a skid steer (\$25,000).

C. Parks

The capital improvement budget for 2015 related to Parks totals \$499,000. Included is \$175,000 for development at Cathedral Point Park, \$55,000 to develop a park area donated by Epic Systems, and \$55,000 to resurface tennis courts. Parking lot improvements are planned for Community Park (\$50,000) and Ceniti Park (\$32,000). Other expenses include \$2,000 for the annual lease payment for the 18 acres of county land east of Community Park, \$3,000 for a prairie burn at the Military Ridge reserve, and \$5,000 for the hometown trail system. The 2015 Recommended Budget also includes \$15,000 for an aquatic center feasibility study. Equipment replacements planned in 2015 include \$50,000 for a mower and \$45,000 for a toolcat. Funds are also included to purchase a PTO mower (\$7,000) and V-Plow (\$5,000) for a tractor unit to expand its capabilities.

D. Police Department

The City maintains a fleet of marked and un-marked police patrol vehicles. Included in the 2015 capital budget are expenditures of \$63,400 from the public safety equipment replacement fund to replace two squads and related equipment. The intent is that when one of the department's oldest vehicles reaches the end of its useful life it would be retired resulting in no net change in the number of police vehicles. Other items recommended for in 2015 include \$17,200 for Mobile Data Computers (MDCs), \$10,600 for computers, and \$25,600 for squad lightbars and emergency lighting. The Police Department is planning to purchase replacement facility and interview cameras through a combination of unexpected funds from 2014 and the public safety equipment replacement fund. The replacement of in-squad video cameras is proposed be delayed until 2016. In addition, the Police Department has requested grant funds for the purchase officer survival equipment in the amount of \$24,260.

E. EMS District

The EMS District 2015 capital plan includes \$210,320 for a replacement ambulance and \$24,500 for computer equipment. The City's share of the EMS capital budget is 40.35% or \$94,743. Of this amount, \$84,858 for the ambulance is planned to be borrowed with the balance of \$9,885 coming from the City's capital levy.

F. **Fire Department**

The 2015 Recommended Budget includes \$9,300 for a rescue air bag system for the Fire Department funded through the capital levy. The Fire Department has also requested grant funds in the amount of \$33,851 to install a high pressure foam system on Engine-4. The requested replacement of ATV-1 (\$28,916) and additional traffic preemption equipment (\$10,000) are proposed to be delayed until a future year.

G. **Equipment Replacement Funds**

The 2015 Capital Budget maintains the funding for the public works/parks equipment replacement fund at \$180,000 and the public safety equipment replacement fund at \$50,000. Also included is \$35,000 for a City Hall/Police Facility replacement fund and \$15,000 for a replacement fund for the Public Works Facility. In addition, there is \$40,000 budgeted for computer and other information technology equipment replacement as part of the Administration capital projects.

Capital Projects - Fund 100

| Department Category/Description | 2015 | | Levy | Debt | Revolving Fund | | |
|---|------------------------|----------------------|------------------|---------------------|--------------------------|--------------------------|--------------------------------|
| | Originally Proposed | Adopted 2015 | | | User Fees/ Restricted | Equipment Replacement | TIF/Trade-in Grants/Private |
| <u>SPACE NEEDS/BUILDING IMPROVEMENTS:</u> | | | | | | | |
| Public Facilities | | | | | | | |
| Fire Station Building Project | \$ 10,700,000 | \$ 10,700,000 | \$ - | \$ 3,200,000 | \$ 7,500,000 | \$ - | \$ - |
| Library Staff Area Remodel | 75,000 | 75,000 | - | 75,000 | - | - | - |
| Library Storage Shed/Tornado Shelter | | - | - | - | - | - | - |
| Senior Center Dehumidifier | 50,000 | 25,000 | 25,000 | - | - | - | - |
| Total Public Facilities | \$ 10,825,000 | \$ 10,800,000 | \$ 25,000 | \$ 3,275,000 | \$ 7,500,000 | \$ - | \$ - |
| <u>ADMINISTRATION:</u> | | | | | | | |
| Equipment | | | | | | | |
| City Hall Computer Fund for System/Network Upgrades | \$ 40,000 | \$ 40,000 | \$ 40,000 | \$ - | \$ - | \$ - | \$ - |
| Total Admin Equip | \$ 40,000 | \$ 40,000 | \$ 40,000 | \$ - | \$ - | \$ - | \$ - |
| TOTAL ADMININ & PUBLIC FACILITIES | \$ 10,865,000 | \$ 10,840,000 | \$ 65,000 | \$ 3,275,000 | \$ 7,500,000 | \$ - | \$ - |
| <u>PUBLIC WORKS</u> | | | | | | | |
| Transportation | | | | | | | |
| Mill and Overlay | \$ 1,532,573 | \$ 1,532,573 | \$ 10,116 | \$ 904,211 | \$ 550,000 | \$ - | \$ 68,246 |
| Sidewalk Program | 15,000 | - | - | - | - | - | - |
| Pedestrian Bike Trail Study & Construction | 25,000 | 25,000 | - | 25,000 | - | - | - |
| Relocate Nine Mound Rd./ Northern Lights | 5,000,000 | 5,000,000 | - | - | - | - | 5,000,000 |
| CTH M - Cross County Rd - PD Intersection | 3,307,032 | 3,307,032 | - | 2,898,941 | - | - | 408,091 |
| Lincoln St City Center - Verona Ave | 220,500 | 220,500 | - | 220,500 | - | - | - |
| Bridge Old PB/Badger Mill (in City) | 30,000 | 30,000 | 3,000 | - | - | - | 27,000 |
| Traffic Signals | 315,000 | 315,000 | - | 115,000 | 200,000 | - | - |
| Locust Drive Bridge Expansion | 700,786 | 700,786 | - | 700,786 | - | - | - |
| Subtotal PW Transportation | \$ 11,145,891 | \$ 11,130,891 | \$ 13,116 | \$ 4,864,438 | \$ 750,000 | \$ - | \$ 5,503,337 |
| Development | | | | | | | |
| Downtown Redevelopment TIF IV Phase I - III | \$ 2,190,000 | \$ 2,190,000 | \$ - | \$ - | \$ - | \$ - | \$ 2,190,000 |
| Subtotal Downtown Redevelopment | \$ 2,190,000 | \$ 2,190,000 | \$ - | \$ - | \$ - | \$ - | \$ 2,190,000 |
| Equipment | | | | | | | |
| Patrol Truck | \$ 175,960 | \$ 175,960 | \$ - | \$ 175,960 | \$ - | \$ - | \$ - |
| Service Vehicle | 8,000 | 8,000 | - | - | - | 8,000 | - |
| Skid Steer | 25,000 | 25,000 | - | - | - | 25,000 | - |
| Dane Comm -Radio Communication Upgrade | - | - | - | - | - | - | - |
| Subtotal PW Equipment | \$ 208,960 | \$ 208,960 | \$ - | \$ 175,960 | \$ - | \$ 33,000 | \$ - |
| Total Public Works | \$ 13,544,851 | \$ 13,529,851 | \$ 13,116 | \$ 5,040,398 | \$ 750,000 | \$ 33,000 | \$ 7,693,337 |
| <u>PARKS</u> | | | | | | | |
| Leisure Facilities | | | | | | | |
| Develop Park in Cathedral Point | \$ 175,000 | \$ 175,000 | \$ - | \$ - | \$ 175,000 | \$ - | \$ - |
| Master Plan Park Area East of Ceniti Park | 5,000 | - | - | - | - | - | - |
| Resurface Tennis Courts | 55,000 | 55,000 | 27,500 | - | 27,500 | - | - |
| Lease payment on 18 acres | 2,000 | 2,000 | - | - | - | - | 2,000 |
| Prairie Burn MR Reserve | 3,000 | 3,000 | - | - | 3,000 | - | - |
| Hometown Trail System | 5,000 | 5,000 | - | - | 5,000 | - | - |
| Develop Epic Park | 55,000 | 55,000 | 27,500 | - | 27,500 | - | - |
| Fund remaining Cost of Community Parking Lot | 50,000 | 50,000 | - | 50,000 | - | - | - |
| Surface and Restripe Ceniti Park | 32,000 | 32,000 | 16,000 | - | 16,000 | - | - |
| Acquatic Center Study | - | 15,000 | - | - | 15,000 | - | - |
| Subtotal Parks Facilities | \$ 382,000 | \$ 392,000 | \$ 71,000 | \$ 50,000 | \$ 269,000 | \$ - | \$ 2,000 |
| Equipment | | | | | | | |
| Replace John Deere Mower | \$ 50,000 | \$ 50,000 | \$ - | \$ - | \$ - | \$ 50,000 | \$ - |
| Replace 2009 Toolcat | 45,000 | 45,000 | - | - | - | 45,000 | - |
| Purchase PTO Mower for Tractor | 7,000 | 7,000 | 7,000 | - | - | - | - |
| Purchase Snow V-Plow for Tractor | 5,000 | 5,000 | 5,000 | - | - | - | - |
| Subtotal Parks Equipment | \$ 107,000 | \$ 107,000 | \$ 12,000 | \$ - | \$ - | \$ 95,000 | \$ - |
| Total Parks | \$ 489,000 | \$ 499,000 | \$ 83,000 | \$ 50,000 | \$ 269,000 | \$ 95,000 | \$ 2,000 |

Capital Projects - Fund 100

| Department Category/Description | 2015 | | Levy | Debt | Revolving Fund | | |
|---|------------------------|----------------------|-------------------|---------------------|--------------------------|--------------------------|--------------------------------|
| | Originally Proposed | Adopted 2015 | | | User Fees/ Restricted | Equipment Replacement | TIF/Trade-in Grants/Private |
| <u>POLICE</u> | | | | | | | |
| Equipment | | | | | | | |
| Squad Replacements or Additional | \$ 63,400 | \$ 63,400 | \$ - | \$ - | \$ - | \$ 63,400 | \$ - |
| Mobile Data Computers | 17,200 | 17,200 | - | - | - | 17,200 | - |
| Computers | 10,600 | 10,600 | 2,650 | - | - | 7,950 | - |
| Squad Lightbars and Emergency Lights | 25,600 | 25,600 | - | - | - | 25,600 | - |
| Interview Room Cameras | 17,000 | 17,000 | - | - | 17,000 | - | - |
| Facility Cameras | 61,000 | 61,000 | - | - | 61,000 | - | - |
| Software Upgrade & PC (facility cameras) | 11,500 | 11,500 | - | - | 11,500 | - | - |
| Server Replacement (In-car cameras & Interview Rooms) | 10,000 | 10,000 | - | - | 10,000 | - | - |
| In Car Cameras (delayed to 2016) | 40,250 | - | - | - | - | - | - |
| Officer Survival Equipment | 24,260 | 24,260 | - | - | - | - | 24,260 |
| License Plate Recognition System | 20,350 | - | - | - | - | - | - |
| Rifles | 16,150 | - | - | - | - | - | - |
| | - | - | - | - | - | - | - |
| Total Police | \$ 317,310 | \$ 240,560 | \$ 2,650 | \$ - | \$ 99,500 | \$ 114,150 | \$ 24,260 |
| <u>EMS (city share 40.347%):</u> | | | | | | | |
| Equipment | | | | | | | |
| Computer Equipment (\$24,500) | \$ 9,885 | \$ 9,885 | \$ 9,885 | \$ - | \$ - | \$ - | \$ - |
| Ambulance (\$210,320) | 84,858 | 84,858 | - | 84,858 | - | - | - |
| | - | - | - | - | - | - | - |
| Staff Vehicles | - | - | - | - | - | - | - |
| Total EMS | \$ 94,743 | \$ 94,743 | \$ 9,885 | \$ 84,858 | \$ - | \$ - | \$ - |
| <u>FIRE DEPT</u> | | | | | | | |
| Public Safety Facilities | | | | | | | |
| Facilities Study (\$15,000) from district reserves | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Subtotal Fire Facilities | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Equipment | | | | | | | |
| ATV - 1 and Trailer Replacement | \$ 28,916 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Structural Fire Gear (\$30,000) | - | - | - | - | - | - | - |
| POP Pagers (\$7,400) | - | - | - | - | - | - | - |
| Squad 5 Underbody Compartments (\$6,000) | - | - | - | - | - | - | - |
| Dorm Furniture (\$3,000) | - | - | - | - | - | - | - |
| Rescue Air Bag System | 9,300 | 9,300 | 9,300 | - | - | - | - |
| High Pressure System Engine-4 | 33,851 | 33,851 | - | - | - | - | 33,851 |
| Traffic Preemption - 1 Intersection | 10,000 | - | - | - | - | - | - |
| Subtotal Fire Equipment | \$ 82,067 | \$ 43,151 | \$ 9,300 | \$ - | \$ - | \$ - | \$ 33,851 |
| Total Fire | \$ 82,067 | \$ 43,151 | \$ 9,300 | \$ - | \$ - | \$ - | \$ 33,851 |
| Equip Replacement Revolving Fund -PW/Parks | \$ 180,000 | \$ 180,000 | \$ 180,000 | \$ - | \$ - | \$ - | \$ - |
| Equip Replacement Revolving Fund - Public Safety | 60,000 | 50,000 | 50,000 | - | - | - | - |
| Facility Replacement Fund-City Center | 75,000 | 35,000 | 35,000 | - | - | - | - |
| Facility Replacement Fund-Public Works | 40,000 | 15,000 | 15,000 | - | - | - | - |
| GRAND TOTAL | \$ 25,747,971 | \$ 25,527,305 | \$ 462,951 | \$ 8,450,256 | \$ 8,618,500 | \$ 242,150 | \$ 7,753,448 |

**CITY OF VERONA
2015 BUDGET SUMMARY
TAX INCREMENTAL FINANCING DISTRICT #4**

TIF 4 was created September 23, 1996 to promote the redevelopment and expansion of the downtown business district. The district includes South Main Street to Paoli Street and Verona Avenue from Shuman Street to Lincoln Street. TIF 4 may continue to incur project costs through September 22, 2018 and the district must be dissolved no later than September 22, 2023.

In 1997, the City borrowed \$870,400 to provide streetscape improvements and financial assistance for both building and business owners. Borrowing proceeds of \$86,201 are restricted for the life of the district.

In 2001, the City borrowed \$1,080,000 to implement planned improvements on the former Brunsell Lumber site which was acquired by the City in 2000. Approximately \$320,000 was used for the construction of public infrastructure related to the site (Railroad and Franklin Street improvements, public parking, etc.), \$575,000 was loaned to the Alexander Company for construction of a mixed-use retail/residential project on the site, and \$185,000 has been applied to develop a public plaza/veteran's memorial area in the bike trail corridor on the west side of Main Street. Work on the Alexander project began in summer, 2003 and was completed in summer, 2004. Work on the public plaza was completed in 2005 with a construction budget of \$350,000.

In 2003, the City borrowed \$440,000 including \$150,000 to be applied to the plaza area and relocate the shelter, and \$290,000 for the reconstruction of Railroad Street between South Main Street and Shuman Street.

In 2004, the City received a BUILD grant from Dane County. The grant was used to develop a plan for streetscape improvements along both Main Street and Verona Avenue and to examine ways to improve pedestrian and traffic flow as well as parking opportunities. Although no construction plans have been developed to implement the plans, \$220,000 has been placed in the 2006 budget to make streetscape improvements including new street lights and terrace improvements.

Also in 2004, the City borrowed \$310,000 from the State Trust Fund and made a grant to Sara Investment Real Estate to acquire and redevelop the properties at 305 and 307 S. Main Street into an office building. The grant carries a guarantee for value and will be completely repaid through increased increment in 12 years.

In 2005, the City made a similar economic development loan to the owners of Avanti's Restaurant. The loan was for \$50,000 and will be repaid within 5 years at 5% annual interest. In addition, the Hometown Junction project was completed with expenses totaling \$350,000.

In 2006, the City approved a \$450,000 grant along with a \$1 million pay-as-you-go TIF bond to complete what is known as the "Keller/Burke" project. The first phase of the project created 28 residential condominium units. The next phase will result in 4000 square feet of commercial space on the west side of Main Street south of the bike trail. The pay-as-you-go TIF bond is not an indebtedness of the City; rather, the funds will be paid to the developer from increment

generated from the projected \$5.4 million development. While the Bond payment schedule started in 2007, the first significant payment (from the project's increment value) was realized in 2008.

In 2007, the City reconstructed East Verona Avenue from Lincoln Street to Horizon Drive. The reconstruction created an urban section (curb/gutter/sidewalk), signalization at the intersection with Enterprise Drive and a subsequent signalization at the newly created Hometown Circle development. "Streetscape" improvements were added including: an access point into Community Park, installation of a bike trail segment, burial of overhead utilities and decorative streetlight poles to match W. Verona Avenue. Collectively, these "streetscape" amenities are designated improvements in the TIF Project Plan. Funding for these amenities came from General Obligation bond proceeds, in which TIF #4 will pay the proportionate share of the debt service for the life of the TIF.

As part of the Comprehensive Plan process, additional evaluation and planning occurred relative to the intersection of Main Street and Verona Avenue. Transportation issues, redevelopment opportunities and the initial development of an overall "downtown redevelopment plan" were conceived. As this important intersection lies within the boundaries of TIF #4, further investigation, planning and design is expected to occur in the completion of this downtown plan. Therefore, 2009 expense includes consultant fees related to this project. In 2009 no funds were expended for additional planning of the intersection and the 2010 budget anticipates no additional planning efforts.

In 2010, the proposed budget reflected funding for acquiring property should it become available to enhance the redevelopment of the North Main Street corridor. Note Proceeds and Construction indicated \$2,000,000 for downtown development and land acquisition. This was included in the budget simply as a "place-holder" and did not occur in 2010.

The City of Verona G.O. Bond issued in 2001 was refinanced in 2010 including a portion related to TIF 4. The 2010 projected note proceeds revenue in the amount of \$620,000 is to refinance the 2001 bond. There was no "new money" borrowed in 2010.

In 2011 the City amended the TIF IV project plan which included two primary changes. First the amendment increased the allowable expenditures from the original project plan of \$2,775,000 to \$7,925,000 or an increase of \$5,150,000. The increase in allowable plan costs relates mainly to streets and intersections, utility relocation, land acquisition and professional consulting and financing. The second change in the project amendment allows for TIF project plan improvements to be incurred up to 1/2 mile outside of the TID boundaries.

In 2012, the City conducted a request-for-proposal process for a comprehensive downtown transportation and corridor study. The 2013 budget includes up to \$100,000 to funds this study plus potential optional components or follow-up items. Also included in the 2013 budget is \$1,855,000 as a "place-holder" for potential right-of-way acquisition, redevelopment projects, or other project expenditures. The actual expenditures and any potential TIF borrowing will be dependant on individual projects pending approval by the City Council.

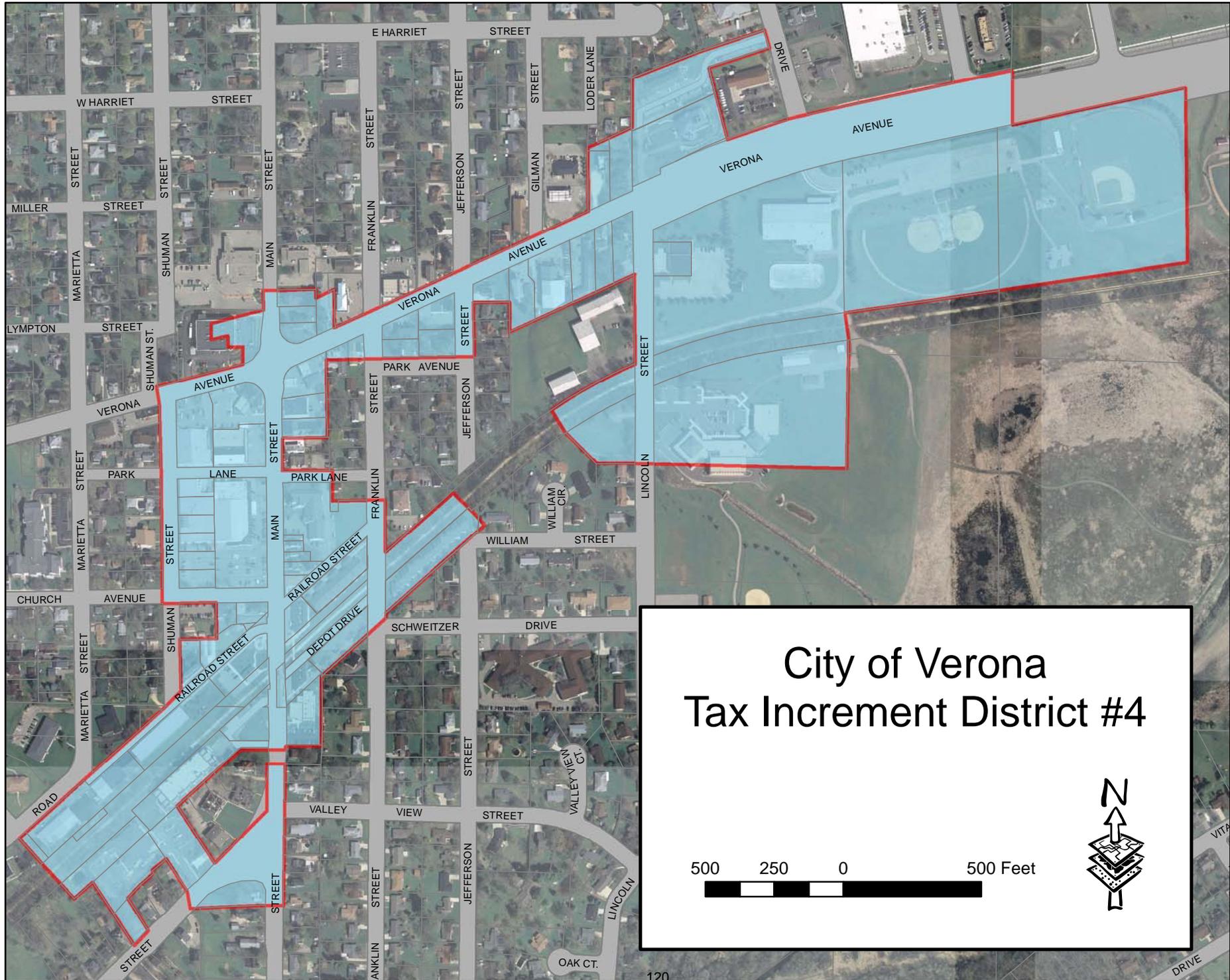
During 2013, the City conducted a planning process for a comprehensive Downtown Transportation and Corridor Study that includes recommendations for short, mid, and long-term transportation improvements and redevelopment opportunities in the downtown area. The 2014 budget included \$1,500,000 as a place holder to begin implementing recommendations included in the study as well as \$50,000 for planning and engineering costs. In 2013, the City expended \$150,000 to purchase the property located at 102 E. Park Street which is located in an area identified for potential redevelopment. Also in 2013 the City issued debt to partially advance refund the 2007 G.O. Bonds in the amount of \$620,000.

The City completed the Downtown Transportation and Corridor Study in 2014. One of the recommendations in this plan is streetscape improvements to enhance the appearance and character of the downtown as well as making it more pedestrian and bike friendly. The City is working with a landscape architect to design specific improvements for South Main Street from Verona Avenue to just north of Paoli Street. Planned improvements for this area include stamped concrete or pavers, decorative fencing, pedestrian bump outs, new street lighting and street trees, signage, and banners. Electronic pedestrian crossing signs are planned at the Military Ridge Trail and Main Street in order to improve safety for pedestrians and bicyclists. A public parking lot is planned for the lot owned by the City at 102 E. Park Street. The 2015 TIF 4 budget includes \$140,000 for planning and engineering services and \$1,500,000 for the estimated construction cost of these improvements.

**TIF IV
ADOPTED 2015 BUDGET**

| | ACTUAL 2013 | 6/30 ACTUAL 2014 | ADOPTED BUDGET 2014 | PROJECTED 2014 | ADOPTED 2015 | % INCR (DECR) |
|-------------------------------|-------------------|------------------------|---------------------------|-------------------|---------------------|------------------|
| REVENUES | | | | | | |
| TIF INCREMENT | \$ 574,368 | \$ 651,357 | \$ 649,000 | \$ 651,357 | \$ 480,000 | |
| STATE AID | 4,913 | - | 5,500 | 6,034 | 6,000 | |
| INVESTMENT INCOME | (13,190) | - | 3,000 | 2,200 | 2,200 | |
| BOND/NOTE PROCEEDS | - | - | 1,000,000 | - | 2,190,000 | |
| NOTE PAYMENT | 9,745 | 3,941 | 7,960 | 7,960 | 6,285 | |
| INTEREST ON NOTES | 3,187 | 1,474 | 2,869 | 2,869 | 2,544 | |
| TOTAL REVENUES | \$ 579,023 | \$ 656,772 | \$ 1,668,329 | \$ 670,420 | \$ 2,687,029 | 61.06% |
| EXPENDITURES | | | | | | |
| PROF SERVICES-PLANNING / ENGR | \$ 93,610 | \$ - | \$ 50,000 | \$ 20,000 | \$ 140,000 | |
| PROFESSIONAL SERVICES-AUDIT | 1,300 | 1,200 | 900 | 1,200 | 900 | |
| PROFESSIONAL SERVICES-LEGAL | 1,301 | 1,641 | 1,000 | 1,641 | 1,000 | |
| ADMINISTRATION | 12,639 | 150 | 13,500 | 13,500 | 14,000 | |
| CONSTRUCTION | - | - | 1,500,000 | - | 1,500,000 | |
| DEBT ISSUANCE / PAYING AGENT | - | 19 | - | 19 | 20 | |
| PAY-GO KB | 132,356 | - | 106,000 | 105,150 | 106,000 | |
| LAND ACQUISITION/EASEMENTS | 147,583 | 4,498 | - | 150,000 | - | |
| DEBT PRINCIPAL | 388,247 | 165,624 | 292,555 | 366,780 | 263,388 | |
| DEBT INTEREST | 66,813 | 32,660 | 49,318 | 78,274 | 35,477 | |
| TOTAL EXPENDITURES | \$ 843,849 | \$ 205,792 | \$ 2,013,273 | \$ 736,564 | \$ 2,060,785 | 2.36% |

| TID EQUALIZED VALUE INCREASE (INCREMENT) As of 1/1/2014 | BASE VALUE As of 1/1/1997 | TAX INCREMENTAL REVENUE COLLECTED Through 1/1/2014 |
|---|------------------------------|--|
| \$ 21,534,600 | \$ 8,842,400 | \$ 5,894,341 |



City of Verona Tax Increment District #4

500 250 0 500 Feet



**CITY OF VERONA
2015 BUDGET SUMMARY
TAX INCREMENTAL FINANCING DISTRICT #6**

TIF 6 was created May 8, 2000. It consists of 290 acres located adjacent to USH 18/151 bypass on the southeast side of the City. The land in the proposed commercial/industrial site is privately owned. TIF 6 may continue to incur project costs through May 7, 2018 and the district must be dissolved no later than May 7, 2023.

In 2000, the City borrowed \$700,000 to partially fund the new water tower and booster station which serves the TIF district. In addition, the City borrowed \$ 214,660 for capitalized interest and reserve cash requirements.

In 2001, the City borrowed \$700,000 for construction of sewer and water main to the Livesey property. An additional \$195,000 was borrowed for capitalized interest and reserve cash requirements. Of the 2000 and 2001 borrowed funds, a total of \$287,300 must be restricted for the life of the issues.

In 2004, the City borrowed an additional \$2.9 million of which \$1.65 million was used to construct the major roadway through the "Verona Technology Park" property (Livesey property) and \$500,000 was granted to Latitude Corporation for land acquisition/site development. The balance of the borrowing was used for capitalized interest, reserve account requirements and issuance costs. All TIF 6 borrowing to date, including the 2000, 2001 and 2004 debt issues, will be repaid through value guarantees by the Livesey Company.

In 2008, the City approved a pay-as-you-go TIF note in the amount of up to \$1,172,980 over 7 years to assist SAFC, Inc. in their acquisition of 15 acres to construct a new \$20 million pharmaceutical manufacturing plant. The pay-as-you-go TIF note is not an indebtedness of the City; rather, the funds will be paid to the developer from increment generated from the projected \$20 million development. SAFC purchased the property and began construction with the intent to open the plant in 2010.

The TIF 6 project plan identifies costs associated with the extension of sewer, water, storm sewer, streets and other infrastructure on the north side of CTH M. The City is preparing a pre-development agreement (PDA) with a property owner controlling approximately 120 acres in that area that will map out industrial and commercial development. The PDA will provide initial agreement on location and cost responsibilities for the extension of public infrastructure into this area. Therefore, the TIF 6 budget for 2009 includes expenses for engineering and legal consulting to begin implementation of the PDA.

During 2010, discussions have continued between the City and the developer of a proposed business park in TIF District Number 6 located north of County Highway M, south of Whalen Road, and east of STH 18/151. In 2010 the City prepared a draft TIF Project Plan Amendment for this area which identified costs associated with the extension of water, sanitary sewer, storm water, streets and other infrastructure.

The City of Verona G.O. Bond issued in 2001 was refinanced in 2010 including a portion related to TIF 6. The 2010 projected note proceeds revenue in the amount of \$620,000 is to refinance the 2001 bond.

In 2011 the City borrowed \$2,725,000 for utility and street improvements related to Phase I of the Liberty Business Park project. In 2012 the City extended utilities to the park with an associated cost of \$566,000. Included in the 2013 budget are costs associated with extending water and sewer utilities through the park and constructing approximately 1000 L.F. of Liberty Drive from CTH M to the North at a cost of \$1,940,000.

In 2012 \$1,655,000 was borrowed to partially advance refund the 2004 CDA Lease Revenue Bonds and to refinance the 2005 Bonds.

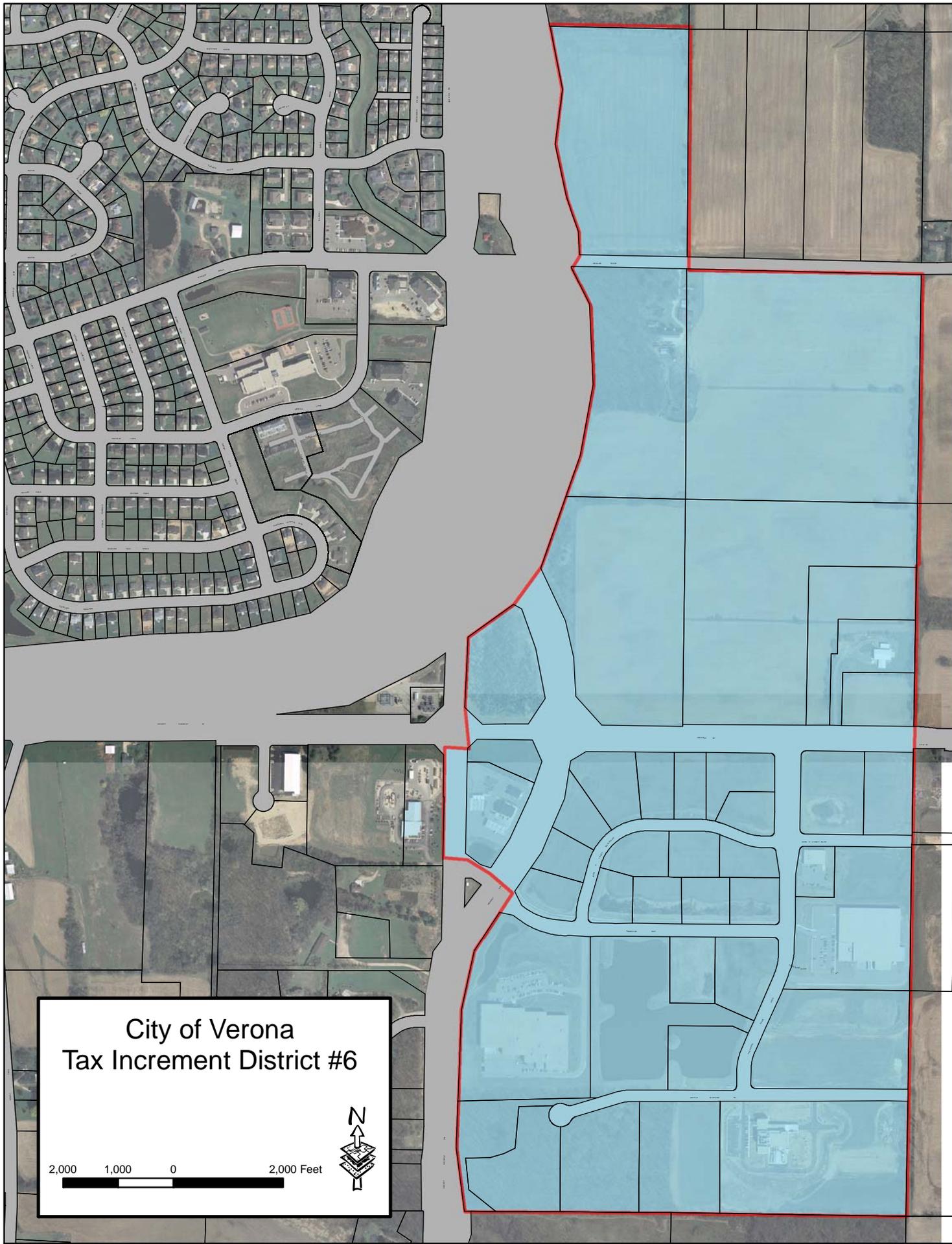
The City borrowed \$600,000 from the State Trust Fund Loan program in 2013 to assist with the Wisconsin Brewery Company development located in the Verona Technology Park. The Wisconsin Brewing Company facility was completed in 2013 and opened for business on November 1, 2013. Also in 2013, the City began construction of the Liberty Business Park Phase I improvements which include extending sanitary sewer and water mains through the site and constructing approximately 1000 L.F. of Liberty Drive from CTH M to the North at a cost of \$1,100,000.

In the fall of 2014 the City began an additional project to extend Liberty Drive further to the North and to construct a portion of Laser and Clarity Streets opening additional lots for development. The 2015 TIF 6 budget includes \$70,000 to install the surface layer of pavement on these streets which is the final planned TIF-funded improvement for Phase I of Liberty Business Park. Construction began on two flex buildings in Liberty Business Park in 2014 with a mixed use office and retail building scheduled to begin in the fall of 2014. A 231-room hotel is planned to be added in 2015.

**TIF VI
ADOPTED 2015 BUDGET**

| | ACTUAL 2013 | 6/30 ACTUAL 2014 | ADOPTED BUDGET 2014 | PROJECTED 2014 | ADOPTED 2015 | % INCR (DECR) |
|-------------------------------|---------------------|------------------------|---------------------------|---------------------|-------------------|------------------|
| REVENUES | | | | | | |
| TIF INCREMENT | \$ 765,384 | \$ 746,620 | \$ 744,000 | \$ 746,620 | \$ 880,000 | |
| STATE AID | 2,107 | - | 2,100 | 1,353 | 1,300 | |
| DEVELOPER GUARANTEE | - | - | - | - | - | |
| INVESTMENT INCOME | (66,466) | - | 12,000 | 6,000 | 5,500 | |
| BOND/NOTE PROCEEDS | 600,000 | - | - | - | - | |
| TOTAL REVENUES | \$ 1,301,025 | \$ 746,620 | \$ 758,100 | \$ 753,973 | \$ 886,800 | 16.98% |
| EXPENDITURES | | | | | | |
| PROFESSIONAL SERVICES-ENG | \$ - | \$ - | \$ 2,000 | \$ 25,000 | \$ 5,000 | |
| PROFESSIONAL SERVICES-AUDIT | 1,400 | 1,800 | 8,000 | 1,500 | 8,000 | |
| PROFESSIONAL SERVICES-LEGAL | 2,710 | 1,474 | 2,000 | 2,000 | 2,000 | |
| DEVELOPMENT REVENUE OBLIGATIC | 102,606 | - | 105,000 | 100,039 | 105,000 | |
| ADMINISTRATION | 18,882 | 150 | 20,000 | 19,500 | 21,000 | |
| CONSTRUCTION | 1,079,714 | 75 | 600,000 | 800,000 | 70,000 | |
| DEVELOPER INCENTIVE | 600,000 | - | - | - | - | |
| FINANCING COSTS/REFUNDING | 19 | 19 | - | 19 | 20 | |
| DEBT PRINCIPAL | 350,000 | 439,247 | 514,247 | 514,247 | 553,779 | |
| DEBT INTEREST | 172,595 | 90,003 | 164,129 | 164,129 | 154,253 | |
| TOTAL EXPENDITURES | \$ 2,327,926 | \$ 532,768 | \$ 1,415,376 | \$ 1,626,434 | \$ 919,052 | -35.07% |

| TID EQUALIZED VALUE | | TAX INCREMENTAL |
|----------------------|----------------|-------------------|
| INCREASE (INCREMENT) | BASE VALUE | REVENUE COLLECTED |
| As of 1/1/2014 | As of 1/1/1997 | Through 1/1/2014 |
| \$ 39,336,100 | \$ 475,200 | \$ 5,508,191 |



City of Verona
Tax Increment District #6

2,000 1,000 0 2,000 Feet



**CITY OF VERONA
2015 BUDGET SUMMARY
TAX INCREMENTAL FINANCING DISTRICT #7**

TIF 7 was created in December, 2002 and includes the 345 acres purchased in 2002 by Epic Systems Corporation for development of their corporate campus. The entire project costs associated with this district is directly related to the Epic development. It is Epic's intent to construct the entire development in phases, referred to as campuses.

The project plan identifies the expenses of approximately \$11 million during the expenditure period which ends in December, 2020. In 2002, the City borrowed \$7 million to cover the first phase of infrastructure development for Campus 1. Of this, \$2 million was capitalized interest to help the City pay debt service until increment from the Epic construction becomes realized in 2005.

In 2003, the City issued \$1.75 million Lease Revenue Bonds to fund construction of on/off ramps from the 18/151 bypass for the Epic project. Approximately \$300,000 of the bond was borrowed for capitalized interest and reserve requirements.

In 2004 and 2005, the City expended nearly \$4 million for street construction, installation of sanitary sewer and water, storm sewer and for an economic incentive grant to Epic for site preparation on their property. Construction of on- and off-ramps from the 18/151 bypass were completed in 2004 and additional street construction, including Northern Lights Road and N. Nine Mound Road improvements, were completed in 2005.

Also in 2005, the City detached the lot for Epic's Training and Conference Center from the TIF district. The rationale for the detachment was that the projected increment from the current and planned improvements in the district would be adequate to defease the district within the planned timetable. Therefore, both the City and the Joint Review Board created for the district made the decision that the value (and resultant taxes) from the Training and Conference Center should be captured by the overlying taxing jurisdictions immediately. In September 2005, Epic began to occupy Campus 1. The move into 5 office buildings was completed in 2006. Campus 1 consists of 5 office buildings, a cafeteria building and a 1500 stall underground parking ramp. The Training and Conference Center was completed in 2007(not in the TIF district).

In 2007, Epic began construction of the 2nd underground parking garage (2050 stalls) and plans to construct up to 5 additional office buildings for Campus 2 by the end of 2009. The Development Agreement between the City and Epic allows for additional assistance for the 2nd parking garage. The City installed the surface layer of Northern Lights Drive and began making payments to Epic as part of the \$9 million pay-as-you-go TIF bond described in the Development Agreement for assistance on the parking garage for Campus 1.

During 2012, the City and Epic have continued discussions on the proposed alignment of Northern Lights Road, North Nine Mound Road and the improvement to the intersection of CTH PD. In order to effectively plan for future improvements, the City conducted a traffic impact analysis for development at the Epic Farm campus and proposed campuses 4 and 5. Epic and the City also hosted several public and neighborhood meetings to discuss future development and transportation improvements in the area. Also during 2013, the City completed the construction of Well # 5 within TIF District #7 including a booster station and a 500,000 gallon ground reservoir. The total cost of these improvements is approximately \$4,000,000.

In 2014 the City and Epic continued working on designs for the reconstruction of Nine Mound Road and the intersection with CTH PD. The planned design is to expand Nine Mound Road from two to four lanes and the construct a new intersection with Northern Lights and Cross Country Road. The intersection with CTH PD will include a tunnel to allow westbound traffic on CTH PD to make a free flow left turn movement to the south. In the fall of 2014, the City and Town of Verona approved a transfer of regulatory authority for Nine Mound Road and the City started the process of acquiring right-of-way for the project. The 2015 budget includes \$5,000,000 for the reconstruction of Nine Mound Road. Works is planned to begin in the spring of 2015 with the goal of completing construction by the end of the year.

**TIF VII
ADOPTED 2015 BUDGET**

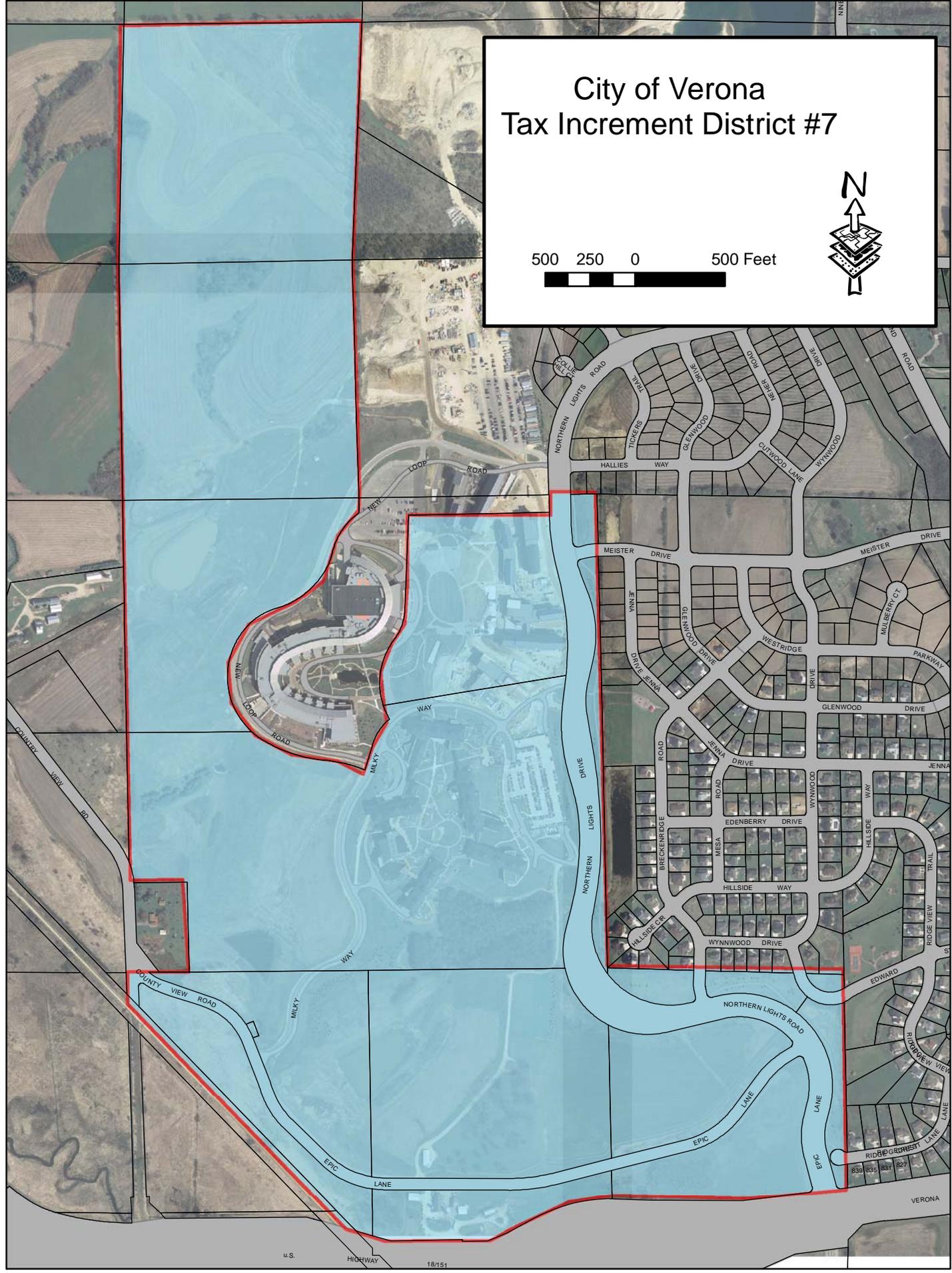
| | ACTUAL 2013 | 6/30 ACTUAL 2014 | ADOPTED BUDGET 2014 | PROJECTED 2014 | ADOPTED 2015 | % INCR (DECR) |
|-----------------------------|---------------------|------------------------|---------------------------|---------------------|---------------------|------------------|
| REVENUES | | | | | | |
| TIF INCREMENT | \$ 6,349,378 | \$ 5,103,441 | \$ 8,661,000 | \$ 8,683,847 | \$ 8,610,000 | |
| STATE AID EXEMPT COMPUTER | 269,064 | - | 274,000 | 274,688 | 275,000 | |
| INVESTMENT INCOME | (466,844) | - | 45,000 | 45,000 | 45,000 | |
| MISC / TRANSIT | - | - | - | - | - | |
| BOND/NOTE PROCEEDS | - | - | - | - | - | |
| TOTAL REVENUES | \$ 6,151,598 | \$ 5,103,441 | \$ 8,980,000 | \$ 9,003,535 | \$ 8,930,000 | -0.56% |
| EXPENDITURES | | | | | | |
| PROFESSIONAL SERVICES-ENG | \$ 742,270 | \$ 78,131 | \$ 250,000 | \$ 200,000 | \$ 500,000 | |
| PROFESSIONAL SERVICES-AUDIT | 3,300 | 3,800 | 3,500 | 3,800 | 3,800 | |
| PROFESSIONAL SERVICES-LEGAL | 11,535 | - | 18,000 | - | 18,000 | |
| PLANNER/BUILDING INSPECTION | 19,632 | - | 30,000 | 30,000 | 30,000 | |
| ADMINISTRATION | 16,397 | 150 | 14,500 | 17,500 | 18,000 | |
| CONSTRUCTION | 3,334,051 | - | 5,000,000 | - | 5,000,000 | |
| TIF NOTE | 675,225 | - | 657,900 | 657,900 | 640,575 | |
| PAYING AGENT FEES | 726 | - | 800 | 800 | 800 | |
| DEBT PRINCIPAL | 503,400 | - | 533,400 | 533,400 | 563,400 | |
| DEBT INTEREST | 304,329 | 140,903 | 281,807 | 281,807 | 257,171 | |
| TOTAL EXPENDITURES | \$ 5,610,865 | \$ 222,984 | \$ 6,789,907 | \$ 1,725,207 | \$ 7,031,746 | 3.56% |

| TID EQUALIZED VALUE | | TAX INCREMENTAL |
|----------------------|----------------|-------------------|
| INCREASE (INCREMENT) | BASE VALUE | REVENUE COLLECTED |
| As of 1/1/2014 | As of 1/1/1997 | Through 1/1/2014 |
| \$ 383,211,000 | \$ 320,400 | \$ 40,953,433 |

City of Verona Tax Increment District #7



500 250 0 500 Feet



**CITY OF VERONA
2015 BUDGET SUMMARY
WATER UTILITY**

MISSION STATEMENT

We are entrusted by the people of Verona to supply high quality water for consumption and fire protection, at a reasonable cost, while conserving and protecting our ground water resources for present and future generations.

EXECUTIVE SUMMARY

The City's water source is ground water from deep sandstone aquifers. The average daily pumpage requirements are 1,250,000 gallons per day. The Water Utility is a self supporting enterprise; 100% of the expenses are paid by the Utility customers through quarterly bills. The Utility routinely monitors drinking water to comply with Federal and State laws. The following is a list of contaminants required and tested for in the last five years.

- Inorganic contaminants
- Microbiological contaminants
- Radioactive contaminants
- Synthetic organic contaminants (Including pesticides and herbicides)
- Unregulated contaminants
- Volatile organic contaminants

Included in the 2015 budget is to continue to change out water meters to an end point radio read system.

STATISTICAL SUMMARY

The Water Utility is responsible for maintaining approximately 79.5 miles of water mains varying in size from 6 inches to 16 inches in diameter, 814 hydrants, 2,200 valves and 3,695 service laterals, and 4,923 water meters. All water meters are read by an electronic reading system. The Utility has five wells with an average depth of 1,100 feet and a combined pumping capacity of 6,600 gallons per minute. The Utility operates under three pressure zones: the Central Zone, Southeast Zone and North Zone. The Utility also maintains three elevated storage tanks and a ground reservoir with a combined storage capacity of 1,600,000 gallons.

SUMMARY OF ACHIEVEMENTS FOR 2014

Managed and coordinated the construction of water main and service lateral replacement on Lincoln Street, Holiday Court and Oak Court.

Managed and coordinated the construction of water main in the Liberty Business Park, Epic Campus, Cathedral Point and the final phase in Scenic Ridge Subdivision.

Manage and coordinated the Rehabilitation of the Well # 3.

GOALS AND OBJECTIVES FOR 2015

- Coordinate and manage plans to go to an Advance Metering Infrastructure system with the implementation over the next three years.
- Coordinate and manage the construction of water main and service lateral replacement on Lincoln Street from the Lincoln Street Box Culvert to East Verona Ave.
- Coordinate and manage the construction of water main on the Epic Campus to support Campus IV & V.
- Coordinate and manage the construction activity for the Water Utility Audit for Baker Tilly.
- Coordinate and manage a Water Loss Study.

PERFORMANCE MEASUREMENT INDICATORS

| Activity | 2013 Actual | 6/30/14 Actual | Est. 2014 | Proposed 2015 |
|-------------------------------|-------------|----------------|-------------|---------------|
| Number of Customers | 4377 | 4402 | 4452 | 4500 |
| Total Gallon of Water Sold | 444,747,000 | 225,000,000 | 446,000,000 | 450,000,000 |
| Number of Water Breaks | 7 | 9 | 11 | 9 |
| Total Gallons of water pumped | 501,363,000 | 250,000,000 | 525,000,000 | 535,000,000 |

**WATER UTILITY
ADOPTED 2015 BUDGET**

| | | 6/30 | ADOPTED | | |
|-----------------------------------|----------------------|---------------------|---------------------|---------------------|---------------------|
| 03-xxxxx | ACTUAL | ACTUAL | BUDGET | PROJECTED | ADOPTED |
| | 2013 | 2014 | 2014 | 2014 | 2015 |
| REVENUES | | | | | |
| 42900 INTEREST ON SPEC. ASSMTS. | \$ - | \$ - | \$ - | \$ - | \$ - |
| 43530 BUILD AMERICA BOND REBATE | 2,682 | - | 5,489 | 5,011 | 5,489 |
| INTERGOVERNMENTAL REVENUES | \$ 2,682 | \$ - | \$ 5,489 | \$ 5,011 | \$ 5,489 |
| 46451-100 RESIDENTIAL - METERED | \$ 642,785 | \$ 304,426 | \$ 650,000 | \$ 648,000 | \$ 650,000 |
| 46451-200 COMMERCIAL - METERED | 389,955 | 177,179 | 410,000 | 400,000 | 415,000 |
| 46451-300 INDUSTRIAL - METERED | 65,866 | 31,542 | 67,000 | 66,000 | 68,000 |
| 46451-400 PUBLIC AGENCIES-METERED | 42,910 | 19,511 | 45,000 | 43,000 | 45,000 |
| 46452-100 RESIDENTIAL - UNMETERED | 3,840 | 2,323 | 3,000 | 3,000 | 3,000 |
| 46452-200 COMMERCIAL -UNMETERED | 46,794 | 28,058 | 70,000 | 60,000 | 60,000 |
| 46452-300 INDUSTRIAL - UNMETERED | 2,334 | - | 2,000 | 2,000 | 2,000 |
| 46452-400 PUBLIC AGENCIES | 7,312 | - | 3,000 | 3,500 | 3,500 |
| 46453 DELINQUENT CHARGES | 8,439 | 2,298 | 5,600 | 6,000 | 7,500 |
| 46454 HYDRANT RENTAL | 464,096 | 464,096 | 464,096 | 464,096 | 464,096 |
| 46454-100 HYDRANT RENTAL | 1,748 | 813 | 1,700 | 1,800 | 1,800 |
| 46454-200 HYDRANT RENTAL COMM. | 27,776 | 14,535 | 29,000 | 30,000 | 32,000 |
| 46454-300 HYDRANT RENTAL INDUST. | 10,652 | 5,326 | 11,000 | 11,000 | 11,000 |
| 46454-400 HYDRANT RENTAL PUB. AG. | 2,420 | 1,210 | 2,500 | 2,500 | 2,500 |
| 46455 IMPACT FEE'S | - | 20,088 | 22,000 | 25,000 | 20,000 |
| 46910 MISC.REVENUE | 40,233 | 27,516 | 10,000 | 30,000 | 25,000 |
| TOTAL PUBLIC CHARGES | \$ 1,757,162 | \$ 1,098,922 | \$ 1,795,896 | \$ 1,795,896 | \$ 1,810,396 |
| 48110 INTEREST ON INVESTMENT | \$ 11,019 | \$ - | \$ 14,000 | \$ 11,500 | \$ 12,000 |
| 48120 INTEREST INCOME BOND | \$0 | \$0 | \$0 | \$0 | \$0 |
| 48200 RENTS | 115,388 | 51,837 | 100,000 | 110,000 | 110,000 |
| MISCELLANEOUS REVENUE | \$ 126,407 | \$ 51,837 | \$ 114,000 | \$ 121,500 | \$ 122,000 |
| 42100 CONTRIBUTIONS REVENUE | \$ 8,374,384 | \$ 9,634 | \$ 2,100,000 | \$ 2,000,000 | \$ 1,000,000 |
| OTHER FINANCING SOURCES | \$ 8,374,384 | \$ 9,634 | \$ 2,100,000 | \$ 2,000,000 | \$ 1,000,000 |
| TOTAL REVENUES | \$ 10,260,635 | \$ 1,160,393 | \$ 4,015,385 | \$ 3,922,407 | \$ 2,937,885 |

**WATER UTILITY
ADOPTED 2015 BUDGET**

| 030-5370x | ACTUAL | 6/30 ACTUAL | ADOPTED BUDGET | PROJECTED | ADOPTED | % |
|-----------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|----------------|
| | 2013 | 2014 | 2014 | 2014 | 2015 | INCR (DECR) |
| PERSONNEL SERVICES | | | | | | |
| 110 FULL TIME WAGES | \$ 130,271 | \$ 117,729 | \$ 217,611 | \$ 208,611 | \$ 224,056 | |
| 111 LONGEVITY PAY | 14,061 | 2,148 | 5,181 | 4,623 | 3,990 | |
| 120 PARTIME WAGES | 17,046 | 4,190 | 19,781 | 19,781 | 21,660 | |
| 125 OVERTIME WAGES | 30,671 | 13,363 | 21,000 | 22,000 | 30,000 | |
| 130 MEDICAL INSURANCE | 50,002 | 9,318 | 40,117 | 40,117 | 41,290 | |
| 131 DENTAL INSURANCE | 1,517 | 1,645 | 2,949 | 2,949 | 3,098 | |
| 132 SOCIAL SECURITY | 11,232 | 10,325 | 20,163 | 13,813 | 14,597 | |
| 133 LIFE INSURANCE | 623 | 281 | 615 | 615 | 619 | |
| 134 WI RETIREMENT | 13,946 | 8,757 | 18,451 | 18,451 | 19,020 | |
| 135 INCOME CONTINUATION | - | - | 774 | 774 | - | |
| TOTAL PERSONNEL SERVICES | \$ 269,369 | \$ 167,757 | \$ 346,642 | \$ 331,734 | \$ 358,330 | 3.37% |
| OPERATING EXPENSES | | | | | | |
| 220 UTILITIES | \$ 118,249 | \$ 44,090 | \$ 136,100 | \$ 128,000 | \$ 133,100 | |
| 222 PRINTING | - | - | 1,000 | 500 | 1,000 | |
| 225 COMMUNICATIONS | 7,512 | 3,515 | 6,300 | 9,000 | 9,500 | |
| 310 OFFICE SUPPLIES | 6,315 | 2,546 | 10,000 | 7,500 | 8,000 | |
| 320 MEMBERSHIP & DUES | 2,997 | 615 | 3,650 | 3,000 | 3,650 | |
| 330 TRAVEL | 5,971 | 3,530 | 9,000 | 7,300 | 8,000 | |
| 335 EDUCATION | 1,238 | 215 | 3,000 | 1,500 | 3,000 | |
| 340 OPERATING SUPPLIES | 5,140 | 2,725 | 7,700 | 6,600 | 7,700 | |
| 341 CHEMICALS | 15,797 | 6,869 | 22,000 | 18,000 | 20,000 | |
| 350 REPAIR & MAINTENANCE | 41,591 | 12,091 | 38,000 | 35,200 | 38,000 | |
| 510 INSURANCE | 9,990 | - | 12,000 | 12,000 | 12,000 | |
| 520 TAX EQUIVALENT | 524,652 | 625,000 | 625,000 | 625,000 | 625,000 | |
| TOTAL OPERATING EXPENSES | \$ 739,452 | \$ 701,196 | \$ 873,750 | \$ 853,600 | \$ 868,950 | -0.55% |
| CONTRACTUAL SERVICES | | | | | | |
| 210 PROFESSIONAL SERVICES | \$ 51,909 | \$ 39,224 | \$ 94,750 | \$ 79,000 | \$ 79,750 | |
| 240 REPAIR & MAINTENANCE | 75,643 | 15,705 | 131,000 | 167,750 | 83,000 | |
| 521 PSC ASSESSMENT | - | - | - | - | - | |
| 530 RENTS & LEASES | 1,938 | 1,212 | 2,500 | 5,000 | 5,500 | |
| TOTAL CONTRACTUAL SERVICE: | \$ 129,490 | \$ 56,141 | \$ 228,250 | \$ 251,750 | \$ 168,250 | -26.29% |
| TOTAL OPERATING/MTCE | \$ 1,138,311 | \$ 925,094 | \$ 1,448,642 | \$ 1,437,084 | \$ 1,395,530 | -3.67% |
| OTHER EXPENSES | | | | | | |
| 403 DEPRECIATION | \$ 612,560 | \$ - | \$ 525,000 | \$ 720,000 | \$ 740,000 | |
| 400 BOND DISCOUNT & EXPENSES | 69,064 | - | - | - | - | |
| 200 INTEREST | 127,145 | 59,078 | 111,167 | 111,167 | 97,357 | |
| 210 PAYING AGENT FEES | 61 | 99 | 100 | 100 | 100 | |
| TOTAL OTHER EXPENSES | \$ 808,830 | \$ 59,177 | \$ 636,267 | \$ 831,267 | \$ 837,457 | |
| SUBTOTAL BUDGETED EXP | \$ 1,947,141 | \$ 984,271 | \$ 2,084,909 | \$ 2,268,351 | \$ 2,232,987 | 7.10% |
| CAPITAL PURCHASES | | | | | | |
| 810 OFFICE EQUIPMENT | \$ - | \$ - | \$ 6,000 | \$ 3,000 | \$ 6,000 | |
| 815 OPERATING EQUIPMENT | - | - | 251,000 | - | - | |
| TOTAL CAPITAL | \$ - | \$ - | \$ 509,000 | \$ 3,000 | \$ 6,000 | -98.82% |
| DEBT SERVICE PRINCIPAL | | | | | | |
| 100 PRINCIPAL | \$ 1,507,388 | \$ 313,829 | \$ 340,365 | \$ - | \$ 341,899 | |
| TOTAL DEBT SVCE PRINCIPAL | \$ 1,507,388 | \$ 313,829 | \$ 340,365 | \$ - | \$ 341,899 | 0.45% |
| TOTAL WATER UTILITY USES | \$ 3,454,529 | \$ 1,298,100 | \$ 2,934,274 | \$ 2,271,351 | \$ 2,580,886 | -12.04% |

**CITY OF VERONA
2015 BUDGET SUMMARY
SEWER UTILITY**

MISSION STATEMENT

To protect public health and the environment by providing exceptional wastewater conveyance, treatment, and related services.

EXECUTIVE SUMMARY

The City's wastewater is treated at the Nine Springs Wastewater Plant located at 1610 Moorland Road, approximately one mile south of Lake Monona. Highly treated effluent is then pumped nine miles back to the west where it outfalls into the headwaters of the Badger Mill Creek just east of the City. Pump Station # 17 and the force main became operational on July 2, 1996 conveying all of the City's wastewater to the Nine Springs Wastewater Plant which is owned and operated by Madison Metropolitan Sewerage District. On August 10, 1998, the District began operating the Badger Mill Creek Effluent Return Project which is owned and operated by Madison Metropolitan Sewerage District. Currently, approximately three million gallons per day of highly treated effluent are pumped into the Badger Mill Creek. The Utility is a self supporting enterprise; 100% of the Sewer Utility expenses are supported through Sewer Utility rates paid by its customers.

STATISTICAL SUMMARY

The Sewer Utility is responsible for serving approximately 4,450 customers by maintaining approximately 69 miles sanitary sewer mains ranging in size from four inches to fifteen inches in diameter. The City maintains one pump station located on Epic Lane which serves the Epic Campus and a portion of the Meister subdivision. All of the remaining collection flows by gravity to Pump Station # 17. Currently approximately 343 million gallons of wastewater per year is conveyed to the Nine Springs Wastewater Plant to be treated at a cost of approximately \$820,000 annually.

SUMMARY OF ACHIEVEMENTS FOR 2014

- Managed and coordinated general maintenance activities of the conveyance system including televising of mains identifying problem areas and cleaning approximately six miles of mains with the use of a high pressure sewer cleaning machine.

- Managed and coordinated the submission of the 2013 Wisconsin Department of Natural Resources Compliance Maintenance Annual Report with a Grade A rating.
- Managed and coordinated the construction activity for the Sewer Utility Audit for Baker Tilly.
- Manage and coordinate the construction of sanitary sewer facilities in the Liberty Business Park, Epic Campus, Cathedral Point and final phase in Scenic Ridge Subdivision.
- Manage and coordinate the cleaning and televising of approximately 4.5 miles of sanitary sewer mains.

GOALS AND OBJECTIVES FOR 2015

- Manage and coordinate general maintenance activities of the conveyance system including televising of mains identifying problem areas and cleaning approximately six miles of mains with the use of a high pressure sewer cleaning machine.
- Manage and coordinate the construction activity for the Sewer Utility Audit for Baker Tilly.
- Manage and coordinate the replacement of Sanitary Sewer on Lincoln Street from the Lincoln Street Box Culvert to East Verona Avenue.

PERFORMANCE MEASUREMENT INDICATORS

| Activity | 2013 Actual | 6/30/14 Actual | Est. 2014 | Proposed 2015 |
|--|--------------------|-----------------------|------------------|----------------------|
| Number of Customers | 4377 | 4402 | 4452 | 4500 |
| Miles of Sanitary Sewer maintained | 6 Miles | 6 Miles | 6 Miles | 6 Miles |
| Total Length of Sewer main televised | 4 Miles | 4.4 Miles | 4.4 Miles | 4 Miles |
| Total Length of Sewer main repaired/replaced | 600' | 200' | 200' | 1500' |
| Wastewater gallons pumped/treated per day | 924,000 | 939,000 | 940,000 | 960,000 |

**SEWER UTILITY
ADOPTED 2015 BUDGET**

| | | ACTUAL | 6/30 ACTUAL | ADOPTED BUDGET | PROJECTED | ADOPTED |
|-----------------------------------|-------------------------|---------------------|--------------------|---------------------|---------------------|---------------------|
| 04-xxxxx | | 2013 | 2014 | 2014 | 2014 | 2015 |
| 42100 | CONTRIBUTIONS REVENUE | \$ 1,794,791 | \$ (26,854) | \$ 75,000 | \$ 70,000 | \$ 35,000 |
| INTERGOVERNMENTAL REVENUES | | \$ 1,794,791 | \$ (26,854) | \$ 75,000 | \$ 70,000 | \$ 35,000 |
| 46411-100 | RESIDENTIAL - METERED | \$ 789,158 | \$ 377,504 | \$ 800,000 | \$ 791,000 | \$ 838,460 |
| 46411-150/200 | COMMERCIAL - METERED | 468,625 | 224,590 | 450,000 | 470,000 | 498,200 |
| 46411-300 | INDUSTRIAL - METERED | 43,391 | 20,951 | 49,000 | 44,000 | 46,640 |
| 46411-400 | PUBLIC AGENCIES-METERED | 47,886 | 24,735 | 50,000 | 50,000 | 53,000 |
| 46413 | DELINQUENT CHARGES | 10,322 | 2,828 | 8,000 | 10,000 | 10,000 |
| 46415 | CONNECTION FEE | - | 34,160 | 20,000 | 35,000 | 20,000 |
| 46910 | MISC.REVENUE | 13,746 | 12,731 | 5,000 | 13,000 | 13,000 |
| TOTAL PUBLIC CHARGES | | \$ 1,373,128 | \$ 697,499 | \$ 1,382,000 | \$ 1,413,000 | \$ 1,479,300 |
| 48110 | INTEREST ON INVESTMENTS | \$ 4,967 | \$ - | \$ 6,000 | \$ 4,500 | \$ 4,500 |
| MISCELLANEOUS REVENUE | | \$ 4,967 | \$ - | \$ 6,000 | \$ 4,500 | \$ 4,500 |
| TOTAL REVENUES | | \$ 3,172,886 | \$ 670,645 | \$ 1,463,000 | \$ 1,487,500 | \$ 1,518,800 |

**SEWER UTILITY
ADOPTED 2015 BUDGET**

| | ACTUAL 2013 | 6/30 ACTUAL 2014 | ADOPTED BUDGET 2014 | PROJECTED 2014 | ADOPTED 2015 | % INCR (DECR) |
|--|---------------------|------------------------|---------------------------|---------------------|---------------------|------------------|
| EXPENSES | | | | | | |
| PERSONNEL SERVICES | | | | | | |
| 110 FULL TIME WAGES | \$ 118,951 | \$ 50,422 | \$ 153,261 | \$ 153,261 | \$ 162,798 | |
| 111 LONGEVITY PAY | 1,608 | 816 | 3,173 | 3,047 | 3,047 | |
| 120 PARTIME WAGES | 90 | - | 9,256 | 7,035 | 3,517 | |
| 125 OVERTIME WAGES | 7,144 | 948 | 2,500 | 3,000 | 3,000 | |
| 130 MEDICAL INSURANCE | 38,147 | 22,564 | 41,409 | 41,409 | 43,316 | |
| 131 DENTAL INSURANCE | 2,884 | 1,698 | 3,315 | 3,315 | 3,447 | |
| 132 SOCIAL SECURITY | 9,382 | 3,881 | 12,866 | 12,866 | 13,186 | |
| 133 LIFE INSURANCE | 409 | 111 | 356 | 356 | 439 | |
| 134 WI RETIREMENT | 7,891 | 3,386 | 11,773 | 11,773 | 11,720 | |
| 135 INCOME CONTINUATION | - | - | 873 | - | - | |
| TOTAL PERSONNEL SERVICES | \$ 186,506 | \$ 83,827 | \$ 238,782 | \$ 236,062 | \$ 244,470 | 2.38% |
| OPERATING EXPENSES | | | | | | |
| 220 UTILITIES | \$ 6,543 | \$ 2,812 | \$ 10,950 | \$ 10,950 | \$ 12,450 | |
| 222 PRINTING | - | - | 200 | 200 | 200 | |
| 225 COMMUNICATIONS | 3,332 | 977 | 4,000 | 3,500 | 4,000 | |
| 240 MOTOR POOL | 16,868 | 2,294 | 12,000 | 10,000 | 10,000 | |
| 310 OFFICE SUPPLIES | 4,794 | 2,536 | 6,000 | 5,500 | 6,000 | |
| 320 MEMBERSHIP & DUES | 2,162 | - | 2,400 | 2,400 | 2,400 | |
| 330 TRAVEL | 48 | - | 200 | 100 | 200 | |
| 335 EDUCATION | - | - | 1,000 | 500 | 1,000 | |
| 340 OPERATING SUPPLIES | 3,858 | 2,181 | 4,500 | 5,000 | 5,000 | |
| 345 SHARED METER EXPENSE | 27,528 | - | 28,000 | 28,000 | 31,000 | |
| 350 REPAIR & MAINTENANCE | 16,038 | 694 | 15,000 | 10,000 | 10,000 | |
| 510 INSURANCE | 7,500 | - | 8,400 | 8,000 | 8,500 | |
| TOTAL OPERATING EXPENSES | \$ 88,670 | \$ 11,494 | \$ 92,650 | \$ 84,150 | \$ 90,750 | -2.05% |
| CONTRACTUAL SERVICES | | | | | | |
| 210 PROFESSIONAL SERVICES | \$33,077 | \$29,484 | \$26,000 | \$34,000 | \$29,580 | |
| 240 REPAIR & MAINTENANCE | 111,164 | 13,369 | 73,000 | 40,000 | 42,000 | |
| 290 OTHER CONTRACTUAL | 763,822 | 203,790 | 862,511 | 850,000 | 914,511 | |
| 520 RE TAX EQUIVALENT | 8,935 | - | 8,800 | 9,100 | 9,500 | |
| 530 RENTS & LEASES | 25,841 | 1,212 | 54,000 | 30,000 | 35,000 | |
| TOTAL CONTRACTUAL SERVICES | \$ 942,838 | \$ 247,854 | \$ 1,024,311 | \$ 963,100 | \$ 1,030,591 | 0.61% |
| TOTAL OPERATING EXPENSES | \$ 1,218,014 | \$ 343,176 | \$ 1,355,743 | \$ 1,283,312 | \$ 1,365,811 | 0.74% |
| OTHER EXPENSES | | | | | | |
| 403 DEPRECIATION | \$ 297,229 | \$ - | \$ 300,000 | \$ 310,000 | \$ 320,000 | |
| 410 INTEREST | 76,876 | 36,704 | 68,507 | 68,507 | 58,183 | |
| 410 MAD. MET. AGRMT. | 123,971 | - | - | - | - | |
| 411 MAD. MET. AGRMT. | 58,667 | - | - | - | - | |
| TOTAL OTHER | \$ 556,743 | \$ 36,704 | \$ 368,507 | \$ 378,507 | \$ 378,183 | 2.63% |
| SUBTOTAL BUDGETED EXP | \$ 1,774,757 | \$ 379,879 | \$ 1,724,250 | \$ 1,661,819 | \$ 1,743,994 | 1.15% |
| DEBT SERVICE | | | | | | |
| 29110 PRINCIPAL | \$ 253,770 | \$ 260,785 | \$ 260,785 | \$ 260,785 | \$ 282,801 | |
| TOTAL DEBT SERVICE PRINCIPAL | \$ 253,770 | \$ 260,785 | \$ 260,785 | \$ 260,785 | \$ 282,801 | 8.44% |
| CAPITAL PURCHASES | | | | | | |
| 810 OFFICE EQUIPMENT | \$ - | \$ - | \$ 3,000 | \$ 3,000 | \$ 3,000 | |
| 815 OPERATING EQUIPMENT | - | 7,074 | 22,000 | - | - | |
| TOTAL CAPITAL EXPENSES | \$ - | \$ 7,074 | \$ 25,000 | \$ 3,000 | \$ 3,000 | n/a |
| TOTAL WASTEWATER UTILITY EXPENSES | \$ 2,028,527 | \$ 647,738 | \$ 2,010,035 | \$ 1,925,604 | \$ 2,029,795 | 0.98% |

**CITY OF VERONA
2015 BUDGET SUMMARY
STORM WATER UTILITY**

MISSION STATEMENT

To maintain storm water facilities to an acceptable and legally required service level providing comparable service to all citizens. To expand public facilities as necessary to accommodate the growth of the City minimizing the cost to existing citizens.

EXECUTIVE SUMMARY

The Storm Water Utility is responsible for collecting, treating, storing conveying and discharging rainfall and snowmelt runoff in a manner that is safe for the public and the environment.

STATISTICAL SUMMARY

The Storm Water Utility is responsible for the maintenance and improvements of over thirty nine miles of storm sewer pipe ranging in size from 12 inch to 60 inch that connect storm sewer inlets and over 790 catch basin, two large box culvert structures and more than 38 storm water detention basins. The utility is also responsible for the inspection of 72 privately owned storm water basins to ensure that they are properly maintained to treat storm water as approved by the City.

SUMMARY OF ACHIEVEMENTS FOR 2014

- Managed and coordinated the Global Position System Locations Project of storm water Infrastructure and public storm water detention basins.
- Continue the development of the Whalen Road Pond and providing an educational opportunity for UW Grad students and Glacier Edge Elementary Science classes.
- Continue to collect data from two Water Action Volunteer monitoring stations on the Badger Mill Creek in cooperation with the Upper Sugar River Watershed Association. The data gathered at these monitoring stations will be used to evaluate the value of storm water quality modifications to the Lincoln Street storm water channel.
- Managed and coordinated the City Street Sweeping Program.

GOALS AND OBJECTIVES FOR 2015

- Manage and coordinate the engineering and permitting process for the anticipated construction of the Lincoln Street storm water channel restoration from the 2013 project limits to the Badger Mill Creek.
- Manage and coordinate general maintenance activities of the conveyance system and basins.
- Manage and coordinate the conversion to a Web Based GIS Program to manage the storm water infrastructure. In addition it will assist staff in full filling permit requirements in accurately tracking maintenance activities
- Manage and coordinate the City Street Sweeping Program.

PERFORMANCE MEASUREMENT INDICATORS

| Activity | 2013 Actual | 6/30/14 Actual | Est. 2014 | Proposed 2015 |
|---|----------------------|-----------------------|----------------------|----------------------|
| Number of Detention Basins | 36 | 38 | 38 | 39 |
| Street Sweeping Miles | Approx. 378 Miles | Approx. 189 Miles | Approx. 441 Miles | Approx. 441 Miles |
| Private Storm Water Basin Inspections conducted | 15 | 15 | 15 | 20 |

**STORM WATER UTILITY
ADOPTED 2015**

| | ACTUAL | 6/30 ACTUAL | ADOPTED BUDGET | PROJECTED | ADOPTED | % INCR (DECR) |
|-----------------------------------|---------------------|-------------------|-------------------|-------------------|-------------------|------------------|
| 035-435xx | 2013 | 2014 | 2014 | 2014 | 2015 | |
| REVENUES | | | | | | |
| 43530 BUILD AMERICA BOND REBATE | \$ 2,445 | \$ - | \$ 4,586 | \$ - | \$ - | |
| INTERGOVERNMENTAL REVENUES | \$ 2,445 | \$ - | \$ 4,586 | \$ - | \$ - | -100.00% |
| 43551-100 RESIDENTIAL | \$ 161,628 | \$ 82,278 | \$ 165,000 | \$ 165,000 | \$ 170,000 | |
| 43551-200 COMMERCIAL | 184,916 | 94,172 | 200,000 | 190,000 | 195,000 | |
| 43551-300 INDUSTRIAL | 43,874 | 22,073 | 48,000 | 45,000 | 46,000 | |
| 43551-400 PUBLIC AGENCIES | 58,664 | 29,354 | 59,000 | 59,000 | 59,000 | |
| 46413 DELINQUENT CHARGES | 2,054 | 615 | 1,500 | 1,500 | 1,500 | |
| 46910 MISCELLANEOUS REVENUE | 10,331 | 83 | - | 1,500 | 1,500 | |
| 48110 INTEREST INCOME | 2,763 | - | 3,400 | 3,000 | 3,000 | |
| TOTAL OPERATING REVENUE | \$ 464,230 | \$ 228,574 | \$ 476,900 | \$ 465,000 | \$ 476,000 | -0.19% |
| 42100 CONTRIBUTIONS REVENUE | \$ 1,937,453 | \$ - | \$ 35,000 | \$ 35,000 | \$ 35,000 | |
| OTHER FINANCING SOURCES | \$ 1,937,453 | \$ - | \$ 35,000 | \$ 35,000 | \$ 35,000 | |
| TOTAL STORM WATER REVENUES | \$ 2,404,128 | \$ 228,574 | \$ 516,486 | \$ 500,000 | \$ 511,000 | -1.06% |

**STORM WATER UTILITY
ADOPTED 2015**

| 035-54100 | 2013 | 6/30 | ADOPTED | | ADOPTED | % |
|---|-------------------|-------------------|---------------------|-------------------|-------------------|----------------|
| | ACTUAL | ACTUAL | BUDGET | PROJECTED | | |
| | Year End | 2014 | 2014 | 2014 | 2015 | INCR (DECR) |
| EXPENSES - | | | | | | |
| PERSONNEL SERVICES | | | | | | |
| 110 FULL TIME WAGES | \$ 87,164 | \$ 32,568 | \$ 83,778 | \$ 84,000 | \$ 99,898 | |
| 111 LONGEVITY PAY | 1,251 | 670 | 2,141 | 2,141 | 2,189 | |
| 120 PART TIME WAGES | 5,874 | 2,466 | 22,225 | 22,225 | 13,200 | |
| 125 OVERTIME | 6,320 | 826 | - | 4,000 | 6,390 | |
| 130 MEDICAL INSURANCE | 16,422 | 8,991 | 23,427 | 23,427 | 24,027 | |
| 131 DENTAL INSURANCE | 1,627 | 867 | 2,288 | 2,288 | 2,717 | |
| 132 SOCIAL SECURITY | 7,429 | 2,759 | 7,583 | 7,583 | 8,819 | |
| 133 LIFE INSURANCE | 392 | 208 | 384 | 389 | 336 | |
| 134 WI RETIREMENT | 6,201 | 2,384 | 7,570 | 7,570 | 7,840 | |
| 135 INCOME CONTINUATION INSURANCE | - | - | 458 | 458 | - | |
| TOTAL PERSONNEL SERVICES | \$ 132,680 | \$ 51,740 | \$ 149,854 | \$ 154,081 | \$ 165,416 | 10.38% |
| SUPPLIES AND MATERIALS | | | | | | |
| 222 PRINTING | \$ - | \$ - | \$ 500 | \$ 500 | \$ 500 | |
| 240 MOTOR POOL | 35,706 | - | 35,706 | 35,706 | 35,706 | |
| 310 OFFICE SUPPLIES | 4,822 | 3,044 | 6,500 | 6,000 | 6,500 | |
| 320 MEMBERSHIP & DUES | 2,162 | - | 2,162 | 2,162 | 2,200 | |
| 330 TRAVEL | 10 | - | 500 | 100 | 500 | |
| 335 EDUCATION | 42 | - | 1,000 | 500 | 1,000 | |
| 340 OPERATING SUPPLIES | 3,348 | 2,749 | 6,000 | 4,500 | 6,000 | |
| 350 REPAIR & MAINTENANCE | 19,555 | - | 18,000 | 10,000 | 18,000 | |
| 510 INSURANCE | - | - | 700 | 700 | 800 | |
| TOTAL SUPPLIES AND MATERIALS | \$ 65,644 | \$ 5,792 | \$ 71,068 | \$ 60,168 | \$ 71,206 | 0.19% |
| CONTRACTUAL SERVICES | | | | | | |
| 210 PROFESSIONAL SERVICES | \$ 24,239 | \$ 13,138 | \$ 32,300 | \$ 26,000 | \$ 32,475 | |
| 240 REPAIR & MAINTENANCE | 4,767 | 1,293 | 20,000 | 15,000 | 20,000 | |
| TOTAL CONTRACTUAL SERVICES | \$ 29,006 | \$ 14,430 | \$ 52,300 | \$ 41,000 | \$ 52,475 | 0.33% |
| TOTAL OPERATING EXPENSES | \$ 227,330 | \$ 71,963 | \$ 273,222 | \$ 255,249 | \$ 289,097 | 5.81% |
| OTHER EXPENSES | | | | | | |
| 53710-403 DEPRECIATION | \$ 315,969 | \$ - | \$ 310,000 | \$ 331,000 | \$ 340,000 | |
| 58200 DEBT INTEREST | 34,564 | 16,620 | 30,516 | 30,516 | 26,785 | |
| 58210/58400 DEBT ISSUANCE/FINANCING | 18,301 | 84 | 200 | - | 0 | |
| TOTAL OTHER-DEBT | \$ 368,834 | \$ 16,704 | \$ 340,716 | \$ 361,516 | \$ 366,785 | |
| TOTAL OPERATING EXPENSES | \$ 596,164 | \$ 88,667 | \$ 613,938 | \$ 616,765 | \$ 655,882 | 6.83% |
| CAPITAL PURCHASES | | | | | | |
| 810 OFFICE EQUIPMENT | \$ - | \$ - | \$ 1,500 | \$ 1,500 | \$ 2,000 | |
| 815 OPERATING EQUIPMENT | - | - | 1,000 | 1,000 | 1,000 | |
| 820 CONSTRUCTION | - | 361 | 300,000 | - | - | |
| TOTAL CAPITAL | \$ - | \$ 361 | \$ 302,500 | \$ 2,500 | \$ 3,000 | |
| TOTAL STORM WATER UTILITY EXPENSES | \$ 596,164 | \$ 89,028 | \$ 916,438 | \$ 619,265 | \$ 658,882 | -28.10% |
| DEBT SERVICE PRINCIPAL | | | | | | |
| 58100 DEBT PRINCIPAL | \$ 115,000 | \$ 115,000 | \$ 115,000 | \$ 115,000 | \$ 120,000 | |
| TOTAL DEBT SVCE PRINCIPAL | \$ 115,000 | \$ 115,000 | \$ 115,000 | \$ 115,000 | \$ 120,000 | |
| TOTAL STORM WATER UTILITY | \$ 711,164 | \$ 204,028 | \$ 1,031,438 | \$ 734,265 | \$ 778,882 | |

**2015 PROPOSED BUDGET
CITY OF VERONA**

Debt (All Funds)

The Debt Service Fund is used to account for the accumulation of resources for, and the payment of general long-term debt principal, interest and related costs. General obligation bonds and notes will be retired by future property tax levies accumulated by the debt service fund. Proprietary debt is payable by revenues from user fees of those funds. This budget contains all City debt including City general obligation debt issues as well as lease revenue bonds and utility mortgage revenue bonds.

In accordance with Wisconsin Statutes, total general obligation indebtedness of the City may not exceed 5 % of the equalized value of taxable property within the city's jurisdiction. City policy further restricts our debt limit to 3.75% of equalized value. As of December 31, 2014 total general obligation debt outstanding will be \$ 39,013,100 or 52.89% of the debt limit set by City policy of \$73,769,138..

| Issue | Date of Maturity | Interest Rates | Principal Balance |
|----------------------------|-------------------------|-----------------------|--------------------------|
| 2004 G.O. Refunding Notes | 06/01/16 | 2.76% | 230,000 |
| 2005 G.O. Bonds | 02/01/19 | 3.91% | 1,785,000 |
| 2006 G.O. Notes | 02/01/16 | 4.30% | 310,000 |
| 2007 G.O. Notes | 06/01/15 | 4.10% | 420,000 |
| 2007 G.O. Bonds ** | 09/01/26 | 4.18% | 175,000 |
| 2008 G.O. Notes | 06/01/18 | 3.96% | 695,000 |
| 2008 G.O. Bonds | 09/01/28 | 4.53% | 3,335,000 |
| 2010A G.O. Refunding Bonds | 08/01/19 | 2.23% | 2,160,000 |
| 2011 G.O. Bonds | 06/01/23 | 2.60% | 4,135,000 |
| 2012A G.O. Bonds | 03/01/29 | 2.02% | 8,410,000 |
| 2013A G.O. Bonds | 04/01/30 | 2.41% | 5,705,000 |
| 2013B G.O. Notes | 04/01/23 | 1.72% | 2,235,000 |
| 2014A G.O. 1.72% 2,235, | 06/01/34 | 3.14% | 8,690,000 |
| 2007 State Trust Fund Loan | 03/15/16 | 5.25% | 119,021 |
| 2013 State Trust Fund Loan | 03/15/23 | 2.75% | 68,326 |
| 2013 State Trust Fund Loan | 03/15/23 | 2.75% | 540,753 |

** Note: *Partial Advance Refunded in 2013*

Total G.O. Debt **\$39,013,100**

The City's outstanding debt and legal debt margin as of 12/31/13 is as follows:

| Legal Debt Margin | State of WI | City Policy |
|---|----------------------------|----------------------------|
| 2014 Equalized Value: | \$1,967,177,000 | \$1,967,177,000 |
| allowable % of Equal. Value | <u>5.00%</u> | <u>3.75%</u> |
| Allowable Debt Limit as of 12/31/14 | \$98,358,850 | \$73,769,138 |
| Less Direct Debt Applicable as of 12/31/14 | <u>\$39,013,100</u> | <u>\$39,013,100</u> |
| LEGAL DEBT MARGIN | \$59,345,750 | \$34,756,038 |
| Actual Percent of Debt Limit as of 12/31/14 | 39.67% | 52.89% |
| Direct Debt Burden as of 12/31/14 | 1.98% | |

General Debt Service Budget (2013 - 2015)

| | <u>2013</u> <u>Actual</u> | <u>2014</u> <u>Adopted Budget</u> | <u>2014</u> <u>Projected</u> | <u>2015</u> <u>Adopted</u> |
|--|------------------------------|--------------------------------------|---------------------------------|-------------------------------|
| REVENUES | | | | |
| Property Taxes | \$ 2,453,994 | \$ 2,533,481 | \$ 2,533,481 | \$ 3,301,524 |
| <i>GENERAL Levy</i> | 1,904,925 | 2,074,775 | 2,074,775 | 2,833,480 |
| <i>LIBRARY Levy</i> | 549,069 | 458,706 | 458,706 | 468,044 |
| LEVY Reduction Sources: | | | | |
| Impact Fees Police | 200,000 | 250,000 | 250,000 | 165,000 |
| Impact Fees Fire | - | 50,000 | 50,000 | 220,145 |
| Impact Fees Library | 15,000 | 10,000 | 10,000 | 10,000 |
| Capital Donations Library | 10,000 | 40,000 | 40,000 | 38,000 |
| Rental of Old Library | 30,000 | 30,000 | 30,000 | 30,000 |
| Special Assessments Applied | 190,000 | 150,000 | 150,000 | - |
| BAB Rebate/Bond Premium 2014 new debt | 81,011 | - | - | 205,135 |
| Applied Funds-Library Cap Projects | - | - | - | - |
| Total Revenues | \$ 2,980,005 | \$ 3,063,481 | \$ 3,063,481 | \$ 3,969,804 |
| EXPENDITURES | | | | |
| Principal | 3,484,072 | 2,386,443 | 2,386,443 | 3,026,505 |
| Interest | 745,146 | 677,038 | 677,038 | 943,299 |
| Paying Agent Fees | 355 | 460 | 478 | 500 |
| Total Expenditures | \$ 4,229,573 | \$ 3,063,941 | \$ 3,063,959 | \$ 3,970,304 |
| Excess (deficiency) of revenues over expenditures | \$ (1,249,568) | \$ (460) | \$ (478) | (500) |
| OTHER FINANCING SOURCES (USES) | | | | |
| Proceeds from 2012 G.O. Bonds | - | - | - | - |
| Proceeds from Refunding | 1,263,501 | - | - | - |
| Proceeds - Reoffering Premium on New Debt 2014 | (66,065) | - | 205,135 | (205,135) |
| Applied from GF Construction Fund | (190,000) | (150,000) | (150,000) | - |
| Discount and Issuance Costs | - | - | - | - |
| Operating transfers in/(out) | - | - | - | - |
| Total Other Financing Sources (Uses) | 1,007,436 | (150,000) | 55,135 | (205,135) |
| Excess (Deficit) of Sources vs. Uses of Funds | (242,132) | (150,460) | 54,657 | (205,635) |
| FUND BALANCE | | | | |
| Beginning of Year | \$ 457,219 | \$ 215,087 | \$ 215,087 | \$ 269,744 |
| End of Year | \$ 215,087 | \$ 64,627 | \$ 269,744 | \$ 64,109 |

SCHEDULE OF DEBT SERVICE FOR 2015
AND TOTAL OUTSTANDING INDEBTEDNESS AS OF DECEMBER 31, 2014

| Debt Issue | Issue Amount | 2015 | | 2015 Total Principal and Interest | 12/31/14 | | 12/31/14 Total Remaining Balance |
|---|----------------------|---------------------|-------------------|-----------------------------------|----------------------|---------------------|----------------------------------|
| | | Payments | | | Remaining Balance | | |
| | | Principal | Interest | Principal | Interest | | |
| DEBT SERVICE FUND (05) | | | | | | | |
| <i>Library (020)</i> | | | | | | | |
| 2005 Morgan Keegan G.O. Bond | \$ 4,535,000 | \$ 240,000 | \$ 43,918 | \$ 283,918 | \$ 1,305,000 | \$ 126,564 | \$ 1,431,564 |
| 2010A Bankers Bank G.O. Refunding Bonds | 985,000 | 170,000 | 7,820 | 177,820 | 340,000 | 12,070 | 352,070 |
| 2012A G.O. Bonds Janney Montgomery Scott | 2,110,000 | 15,000 | 46,706 | 61,706 | 2,085,000 | 359,760 | 2,444,760 |
| 2013A G.O. Bonds Robert W. Baird | 155,000 | 20,000 | 2,600 | 22,600 | 140,000 | 8,800 | 148,800 |
| Subtotal Library | \$ 7,785,000 | \$ 445,000 | \$ 101,044 | \$ 546,044 | \$ 3,870,000 | \$ 507,194 | \$ 4,377,194 |
| 2004 Refunding Note | 2,247,150 | 31,900 | 1,998 | 33,898 | 66,700 | 2,694 | 69,394 |
| 2005 Morgan Keegan G.O. Bond | 1,576,000 | 110,000 | 11,245 | 121,245 | 360,000 | 30,508 | 390,508 |
| 2006 Northland Securities G.O. Note | 845,000 | 135,000 | 9,031 | 144,031 | 280,000 | 12,113 | 292,113 |
| 2007 J.P. Morgan G.O. Note | 2,210,000 | 385,000 | 7,893 | 392,893 | 385,000 | 7,893 | 392,893 |
| 2007 Robert W. Baird G.O. Bond | 3,835,197 | 134,605 | 5,384 | 139,989 | 134,605 | 5,384 | 139,989 |
| 2008 UMB Bank G.O. Note | 1,220,000 | 150,000 | 27,515 | 177,515 | 695,000 | 72,110 | 767,110 |
| 2008 Robert W. Baird G.O. Bond | 3,580,000 | 165,000 | 135,325 | 300,325 | 3,090,000 | 1,131,948 | 4,221,948 |
| 2010A Bankers Bank G.O. Refunding Bonds | 3,185,000 | 395,000 | 34,490 | 429,490 | 1,280,000 | 103,765 | 1,383,765 |
| 2011 Bankers Bank G.O. Bonds | 1,315,000 | 115,000 | 24,003 | 139,003 | 1,100,000 | 107,845 | 1,207,845 |
| 2012A G.O. Bonds Janney Montgomery Scott | 3,300,000 | 200,000 | 74,225 | 274,225 | 2,845,000 | 287,913 | 3,132,913 |
| 2013A G.O. Bonds Robert W. Baird | 4,440,000 | 75,000 | 105,617 | 180,617 | 4,395,000 | 891,586 | 5,286,586 |
| 2013B G.O. Notes UMB Bank | 1,950,000 | 240,000 | 31,287 | 271,287 | 2,235,000 | 172,733 | 2,407,733 |
| 2014A G.O. Bonds Wells Fargo | 8,690,000 | 445,000 | 374,242 | 819,242 | 8,690,000 | 3,134,248 | 11,824,248 |
| TOTAL DEBT SERVICE FUND Incl LIBRARY | \$ 46,178,347 | \$ 3,026,505 | \$ 943,299 | \$ 3,969,804 | \$ 29,426,305 | \$ 6,467,934 | \$ 35,894,239 |
| PARKS RESTRICTED FUND | | | | | | | |
| 2005 Morgan Keegan G.O. Bond | \$ 364,000 | \$ 20,000 | \$ 3,330 | \$ 23,330 | \$ 100,000 | \$ 9,370 | \$ 109,370 |
| 2006 Northland Securities G.O. Note | 100,000 | 15,000 | 956 | 15,956 | 30,000 | 1,274 | 31,274 |
| 2012A G.O. Bonds Janney Montgomery Scott | 155,000 | - | 3,456 | 3,456 | 155,000 | 27,360 | 182,360 |
| 2013 State Trust Fund 2013148.01 | 75,000 | 6,795 | 1,879 | 8,674 | 68,326 | 9,742 | 78,068 |
| TOTAL PARKS RESTRICTED FUND | \$ 694,000 | \$ 41,795 | \$ 9,621 | \$ 51,416 | \$ 353,326 | \$ 47,746 | \$ 401,072 |
| TIF DEBT SERVICE FUNDS | | | | | | | |
| TIF IV (08): | | | | | | | |
| 2007 State Trust Fund Loan | 450,000 | 57,993 | 6,249 | 64,242 | 119,021 | 9,462 | 128,483 |
| 2007 Robert W. Baird G.O. Bond | 729,803 | 40,395 | 1,616 | 42,011 | 40,395 | 1,616 | 42,011 |
| 2008A Lease Revenue Bond (Refunds 1997A) | 160,000 | 20,000 | 1,760 | 21,760 | 60,000 | 3,205 | 63,205 |
| 2008B Lease Revenue Bond (Refunds 1997B) | 390,000 | 45,000 | 7,077 | 52,077 | 150,000 | 13,155 | 163,155 |
| 2010A Bankers Bank G.O. Refunding Bonds | 625,000 | 95,000 | 4,870 | 99,870 | 210,000 | 7,745 | 217,745 |
| 2013A G.O. Bonds Robert W. Baird | 620,000 | 5,000 | 13,905 | 18,905 | 615,000 | 95,967 | 710,967 |
| Subtotal TIF IV | 2,974,803 | 263,388 | 35,477 | 298,865 | 1,194,416 | 131,150 | 1,325,566 |
| TIF V (11): | | | | | | | |
| 2008A Lease Revenue Bond (Refunds 1997A) | 710,000 | 85,000 | 7,838 | 92,838 | 265,000 | 14,340 | 279,340 |
| 2008B Lease Revenue Bond (Refunds 1997B) | 350,000 | 45,000 | 6,232 | 51,232 | 135,000 | 11,317 | 146,317 |
| Subtotal TIF V | 1,060,000 | 130,000 | 14,070 | 144,070 | 400,000 | 25,657 | 425,657 |
| TIF VI (20): | | | | | | | |
| 2004 Lease Revenue Bond | 2,900,000 | 225,000 | 4,837 | 229,837 | 225,000 | 4,837 | 229,837 |
| 2006 Refunding Revenue Bond | 730,000 | 100,000 | 14,327 | 114,327 | 395,000 | 32,591 | 427,591 |
| 2010A Bankers Bank G.O. Refunding Bonds | 610,000 | 80,000 | 8,810 | 88,810 | 330,000 | 23,985 | 353,985 |
| 2011 Bankers Bank G.O. Bonds | 2,725,000 | 95,000 | 66,708 | 161,708 | 2,630,000 | 402,332 | 3,032,332 |
| 2012A G.O. Bonds Janney Montgomery Scott | 1,655,000 | - | 44,700 | 44,700 | 1,655,000 | 192,800 | 1,847,800 |
| 2013 State Trust Fund 2014011.01 | 600,000 | 53,779 | 14,871 | 68,650 | 540,753 | 77,098 | 617,851 |
| Subtotal TIF VI | 9,220,000 | 553,779 | 154,253 | 708,032 | 5,775,753 | 733,643 | 6,509,396 |
| TIF VII (25): | | | | | | | |
| 2002 Lease Revenue Bond (exempt) | 7,200,000 | 450,000 | 222,019 | 672,019 | 4,230,000 | 1,057,675 | 5,287,675 |
| 2003 Lease Revenue Bond (exempt) | 1,750,000 | 110,000 | 33,753 | 143,753 | 845,000 | 141,106 | 986,106 |
| 2008 Robert W. Baird G.O. Bond | 50,150 | 3,400 | 1,399 | 4,799 | 33,150 | 6,766 | 39,916 |
| Subtotal TIF VII | 9,000,150 | 563,400 | 257,171 | 820,571 | 5,108,150 | 1,205,547 | 6,313,697 |
| TOTAL TIF DEBT SERVICE FUNDS | \$ 22,254,953 | \$ 1,510,567 | \$ 460,971 | \$ 1,971,538 | \$ 12,478,319 | \$ 2,095,997 | \$ 14,574,316 |

SCHEDULE OF DEBT SERVICE FOR 2015
AND TOTAL OUTSTANDING INDEBTEDNESS AS OF DECEMBER 31, 2014

| Debt Issue | Issue Amount | 2015 Payments | | 2015 Total Principal and Interest | 12/31/14 Remaining Balance | | 12/31/14 Total Remaining Balance |
|--|----------------------|---------------------|---------------------|-----------------------------------|----------------------------|---------------------|----------------------------------|
| | | Principal | Interest | | Principal | Interest | |
| PROPRIETARY FUNDS | | | | | | | |
| Storm Water Utility (035): | | | | | | | |
| 2011 Bankers Bank G.O. Bonds | \$ 560,000 | \$ 55,000 | \$ 8,433 | \$ 63,433 | \$ 405,000 | \$ 36,014 | \$ 441,014 |
| 2012A G.O. Bonds Janney Montgomery Scott | 575,000 | 50,000 | 11,800 | 61,800 | 470,000 | 49,600 | 519,600 |
| 2013A G.O. Bonds Robert W. Baird | 275,000 | 15,000 | 6,552 | 21,552 | 265,000 | 62,334 | 327,334 |
| Subtotal Storm Water Utility | 1,410,000 | 120,000 | 26,785 | 146,785 | 1,140,000 | 147,948 | 1,287,948 |
| Water Utility (030): | | | | | | | |
| 2003 Revenue Bond | 330,000 | 35,299 | 2,018 | 37,317 | 72,161 | 2,708 | 74,869 |
| 2005 Morgan Keegan G.O. Bond | 160,000 | 20,000 | 350 | 20,350 | 20,000 | 350 | 20,350 |
| 2006 Revenue Bond | 360,000 | 20,000 | 10,598 | 30,598 | 255,000 | 70,157 | 325,157 |
| 2006 Refunding Revenue Bond | 910,000 | 75,000 | 22,848 | 97,848 | 580,000 | 82,473 | 662,473 |
| 2008 Refunding Revenue Bond (Refunds 1998) | 1,155,000 | 120,000 | 16,848 | 136,848 | 515,000 | 39,378 | 554,378 |
| 2008 Robert W. Baird G.O. Bond | 244,850 | 6,600 | 9,369 | 15,969 | 211,850 | 86,443 | 298,293 |
| 2012A G.O. Bonds Janney Montgomery Scott | 1,205,000 | 50,000 | 28,031 | 78,031 | 1,120,000 | 235,585 | 1,355,585 |
| 2013A G.O. Bonds Robert W. Baird | 305,000 | 15,000 | 7,295 | 22,295 | 290,000 | 72,045 | 362,045 |
| Subtotal Water Utility | 4,669,850 | 341,899 | 97,357 | 439,256 | 3,064,011 | 589,139 | 3,653,150 |
| Wastewater Utility (040): | | | | | | | |
| 2003 Revenue Bond | 745,000 | 79,701 | 4,552 | 84,253 | 162,838 | 6,112 | 168,950 |
| 2004 Refunding Note | 947,850 | 78,100 | 4,892 | 82,992 | 163,300 | 6,596 | 169,896 |
| 2006 Revenue Bond | 1,255,000 | 50,000 | 38,226 | 88,226 | 905,000 | 269,812 | 1,174,812 |
| 2006 Refunding Revenue Bond | 190,000 | 20,000 | 4,618 | 24,618 | 120,000 | 15,220 | 135,220 |
| 2007 J.P. Morgan G.O. Note | 250,000 | 35,000 | 717 | 35,717 | 35,000 | 717 | 35,717 |
| 2008 Refunding Revenue Bond (Refunds 1998) | 185,000 | 20,000 | 2,778 | 22,778 | 85,000 | 6,613 | 91,613 |
| 2012A G.O. Bonds Janney Montgomery Scott | 80,000 | - | 2,400 | 2,400 | 80,000 | 4,800 | 84,800 |
| Subtotal Wastewater Utility | 3,652,850 | 282,801 | 58,183 | 340,984 | 1,551,138 | 309,870 | 1,861,008 |
| TOTAL PROPRIETARY FUNDS | \$ 9,732,700 | \$ 744,700 | \$ 182,325 | \$ 927,025 | \$ 5,755,149 | \$ 1,046,957 | \$ 6,802,106 |
| TOTAL CITY DEBT | \$ 78,860,000 | \$ 5,323,567 | \$ 1,596,216 | \$ 6,919,783 | \$ 48,013,099 | \$ 9,658,634 | \$ 57,671,733 |
| Total G.O. Debt | \$ 59,540,000 | \$ 3,823,567 | \$ 1,195,887 | \$ 5,019,454 | \$ 39,013,100 | \$ 7,887,935 | \$ 46,901,035 |
| Total Utility Revenue Bonds | 5,860,000 | 520,000 | 116,813 | 636,813 | 3,089,999 | 525,064 | 3,615,063 |
| Total Lease Revenue Bonds | 13,460,000 | 980,000 | 283,516 | 1,263,516 | 5,910,000 | 1,245,635 | 7,155,635 |
| | \$ 78,860,000 | \$ 5,323,567 | \$ 1,596,216 | \$ 6,919,783 | \$ 48,013,099 | \$ 9,658,634 | \$ 57,671,733 |