

# CITY OF VERONA | 2016 BUDGET



**CITY OF VERONA  
2016 BUDGET  
TABLE OF CONTENTS**

**INTRODUCTION / SUMMARY INFORMATION**

Transmittal Letter .....	i - xi
Directory of Officials .....	1
Organizational Chart and Staffing Summary .....	2 - 5
Summary of Revenues and Expenditures.....	6-10
Levy and Tax Rate Table.....	11-12

**BUDGETS**

**GENERAL FUND BUDGETS**

**General Government**

Common Council.....	13 - 15
Municipal Court .....	16 - 18
Administration .....	19 - 22
Building and Grounds.....	23 - 25

**Public Safety**

Police Department.....	26 - 43
Emergency Preparedness.....	44 - 46

**Public Works**

Public Works Department .....	47 - 50
-------------------------------	---------

**Culture, Recreation, Education**

Recreation.....	51 - 54
Parks .....	55 - 57

**Development**

Planning / Zoning .....	58 - 62
Building Inspection .....	63 - 68

**NON GENERAL FUND BUDGETS**

**Special Revenue Funds**

Library .....	69 - 77
Refuse and Recycling .....	78 - 80
Senior Citizens .....	81 - 86
Urban Forestry .....	87 - 89
Broadband Telecommunication Regulatory Board .....	90- 91
Fitch-Rona EMS District.....	92- 95
Fire Department .....	96- 101
VEDC.....	102

**Construction Funds**

Capital Projects.....	103 - 107
<u>Tax Incremental Financing Districts:</u>	
TIF No. 4 - Downtown S. Main Street & E. Verona Avenue.....	108 - 112
TIF No. 6 - Verona Technology Park.....	113 - 116
TIF No. 7 - West Side.....	117 -120

**Enterprise Funds**

Water Utility.....	121 - 124
Sewer Utility .....	125 - 128
Storm Water Utility .....	129 - 132

<b>Debt Service .....</b>	<b>133 -137</b>
---------------------------	-----------------



# City of Verona

111 Lincoln Street  
Verona, WI 53593-1520  
Phone: (608) 845-6495 Fax: (608) 845-8613  
[www.ci.verona.wi.us](http://www.ci.verona.wi.us)

## MEMORANDUM

**TO:** Members of the City Council  
**FROM:** Jon Hochkammer, Mayor  
**DATE:** November 9, 2015  
**RE:** City of Verona Recommended Budget for 2016

I am pleased to submit for your consideration and approval, this *City of Verona 2016 Recommended Budget*. In order to highlight the major elements contained in the budget, I also submit for your review the following 2016 Budget Summary.

The City of Verona continues to experience significant growth in both commercial and residential development. The value of net new construction added during 2014 was \$119,029,700, an increase of 6.0%. Much of this growth is being driven by Epic Systems Corporation who is continuing to expand their campus on the west side of Verona. Epic has spurred significant development throughout the region. Verona has issued 65 permits for new single family homes through October 2015, which is a similar pace to last year. Several commercial projects are being constructed throughout the City including along Verona Avenue, in Liberty Business Park, and in the Verona Technology Park.

Verona's continued growth has provided the City with the opportunity to enhance service levels while limiting the impact on taxpayers. In 2015, the City opened a new \$10.7 million Fire and EMS facility with living quarters to staff these departments around the clock. The Fire Department began evening staffing in July 2015 and started a fire science intern program in the fall of 2015. The 2016 Recommended Budget includes funding to staff a full four person fire crew 24 hours a day, seven days a week. This will help to reduce response times and allow for timely support of Fitch-Rona EMS who also operates an ambulance out of the station 24 hours a day. The 2016 Budget also includes funds for additional staffing at the Verona Public Library and to support the City's Recreation and Parks departments.

The 2016 Recommended Budget includes these service enhancements while keeping the City portion of the tax rate flat at \$6.70 per \$1,000 of value. This follows the 2015 Budget which had a 1% reduction in the City tax rate. I anticipate the ability to provide additional tax relief in future budgets following the projected closure of Tax Increment Financing District #7 in 2016.

In order to reduce future debt service costs, the 2016 Recommended Budget increases the cash funding of the City's annual street mill and overlay maintenance program from \$10,116 to \$126,000. The City is projecting to spend about \$800,000 to \$900,000 annually on the mill and overlay program to maintain streets in good condition in a cost-effective manner. It is the City's goal to fund 50% of the program through the capital levy in order to limit the amount of

borrowing. In future budgets the City plans to increase the cash funding of street maintenance as well as to expand funding for the City's facility and equipment replacement funds to help to reduce future borrowing.

The 2016 Recommended Budget also includes contributions for two outside organizations. In 2015 the City provided a \$40,000 contribution to the Badger Prairie Needs Network (BPNN) to help finance their move to a new facility. Proposed for 2016 is a \$20,000 contribution to BPNN to support their operations as they work to serve the needs of residents of the Verona Area School District. Also included in the 2016 Recommended Budget is a \$5,000 contribution to the Verona Road Business Coalition who is working to support area businesses during the reconstruction of Verona Road.

## **Financial Planning**

### Long-Term Budgeting Objectives

The 2016 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 2016 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.
- Maintaining the level of 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 to limit the need for future borrowing for capital projects.
- Including funds for the full-year impact of the City's new compensation plan which was implemented in 2015 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, improves cash flow, and provides funds to respond to emergencies.

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 2014, unassigned fund balance was at approximately 34% of the subsequent year's budgeted expenditures. In 2015, the City budgeted to utilize \$200,000 from fund balance. The 2016 Recommended Budget maintains the use of fund balance at \$200,000. In order to stay within the targeted range, the City plans to eliminate the budgeted use of fund balance in the 2017 budget. 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 2016 Recommended Budget includes a non-TIF property tax levy of \$10,707,178. This is an increase of \$571,771 or 5.6% over the 2015 Approved Budget. The total equalized value of all non-TIF property in the City grew by \$107,749,300, an increase of 7.1%. The projected net impact on the City portion of the property tax rate is a flat rate of \$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 2016 Recommended Budget is well within the levy limit constraint.

	<u>2015 Budget Year</u>	<u>2016 Budget Year</u>
Non-TIF Tax Levy	\$10,135,407	\$10,707,178
Percent Change in Levy	19.2%	5.6%
Projected City Assessed Tax Rate per \$1,000	\$6.7052	\$6.7006
Percent Change in Assessed Mill Rate	-1.0%	-0.1%

## 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 2016. This is approximately the same percentage as in the 2015 budget.

State Transportation Aids: In 2016 the City will receive \$677,778 in state General Transportation Aid, which is a decrease of \$26,210 or 3.7%. 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 payments under this program have fluctuated over the past few years due to changes in state funding and the level of expenses on City street projects. The City's aid payment increased from \$669,462 to \$703,988 from 2014 to 2015 and is projected to decrease in 2016.

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 2015 budget, Verona will receive a payment in 2016 in the amount of \$220,694. This is an increase of \$15,958 or 7.8%. 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 2016 Recommended Budget again qualifies for this program which will allow the City to receive a payment in 2017.

Shared Revenues: State Shared Revenues are projected to remain essentially flat in 2015 with a payment of \$132,390, which is an increase of \$162. 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 2016.

Exempt Computer Aid: In 2016 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 the same level that was budgeted in 2015.

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 2016, the projected payment is \$13,100, which is the same as the 2015 budgeted level.

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 in 2014 was \$659,947. In 2015, the City conservatively budgeted this payment at \$625,000. For 2016 the amount is projected at \$695,000 which anticipates an increase due to amount of additional assets of the water utility.

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 2015 budget included anticipated permit revenues of \$606,036 and projected permit revenue is \$559,428. The 2016 Recommended Budget includes a revenue estimate of \$579,058. This is a decrease of \$26,978 (4.5%) from the 2015 budget.

Recreation Charges: The amount of fees collected for recreation programs is projected at \$226,410 for 2016, which is an increase of \$7,100 (3.2%). This increase is based on higher levels of participation and some additional 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 2016. 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**

The City has made a significant commitment toward public safety with the construction of the new Fire and EMS facility that opened earlier this year. Fitch-Rona EMS currently operates an ambulance crew out of the station 24 hours a day, seven days a week. In the 2015 budget the City began implementing a plan to staff the Fire Department in the evening. The 2016 budget adds funding to staff a full four-person fire crew 24 hours a day through a combination of full-time and part-time staff as well as fire science interns.

**Fire Department:** The Verona Fire Department staffs a full four-person engine crew twelve hours a day, seven days a week. With the move to the new station in July of 2015, the Fire Department began staffing two positions in the evening; an officer and a firefighter (driver-operator). Originally, the City had planned to absorb the full-year cost of this change in 2016 and to increase evening staffing to four positions in 2017. However, in the 2016 Recommended Budget, the City is able to include funds to move to a full four-person crew around the clock. To accomplish this, the budget adds funding for an additional full-time firefighter, approximately 4,620 additional hours for part-time paid-on-premise firefighters, and an increase from two to four fire science interns.

The City has already seen an improvement in response times since the opening of the new station and initial evening staffing. Currently, the average daytime response time is 4.54 minutes. Evening response times for EMS calls improved from 9.46 minutes to 6.11 minutes with the staffing of two positions. A two-person crew allows the Fire Department to assist on certain EMS calls. However, for fire calls and certain mutual aid EMS calls a four-person crew is needed. Currently for these calls, the department is waiting for two paid-on-call personnel to respond to the station before they leave for the scene. Staffing a four person crew in 2016 will eliminate this delay. By using a combination of full-time and part-time employees, along with fire science interns, the City will be able to achieve this higher level of service in a cost-effective manner.

The total Fire Department operating budget is proposed to increase by \$155,471 (12.4%) to \$1,408,635. Property tax revenues would fund \$1,071,197 of this amount. Under the terms of a service agreement, the Town of Verona would provide a payment of \$184,750 to support the operating costs of the department. In addition the Town will make a payment for capital equipment utilization in the amount of \$30,694. Other operating revenues include \$96,000 for state fire insurance 2% dues, \$40,000 for fire plan review fees, \$4,988 for grants and donations, and \$2,000 for the Badger Prairie facility. The City also anticipates receiving \$9,700 from the reimbursement of costs billed to Fitch-Rona EMS for shared items for the Fire and EMS facility.

**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. In July of 2016, Fitch-Rona's administrative offices relocated from Fitchburg Fire Station #2 to the City of Verona's new Fire and EMS facility along with the Verona based paramedic crew.

The 2015 Budget included funds for the first of three planned Paramedic Captain positions. Following the adoption of the budget the plan was modified to eliminate the Captain positions and add a second full-time Deputy Chief. Instead of adding new Captains, Fitch-Rona plans to promote three Paramedics to Lieutenants. These Lieutenants would continue to serve as part of

the ambulance crews and would also help to oversee staff operating out of each station. The 2016 Budget includes funds for the full-year implementation of the second Deputy Chief and the Lieutenant positions. It also includes an estimate for the cost to implement a new collective bargaining agreement that is being negotiated for 2016-2018.

Collectively, the municipalities will fund \$929,690 of the \$2,146,315 Fitch-Rona EMS budget in 2016. Other funds include run income, interest, applied funds, and other miscellaneous revenues. Verona's share of the 2016 Fitch-Rona EMS budget is \$382,865, which is an increase of \$34,739 (10.0%) from 2015. Verona's share of the EMS budget has been increasing faster than the other municipalities due to the relative growth the City's equalized value. The City of Verona's share of the EMS capital budget is \$11,778 in 2016. Fitch-Rona EMS also plans to increase the billing rate for loaded mileage from \$18 per mile to \$20 per mile in 2016.

## Capital Projects

The 2016 budget includes \$23,864,509 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/other revenues.

Capital borrowing is projected at \$5,524,222 for 2016. Most of this amount is for transportation projects with a total of \$3,714,222 in new debt. Also included is \$1,605,000 for 20 acres of a quarry site that was purchased along the east side of Nine Mound Road in 2015. This area will serve as a fill site for City projects and is ultimately planned as parkland/open space. The actual amount of funds borrowed for 2016 projects will be reviewed and adjusted prior to the City's debt issue. Debt issued in 2016 would first be payable in 2017. Use of restricted funds, including amount previously borrowed for projects, is projected at \$384,750. TIF revenues, grants, and other private contributions are anticipated at \$17,162,294 in 2016. The City also plans to apply \$191,990 from equipment replacement funds to support 2016 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 2016 Recommended Budget increases the City's capital levy by \$138,302 over the level of the 2015 Budget for a total of \$601,253. Included in this amount is \$280,000 in replacements funds for parks/public works vehicles, public safety equipment, and the city center and public works facilities. These funds are maintained at the same level as in 2015. Additional increases in the capital and replacement fund levy are projected in the 2017 Budget in order to reduce the City's long-term borrowing costs by cash funding replacement and maintenance items.

Items funded through the capital levy in 2016 include:

• Computer/IT Replacement Fund	\$40,000
• Mill and Overlay of Existing Streets	\$126,000
• One Ton Service Vehicle (Non-Utility Share)	\$20,000
• Replace Westridge Play Structure (Non-Park Fund Share)	\$17,500
• Replace Kay Park Play Structure (Non-Park Fund Share)	\$5,000
• Additional Police Vehicle and Equipment	\$44,000
• Police License Plate Recognition System	\$20,975
• EMS Capital Equipment	\$11,778
• Fire Car 1 Replacement	\$25,000
• Fire Traffic Signal Preemption Equipment	\$11,000
• Public Works/Parks Replacement Fund	\$180,000

- Public Safety Replacement Fund \$50,000
- City Center Facility Replacement Fund \$35,000
- Public Works Facility Replacement Fund \$15,000

Streets and other transportation improvements representing a total of \$18,730,431 are included in the recommended budget. This includes \$7,000,000 for the planned reconstruction and widening of Nine Mound Road/Northern Lights Road which would be funded through TIF District #7. A total of \$3,714,222 in borrowing is planned for the following projects:

- Mill and Overlay of Existing Streets \$757,444
- Pedestrian Bike Trail Study Phase 1 Implementation \$500,000
- CTH M & CTH PD Intersection & Reconstruction \$1,279,578
- Church and Shuman Street Reconstruction \$770,000
- Old CTH PB Bridge Replacement \$7,200
- Traffic Signals & Intersection Improvements \$400,000

Another project funded with debt in 2016 is \$1,605,000 for the purchase of a portion of a quarry along Nine Mound Road that will be used as a fill site for City projects and future open space. Additional debt funded projects are \$66,000 for the balance of the Community Park parking lot, \$49,000 for the remodeling of the former Verona Area Community Theater building for use by the Parks Department, and \$90,000 for public works equipment. 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 2016 debt payments for principal and interest will total \$7,170,643. Of this amount, \$4,070,737 is for general and library debt service, \$50,069 is paid from restricted park fund revenues, \$2,131,380 is paid by TIF district funds, and \$918,457 is supported by the City's water, sewer and storm water utilities. The recommended property tax levy for debt service is \$3,486,999 in 2016, which is an increase of \$185,475 from 2015.

Much of the City's general obligation debt is for investments in City facilities. The City has established impact fees to generate revenue from new development to help pay for the cost of these facilities. The 2016 budget applies \$165,000 in police impact fees, \$220,000 in fire impact fees, and \$45,000 in library impact fees towards the debt service costs. Other revenues include \$30,000 from the rental of the City's old library and \$123,738 from a premium on the City's 2015 debt issues that will be applied toward 2016 debt service payments.

The State of Wisconsin sets a legal debt margin at 5% of equalized value for all general obligation debt. As of December 31, 2015 general obligation debt principal outstanding is projected at \$45,905,532 or 43.9% 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 58.5% of the City's policy at the end of 2015. 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 2016 Recommended Budget by department.

The **City Council** budget includes funds for the salaries of the Mayor and City Council. The

2016 Budget maintains the salaries at the current level of \$7,200 annually for the Mayor and \$36,000 for the eight council members. The 2016 Recommended Council budget is proposed to decrease by \$25,051 (-15.1%). Included in the 2015 Budget was a one-time contribution to the Badger Prairie Needs Network of \$40,000 to assist with their move to a new facility. The 2016 Recommended Budget includes a \$20,000 contribution toward their ongoing operations. There is also a \$5,000 contribution to the Verona Road Business Coalition. The proposed budget reduces the budget for City Attorney fees by \$10,000 based on current projections. Also included is \$5,621 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 2016 budget is a net decrease of \$3,771 (3.5%) from the 2015 level.

The **Administration** budget includes funding for the offices of the City Administrator, Finance Director/Treasurer, City Clerk, and Assessor. The 2016 Recommended Budget includes an increase of \$38,619 or 6.2%. Personnel costs are increasing by \$10.3% which includes the full-year cost of the implementation of a new compensation plan implemented in 2015 and a reduction in the administrative charges to TIF District #7. Administration operating expenses are decreasing by 1.1%. The budget includes \$25,000 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 increase from \$11,525 in 2015 to \$27,000 in 2016 due to four planned elections during a presidential election year. The **Assessor** budget includes the professional services and support for the contracted City Assessor. The 2016 budget includes \$63,550 for assessing which is a decrease of \$9,723 from 2015.

The **Building and Grounds** budget includes utilities, repairs, contracted cleaning services, general maintenance and supplies for the City Hall/Police Station. Repair and maintenance costs are projected to increase by \$2,540 primarily due to higher HVAC system costs as the facility ages. Utility costs are increasing modestly in 2016 by \$400 to \$34,900. The 2016 Recommended Budget includes \$1,043 in overtime wages to provide an estimated of 25 hours of after-hours response for facility issues. In total, the Building and Grounds budget reflects an increase of \$4,262 (4.4%) from 2015.

The **Police Department** budget does not include a request for any new staffing in 2016. An additional patrol officer was added in 2015 bringing the number of sworn staff to 23. Personnel costs are increasing by \$39,465 (1.5%). Operating expenditures are budgeted at \$396,277, an increase of \$6,823 (1.8%). This includes \$20,460 for operations and maintenance costs of the DaneCom radio system. Fuel costs are projected to be lower in 2016 and operating supplies are budgeted at \$85,660 compared to \$96,920 in 2015. The police budget also includes \$8,150 in capital equipment for additional filing cabinets and Simunition training weapons. Overall the 2016 Recommended Police Department Budget reflects an increase of \$48,238 (1.6%)

The **Emergency Preparedness** budget exists to cover costs associated with emergency preparedness training. The 2015 Emergency Preparedness budget included 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. With these items completed, the 2016 Emergency Preparedness budget is at \$17,520 which is a reduction of \$16,286 (48.2%) from the prior year. Included in 2016 are funds for two portable radios (\$11,800) and a portable

generator (\$1,500).

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 \$575,475, which is an increase of 2.7% compared to the 2015 budget. The 2016 budget includes a proposed restructuring of the Public Works Department to include an Assistant Public Works Director, a Public Works Lead Worker, and a Lead Water Operator. These positions would be filled through the reclassification of current staff positions. Involving additional staff in supervisory and leadership positions is part of a succession planning process. The major operating items in the Public Works Department include \$238,866 for street lighting, \$132,500 for fuel and vehicle maintenance, \$127,000 for the purchase of salt and sand, and \$40,000 for the crack-filling program. Overall, the 2016 Public Works budget is an increase of \$113,328 (9.7%) compared to 2015.

The **Parks** operating budget includes an additional part-time seasonal position to assist with maintaining the new park areas that have been added by the City in recent years. Overtime costs are budgeted at \$15,000 which is an increase of \$2,000 compared to 2015. A batting cage net is included in the Parks capital outlay for \$1,250. Overall, the 2016 Parks operating budget has a net increase of \$34,667 (7.3%) compared to 2015.

The **Recreation Department** budget includes a requested increase in an Administrative Assistant position from 60% to full-time. The increase in hours for this position will provide additional support for the City's recreation activities and allow for the inclusion of new programming. This position will continue to support other departments operating at the public works facility. Fifty-five percent of the salary for this position is included in the recreation budget. Recreation revenues are projected to increase by \$7,100 (3.2%). Budgeted expenditures for the Recreation Budget reflect an increase of \$9,667 (3.7%) compared to 2015.

The **Planning and Development Department** budget supports the Director of Planning and Development. 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 \$12,000 in professional services for consulting planning services on special projects such as the development of neighborhood plans or design guidelines. Overall the 2016 planning budget reflects a total increase of \$10,983 (8.5%).

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. The 2016 Building Inspection budget includes \$48,500 for contracted inspections. This is an increase of \$6,400 from 2015. The actual amount of inspection services needed will depend on the amount of new construction activity in 2016. Overall the 2016 building inspection budget includes an expenditure increase of \$16,829 (6.7%).

The 2016 **Library** operating budget expenditures reflect an increase of \$72,077 (3.8%) over the 2015 budget. The cost of personnel services is increasing by \$96,720 (11.6%). This includes funding to hire an additional 50% part-time Reference Librarian, an additional 50% part-time Library Assistant and to increase a part-time Library Assistant from 25% to 40%. The projected cost of these personnel changes is approximately \$54,000. Other personnel costs include the full-year impact of City's new compensation plan and changes in benefit costs. Operating expenses are increasing by \$4,555 (1.5%). 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 decreasing slightly by \$403 (0.3%). The

budget also includes a \$35,000 contribution to the library facility replacement plan. Debt service payments for the library are decreasing by \$3,045 (0.6%).

Projected revenues for the Library include \$647,780 from Dane County for operating and facility support. Material fines, copy charges, and other miscellaneous revenues are expected to generate \$46,252 in 2016. The property tax levy support for Library operations is budgeted at \$748,268, which is an increase of \$62,523 (9.1%). An additional \$467,998 will be levied for debt service for the Library facility. The 2016 Recommended Budget also applies \$75,000 from impact fees 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. Currently recycling is collected with an automated cart system and refuse is collected manually. The City has been working on a contract extension with Waste Management that would include switching to an automated cart system for refuse collection in 2016. Bulk waste would still be collected at no additional charge to residents. With this contract extension, the City anticipates savings of approximately \$58,000 per year. The total 2016 budget for Refuse and Recycling is \$659,226, which is a reduction of \$17,771 (2.6%) from the 2015 level. 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 \$1,326.

The **Senior Center** operating budget reflects an overall decrease of \$21,910 (5.0%). This is primarily due to a lower level of planned facility projects. Personnel costs are increasing by \$8,865 (3.8%). Operating expenditures are budgeted at \$165,114 in 2016, an increase of \$10,525 or 6.8%. Much of this increase is due to an additional \$6,000 for building maintenance costs for more cleaning services and an increase in mechanical issues as the facility continues to age. The primary funding source for the Senior Services budget is property taxes at \$389,876. Other revenue sources include rental income (\$18,850), delivered meal contributions (\$12,000), and on-site meal contributions (\$15,000). The Senior Center also plans to install automated entry doors at a cost of \$12,000 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 2016 include the planting of 65 trees and continuing to treat high-value ash trees for the Emerald Ash Borer. Proposed expenditures total \$24,875 in 2016, which is an increase of \$2,700 (12.2%). 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. The City also posts City Council and Plan Commission meetings on YouTube and in 2015 began streaming meetings live. The proposed BTRB budget includes an overall increase of \$1,547 (1.9%). Included in the 2016 budget is \$2,500 for a computer to be used with the streaming of meetings. Funding for the BTRB operations is supported entirely from cable franchise fees.

## **Tax Increment Financing Districts**

The 2016 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 \$24,700,800. 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 2016, TIF increment is projected at \$535,000, which will pay for debt service, TIF Note pay-as-you-go obligations, and administrative costs. The budget also includes \$1,671,069 for the anticipated cost of expenditures for streetscape, street lighting, and parking lot improvements as recommended in the Downtown Transportation and Corridor Study. Additional borrowing of \$1,000,000 is projected to help finance these costs.

**TIF 6-Southeast Verona Technology Park/Liberty Business Park** was created in 2000 and reflects a current incremental value of \$45,131,300, which is expected to generate \$980,000 in TIF increment in 2016. The increment will be used to pay for debt service and administrative costs. In 2015, the City entered into a development agreement for the United Vaccines project in Verona Technology Park. As part of this agreement, the City agreed to provide a development incentive in the amount of \$700,000 which will be repaid through future tax increment generated by the project. No additional TIF construction projects are planned in 2016.

**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 started in 2015. Development of these campuses will occur outside the TIF district boundary.

The current incremental value of TIF 7 is \$393,455,300, which is projected to provide \$9,000,000 in tax increment to pay for debt service, TIF pay-as-you go obligations, remaining project costs and TIF administration. In 2015 the City began acquiring right-of-way for the reconstruction and widening of N. Nine Mound Road/Northern Lights Drive. The 2016 Recommended Budget includes \$308,500 for engineering services, \$1,050,000 for construction, and \$400,000 for additional right-of-way acquisition for this project. Following the completion of these expenditures, the City anticipates the closure of TIF District #7 in 2016 making the additional tax base available for the City's 2017 Budget.

## **Conclusion**

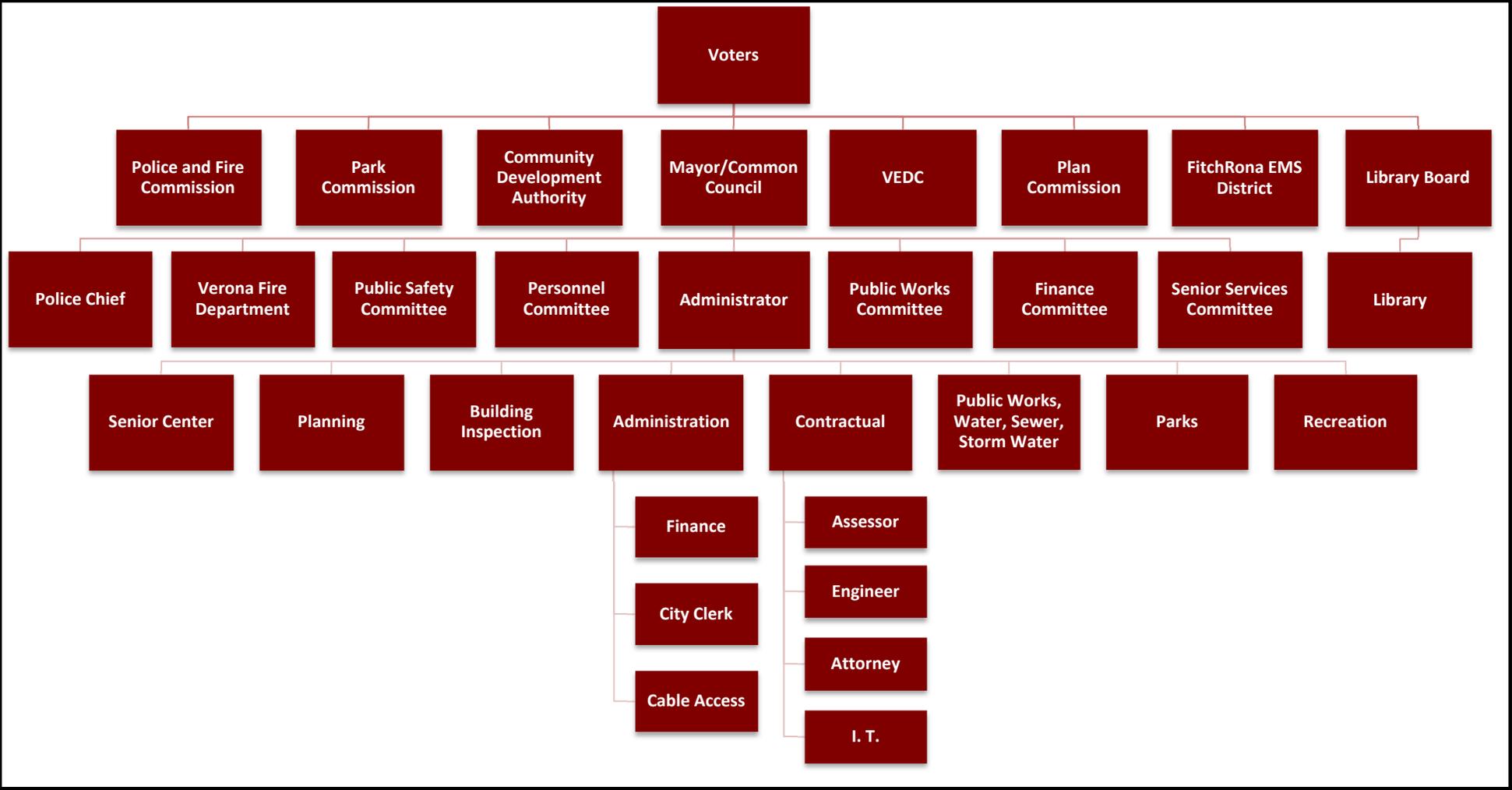
This summary, along with the departmental narratives that follow in the budget document, provide information to understand what is included in the 2016 proposal. The City's continued strong growth in equalized value has made it possible to enhance staffing and service levels while keeping the mill rate flat. The 2016 Recommended Budget also increases the City's capital levy including the amount of funds applied to reduce borrowing for street mill and overlay projects. As the growth of the City's tax base continues, the City should continue to enhance the cash funding of projects and reducing borrowing to limit long terms costs.

**CITY OF VERONA  
2016 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
VACANT .....	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
Stacey Burkart .....	Library Director
Paul R. Musser.....	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  
2016**



**STAFFING TABLE  
2016 BUDGET**

<b>DEPARTMENT</b>	<b>2015 <u>Positions</u></b>	<b>2015 <u>FTEs</u></b>	<b>2016 <u>Positions</u></b>	<b>2016 <u>FTEs</u></b>
<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
	<b>6</b>	<b>6.00</b>	<b>6</b>	<b>6.00</b>
<i>MUNICIPAL COURT</i>				
Court Clerk	<b>1</b>	<b>0.75</b>	<b>1</b>	<b>0.75</b>
<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	14	14.00	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
	<b>29</b>	<b>26.00</b>	<b>29</b>	<b>26.00</b>
<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
Utility Billing Clerk	1	1.00	1	1.00
Administrative Assistant	1	0.60	1	1.00
	<b>16</b>	<b>15.60*</b>	<b>16</b>	<b>16.00*</b>
<i>PARKS</i>				
Parks Director	1	1.00	1	1.00
Grounds Maintenance	3	3.00	3	3.00
	<b>4</b>	<b>4.00</b>	<b>4</b>	<b>4.00</b>

**STAFFING TABLE  
2016 BUDGET**

<b>DEPARTMENT</b>	<b>2015 <u>Positions</u></b>	<b>2015 <u>FTEs</u></b>	<b>2016 <u>Positions</u></b>	<b>2016 <u>FTEs</u></b>
<i>RECREATION</i>				
Recreation Director	1	1.00	1	1.00
	<b>1</b>	<b>1.00</b>	<b>1</b>	<b>1.00</b>
<i>PLANNING/ZONING/BUILDING</i>				
Planner/Zoning Administrator	1	1.00	1	1.00
Building Inspector	2	2.00	2	2.00
	<b>3</b>	<b>3.00*</b>	<b>3</b>	<b>3.00*</b>
<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
	<b>8</b>	<b>4.10</b>	<b>8</b>	<b>4.10</b>
<i>FIRE DEPARTMENT</i>				
Fire Chief	1	1.00	1	1.00
Deputy Chief	1	1.00	1	1.00
Fire Lieutenant	3	2.50	3	3.00
Firefighter	2	2.00	3	3.00
Part Time (POC / POP)	**	7.10	**	7.10
	<b>7</b>	<b>13.60</b>	<b>8</b>	<b>14.60</b>
<i>BROADBAND TELECOMMUNICATIONS</i>				
<i>REGULATORY BOARD</i>				
Cable Videographer	<b>1</b>	<b>1.00</b>	<b>1</b>	<b>1.00</b>
<b>TOTAL CITY DEPARTMENTS</b>	<b><u>76</u></b>	<b><u>75.05</u></b>	<b><u>77</u></b>	<b><u>76.45</u></b>

\* 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  
2016 BUDGET**

	<b>2015</b>	<b>2015</b>	<b>2016</b>	<b>2016</b>
	<b><u>Positions</u></b>	<b><u>FTEs</u></b>	<b><u>Positions</u></b>	<b><u>FTEs</u></b>
<b><u>VERONA PUBLIC LIBRARY</u></b>				
Director	1	1.00	1	1.00
Assistant Library Director			1	1.00
Administrative Assistant	1	0.50	1	0.50
Youth Services	3	3.00	2	2.00
Evening Librarian	1	1.00	1	1.00
Circulation Supervisor	2	2.00	2	2.00
Circulation Assistant	8	4.05	10	5.20
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>
<b>TOTAL LIBRARY</b>	<b><u>33</u></b>	<b><u>16.76</u></b>	<b><u>35</u></b>	<b><u>17.91</u></b>
<b>TOTAL CITY AND LIBRARY</b>	<b><u>109</u></b>	<b><u>91.81</u></b>	<b><u>112</u></b>	<b><u>94.36</u></b>

**NOTICE OF PUBLIC HEARING FOR THE 2016 PROPOSED BUDGET FOR THE CITY OF VERONA**

Notice is hereby given that on Monday, November 23, 2015 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 2016 budget.

<u>GENERAL FUND</u>	<u>2015 ADOPTED Budget</u>	<u>2015 Estimated</u>	<u>2016 Proposed</u>	<u>2015 Budget vs. 2016 Proposed</u>
<b>REVENUES:</b>				
Taxes:				
General Property Taxes	\$ 3,924,838	\$ 3,915,000	\$ 4,025,019	2.55%
Other Taxes	625,000	660,000	695,000	11.20%
Intergovernmental Revenues	1,090,052	1,103,797	1,073,962	-1.48%
Licenses and Permits	639,036	592,428	612,058	-4.22%
Fines, Forfeitures & Penalties	110,000	111,500	110,000	0.00%
Public Charges for Services	260,310	260,676	267,410	2.73%
Interest on Investments	180,000	180,000	180,000	0.00%
Miscellaneous Revenues	71,500	71,000	136,000	90.21%
Interfund Transfers/Bond Proceeds	83,264	-	48,551	-41.69%
Applied Funds	<u>200,000</u>	<u>-</u>	<u>200,000</u>	<u>0.00%</u>
<b>TOTAL REVENUES</b>	<b><u>\$ 7,184,000</u></b>	<b><u>\$ 6,894,401</u></b>	<b><u>\$ 7,348,000</u></b>	<b><u>2.28%</u></b>

<b>EXPENDITURES:</b>				
General Government	\$ 990,382	\$ 974,550	\$ 1,004,441	1.42%
Public Safety	3,116,140	2,887,343	3,148,092	1.03%
Public Works	1,171,163	1,200,770	1,284,491	9.68%
Culture & Recreation	738,586	743,233	782,920	6.00%
Conservation & Development	381,847	371,426	409,659	7.28%
Contingency	154,286	73,065	66,551	-56.87%
Insurance (excluding health)/Other Financing Uses	167,500	162,750	187,750	12.09%
Interfund Transfers-Hydrant Rental	<u>464,096</u>	<u>464,096</u>	<u>464,096</u>	<u>0.00%</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 7,184,000</u></b>	<b><u>\$ 6,877,233</u></b>	<b><u>\$ 7,348,000</u></b>	<b><u>2.28%</u></b>

	BALANCE	TOTAL EST.	TOTAL EST.	PROJECTED FUND	2016 PROPOSED
	<u>JAN. 1, 2015</u>	<u>REVENUES</u>	<u>EXPENDITURES</u>	<u>BALANCE DEC. 31, 2015</u>	<u>TAX LEVY CONTRIBUTION</u>
<b>All Governmental and Proprietary Funds Combined</b>					
<b>General Fund</b>	\$ 2,626,232	\$ 6,894,401	\$ 6,877,233	\$ 2,643,400	\$ 4,025,019
<b>Special Revenue Funds:</b>					
Library	\$ 225,577	\$ 1,898,980	\$ 1,839,238	\$ 285,319	\$ 1,216,266
Senior Citizen Center	35,767	427,721	392,346	71,142	389,876
Refuse and Recycling	60,150	667,883	682,792	45,241	1,326
Forestry	47,982	23,750	21,900	49,832	7,500
Cable TV	370,343	122,000	74,807	417,536	-
Special Revenue Accounts	242,502	870,000	870,000	242,502	-
Impact Fees	1,928,006	780,000	395,000	2,313,006	-
EMS	-	388,745	388,745	-	375,740
Fire Department	<u>150,830</u>	<u>1,259,299</u>	<u>1,050,604</u>	<u>359,525</u>	<u>1,071,197</u>
Subtotal Special Revenue	\$ 3,061,157	\$ 6,438,378	\$ 5,715,432	\$ 3,784,103	\$ 3,061,905
<b>Internal Service Fund</b>	\$ 307,720	\$ 1,280,000	\$ 1,300,000	\$ 287,720	\$ -
<b>Capital Projects Funds:</b>					
Capital Improvement Program	\$ 7,372,160	\$ 9,650,000	\$ 12,500,000	\$ 4,522,160	\$ 321,253
Revolving Fund	488,336	332,357	242,150	578,543	280,000
VEDC	227,319	29,457	-	256,776	-
TIF 4	679,747	1,268,883	855,387	1,093,243	-
TIF 6	1,799,880	1,603,525	1,914,789	1,488,616	-
TIF 7	<u>21,536,221</u>	<u>8,977,169</u>	<u>4,552,816</u>	<u>25,960,574</u>	<u>-</u>
Subtotal Capital Projects Funds	\$ 32,103,663	\$ 21,861,391	\$ 20,065,142	\$ 33,899,912	\$ 601,253
<b>Debt Service Fund</b>	\$ 269,788	\$ 3,888,407	\$ 3,970,282	\$ 187,913	\$ 3,019,001
<b>Enterprise Funds:</b>					
Water Utility	\$ 2,959,616	\$ 1,780,096	\$ 2,109,206	\$ 2,630,506	\$ -
Storm Water Utility	740,746	511,300	633,986	618,060	-
Sewer Utility	<u>2,014,079</u>	<u>1,448,000</u>	<u>1,743,428</u>	<u>1,718,651</u>	<u>-</u>
Subtotal Enterprise Funds	\$ 5,714,441	\$ 3,739,396	\$ 4,486,620	\$ 4,967,217	\$ -
<b>TOTAL</b>	<b><u>\$ 44,083,001</u></b>	<b><u>\$ 44,101,973</u></b>	<b><u>\$ 42,414,709</u></b>	<b><u>\$ 45,770,265</u></b>	<b><u>\$ 10,707,178</u></b>

City's outstanding G.O. Debt at 12/31/15 \$ 45,905,533

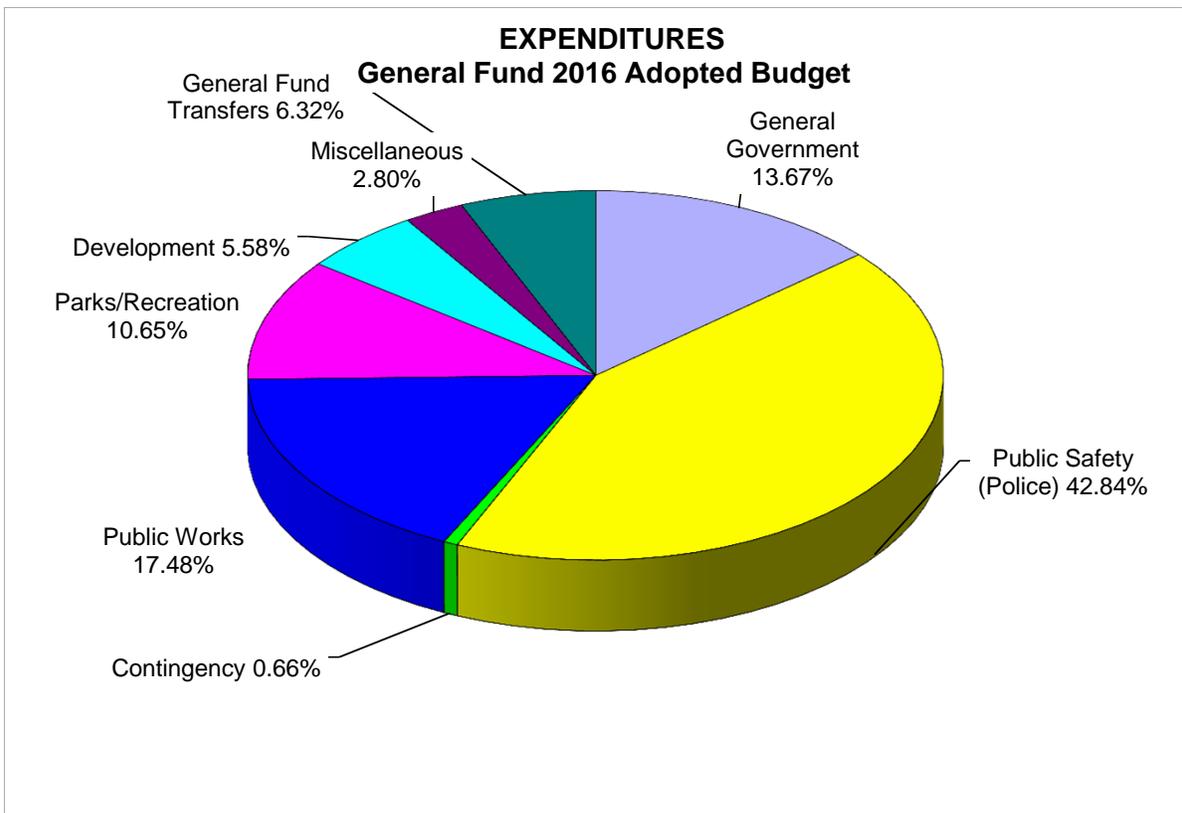
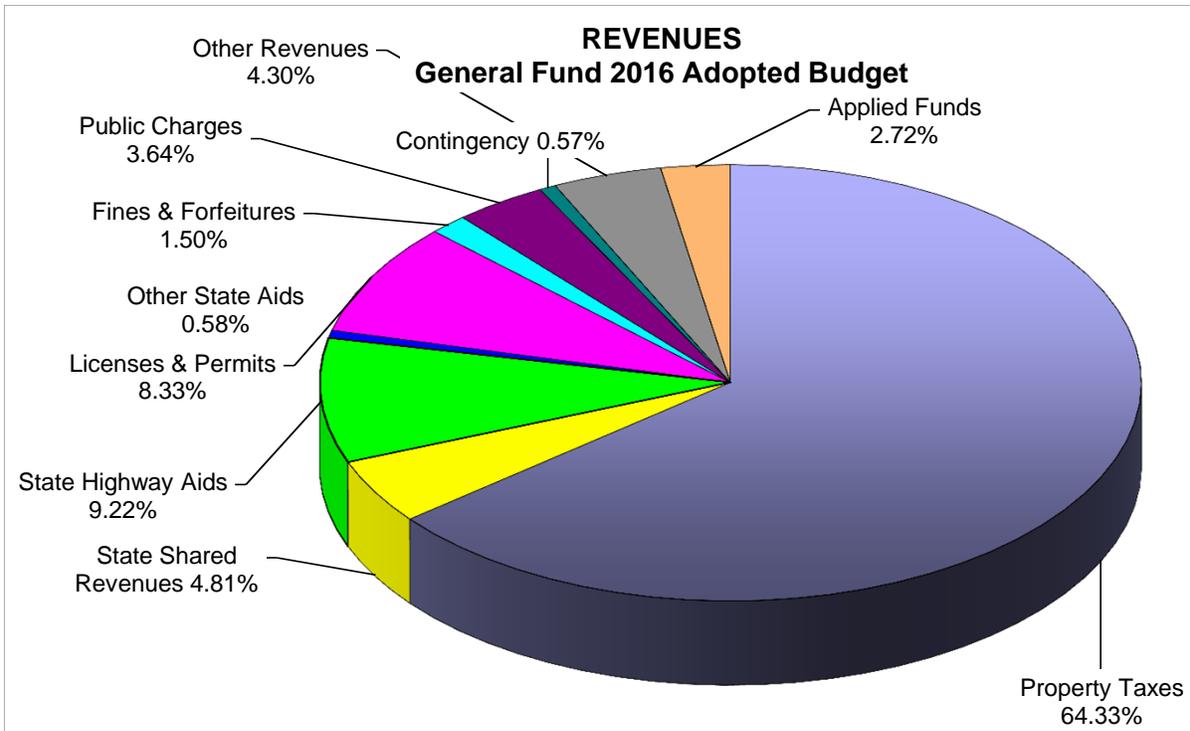
PUBLICATION DATE: 11/05/2015

**CITY OF VERONA**  
**REVENUE SUMMARY - General Fund**  
**2016 BUDGET**

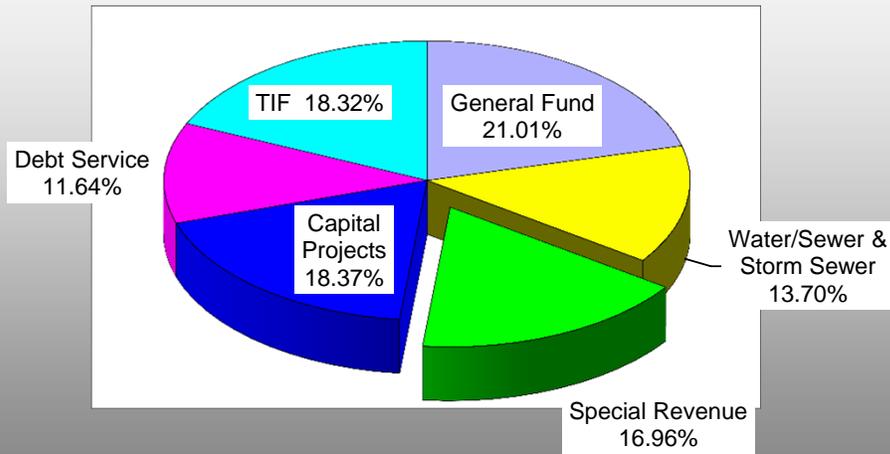
	ACTUAL 2014	ACTUAL 6 Mos 2015	ADOPTED BUDGET 2015	ESTIMATED 2015	ADOPTED BUDGET 2016	AMOUNT INCREASE (DECREASE)	% INCREASE (DECREASE)
<b>GENERAL FUND</b>							
<b>TAXES</b>							
REAL & PERSONAL PROPERTY	\$ 3,510,087	\$ 3,197,147	\$ 3,924,838	\$ 3,915,000	\$ 4,031,669	\$ 106,831	2.72%
REAL ESTATE TAX EQUIVALENT	659,947	660,000	625,000	660,000	695,000	70,000	11.20%
<b>SUBTOTAL</b>	<b>\$ 4,170,034</b>	<b>\$ 3,857,147</b>	<b>\$ 4,549,838</b>	<b>\$ 4,575,000</b>	<b>\$ 4,726,669</b>	<b>\$ 176,831</b>	<b>3.89%</b>
<b>INTERGOVERNMENTAL REVENUES</b>							
STATE SHARED REVENUES	\$ 132,564	\$ -	\$ 132,228	\$ 132,228	\$ 132,390	\$ 162	0.12%
EXPENDITURE RESTRAINT PAYMENT	176,006	-	204,736	204,736	220,694	15,958	7.79%
EXEMPT COMPUTER AID	30,183	-	30,000	36,884	30,000	-	0.00%
STATE HIGHWAY AIDS	669,318	351,313	703,988	703,988	677,778	(26,210)	-3.72%
OTHER STATE AIDS/GRANTS	45,629	13,961	19,100	25,961	13,100	(6,000)	-31.41%
<b>SUBTOTAL</b>	<b>\$ 1,053,700</b>	<b>\$ 365,274</b>	<b>\$ 1,090,052</b>	<b>\$ 1,103,797</b>	<b>\$ 1,073,962</b>	<b>\$ (16,090)</b>	<b>-1.48%</b>
<b>LICENSES &amp; PERMITS</b>							
GEN. LICENSES & PERMITS	\$ 35,068	\$ 37,273	\$ 33,000	\$ 33,000	\$ 33,000	\$ -	0.00%
PLANNING & ZONING PERMITS/FEES	662,979	202,248	606,036	559,428	579,058	(26,978)	-4.45%
<b>SUBTOTAL</b>	<b>\$ 698,047</b>	<b>\$ 239,521</b>	<b>\$ 639,036</b>	<b>\$ 592,428</b>	<b>\$ 612,058</b>	<b>\$ (26,978)</b>	<b>-4.22%</b>
<b>FINES &amp; FORFEITURES</b>							
MUNICIPAL COURT FINES	\$ 18,847	\$ 14,999	\$ 20,000	\$ 20,000	\$ 20,000	\$ -	0.00%
OTHER FINES & FORFEITURES	79,236	58,104	80,000	80,000	80,000	-	0.00%
PARKING FINES	10,576	11,547	10,000	11,500	10,000	-	0.00%
<b>SUBTOTAL</b>	<b>\$ 108,659</b>	<b>\$ 84,650</b>	<b>\$ 110,000</b>	<b>\$ 111,500</b>	<b>\$ 110,000</b>	<b>\$ -</b>	<b>0.00%</b>
<b>PUBLIC CHARGES</b>							
RECREATION	\$ 210,275	\$ 127,732	\$ 219,310	\$ 223,376	\$ 226,410	\$ 7,100	3.24%
POLICE DEPT	2,374	1,292	1,000	1,300	1,000	-	0.00%
PUBLIC WORKS	1,565	25,948	30,000	26,000	30,000	-	0.00%
MISCELLANEOUS	15,062	7,111	10,000	10,000	10,000	-	0.00%
<b>SUBTOTAL</b>	<b>\$ 229,276</b>	<b>\$ 162,083</b>	<b>\$ 260,310</b>	<b>\$ 260,676</b>	<b>\$ 267,410</b>	<b>\$ 7,100</b>	<b>2.73%</b>
<b>MISCELLANEOUS REVENUES</b>							
INTEREST ON INVESTMENTS	\$ 307,315	\$ 258,379	\$ 180,000	\$ 180,000	\$ 180,000	\$ -	0.00%
HOTEL/MOTEL ROOM TAX	74,517	15,197	70,000	70,000	95,000	25,000	35.71%
MISCELLANEOUS	99	1,008	1,500	1,000	41,000	39,500	2633.33%
<b>SUBTOTAL</b>	<b>\$ 381,931</b>	<b>\$ 274,584</b>	<b>\$ 251,500</b>	<b>\$ 251,000</b>	<b>\$ 316,000</b>	<b>\$ 64,500</b>	<b>25.65%</b>
<b>OTHER FINANCING SOURCES</b>							
FUND BALANCE APPLIED	\$ -	\$ -	\$ 200,000	\$ -	\$ 200,000	\$ -	0.00%
BOND PROCEEDS	-	-	83,264	-	41,901	(41,363)	-49.68%
OTHER TRANSFERS	-	-	-	-	-	-	N/A
<b>SUBTOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 283,264</b>	<b>\$ -</b>	<b>\$ 241,901</b>	<b>\$ (41,363)</b>	<b>-14.60%</b>
<b>TOTAL GENERAL FUND</b>							
<b>REVENUES</b>	<b>\$ 6,641,647</b>	<b>\$ 4,983,259</b>	<b>\$ 7,184,000</b>	<b>\$ 6,894,401</b>	<b>\$ 7,348,000</b>	<b>\$ 164,000</b>	<b>2.28%</b>

**CITY OF VERONA  
EXPENDITURE SUMMARY  
2016 BUDGET**

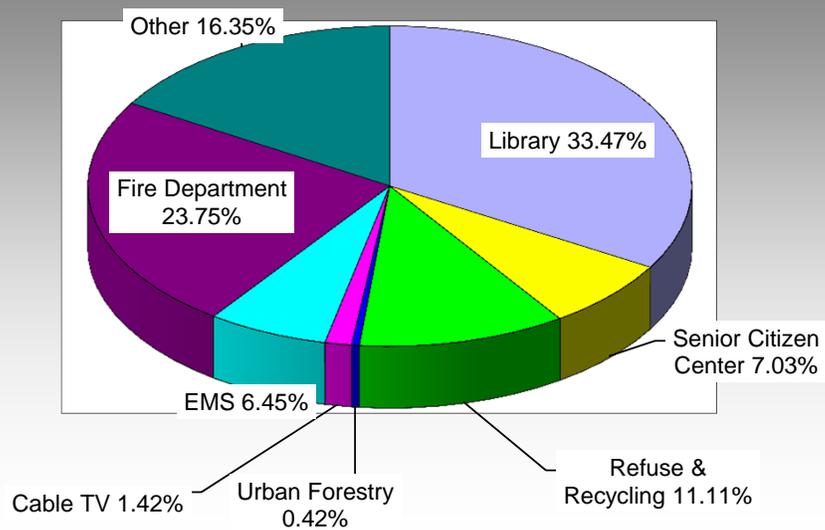
	ACTUAL 2014	ACTUAL 6 Mos 2015	ADOPTED BUDGET 2015	ESTIMATED 2015	ADOPTED 2016	AMOUNT INCREASE (DECREASE)	% INCREASE (DECREASE)
<b>GENERAL GOVERNMENT</b>							
CITY COUNCIL	\$ 108,094	\$ 33,120	\$ 165,532	\$ 138,559	\$ 140,481	\$ (25,051)	-15.1%
MUNICIPAL COURT	105,541	48,207	109,364	104,869	105,593	(3,771)	-3.5%
ADMINISTRATION	551,999	299,049	618,939	633,652	657,558	38,619	6.2%
BUILDING AND GROUNDS	93,663	42,902	96,547	97,470	100,809	4,262	4.4%
SUBTOTAL	\$ 859,297	\$ 423,278	\$ 990,382	\$ 974,550	\$ 1,004,441	\$ 14,059	1.4%
<b>PUBLIC SAFETY</b>							
POLICE DEPARTMENT	\$ 2,733,266	\$ 1,288,472	\$ 3,082,334	\$ 2,880,569	\$ 3,130,572	\$ 48,238	1.6%
EMERGENCY PREPAREDNESS	1,741	3,753	33,806	6,774	17,520	(16,286)	-48.2%
SUBTOTAL	\$ 2,735,007	\$ 1,292,225	\$ 3,116,140	\$ 2,887,343	\$ 3,148,092	\$ 31,952	1.0%
<b>PUBLIC WORKS</b>							
	\$ 1,125,625	\$ 526,750	\$ 1,171,163	\$ 1,200,770	\$ 1,284,491	\$ 113,328	9.7%
<b>CULTURE &amp; RECREATION</b>							
PARKS	\$ 460,559	\$ 219,059	\$ 475,389	\$ 474,548	\$ 510,056	\$ 34,667	7.3%
RECREATION	259,202	92,868	263,197	268,685	272,864	9,667	3.7%
SUBTOTAL	\$ 719,761	\$ 311,927	\$ 738,586	\$ 743,233	\$ 782,920	\$ 44,334	6.0%
<b>DEVELOPMENT</b>							
PLANNING	\$ 118,909	\$ 62,847	\$ 129,409	\$ 124,810	\$ 140,392	\$ 10,983	8.5%
BUILDING INSPECTION/ZONING	239,696	127,463	252,438	246,616	269,267	16,829	6.7%
SUBTOTAL	\$ 358,605	\$ 190,310	\$ 381,847	\$ 371,426	\$ 409,659	\$ 27,812	7.3%
<b>MISC. AND UNCLASSIFIED</b>							
INSURANCE	\$ 111,040	\$ 121,657	\$ 120,000	\$ 120,000	\$ 137,250	\$ 17,250	14.4%
RETIREE HEALTH INSURANCE	30,000	-	32,000	32,000	35,000	3,000	9.4%
UNEMPLOYMENT COMP	(82)	184	3,500	750	3,500	-	0.0%
CONTINGENCY (personnel)	6,072	56,484	71,022	56,484	6,650	(64,372)	-90.6%
CONTINGENCY (other nonlevy)	130,392	-	83,264	-	41,901	(41,363)	-49.7%
CONTINGENCY (Refund of Taxes/Annexation Tax Levy)	103,331	-	-	16,581	18,000	18,000	N/A
ROOM TAX	6,171	5,485	12,000	10,000	12,000	-	0.0%
SUBTOTAL	\$ 386,924	\$ 183,810	\$ 321,786	\$ 235,815	\$ 254,301	-\$ 67,485	-21.0%
<b>GENERAL FUND TRANSFERS</b>							
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%
<b>GRAND TOTAL - GENERAL FUND</b>							
	\$ 6,649,315	\$ 3,392,396	\$ 7,184,000	\$ 6,877,233	\$ 7,348,000	\$ 164,000	2.28%
<b>ENTERPRISE</b>							
WATER UTILITY	\$ 2,118,529	\$ 1,027,295	\$ 2,232,987	\$ 2,109,206	\$ 2,373,688	\$ 140,701	6.30%
STORM WATER UTILITY	576,731	120,952	655,882	633,986	658,738	2,856	0.44%
SEWER UTILITY	1,715,251	385,898	1,743,994	1,743,428	1,881,576	137,582	7.89%
<b>SPECIAL REVENUE</b>							
LIBRARY	\$ 1,794,778	\$ 1,141,170	\$ 1,913,222	\$ 1,839,238	\$ 1,985,299	\$ 72,077	3.77%
SENIOR CITIZEN CENTER	370,830	179,940	439,186	392,346	417,276	(21,910)	-4.99%
REFUSE AND RECYCLING	644,511	281,710	676,997	682,792	659,226	(17,771)	-2.62%
IMPACT FEES	215,000	310,000	395,145	310,000	430,000	34,855	8.82%
FORESTRY	21,233	15,445	22,175	21,900	24,875	2,700	12.18%
CABLE TELEVISION (BTRB)	92,153	37,477	82,651	74,807	84,198	1,547	1.87%
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	364,478	200,629	377,070	323,385	382,865	5,795	1.54%
FIRE DEPARTMENT	920,455	458,500	1,253,164	1,050,604	1,408,635	155,471	12.41%
INTERNAL SERVICE FUND	1,214,277	804,685	1,175,000	1,305,000	1,375,000	200,000	17.02%
<b>CAPITAL PROJECTS</b>							
CAPITAL IMPROVEMENT PROGRAM	\$ 4,912,906	\$ 6,296,734	\$ 8,633,207	\$ 10,500,000	\$ 6,230,225	\$ (2,402,982)	-27.83%
CAPITAL REVOLVING FUND	338,036	74,000	242,150	242,150	191,990	(50,160)	-20.71%
VEDC	-	-	-	-	-	-	n/a
TIF 4	477,027	500,649	2,060,785	855,387	2,275,976	215,191	10.44%
TIF 6	1,423,804	820,264	919,052	1,914,789	875,332	(43,720)	-4.76%
TIF 7	1,827,238	407,100	7,031,746	4,552,816	3,255,269	(3,776,477)	-53.71%
<b>DEBT SERVICE FUND</b>	\$ 3,063,914	\$ 2,495,479	\$ 3,970,304	\$ 3,970,282	\$ 4,071,237	\$ 100,933	2.54%



## TOTAL 2016 ADOPTED BUDGETED FUNDS Percent of Total Expenditures



## SPECIAL REVENUE FUNDS As Adopted for 2016



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

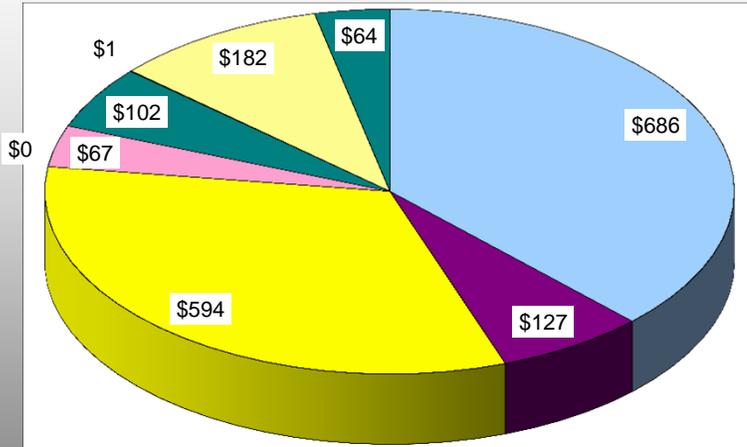
<b>PROPERTY TAX LEVY SUMMARY:</b>	<b>ADOPTED LEVY 2015</b>	<b>ADOPTED LEVY 2016</b>	<b>INCREASE (DECREASE)</b>	<b>% INCREASE (DECREASE)</b>
* GENERAL FUND	\$ 3,924,838	\$4,031,669	\$ 106,831	2.72%
LIBRARY	685,745	<b>748,268</b>	62,523	9.12%
* LIBRARY DEBT SERVICE	468,044	<b>467,998</b>	(46)	-0.01%
* DEBT SERVICE	2,833,480	<b>3,019,001</b>	185,521	6.55%
REFUSE/RECYCLING	30,667	<b>1,326</b>	(29,341)	-95.68%
SENIOR CITIZENS	379,616	<b>389,876</b>	10,260	2.70%
CAPITAL IMPROVEMENTS-FUND 100	462,951	<b>601,253</b>	138,302	29.87%
FORESTRY	7,750	<b>7,500</b>	(250)	-3.23%
* FIRE DISTRICT	965,246	<b>1,071,197</b>	105,951	10.98%
* EMS	377,070	<b>375,740</b>	(1,330)	-0.35%
<b>SUBTOTAL BEFORE TIF</b>	<b>\$ 10,135,407</b>	<b>\$ 10,713,828</b>	<b>\$ 578,421</b>	<b>5.71%</b>
TIF LEVY (CITY PORTION)	2,955,133	\$3,041,461	86,328	2.92%
<b>TOTAL TAX LEVY INCLUDING TIF</b>	<b>\$ 13,090,540</b>	<b>\$ 13,755,289</b>	<b>\$ 664,749</b>	<b>5.08%</b>

\* Note: Library impact fees (\$45,000) and rental of former library (\$30,000) applied to library debt;  
 Debt Service reduced by \$165,000 Police Impact Fees, \$220,000 Fire Impact Fees and \$123,738 applied from debt issue premium.  
 The General Fund Levy is reduced by \$200,000 applied funds.  
 The Fire District Levy is reduced by EMS reimbursable operating costs and the EMS Levy is reduced by Fire Facility rent

<b>PROPERTY TAX RATE SUMMARY:</b>	<b>ACTUAL TAX RATE 2014</b>	<b>ADOPTED TAX RATE 2015</b>	<b>INCREASE (DECREASE)</b>	<b>% INCREASE (DECREASE)</b>
GENERAL FUND	\$ 2.0104	\$ 1.9653	-4.51%	
LIBRARY	0.3512	0.3648	1.36%	
LIBRARY DEBT SERVICE	0.2397	0.2281	-1.16%	
DEBT SERVICE	1.4514	1.4716	2.02%	
REFUSE/RECYCLING	0.0157	0.0006	-1.51%	
SENIOR CITIZENS	0.1944	0.1900	-0.43%	
CAPITAL IMPROVEMENTS	0.2371	0.2931	5.60%	
FORESTRY	0.0040	0.0037	-0.03%	
FIRE DISTRICT	0.4944	0.5222	2.78%	
EMS	0.1931	0.1832	-0.99%	
<b>SUBTOTAL BEFORE TIF</b>	<b>\$ 5.1915</b>	<b>\$ 5.2226</b>	<b>3.11%</b>	<b>0.60%</b>
TIF LEVY (CITY PORTION)	1.5137	1.4826	-3.11	-2.05%
<b>TOTAL TAX RATE incl TIF (Assessed)</b>	<b>\$ 6.7052</b>	<b>\$ 6.7052</b>	<b>0.00</b>	<b>0.00%</b>

Assessed Value	\$ 1,952,299,163		\$ 2,051,440,729		\$ 99,141,566		5.08%
Equalized Value	1,967,177,000		2,093,811,600		\$ 126,634,600		6.44%
Assessment Ratio	0.993145384	11	0.979689026				

**Taxes on \$272,000 Assessed Value Home  
2016 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 Assessed Home  
**2015 Adopted Taxes \$1,823**

**CITY OF VERONA  
2016 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 2016 are proposed to decrease by \$25,051 (-15.1%). The net decrease includes changes in the City's contributions to the Badger Prairie Needs Network (BPNN) and to the Verona Road Business Coalition (VRBC). In 2015, the City provided a one-time contribution to BPNN to assist with their move to their new facility on Dane County property on East Verona Avenue in the amount of \$40,000. For 2016, BPNN has requested an operating contribution of \$30,000 which represents about 21.5% of their annual operating budget. The 2016 budget as proposed includes a \$20,000 contribution. A new item in the 2016 budget is a contribution of \$5,000 to the Verona Road Business Coalition. The VRBC has requested a contribution of \$10,355 which represents 16.1% of their annual operating budget. The recommended contribution of \$5,000 will provide some support for the VRBC's planning and outreach efforts while recognizing that due to state funding limitations work on the project with the biggest impact on Verona businesses will likely be delayed for a couple of years.

The 2016 proposed Council budget includes \$50,000 for legal services which is a \$10,000 reduction as compared to the 2015 adopted budget. The City is projecting that not all of the 2015 funds will be utilized. The proposed 2016 legal services budget is maintained at the 2015 estimated level. The 2016 Council budget also includes \$3,515 for the City's membership dues for the Dane County Cities and Villages Association and \$5,621 for League of Wisconsin Municipalities membership dues.

## STATISTICAL SUMMARY OF MAJOR ACTIVITIES

	2014 Actual	2015 Estimated	2016 Projected
<b>Council and Committee of the Whole Meetings Held</b>	29	26	28
<b>Resolutions Adopted</b>	55	60	60
<b>Ordinances Passed</b>	19	10	15

**CITY COUNCIL  
010-51100**

	<b>2014 Year End Actual</b>	<b>2015 6/30 Actual</b>	<b>2015 Adopted Budget</b>	<b>2015 Projected Year End</b>	<b>2016 Adopted</b>	<b>Change from 2015</b>
<b>PERSONNEL SERVICES</b>						
110 Full Time Wages	\$ 43,200	\$ 21,600	\$ 43,200	\$ 43,200	\$ 43,200	
132 Social Security	3,305	1,652	3,305	3,305	3,305	
<b>Total Personnel Services</b>	<b>\$ 46,505</b>	<b>\$ 23,252</b>	<b>\$ 46,505</b>	<b>\$ 46,505</b>	<b>\$ 46,505</b>	<b>0.00%</b>
<b>OPERATING EXPENSES</b>						
210 Professional Services	\$ 50,661	\$ (307)	\$ 64,536	\$ 39,536	\$ 54,580	
320 Membership & Dues	7,942	9,068	9,141	9,068	9,646	
335 Education	285	40	550	500	550	
380 Other Commodities	2,701	1,067	44,800	42,950	29,200	
<b>Total Operating Expenses</b>	<b>\$ 61,589</b>	<b>\$ 9,868</b>	<b>\$ 119,027</b>	<b>\$ 92,054</b>	<b>\$ 93,976</b>	<b>-21.05%</b>
<b>TOTAL CITY COUNCIL EXPENSES</b>	<b>\$ 108,094</b>	<b>\$ 33,120</b>	<b>\$ 165,532</b>	<b>\$ 138,559</b>	<b>\$ 140,481</b>	<b>-15.13%</b>

**CITY OF VERONA  
2016 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, we hold about 30 pre-scheduled evening court sessions. The types of sessions include juvenile intake, adult and traffic intake, pre-trials, and trials. Court personnel include 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 highly 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. The clerk is well-trained, experienced and fully engaged. The court, while vigilantly maintaining its independence, enjoys cooperative relationships with city administration, school administration, the 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 administration contracts with Stafford Rosenbaum LLP to serve as municipal prosecutor. Various Stafford attorneys have represented the City in municipal court during 2015.

**STATISTICAL SUMMARY OF MAJOR ACTIVITIES**

The municipal court caseload had been generally stable over the past seven years. However, 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.

- Between 2008 – 2014, court closures generally were at 2,000 cases
- For 2015, based on case closures through midyear, we expect over 2,400 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 2016**

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

## **REVENUE INFORMATION**

The court itself does not have specific monetary goals, except to operate in a fiscally responsible manner. The 2014 municipal court revenue was \$98,082, an increase of \$7,000 from 2013. Through the first half of 2015, revenue was over \$73,000. However, rather than simply doubling the mid-year figure, and because there are less scheduled court sessions during the latter half of calendar years, we project 2015 revenue at \$125,000. The seemingly continuing increases in annual revenue appears attributable to a somewhat increasing caseload, an increase in assessed court costs, our ability to accept online payments; and because other collection efforts have been well-handled.

## **FIVE YEAR PERSONNEL AND CAPITAL PLANS**

The most recent five-year personnel plan for municipal court was probably drafted about five years ago. The Clerk's position was listed at 0.75 FTE through 2014 and beginning in 2015 it was listed at 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 2016 BUDGET**

<b>REVENUE 010-451XX</b>	<b>ACTUAL 2014</b>	<b>6/30 ACTUAL 2015</b>	<b>ADOPTED BUDGET 2015</b>	<b>PROJECTED 2015</b>	<b>ADOPTED 2016</b>	<b>% INCR (DECR)</b>
45110 MUNICIPAL COURT COSTS	\$ 18,847	\$ 14,999	\$ 20,000	\$ 20,000	\$ 20,000	
45125 FINES AND FORFEITURES	79,235	58,104	80,000	80,000	80,000	
<b>TOTAL COURT REVENUE</b>	<b>\$ 98,082</b>	<b>\$ 73,103</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>0.00%</b>
<b>EXPENDITURES 010-51200</b>						
<b>PERSONNEL SERVICES</b>						
110 WAGES	\$ 8,871	\$ 4,517	\$ 8,885	\$ 8,871	\$ 9,063	
111 LONGEVITY PAY	390	299	612	398	672	
120 PART TIME WAGES	28,258	14,825	30,461	28,000	33,622	
130 MEDICAL INSURANCE	12,373	6,659	12,792	12,373	5,313	
131 DENTAL INSURANCE	694	361	722	694	722	
132 SOCIAL SECURITY	2,231	1,179	3,117	2,851	3,317	
133 LIFE INSURANCE	157	79	147	147	183	
134 WI RETIREMENT	2,003	1,028	2,166	1,988	2,264	
<b>TOTAL PERSONNES SERVICES</b>	<b>\$ 54,977</b>	<b>\$ 28,947</b>	<b>\$ 58,902</b>	<b>\$ 55,322</b>	<b>\$ 55,156</b>	<b>-6.36%</b>
<b>OPERATING EXPENDITURES</b>						
210 PROFESSIONAL SERVICES	\$ 41,827	\$ 12,546	\$ 40,000	\$ 40,000	\$ 40,000	
290 OTHER CONTRACTUAL	840	-	1,200	700	700	
310 OFFICE SUPPLIES	1,007	400	1,500	1,200	1,200	
320 MEMBERSHIP & DUES	140	140	140	140	140	
330 TRAVEL	443	138	650	650	750	
335 EDUCATION	885	780	865	1,000	1,000	
450 DATA PROCESSING	5,422	5,256	5,857	5,857	6,397	
<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$ 50,564</b>	<b>\$ 19,260</b>	<b>\$ 50,212</b>	<b>\$ 49,547</b>	<b>\$ 50,187</b>	<b>-0.05%</b>
<b>CAPITAL OUTLAY</b>						
810 OFFICE EQUIPMENT	\$ -	\$ -	\$ 250	\$ -	\$ 250	
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 250</b>	<b>\$ -</b>	<b>\$ 250</b>	
<b>TOTAL MUNICIPAL COURT EXPENDITURES</b>	<b>\$ 105,541</b>	<b>\$ 48,207</b>	<b>\$ 109,364</b>	<b>\$ 104,869</b>	<b>\$ 105,593</b>	<b>-3.45%</b>

**CITY OF VERONA  
2016 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, collecting utility bill payments, payroll processing, tax collections, investment of idle funds, debt management, and budget preparation. The City Administrator directly supervises the managers of City departments and is responsible for the administration of 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 2016 Administration budget reflects an overall increase of \$38,619 or 6.2% from 2015. Personnel costs are increasing by \$37,397 or 10.3%. The majority of the increase reflects the full implementation of the Personnel Compensation and Classification study that was approved in December 2014. The 2016 budget also reflects a reduction in the Tax Increment Financing (TIF) allocation for the City Administrator and Finance Director from 20% to 10%. An increase in health insurance reflects a premium increase of 4% and one enrollment change from a single to a family plan.

The 2016 proposed operating budget reflects a net decrease in the amount of \$2,778 (1.1%). The operating budget continues to provide funding for professional services to contract for economic development services in the amount of \$25,000. These funds could be used for consultant assistance on projects, economic development studies, and/or economic development marketing activities. This is a reduction of \$10,000 as compared to the 2015 adopted budget for this activity. This reduction in professional services is partially offset by a cost of \$3,800 for required continuing disclosure that was previously provided at no charge by our financial consultant. Professional services for our annual financial audit reflect in an increase in the amount of \$1,750. The 2016 elections budget includes funds for four elections as compared with two elections budgeted in 2015. This reflects an increase in the proposed 2016 election budget of \$15,475 as compared with 2015. These increases are offset by a \$9,723 decrease for assessment services. The City has entered into a new contract for assessment services with Musser Appraisal Service for the 2016 to 2018 assessment years. The terms of this new agreement include the assessment of residential, commercial, and personal property within the City. This avoids the need for the City to enter into a separate agreement for commercial assessment resulting in a savings of \$7,000 compared to 2015.

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, annual financial auditing fees, engineering fees for general City issues, office supplies, repairs and maintenance of office equipment, and leases of the copier.

**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 2016 budget reflects the projected costs for 4 elections including the Presidential Election compared to 2 budgeted elections in 2015.

The anticipated Elections in 2016 are as follows:

- Spring Primary Election, February 16, 2016
- Spring Election, April 5, 2016
- Partisan Primary Election, August 9, 2016
- General/Presidential Election, November 8, 2016

**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 2016 is \$63,550, a decrease of \$9,723 from the 2015 budget.

### STATISTICAL SUMMARY OF MAJOR ACTIVITIES

	2014 Actual	2015 Estimated	2016 Projected
<b>Assessor</b>			
Real Estate Parcels	4,505	4,550	4,600
Personal Property Accounts	431	440	450
BOR Objectors	3	0	3
<b>City Clerk</b>			
# of Elections	4	2	4
# of Registered Voters	7,713	7,775	7,900
Liquor Licenses	25	27	28
Permits:			
Solicitors/Sellers	21	22	24
Special Event	15	17	18
<b>Finance</b>			
AP Checks Issued	3,412	3,620	3,700
Purchasing Card Trans.	362	475	475
Payroll Checks / DD	3,973	4,225	4,350
Cash Receipts	2,119	2,200	2,200
Utility Payments	17,445	18,500	18,750
Property Tax Pmts	4,532	5,000	5,000
Dog Licenses	723	735	735
City Bond Rating	Aa2	Aa2	Aa2

## **SUMMARY OF ACHIEVEMENTS FOR 2015**

- Coordinated the project management for the construction and close-out of the new Fire and EMS facility.
- Assisted in the preparation of an application for an Urban Service Area amendment for land in the City's North Neighborhood, Epic Systems Campus, Technology Park, and a future elementary school site.
- Implemented a new compensation plan for non-represented employees.
- Participated in a series of emergency management training sessions culminating in a full scale active shooter exercise.
- Negotiated a TIF agreement with United Vaccines for a new manufacturing facility in Technology Park.
- Provided staff support to the Community Development Authority in discussions regarding downtown redevelopment. Continued planning for downtown streetscape and parking improvements.
- Transitioned to a new contract for assessment services following the retirement of the City Assessor.
- Conducted negotiations with the City of Madison for a potential new boundary agreement following the termination of the current agreement in 2016. Began developing a new boundary agreement with the Town of Verona.

## **GOALS AND OBJECTIVES FOR 2016**

- Support the City's Urban Service Area Amendment through the review process by the Capital Area Regional Plan Commission. Plan for development and potential pre-annexation agreements for the North Neighborhood Area.
- Oversee the implementation of streetscape and public parking improvements in the downtown. Facilitate discussions with the City Council and Community Development Authority regarding the Matt's House property and potential redevelopment projects.
- Work with the Director of Public Works to implement succession planning and a transition plan for the department in anticipation of a planned retirement. Conduct a recruitment process for a new Director of Public Works.
- Continue negotiations for a boundary agreement with the Town of Verona.
- Coordinate the planned closure of TIF District #7. Develop recommendations for the use of excess funds and the impact on future budgets.
- Plan for a potential new TIF district in the downtown area following the closure of TID 7.
- Research and recommend options for implementing additional economic development and tourism 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.

**ADMINISTRATION  
ADOPTED 2016 BUDGET**

		ACTUAL	6/30 ACTUAL	ADOPTED BUDGET	PROJECTED	ADOPTED	%
010-51400		2014	2015	2015	2015	2016	INCR (DECR)
<b>PERSONNEL SERVICES</b>							
110	FULL TIME WAGES	\$ 215,545	\$ 138,479	\$ 245,117	\$ 246,000	\$ 270,967	
111	LONGEVITY PAY	1,209	1,007	2,040	2,040	2,434	
120	PART TIME WAGES	339	-	-	-	-	
125	OVERTIME WAGES	515	-	1,425	575	1,390	
130	HEALTH INSURANCE	63,298	32,184	71,172	72,500	77,554	
131	DENTAL INSURANCE	5,102	2,694	5,877	5,600	6,814	
132	SOCIAL SECURITY	16,166	10,519	19,017	19,020	21,021	
133	LIFE INSURANCE	672	360	745	685	827	
134	WI RETIREMENT	14,889	9,485	16,903	16,905	18,136	
136	FLEX SPENDING ADMIN	1,691	662	1,320	1,870	1,870	
	<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 319,426</b>	<b>\$ 195,390</b>	<b>\$ 363,616</b>	<b>\$ 365,195</b>	<b>\$ 401,013</b>	<b>10.28%</b>
<b>OPERATING EXPENDITURES</b>							
210	PROFESSIONAL SERVICES	\$ 21,679	\$ 9,340	\$ 45,140	\$ 45,000	\$ 38,940	
210 051	AUDITOR	21,329	16,925	28,500	28,500	30,250	
210 052	ENGINEER	-	-	800	800	800	
212	ASSESSOR	69,172	40,464	73,273	70,500	63,550	
222	PRINTING	4,410	862	4,875	4,850	4,875	
225	COMMUNICATIONS	17,264	8,569	19,550	18,000	19,550	
240	REPAIR/MAINTENANCE SERVICES	18,840	5,331	26,145	26,000	26,000	
295	RECRUITMENT	3,967	-	-	900	-	
310	OFFICE SUPPLIES	8,704	1,309	5,000	5,000	5,000	
320	MEMBERSHIP AND DUES	1,683	772	1,915	1,813	1,975	
330	TRAVEL	3,164	944	5,325	5,325	5,325	
335	EDUCATION-TRAINING	1,902	2,306	3,505	3,500	3,535	
340	OPERATING SUPPLIES	3,792	2,280	6,925	5,500	6,675	
440	ELECTIONS	18,869	8,548	11,525	8,824	27,000	
450	DATA PROCESSING	401	195	425	425	450	
530	RENTS AND LEASES	12,285	7,196	12,700	12,800	12,900	
910	UNCOLLECTED TAXES	24,392	(2,101)	9,000	30,000	5,000	
	<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$ 231,853</b>	<b>\$ 102,940</b>	<b>\$ 254,603</b>	<b>\$ 267,737</b>	<b>\$ 251,825</b>	<b>-1.09%</b>
<b>CAPITAL OUTLAY - GENERAL FUND</b>							
815	Operating Equipment	\$ 720	\$ 719	\$ 720	\$ 720	\$ 4,720	
	<b>Total G.F. Capital</b>	<b>\$ 720</b>	<b>\$ 719</b>	<b>\$ 720</b>	<b>\$ 720</b>	<b>\$ 4,720</b>	<b>N/A</b>
<b>TOTAL ADMINISTRATION EXPENDITURES</b>		<b>\$ 551,999</b>	<b>\$ 299,049</b>	<b>\$ 618,939</b>	<b>\$ 633,652</b>	<b>\$ 657,558</b>	<b>6.24%</b>

**CITY OF VERONA  
2016 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 2016 budget for Building and Grounds reflects an increase of \$4,262 or 4.4% from 2015. Some of the major elements of the 2016 budget include the following:

Personnel Services: Personnel Services in the 2016 budget is increasing by \$1,322 or 19.2% from the 2015 budget. Building maintenance functions are assigned to the City's Assistant Building Inspector. A portion of the compensation for this position is allocated to the Buildings and Grounds budget. The amount of this allocation is \$6,000 in 2016 which is consistent with the 2015 budget. The 2016 budget also includes projected overtime wages in the amount of \$1,043. These funds are available for when the Assistant Building Inspector needs to respond after hours for building maintenance issues.

Operating Expenses: Operating expenses in the 2016 budget are increasing by \$2,940 or 3.3% from the 2015 budget. The primary increases are related to HVAC system maintenance. As the City Center facility ages, additional maintenance and repairs have been needed to the system. One of the major operating expenses is the custodial contract for the city service center. The proposed 2016 budget is \$24,000 which is consistent with the 2015 budget for custodial services.

**GOALS AND OBJECTIVES FOR 2016**

- 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 2016 Recommended Budget includes \$35,000 as part of the capital levy to continue funding a City Hall/Police Facility replacement fund. This amount is consistent with the level in the 2015 budget.
- Landscaping and Parking Lot Improvements: City staff made improvements to the city center landscaping in 2014 and 2015 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 City is also planning to resurface the city center parking lot in 2016 at an estimated cost of \$12,000. Funding for this work would come from the City Hall/Police Facility replacement fund.

- Flooring Maintenance: The 2016 Recommended Budget includes funds for the replacement of the rubber flooring in the Police Emergency Operations Center with carpet, the replacement of vinyl flooring the Police Breakroom with ceramic tile, and the re-grouting of ceramic tile throughout the city service center. The estimated cost of this work is \$9,040 with funding coming from the City Hall/Police Facility replacement fund.

**BUILDING AND GROUNDS  
ADOPTED 2016 BUDGET**

	ACTUAL	6/30	ADOPTED	PROJECTED	ADOPTED	%
010-51600	2014	2015	BUDGET	2015	2016	INCR (DECR)
<b>PERSONNEL SERVICES</b>						
110 WAGES	\$ 6,000	\$ 3,000	\$ 6,000	\$ 6,000	\$ 6,000	
111 LONGEVITY PAY	-	-	-	60	60	
125 OVERTIME WAGES	-	-	-	485	1,043	
132 SOCIAL SECURITY	457	230	459	445	544	
134 WI RETIREMENT	420	204	408	420	542	
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 6,877</b>	<b>\$ 3,434</b>	<b>\$ 6,867</b>	<b>\$ 7,410</b>	<b>\$ 8,189</b>	<b>19.24%</b>
<b>OPERATING EXPENDITURES</b>						
220 UTILITIES	\$ 33,692	\$ 12,158	\$ 34,500	\$ 33,350	\$ 34,900	
240 REPAIR & MAINTENANCE	15,736	9,371	16,030	20,540	18,570	
290 CONTRACTUAL SERVICES	23,577	11,610	24,450	23,670	24,450	
340 OPERATING SUPPLIES	13,781	6,330	14,700	12,500	14,700	
<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$ 86,786</b>	<b>\$ 39,469</b>	<b>\$ 89,680</b>	<b>\$ 90,060</b>	<b>\$ 92,620</b>	<b>3.28%</b>
<b>TOTAL BUILDING &amp; GROUNDS EXPENDITURES</b>	<b>\$ 93,663</b>	<b>\$ 42,903</b>	<b>\$ 96,547</b>	<b>\$ 97,470</b>	<b>\$ 100,809</b>	<b>4.41%</b>

**CITY OF VERONA  
2016 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 2015 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.

## **2015 to 2016 COMPARISON**

The following represents the significant highlights between the 2015 and proposed 2016 Verona Police Department Operating and Capital Budgets.

### **Operating:**

Cost-of-Living Adjustments (COLA) for represented and non-represented staff are the 2016 operating budget highlights. The proposed budget includes a 3.25% increase for represented staff as determined by the collective bargaining agreement (CBA) and a 2% COLA for non-represented staff.

The collective bargaining agreement for patrol officers is in effect January 1, 2014 through December 31, 2016 and requires a 3.25% increase for 2016.

### **Capital:**

The purchase of one replacement squad, one additional squad, five replacement mobile data computers, one replacement computer, six replacement radars, one replacement server and five replacement in-car video cameras, one additional license plate recognition system, 18 additional rifles and replacement flooring and tile repairs are the 2016 capital budget initiatives.

The one replacement squad will be purchased in 2016 at an estimated cost of \$37,000. The one additional squad will also be purchased at an estimated cost of \$37,000 and will require approximately \$7,000 to outfit it with necessary equipment.

Funding is being sought to purchase and install five replacements Mobile Data Computers (MDC) at a cost of \$22,000. These computers will be placed in our squad cars and will replace the five oldest models.

The 2015 Capital budget also includes a request to purchase one replacement computer including installation and set-up at a cost of \$2,700.

Six replacement radars are requested to replace the six oldest models at a total cost of \$11,250 to include installation.

This 2016 proposed budget also includes the purchase of one replacement server at \$7,500 and five replacement high definition in-car video cameras for \$7,050 each including installation. This will continue to allow for a majority of our squads to be equipped with a video camera.

The purchase of one additional license plate recognition system for \$20,975, including installation, will allow us to double our efforts and ensure that both primary squads are equipped with the technology.

Purchasing 18 rifles at \$980 each has also been requested to allow for each officer to be individually issued ensuring that officers have one available to them at all times. This project has been delayed to a future year.

A Livescan fingerprint scanner system for \$16,085 is included in the 2016 budget. A grant through Epic Systems was subsequently awarded in the amount of \$16,085.

The final request of the 2016 capital budget is replacement flooring in the emergency operations center and breakroom, as well as, tile repairs and replacement grouting throughout the City Center Facility in the amount of \$9,040. This will be funded with City Center facility replacement funds.

## PERFORMANCE MEASUREMENT INDICATORS

Activity	2014 Actual	6/30/15	Est. 2015	Proposed 2016
Calls for Service	11,343	7,127	14,254	
Accident Reports	259	142	284	
Citations Issued	2,154	1,237	2,474	
Arrests	267	54	108	
Traffic Stops	2735	1,560	3,120	
Part I UCR Data	195	112	224	
Property Crimes	249	156	312	
Value of Property Stolen	\$76,003	\$35,806	\$71,612	
Value of Property Recovered	\$32,906	\$4,914	\$9,828	
Liquor Compliance Checks	111	61	122	
Parking Tickets Issued	1,977	1,295	2,590	
Fuel Purchased	\$41,217	\$13,699	\$27,398	
Gallons Purchased	12,976	6,200	12,401	
Miles Reported				

Note: 2015 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.

### **2016 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 2016 program initiatives;
7. To train the police officers hired in 2015 and certify them for solo patrol assignments;
8. To reach and maintain full staffing of the police department; and
9. Develop and implement a citizen's law enforcement academy.

### **SIGNIFICANT PROGRAM CHANGES FROM 2015**

The police department has not requested additional sworn patrol officers for 2016 as the number of authorized staff is consistent with our staffing study. As of the date of this report the department is staffed with the number of authorized strength; however the last two patrol officers who were hired are in the field training program. It is expected that both officers will complete their training and be assigned to solo patrol duties by the end of 2015.

The department was unable to maintain current department staffing levels due to the approval of one additional police officer through the 2015 budget and the promotion of one sergeant to lieutenant. A sergeant was promoted to lieutenant; therefore, a police officer was promoted to sergeant. Thus, there were two police officer vacancies that were filled in 2015. Both officers, Trevor Runkle and Matthew Schultz, were hired on July 20, 2015. Both officers have been in field training since being hired and should be certified for solo patrol duties by the end of 2015.

## **2015 ACHIEVEMENTS**

The department coordinated and staffed the 12th Annual Ironman Wisconsin Triathlon on September 13, 2015. 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 2015 wasn't an exception. 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. Epic Systems loaned us four electronic sign boards that were used to inform motorists of detours and general bicycle route information.

In 2015 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, Stoughton and Monona Police Departments. Monona joined our training group in 2015 and provided additional strength and support for our consortium. 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. The State of Wisconsin Law Enforcement Training and Standards Bureau revised the number of hours of the police officer basic recruit academy from the historic 500 hours to 720, effective January 1, 2016. This expanded the curriculum of several disciplines including; Defense and Arrest Tactics (DAAT), Firearms, Emergency Vehicle Operation Course and Critical Incident Response/Active Shooter. In preparation for these changes, all VPD training consortium instructors completed an instructor update course and obtained a two year certification. All five agencies contributed state certified instructors from their respective departments to conduct the training of approximately 80-85 sworn officers. Each officer received a minimum of 40 hours of in-service training. The Verona PD coordinated active shooter training exercises at the Verona Area High School and all sworn staff from each of the represented agencies received this training. We also partnered with Fitchrona EMS and were fortunate enough to receive help from several volunteers of the Verona, McFarland and Oregon Police Explorers. These volunteers 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 2014. Examples included: Pedaling for Pancreas, Verona Mud Fest, Hometown Days, Boys and Girls Club of Dane County Bike-a-thon, Wisconsin Triterium Triathlon, Verona Car Show, Hometown Brewdown, Verona Music Festival, Verona Fest, Mama Goose Run, Ironman Triathlon, Homecoming parade, Sugar Creek 5K Run, Jingle Bell Run and Walk, Optimist Chili cook off, Epic User Group Meetings, Epic Spring Advisory Council, High Visibility OWI Enforcement, and numerous neighborhood block parties.

Near perfect weather and great planning made the 22nd Annual National Night Out Against Crime, held on August 4, 2015, a huge success. The largest crowd in the history of this event turned out and experienced a wonderful time. Ryan Adkins, our community policing specialist, was responsible for the planning and coordination of this event and did an outstanding job once

again. The scale of this event requires contributions from other VPD staff and this year was no exception. We received the support from numerous community volunteers and several other city staff. 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.

Officer Zietsma, hired September 15, 2014, completed his field training in March, 2015 and was assigned to solo patrol duties. Part-time Records Clerk Heil, hired September 29, 2014, completed her new employee training in November, 2014 and was assigned to solo clerk duties for all of 2015. Both Zietsma and Heil have made significant strides in their respective positions and are expected to continue to progress throughout the remainder of 2015. The 2014 budget provided funding for a second lieutenant position and that recruitment began on December 23, 2014. Effective February 16, 2015, Mark Horstmann was promoted from sergeant to fill this newly created Lieutenant position. A subsequent promotional process was necessary to fill Horstmann's vacated sergeant's position. This process began on February 27, 2015 and concluded on June 8, 2015 when Dustin Fehrmann was promoted to sergeant. This promotion created the need to hire a police officer to fill the vacancy created by Fehrmann. A police officer recruitment process had already been initiated on December 26, 2014 to fill one police officer position that was created through the 2015 budget. Trevor Runkle was hired on July 20, 2015 to fill the newly created police officer position. Matthew Schultz was also hired on July 20, 2015 to fill the police officer vacancy created by Fehrmann's promotion. Both Runkle and Schultz are currently assigned to Field Training and are anticipated to complete their training by end of 2015 in which they will be assigned to solo patrol duties.

**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.

### **2016 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 14,254 in 2015;
3. To provide each officer with 40 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 complete training of the patrol officers hired on July 20, 2015 and certify them for solo patrol;
8. To initiate the recruitment of a patrol officer in the last quarter of 2016 to fill the anticipated vacancy of Officer Mike Haack's planned retirement in February 2017; and
9. To develop and implement VPD's first police K-9 program.

### **SIGNIFICANT PROGRAM CHANGES FROM 2015**

Continue to train the two patrol officers hired on July 20, 2015 and certify them for solo patrol assignments. This initiative will allow the department to experience a full complement of authorized sworn staff.

Initiate the recruitment process for a new patrol officer in 2016 before the retirement of Officer Mike Haack in February 2017. This will afford the VPD to hire the new recruit effective the date of Haack's retirement instead of six or more months following his retirement date.

The creation of our first K-9 program which began in 2014 and continued in 2015 should conclude in 2016. Additional equipment is being researched and will be purchased during the remainder of 2015. Policy and job description research has begun and will be completed in 2015. In 2016, a Memorandum of Understanding (MOU) will be pursued with the Wisconsin Professional Police Association. Following will be the selection and training of a handler.

## **2015 ACHIEVEMENTS**

The department strived to meet the minimum staffing goals; however overtime was frequently required due to two vacancies in patrol. One of the vacancies was from a newly created position through the 2015 budget and one through the promotions to lieutenant and sergeant. These two vacancies remained until both officers were hired on July 20, 2015 and still continue at the time of this report while both officers are being trained.

Uniformed patrol officers were provided for the following special events during 2015: Pedaling for Pancreas, Verona Mud Fest, Hometown Days, Boys and Girls Club of Dane County Bike-a-thon, Wisconsin Triterium Triathlon, Verona Car Show, Hometown Brewdown, Verona Music Festival, Verona Fest, Mama Goose Run, Ironman Triathlon, Homecoming parade, Sugar Creek 5K Run, Jingle Bell Run and Walk, Optimist Chili cook off, Epic User Group Meetings, Epic Spring Advisory Council, High Visibility OWI Enforcement, and numerous neighborhood block parties.

On August 4, 2015, our Crime Prevention Program hosted the 22nd 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 14,254 calls for service in 2015, a 25% increase from 11,343 in 2014. This increase is attributed to a fairly consistent increase in a majority of calls for service received from the public. Examples include; traffic crashes, citation issued, traffic stops, most felonies and various property crimes. A majority of the year we were two officers short; thus the number of self-initiated calls for service decreased in 2015.

In 2015, the VPD conducted 35 bicycle patrol deployments which were down from 51 deployments in 2014. This decrease was primarily due to the staffing shortages as described earlier, the promotion to sergeant for a key bicycle patrol specialist and fewer directed patrols required as a result of a decrease in specific crimes in which bicycle patrols are effective. The number of bicycle deployments for special events in 2015 remained consistent.

Patrol Officers responded to approximately 284 traffic crashes, conducted approximately 3,120 traffic stops, affected approximately 108 arrests, issued approximately 2,474 citations, issued approximately 2,590 parking citations and conducted approximately 62 liquor license compliance inspections through September 2015.

**DEPARTMENT**

Police Department

**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.

**2016 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; and
10. To serve as the Multijurisdictional Public Safety Information System (MPSIS) coordinator for the Cellebrite Cell Phone System.

## **SIGNIFICANT PROGRAM CHANGES FROM 2015**

The Verona Police Department is not requesting any program changes for Criminal Investigation Services in 2016.

## **2015 ACHIEVEMENTS**

This program was able to accomplish, in part, ten of the eleven 2015 goals. Goal number two continues to be a work in progress with the goal of additional improvement. The attainment of this goal depends upon several other factors, some of which are beyond our control. These factors include the resources we have available at the time, the type, size and scope of the investigation. Again, we were unable to accomplish goal number 9 as a result of staffing shortages in patrol and an increase workload in criminal investigations. We are committed to accomplishing this goal as it is clear there is drug activity in the community as it relates to recent arrest and criminal intelligence. Marijuana continues to be present in Verona and the community is not immune from the Heroin epidemic, to include prescription opiate abuse. VPD recently made an arrest for possession of methamphetamines which has plagued other areas of the country.

The department did accomplish goal eleven; transitioning Matt Lovell back into a patrol assignment after selecting a new detective. Lovell reached the end of his assignment after serving three years as the evening shift detective where he gained valuable experience and training. Even though Lovell was transitioned into patrol, the VPD plans to utilize him to investigate higher profile cases and to assist the two other department detectives. Officer Mitch Ziolkowski was selected from a competitive process to succeed Lovell. Ziolkowski began his new assignment on August 17, 2015 and was trained by our experienced day shift detective, Joe Koper. Ziolkowski is currently working the evening shift which has already paid dividends. His assignment has expanded opportunities for a detective to become involved in investigations at the onset and in conjunction with patrol.

Detective Koper serves as the Cellbrite Cell Phone System coordinator for our Multijurisdictional Public Safety Information System (MPSIS) partners. He received intensive training from the vendor and now processes cell phones, often as a result of search warrants, on a frequent basis. The search of cell phones resulted in the capturing of much evidence during 2015.

In January 2015, the department investigated a reported robbery which occurred on Milky Way at Epic Lane. A contractor for Epic reported she slid into a snowbank and had gotten stuck. Two young men stopped, she thought they were going to try to help her; instead, they grabbed her and attempted to take her keys. She was able to break free and lock herself in her car and call 911. Despite sending information to the media, no suspects or witnesses were identified.

In March 2015 a student at the Verona Area High School (VAHS) was investigated for smoking marijuana in a school bathroom. When his backpack was searched a "death note notebook" was located in his possession with the names of students and a teacher written inside. The investigation determined the book was purchased on the internet and was based on an internet Anime series. The names were reportedly added to the book as a joke and there was no direct threat to any students or staff. The student was subsequently cited for possession of marijuana.

In March 2015, a student at the High School was investigated for carrying a butcher knife in her backpack. After school let out, she pulled the butcher knife out of her backpack and she tried to stab her friend's dad. Both girls were investigated for their infatuation with "slender man." The case was referred to the DA's office for prosecution and to mental health professionals.

In April 2015, a student at the VAHS was investigated after he was observed walking to a local park to smoke. Drug paraphernalia was located and after searching the student a metal lock box was discovered in one of his two backpacks. A search warrant was obtained and investigating officers seized a significant amount of marijuana and a scale, consistent with distribution. The case was referred to the DA's office for prosecution.

In April 2015, night shift officers conducted surveillance at a construction site at Epic and interrupted a burglary in progress. A suspect was arrested and the stolen property was recovered. The detective bureau assisted with interviews, transportation and evidence.

In April 2015, the Police School Liaison officer was notified of two students having sexual intercourse in the school forest. Investigators conducted follow-up interviews to ensure there was no force or coercion beyond the statutory violation.

In April 2015, the department was notified of juvenile females sending inappropriate photographs to unknown persons pretending to be University of Wisconsin basketball athletes. Numerous interviews were conducted as well as subpoenas for records and search warrants for documents issued. Social media vendors did not provide enough information to identify the suspects.

In May 2015, officers responded to a report of an adult male pointing a handgun at his brother. A perimeter was established around the residence and all parties cooperated with law enforcement. The detective bureau assisted with interviews and the case was referred to the DA's office for prosecution.

In June 2015, there was a substantial battery of a bartender at Cahoots. The detective bureau authored search warrants for cellphones, conducted several follow-up interviews of the victim, suspect and witnesses and the case was referred to the DA's office for prosecution.

In June 2015, there were 15 different cars entered with many items stolen. A suspect was arrested by the Madison Police Department for thefts in their community and the suspect was in possession of stolen property from Verona. A second suspect from Verona was identified who admitted to breaking into cars previously but denied breaking into these particular vehicles. Charges were referred to the DA's office for prosecution.

In July, a VAHS student was robbed at gunpoint and pistol whipped by two males. The Investigation determined another VAHS student set up a deal between the victim and the gunmen, orchestrating the robbery. All three suspects were referred to the DA's office for prosecution.

In July 2015, a car was stolen from a residence on Prairie Oaks Dr. The car was involved in a hit & run traffic crash in Middleton and was later located in Madison. A juvenile from Madison

was taken into custody after he was observed entering and looking through cars. He fought with investigators who attempted to take a DNA sample that was required by state law.

In August of 2015, patrol was sent to a fight in progress on Legion St. A witness notified law enforcement somebody walked away from the fight carrying a package. Officers located the male and determined the package he was carrying had a strong odor of marijuana. A search warrant was obtained and investigating officers seized a pound of marijuana, which had been purchased in Colorado and was being sold in Verona. It was believed the fight was related to an attempted "drug rip"/robbery.

In September 2015, it was learned a student at the VAHS had his own apartment in Verona and numerous students were congregating there during lunch hour and at night. The student reported being the victim of a home invasion where suspects pointed handguns at him and demanded money, allegedly in response to a drug debt. Search warrants were obtained for cellphone data in an attempt to identify the armed drug dealers. The student no longer resides at that particular apartment.

In September 2015 the Police School Liaison Officer assisted the Dane County Sheriff's Office with a distribution of child pornography case. Allegedly a female student wanted to date another student, but he had a girlfriend. The female student and her brother concocted a plan to invite the female over to drink alcohol and smoke marijuana with the intention of the brother eventually having sexual relations with the female. When the plan came to fruition, the brother took pictures of the female in a compromising position which was then shared with the girl's boyfriend in an attempt to break up their relationship. Several phones were examined in an effort to stop the distribution of the photo.

In September 2015 patrol responded to a report of a man down on S. Marietta St. with a severe head injury. Paramedics on the scene had to perform advance life support in order to resuscitate the man, who had lost a lot of blood. Initially it was unknown if the male was a crime victim or if he had been struck by a car. Fortunately, the male survived and recalled falling several times on his own while walking home. A passing motorist was credited for saving the man's life by calling for help when he did.

In September 2015 the Verona Police Department learned of a possible act of prostitution occurring in the parking lot of a local business. The female, who has cognitive disabilities, was identified and numerous interviews occurred. The case was sent to the DA's Office asking for charges against the caregiver/mother for negligent care.

In 2015 the VPD investigated approximately 224 Part I Uniform Crime Reports (UCR) consisting of Criminal Homicide, Rape, Robbery, Assault, Burglary, Larceny and Motor Vehicle Theft, and approximately 312 property crimes.

A significant amount of time was spent on pre-employment background investigations in 2015 for the position of patrol officer, crossing guard, and assisting other city departments as requested.

**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.

**2016 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/Multi-Jurisdictional Public Safety Information Systems (MPSIS);
10. To expand upon the use of our Global Records Management System by implementing a barcode scanning system for property inventory management; and
11. To establish a uniform policy requiring all Business Office staff to wear a VPD approved collared shirt and nametag while on duty.

## **SIGNIFICANT PROGRAM CHANGES FROM 2015**

Goal 11 is a new initiative for 2016 and will be accomplished if \$250 per staff member is funded through the budget.

## **2015 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 2016. 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 2016.

All of the 2015 goals were accomplished with the exception of Goals number eight and a portion of ten. Goal eight is a challenge that was identified in 2014 and continues today. A Municipal court decision to require personal service for all citations prior to a finding of guilty by means of a default judgment has exacerbated this situation. Previously, when the owner of said vehicle was found guilty of the parking citation the VPD would order the suspension of the vehicle registration. This became the means in which parking citation fines were collected because the Wisconsin Department of Motor Vehicle requires all outstanding citations to be paid before reinstating the vehicle registration. At the time of this report this matter remains unresolved and continues to require additional research. Goal ten was not completed because VPD is reliant upon our shared RMS consortium as a whole and a few steps are still required for completion.

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. The December 3, 2013 date was not accomplished by Dane County and was pushed back yet again to June 2015. This project is of such a large magnitude that Dane County pushed back the implementation date once again with the latest deadline of 2016.

The police department business office was also able to provide support by working additional hours during special events in 2015 including; Hometown Days, Ironman Triathlon, and several critical incidents. The business office also participated in the Active Shooter Training Tabletop exercise of the Glacier Edge Elementary School on March 19, 2015, the Emergency Operations Center Functional exercise on March 19, 2015 and the Active Shooter Training full-scale exercise at the Badger Ridge Middle School on July 28, 2015. All three of these training exercises were part of the overall Emergency Preparedness training initiative that all VPD staff participated in.

**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.

### **2016 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;
6. To provide animal control services on a limited basis; and
7. To select another Explorer Post Advisor to succeed Dustin Fehrmann who was promoted to sergeant and had to resign from this assignment in 2015.

### **SIGNIFICANT PROGRAM CHANGES FROM 2015**

The Verona Police Department is not requesting any program changes for support services in 2016.

### **2015 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 no exception; we replaced one crossing guard shack, replaced one LED flashing hand-held stop sign, replaced four school zone sandwich

board style signs, one crossing guard storage container 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. Our Chaplain is generally in attendance at our monthly all staff meetings, conducts occasional ride-alongs with patrol officers and attends VPD family gatherings. 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.

An Epic Systems grant in the amount of \$16,085 was requested to fund the purchase of a Livescan finger print scanner. This equipment will add efficiency for officers by reducing the time that is necessary for recording fingerprints. Many of the finger prints that the VPD obtains is for the purpose of employment, military applications, security clearances, adoption records or court orders.

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 four members in addition to two VPD advisors. In 2015, The Verona Explorers also assisted field operations with the National Night Out Against Crime, the Chili Cook-off at the Senior Center and the Annual Pancake Breakfast fundraiser. Advisors Shawn Van Heuklon and Dustin Fehrmann deserve much of the credit concerning the Explorer Program successes in 2015.

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 VPD Crossing Guards are responsible for providing services for nine separate posts/crossing sites two times each per school day. Currently, there is a workforce of 17 guards. Many of these guards are limited to working only mornings or afternoons or a few days per week. Therefore, more than 17 guards are required to allow for some flexibility in scheduling.

The facility surveillance system upgrades were funded through the 2015 budget. These purchases are planned for the last quarter of 2015. This project includes replacing facility cameras and the computer server.

The Special Olympics of Wisconsin Law Enforcement Torch Run continues to be a significant part of the VPD's community outreach efforts and 2015 was no exception. Lieutenant Mark Horstmann serves as the Assistant Director for the State Council and has recruited several VPD staff to join him in volunteering for Special Olympics over the years. During 2015 several VPD police officers wore their VPD uniform with pride and represented our community and profession at Special Olympic events such as: the Polar Plunge, Texas Roadhouse Guardians of the Flame fundraiser, Red Robin Tip-A-Cop fundraiser, Andrea Rose Garcia Memorial Pistol Shoot fundraiser, Sergeant Tom Baitinger Memorial Motorcycle Ride, Law Enforcement Torch Run Final Leg, Special Olympics Summer Games, Region 6 Track Meet, Law Enforcement Torch Run T-Shirt sales, and Special Olympics Regional Basketball Tournament.

As part of the VPD's Community Outreach efforts staff also volunteered their time and talents for the following events in 2015: Lieutenant Karey Clark Family fundraiser, Wisconsin State Patrol Trooper Trevor Casper fundraiser to allow his family to attend the National Law Enforcement Memorial in Washington D.C., two Prescription Drug Drop-Offs, and the funeral for Lieutenant Joe Gliniewicz in Fox Lake, IL.

**POLICE DEPARTMENT  
ADOPTED 2016 BUDGET**

			6/30		ADOPTED			
010-52100	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	ADOPTED		%
	2014	2015	2015	2015	2015	2016		INCR (DECR)
<b>PERSONNEL SERVICES</b>								
110 FULL-TIME WAGES	\$ 1,382,618	\$ 673,156	\$ 1,583,501	\$ 1,486,000	\$ 1,643,579			
111 LONGEVITY PAY	12,814	6,852	15,274	14,799	17,859			
112 EDUCATIONAL INCENTIVE	44,433	23,120	51,546	49,096	55,250			
120 PART-TIME WAGES	103,907	59,738	122,652	112,860	119,933			
125 OVERTIME WAGES	141,736	29,688	152,536	114,942	152,996			
130 HEALTH INSURANCE	336,734	163,127	352,152	352,152	376,328			
131 DENTAL INSURANCE	32,479	17,595	36,751	36,751	37,871			
132 SOCIAL SECURITY	130,826	64,619	147,301	134,764	152,205			
133 LIFE INSURANCE	1,637	850	1,722	1,722	1,736			
134 WISCONSIN RETIREMENT	217,819	88,673	223,245	204,972	168,388			
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 2,405,003</b>	<b>\$ 1,127,418</b>	<b>\$ 2,686,680</b>	<b>\$ 2,508,058</b>	<b>\$ 2,726,145</b>			<b>1.47%</b>
<b>OPERATING EXPENDITURES</b>								
210 PROFESSIONAL SERVICES	\$ 240	\$ 390	\$ 3,920	\$ 2,200	\$ 3,900			
220 UTILITIES	59,569	21,697	55,475	55,475	57,645			
222 PRINTING	450	3,228	4,775	5,350	5,350			
225 COMMUNICATIONS	34,346	14,977	36,590	39,050	41,750			
240 REPAIRS/MAINT. SERVICES	29,316	4,870	29,425	29,425	30,730			
290 OTHER CONTRACTURAL SERVICES	19,376	4,064	26,097	25,877	31,480			
295 RECRUITMENT	7,183	5,620	5,100	6,057	4,930			
310 OFFICE SUPPLIES	3,530	1,156	6,900	6,900	6,900			
320 MEMBERSHIP AND DUES	1,152	1,156	1,925	1,925	2,010			
330 TRAVEL	7,617	3,117	15,465	15,465	15,665			
335 EDUCATION - TRAINING	14,869	5,320	20,300	20,300	21,725			
340 OPERATING SUPPLIES	66,667	26,451	96,920	71,825	85,660			
350 REPAIRS AND MAINTENANCE	12,901	4,994	14,750	14,450	14,800			
450 DATA PROCESSING	52,275	53,209	59,946	60,146	63,361			
530 RENTS AND LEASES	9,792	6,466	9,876	9,876	10,371			
795 CRIME AND INVESTIGATION	1,530	1,990	1,990	1,990	-			
<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$ 320,813</b>	<b>\$ 158,705</b>	<b>\$ 389,454</b>	<b>\$ 366,311</b>	<b>\$ 396,277</b>			<b>1.75%</b>
<b>CAPITAL OUTLAY</b>								
810 OFFICE EQUIPMENT	\$ 334	\$ 2,135	\$ -	\$ -	\$ 2,450			
815 OPERATING EQUIPMENT	7,116	214	6,200	6,200	5,700			
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 7,450</b>	<b>\$ 2,349</b>	<b>\$ 6,200</b>	<b>\$ 6,200</b>	<b>\$ 8,150</b>			<b>31.45%</b>
<b>TOTAL POLICE EXPENDITURES</b>	<b>\$ 2,733,266</b>	<b>\$ 1,288,472</b>	<b>\$ 3,082,334</b>	<b>\$ 2,880,569</b>	<b>\$ 3,130,572</b>			<b>1.56%</b>

**CITY OF VERONA  
2016 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.

**2016 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 an in-house tabletop disaster drill as a training initiative for police;
4. To create an EOC activation protocol;
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; and
7. To replace the rubber flooring in the EOC to match the carpet in the remainder of the room.

**SIGNIFICANT PROGRAM CHANGES FROM 2015**

The Verona Police Department just completed a two year Training and Exercise Plan (TEP) relating to emergency preparedness and developing a mutual public safety active shooter protocol. During the past two years the Department trained with other public safety partners and participated in 3 tabletop exercises, 2 functional exercises, and 2 full-scale exercises. The timeline was considered aggressive by Dane County Emergency Management and Wisconsin Emergency Management but they endorsed the training and helped us apply for grant funding, which was approved in part because of a proven track record and established partnerships.

In 2016 the Verona Police Department will work on finalizing the mutual public safety active shooter protocol, adopting lessons learned and recommendations from the After Action Reports. Additionally, an Emergency Operations Center activation protocol will be developed again based on lessons learned during the functional exercise and recommendations from the After

Action Reports. The EOC will be updated with the addition of headsets to the base radios to allow for better communication and by replacing the rubber flooring with carpet. Initial planning has been started with Epic to discuss emergency preparedness and possibly develop a response plan for critical incidents on their campuses. Consideration will be given to hosting a tabletop exercise and other public safety partners and stakeholders will be invited.

## **2015 ACHIEVEMENTS**

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 was 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. The grant request was approved and the exercises were fully funded. The exercises in 2015 were built off of the training received in 2014 and involved City of Verona staff as primary responders rather than secondary responders.

- On 03/11/15 City staff gave a presentation and panel discussion at the Governor's Conference in Milwaukee pertaining to our tornado response on June 17, 2014.
- A tabletop exercise relating to an active shooter in a school setting was completed on March 19, 2105 and facilitated by Wisconsin Emergency Management.
- An EOC functional exercise was completed on May 7, 2015 which involved city staff from a variety of different departments coming together to manage a critical incident in the Emergency Operation Center. Additional training in Incident Command Systems and Emergency Operation Center practices preceded the exercise. The exercise was facilitated by a private consultant, Emerga.
- A full-scale active shooter training exercise occurred on July 28, 2015 at Badger Ridge Middle School and involved Police, Fire, EMS, the Verona School District, Dane County 911, Dane County Sheriff's Office, Dane County Emergency Management, Madison Police Department, Salvation Army and a variety of other mutual aid partners from the immediate area. The exercise simulated a real life event which included two bad guys and more than a dozen role players with life like injuries applied, and many more non-injured actors playing the role of students and teachers. The exercise was facilitated by Emerga and was designed to be challenging.
- A reunification drill occurred on July 30, 2015 at Blackhawk Church in Madison. The Verona Area School District and public safety partners simulated the reunification of students and parents as a continuation of the full-scale exercise.
- A Capitol Area Police Mutual Aid Response (CAPMAR) protocol was tested on July 28, 2015. This exercise involved more than 20 area officers and supervisors who were requested via mutual aid for a simulated critical incident in the City of Verona.

**EMERGENCY PREPAREDNESS  
ADOPTED 2016 BUDGET**

		ACTUAL	6/30 ACTUAL	ADOPTED BUDGET	PROJECTED	ADOPTED	%
010-52500		2014	2015	2015	2015	2016	INCR (DECR)
<b>PERSONNEL SERVICES</b>							
111	LONGEVITY PAY	\$ -	\$ -	\$ 145	\$ -	\$ -	
125	OVERTIME WAGES	-	-	7,244	-	-	
132	SOCIAL SECURITY	-	-	565	-	-	
134	WISCONSIN RETIREMENT	-	-	712	-	-	
	<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 8,666</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-100.00%</b>
<b>OPERATING EXPENDITURES</b>							
222	PRINTING	\$ -	\$ -	\$ -	\$ -	\$ -	
225	COMMUNICATIONS	1,584	807	2,400	2,150	2,520	
290	OTHER CONTRACTUAL	-	-	18,200	-	-	
330	TRAVEL	-	80	400	200	400	
335	EDUCATION - TRAINING	-	350	200	400	500	
340	OPERATING SUPPLIES	157	9	-	100	500	
530	RENTS AND LEASES	-	-	240	240	300	
	<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$ 1,741</b>	<b>\$ 1,246</b>	<b>\$ 21,440</b>	<b>\$ 3,090</b>	<b>\$ 4,220</b>	<b>-80.32%</b>
<b>CAPITAL OUTLAY</b>							
810	OFFICE EQUIPMENT	\$ -	\$ -	\$ 1,050	\$ 1,050	\$ 11,800	
815	OPERATING EQUIPMENT	-	2,507	2,650	2,634	1,500	
	<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ -</b>	<b>\$ 2,507</b>	<b>\$ 3,700</b>	<b>\$ 3,684</b>	<b>\$ 13,300</b>	<b>259.46%</b>
<b>TOTAL EMERGENCY PREPAREDNESS EXPENDITURES</b>		<b>\$ 1,741</b>	<b>\$ 3,753</b>	<b>\$ 33,806</b>	<b>\$ 6,774</b>	<b>\$ 17,520</b>	<b>-48.17%</b>

**CITY OF VERONA  
2016 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 2016 with construction slated to begin in 2017 and completed in 2018. The department will continue to provide support to all other City departments for grounds and maintenance activities.

Personnel costs total \$575,475 which is approximately 45% of the total department budget. Other major items are \$238,866 for street lighting and traffic signal maintenance, \$132,500 for fuel and vehicle maintenance, \$127,000 for the purchase of salt and sand, and \$40,000 for the crack-filling program. Overall, the 2016 Public Works budget reflects an increase of \$113,328 (+9.7%) compared to 2015.

**STATISTICAL SUMMARY**

The City maintains 63.5 miles of streets including the addition of approximately one mile of new streets as of December 31, 2015.

**SUMMARY OF ACHIEVEMENTS FOR 2015**

- Coordinated and managed the 2015 Capital Street Program. Project costs for the 2015 Street Rehabilitation and Surface Treatment of streets were approximately \$1,623,525.
- Coordinated and managed the 2015 East Verona Avenue Traffic Signal and Lincoln Street Reconstruction Project. Project costs including Engineering and Right of Way Acquisition were \$775,000.
- 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.

- Coordinate and manage the construction of Northern Lights and Cross Country Road Intersection and utility work. The costs for this phase of construction is an Epic expense.
- Coordinate and manage the Right of Way Acquisition of five parcels of land for the Northern Lights and CTH PD intersection slated for early 2016.
- 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 2016**

Coordinate and manage the 2016 Capital Street Program. Included in this program is \$350,000 to surface treat streets with a pavement life of 8-14 years with a boiler slag and/or pre-coated pea stone. Also included in this program is \$500,000 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 3.5-4 inches of new bituminous pavement.

- Continue planning efforts and Right of Way Acquisition 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.
- Coordinate and manage the engineering for the bridge replacement over the Branch of the Badger Mill Creek. Construction is slated for 2017.
- Coordinate and manage the engineering and construction for the Church Street, Grove Street reconstruction project.
- 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 \$80,000 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**

<b>Activity</b>	<b>2014 Actual</b>	<b>6/30/15 Actual</b>	<b>Est. 2015</b>	<b>Projected 2016</b>
Miles of Streets	62.27	62.27	63.5	64.5
Miles of Streets Repaved (Mill and Overlay)	0	1.25	1.88	1.0
Miles of Streets Sealed	8	0	9.9	9.0
Miles of Streets Crack-Filled	8	11	11	11
Fuel Purchased Streets	\$54,000	\$23,000	\$50,500	\$55,000
Gallons of Fuel Purchased	15,430	8,000	16,000	17,000
Number of Salting Operations	5	2	5	7
Road Salt Used in Tons	1170	700	1400	1650
Number of Full Plowing Operations	21	17	26	30

**PUBLIC WORKS  
ADOPTED 2016 BUDGET**

	ACTUAL	6/30 ACTUAL	ADOPTED BUDGET	PROJECTED	ADOPTED	%
010-53100	2014	2015	2015	2015	2016	INCR (DECR)
<b>PERSONNEL SERVICES</b>						
110 FULL TIME WAGES	\$ 290,100	\$ 173,765	\$ 330,163	\$ 330,163	\$ 345,182	
111 LONGEVITY PAY	6,365	3,396	6,532	6,532	8,084	
120 PART TIME WAGES	4,826	2,961	4,895	4,895	-	
125 OVERTIME WAGES	68,534	23,609	48,000	60,000	60,000	
130 MEDICAL INSURANCE	92,251	51,521	104,396	104,396	94,957	
131 DENTAL INSURANCE	7,802	4,397	9,114	9,114	6,895	
132 SOCIAL SECURITY	28,174	15,570	29,804	30,804	31,615	
133 LIFE INSURANCE	1,133	593	910	910	1,180	
134 WI RETIREMENT	25,907	13,854	26,493	27,000	27,562	
135 INCOME CONTINUATION	-	-	-	-	-	
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 525,092</b>	<b>\$ 289,666</b>	<b>\$ 560,307</b>	<b>\$ 573,814</b>	<b>\$ 575,475</b>	<b>2.71%</b>
<b>OPERATING EXPENDITURES</b>						
220 UTILITIES	\$ 25,074	\$ 8,120	\$ 28,000	\$ 28,000	\$ 30,000	
222 PRINTING	2,244	-	1,300	1,000	1,300	
225 COMMUNICATIONS	6,319	2,911	7,000	7,000	8,000	
240 MOTOR POOL	130,921	27,061	112,500	121,500	132,500	
310 OFFICE SUPPLIES	2,029	1,069	3,250	3,250	3,300	
320 MEMBERSHIP & DUES	165	189	800	600	600	
330 TRAVEL	4	103	1,000	1,000	1,000	
335 EDUCATION	-	-	2,500	1,500	2,500	
340 OPERATING SUPPLIES	89,963	87,312	107,400	117,000	141,000	
350 REPAIR & MAINTENANCE	28,098	9,249	29,500	29,500	30,500	
351 CONSTRUCTION SUPPLIES	14,187	1,764	12,000	13,000	15,000	
<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$ 299,004</b>	<b>\$ 137,778</b>	<b>\$ 305,250</b>	<b>\$ 323,350</b>	<b>\$ 365,700</b>	<b>19.80%</b>
<b>CONTRACTUAL SERVICES</b>						
210 PROFESSIONAL SERVICES	\$ 16,852	\$ 4,269	\$ 13,500	\$ 13,500	\$ 17,000	
240 REPAIR & MAINTENANCE	64,315	8,008	57,500	57,500	64,000	
290 OTHER CONTRACTUAL	-	-	3,500	3,500	3,500	
420 STREET LIGHTING	207,285	80,350	213,106	213,106	238,866	
530 RENTS & LEASES	7,761	4,042	10,000	10,000	13,950	
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 296,213</b>	<b>\$ 96,669</b>	<b>\$ 297,606</b>	<b>\$ 297,606</b>	<b>\$ 337,316</b>	<b>13.34%</b>
<b>CAPITAL OUTLAY</b>						
815 OPERATING EQUIPMENT	5,316	2,637	8,000	6,000	6,000	
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 5,316</b>	<b>\$ 2,637</b>	<b>\$ 8,000</b>	<b>\$ 6,000</b>	<b>\$ 6,000</b>	<b>-25.00%</b>
<b>TOTAL PUBLIC WORKS EXPENDITURES</b>	<b>\$ 1,125,625</b>	<b>\$ 526,750</b>	<b>\$ 1,171,163</b>	<b>\$ 1,200,770</b>	<b>\$ 1,284,491</b>	<b>9.68%</b>

**CITY OF VERONA  
2016 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 2016 Recreation Budget includes an overall increase in expenditures of \$9,667 (3.7%). Overall, revenues reflect a slight increase in the amount of \$7,100 (3.2%) as compared with 2015 budgeted revenues. The major initiative includes bringing the Public Works, Sewer and Water, Parks and Recreation part-time Administrative Assistant to full time with the added hours assisting the Recreation and Parks Departments.

**SUMMARY OF ACHIEVEMENTS/CHALLENGES**

In 2015 the department implemented two new youth instructional programs (soccer & volleyball). There were a few new Instructional programs added providing kids more opportunities to learn. The Playground Program had a significant increase in participation along with the Youth Dance Program. Participation in most other programs remained approximately the same.

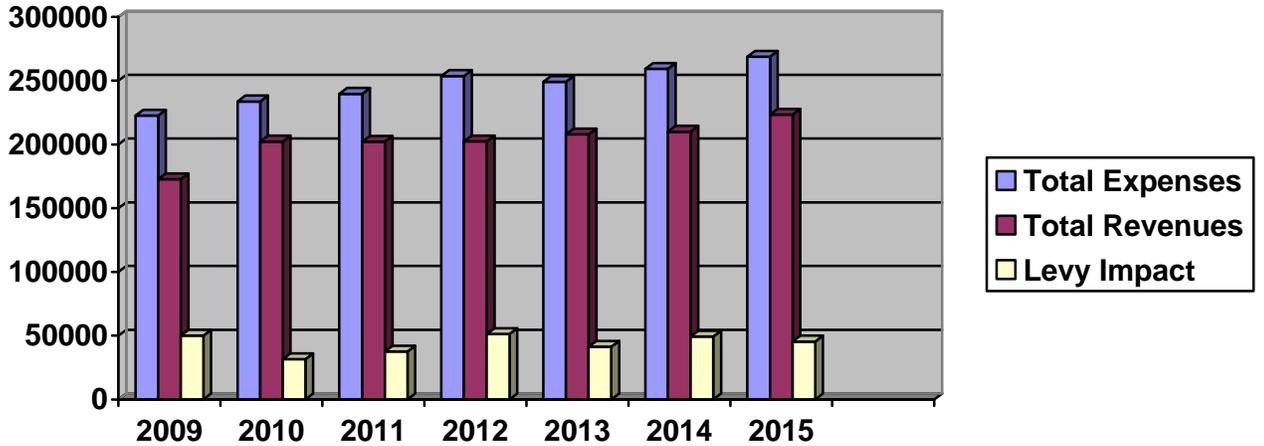
The challenges of 2015 were to maintain the same level of service as previous years with a significantly tighter budget. With increased participation in programs brings increased expenditures.

**GOALS and OBJECTIVES**

- Continue to explore additional youth and adult enrichment offerings.
- Continue to explore ways to increase revenues at the Verona Beach.
- Explore the possibility of a Youth Gymnastics.
- Explore the possibility of a Youth Instructional Lacrosse program.
- Explore the possibility of a Halloween themed special event.
- Explore the possibility of adding a youth volleyball league.

## Statistical Analysis Expense/Revenue Comparison

There has been an increase in both revenues and expenses over the past several years. Since 2009, 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 2009 – 2015 is \$43,701.



## PERFORMANCE MEASUREMENT INDICATORS

Activity	2014 Actual	Est. 2015	Proposed 2016
Youth Program Participants	1902	1925	1950
Adult Program Participants	663	650	660
Total Resident Registrants	1631	1645	1665
Total Non-resident Registrants	934	930	940

**RECREATION  
ADOPTED 2016 BUDGET**

010-467XX	ACTUAL	6/30 ACTUAL	ADOPTED BUDGET	PROJECTED	ADOPTED	%
	2014	2015	2015	2015	2016	INCR (DECR)
<b>REVENUES</b>						
46721 LITTLE LEAGUE FEES	\$ 9,797	\$ 10,640	\$ 9,800	\$ 10,640	\$ 10,000	
46722 ADULT SOFTBALL FEES	9,986	-	11,000	10,500	10,500	
46724 VOLLEYBALL FEES	14,360	332	14,900	14,900	14,900	
46725 SOCCER FEES	16,480	10,834	15,700	16,500	16,500	
46726 MEN'S BASKETBALL FEES	3,959	474	5,500	4,000	4,500	
46727 YOUTH BASKETBALL FEES	10,469	95	12,200	11,500	11,500	
46728 TENNIS FEES	4,356	5,270	5,000	5,270	5,000	
46729 RHAPSODY	4,962	15,712	4,000	4,000	4,000	
46732 INSTRUCTIONAL SOFTBALL FEES	7,440	6,590	7,600	6,590	7,000	
46734 SWIMMING FEES	11,720	4,016	16,000	14,000	14,000	
46736 OTHER RECREATION	-	-	500	500	500	
46737 PARK RESERVATIONS	9,437	4,384	11,000	9,500	10,500	
46739 CONCESSION STAND	19,612	7,693	24,500	22,000	22,000	
46740 GOLF FEES	153	990	200	246	-	
46742 PLAYGROUND PROGRAM	28,473	35,295	28,500	35,400	35,000	
46744 BASEBALL FIELD RESERVATION FEES	3,038	600	3,000	2,500	2,500	
46745 AMUSEMENT TICKET FEES	192	903	200	200	200	
46748 FLAG FOOTBALL	18,190	7,420	18,000	19,000	19,000	
46752 INSTRUCTIONAL BASEBALL	1,275	1,365	1,500	1,420	1,500	
46754 DANCE INSTRUCTION	26,450	7,580	25,200	25,200	26,000	
46756 CANOEING	335	860	110	110	110	
46758 BABYSITTING CLINIC	2,169	705	700	600	700	
46760 ADULT YOGA	5,029	1,173	2,500	2,500	2,500	
46761 YOUTH CAMP-SOCCER	300	1,824	500	500	500	
46765 TRIATHLON	1,677	(527)	1,200	1,000	1,200	
46766 FREEZER MEAL WORKSHOP	415	-	-	-	-	
46767 INSTRUCTIONAL SOCCER	-	411	-	1,695	1,700	
46768 INSTRUCTIONAL LACROSSE	-	(12)	-	-	1,500	
46769 INSTRUCTIONAL VOLLEYBALL	-	3,105	-	3,105	3,100	
<b>TOTAL REVENUES</b>	<b>\$ 210,274</b>	<b>\$ 127,732</b>	<b>\$ 219,310</b>	<b>\$ 223,376</b>	<b>\$ 226,410</b>	<b>3.24%</b>

**RECREATION  
ADOPTED 2016 BUDGET**

	ACTUAL	6/30 ACTUAL	ADOPTED BUDGET	PROJECTED	ADOPTED	%
010-55200	2014	2015	2015	2015	2016	INCR (DECR)
<b>PERSONNEL SERVICES</b>						
110 FULL TIME WAGES	\$ 61,739	\$ 29,540	\$ 58,957	\$ 60,830	\$ 82,553	
111 LONGEVITY PAY	1,064	618	1,179	1,850	1,887	
120 PART TIME WAGES	1,543	6,485	12,662	13,572	-	
120-59 PART TIME CONCESSION STAND	4,840	268	6,675	6,675	6,675	
120-065 PART TIME BEACH	27,678	2,967	26,900	26,900	26,900	
120-067 PART TIME TENNIS	2,677	-	2,255	2,129	2,255	
120-069 PART TIME INSTRUCTIONAL BASEBALL	912	-	1,000	510	830	
120-077 PART TIME INSTRUCTIONAL SOFTBALL	9,628	807	7,650	9,093	8,550	
120-080 PART TIME PLAYGROUND	29,116	1,176	26,250	28,647	27,000	
120-093 PART TIME DANCE	11,547	6,353	11,400	12,000	12,875	
120-095 PART TIME ADULT YOGA	2,506	728	1,800	1,500	1,400	
120-096 PART TIME INSTRUTIONAL SOCCER	-	-	-	660	660	
120-097 PART TIME INSTRUTIONAL LACROSSE	-	-	-	-	600	
120-099 PART TIME INSTRUTIONAL VOLLEYBALL	-	-	-	800	840	
130 MEDICAL INSURANCE	21,612	10,575	23,011	23,011	17,617	
131 DENTAL INSURANCE	2,072	987	2,345	2,345	2,213	
132 SOCIAL SECURITY	11,347	3,650	11,990	11,990	13,034	
133 LIFE INSURANCE	59	30	72	72	102	
134 WI RETIREMENT	4,474	2,497	4,951	4,951	5,573	
135 INCOME CONTINUATION	-	-	-	-	-	
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 192,814</b>	<b>\$ 66,681</b>	<b>\$ 199,097</b>	<b>\$ 207,535</b>	<b>\$ 211,564</b>	<b>6.26%</b>
<b>OPERATING EXPENDITURES</b>						
222 PRINTING	\$ 4,688	\$ 3,009	\$ 4,700	\$ 3,009	\$ -	
320 MEMBERSHIPS	180	150	150	150	150	
335 EDUCATION	-	-	300	-	50	
<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$ 4,868</b>	<b>\$ 3,159</b>	<b>\$ 5,150</b>	<b>\$ 3,159</b>	<b>\$ 200</b>	<b>-96.12%</b>
<b>SUPPLIES &amp; MATERIALS</b>						
340-059 CONCESSION STAND	\$ 12,614	\$ 5,519	\$ 13,000	\$ 12,500	\$ 12,500	
340-060 MEN'S BASKETBALL	-	-	100	100	100	
340-061 ADULT SOFTBALL	1,759	1,048	1,750	1,000	1,200	
340-062 SOCCER	6,787	3,625	6,500	6,500	6,700	
340-063 LITTLE LEAGUE	2,840	-	2,300	2,300	2,350	
340-064 VOLLEYBALL	7	-	400	400	900	
340-065 BEACH	1,895	823	1,500	1,600	3,100	
340-066 YOUTH BASKETBALL	2,695	-	2,500	2,500	2,600	
340-067 TENNIS PROGRAM	78	-	100	141	150	
340-068 YOUTH VOLLEYBALL	-	-	200	200	200	
340-069 INSTRUCTIONAL BASEBALL	-	-	50	50	100	
340-078 FLAG FOOTBALL	8,237	-	6,900	7,500	8,000	
340-080 PLAYGROUND PROGRAM	2,613	-	2,000	2,000	2,200	
340-093 DANCE SUPPLIES	726	327	1,000	750	600	
<b>TOTAL SUPPLIES &amp; MATERIALS</b>	<b>\$ 40,251</b>	<b>\$ 11,342</b>	<b>\$ 38,300</b>	<b>\$ 37,541</b>	<b>\$ 40,700</b>	<b>6.27%</b>
<b>CONTRACTUAL SERVICES</b>						
290-060 MEN'S BASKETBALL	\$ 3,279	\$ 2,462	\$ 4,500	\$ 3,800	\$ 2,800	
290-062 SOCCER	522	165	550	350	500	
290-064 VOLLEYBALL	7,021	3,944	6,600	6,700	7,000	
290-066 YOUTH BASKETBALL	4,813	3,385	4,000	4,000	4,350	
290-078 FLAG FOOTBALL	3,083	-	3,000	3,000	3,000	
290-093 DANCE INSTRUCTION	-	100	-	100	150	
290-930 RECREATION REGISTRATION PRM	2,551	1,630	2,000	2,500	2,600	
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 21,269</b>	<b>\$ 11,686</b>	<b>\$ 20,650</b>	<b>\$ 20,450</b>	<b>\$ 20,400</b>	<b>-1.21%</b>
<b>TOTAL RECREATION EXPENDITURES</b>	<b>\$ 259,202</b>	<b>\$ 92,868</b>	<b>\$ 263,197</b>	<b>\$ 268,685</b>	<b>\$ 272,864</b>	<b>3.67%</b>

**CITY OF VERONA  
2016 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 2016 parks department budget contains an increase of \$34,667 (7.3%) compared to the 2015 budget year. Most of the increase can be attributed to personnel services changes including wage adjustments for LTE employees and the increased allocation of clerical staff wages. The Parks clerical allocation increases from 5% of one position to 5% of two positions. It also includes the addition of a fourth LTE maintenance position for a total of eight LTE workers. General operating expenses increase by a nominal \$1,350.

**SUMMARY OF ACHIEVEMENTS FOR 2015**

- Resurfaced all tennis and basketball courts in the park system
- Continued development of Cathedral Point and EPIC Parks
- Completed several improvements at Stampfl field including a new backstop, windscreen and concrete driveway
- Assisted Wildcat Youth Football with installing lights at Conner Field
- Conducted a prairie burn at the Military Ridge Reserve

**GOALS AND OBJECTIVES FOR 2016**

- Construct a new shelter at Cathedral Point Park
- Replace playground equipment at Westridge, Harriet and Kay Parks
- Update Park and Open Space Plan
- Install walking path and pond improvement in Prairie Oaks
- Complete reconstruction of Community Park parking lot

# PERFORMANCE MEASUREMENT INDICATORS

<b>Activity</b>	<b>2014 Actual</b>	<b>6/30/15 Actual</b>	<b>Est. 2015</b>	<b>Projected 2016</b>
Number of City Parks	23	23	24	24
Total Acres of Parks Mowed	124	124	126	130
Park Shelter Reservations	195	99	210	210
Miles of Trails and Bike paths Maintained	5.5	5.5	5.75	6.1
LTE Hours	2750	1600	3700	4450
LTE Wages	\$27,500	\$16,800	\$36,000	\$49,325

**PARKS  
ADOPTED 2016 BUDGET**

		6/30	ADOPTED			
010-55300	ACTUAL	ACTUAL	BUDGET	PROJECTED	ADOPTED	%
	2014	2015	2015	2015	2016	INCR (DECR)
<b>PERSONNEL SERVICES</b>						
110 FULL TIME WAGES	\$ 206,148	\$ 109,350	\$ 209,941	\$ 209,950	\$ 222,308	
111 LONGEVITY PAY	6,024	3,048	6,281	6,300	6,416	
120-068 PART TIME MAINTENANCE	27,499	16,838	34,519	35,000	49,325	
125 OVERTIME WAGES	17,507	3,898	13,000	12,000	15,000	
130 MEDICAL INSURANCE	45,500	28,782	41,490	41,500	43,200	
131 DENTAL INSURANCE	3,086	1,605	3,295	3,295	3,259	
132 SOCIAL SECURITY	19,384	10,119	20,177	20,200	22,418	
133 LIFE INSURANCE	585	255	553	553	637	
134 WI RETIREMENT	15,997	7,840	15,383	15,400	15,893	
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 341,730</b>	<b>\$ 181,735</b>	<b>\$ 344,639</b>	<b>\$ 344,198</b>	<b>\$ 378,456</b>	<b>9.81%</b>
<b>OPERATING EXPENDITURES</b>						
220-069 COMMUNITY PARK UTILITIES	\$ 25,987	\$ (1,250)	\$ 24,800	\$ 25,000	\$ 25,200	
220-070 HARRIET PARK UTILITIES	2,169	790	2,350	2,300	2,400	
220-071 LEGION STREET UTILITIES	4,151	765	3,700	4,000	4,100	
220-072 BEACH UTILITIES	1,787	402	2,200	2,200	2,300	
222 PRINTING	-	-	100	100	100	
225 COMMUNICATIONS	4,783	2,357	5,800	5,500	5,800	
310 OFFICE SUPPLIES	851	579	1,500	1,200	1,550	
320 MEMBERSHIPS	184	166	1,000	750	800	
330 TRAVEL	-	-	100	100	100	
335 EDUCATION	95	-	300	200	200	
340 OPERATING SUPPLIES	15,429	14,357	17,000	18,000	17,500	
340-073 ICE SHELTER SUPPLIES	-	-	450	400	400	
340-074 FORESTRY SUPPLIES	228	43	2,300	2,000	1,450	
350 REPAIR & MAINTENANCE SUPPLIES	24,425	8,072	33,500	32,000	33,000	
351 CONSTRUCTION SUPPLIES	8,191	1,146	6,900	6,500	7,300	
<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$ 88,280</b>	<b>\$ 27,427</b>	<b>\$ 102,000</b>	<b>\$ 100,250</b>	<b>\$ 102,200</b>	<b>0.20%</b>
<b>CONTRACTUAL SERVICES</b>						
240 REPAIR & MAINTENANCE SERVICES	\$ 24,224	\$ 5,283	\$ 21,850	\$ 23,000	\$ 22,350	
530 RENTS & LEASES	6,325	3,863	5,150	5,300	5,800	
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 30,549</b>	<b>\$ 9,146</b>	<b>\$ 27,000</b>	<b>\$ 28,300</b>	<b>\$ 28,150</b>	<b>4.26%</b>
<b>CAPITAL OUTLAY</b>						
815 OPERATING EQUIPMENT	\$ -	\$ 751	\$ 1,750	\$ 1,800	\$ 1,250	
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ -</b>	<b>\$ 751</b>	<b>\$ 1,750</b>	<b>\$ 1,800</b>	<b>\$ 1,250</b>	
<b>TOTAL PARKS EXPENDITURES</b>	<b>\$ 460,559</b>	<b>\$ 219,059</b>	<b>\$ 475,389</b>	<b>\$ 474,548</b>	<b>\$ 510,056</b>	<b>7.29%</b>

**CITY OF VERONA  
2016 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 2016 Planning and Development budget reflects an overall increase of \$10,983 or a 8.5% increase from 2015. Personnel costs include 90% of the Director of Planning and Development position with the remaining 10% allocated to the City's Tax Increment Financing (TIF) districts. The majority of this increase from 2015 is due to the change in allocation of TIF for the Director's position from 20% in 2015 to 10% in 2016. This allocation is a reflection of the time spent assisting with the planning and administering the City's TIF projects. The 2016 budget contains \$19,000 in consulting to provide GIS and planning support. The Planning Department consults GIS work with Ruekert and Mielke. The \$12,000 for planning consultant/intern/LTE work will assist with long-term planning projects including Ordinance amendments, design guidelines, and Downtown planning.

Operating costs are decreasing by \$1,877 or by 4.3%. The reduction from 2015 includes engineering fees, office supplies, and USA Planning. The Planning Budget includes \$960 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 2016**

- 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) and the Department of Natural Resources (DNR) on urban service area amendments to ensure the timely review.
- 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 consultant. The Department also plans to continue contracting with outside consultants for engineering. As growth and development pressures continue, the Department will need an additional employee within three years to assist with current planning, long-term planning, and economic development. The current planning workloads within the Department have made long-term planning challenging due to time constraints. Staff has kept current planning projects as the priority for the City which has resulted in delays to long-term projects. Staff anticipates continued strong development demand in the City which will result in similar or increased workloads in the coming years. Furthermore, a shift to increased economic development priorities and the implementation of the Downtown Plan has shifted time away from long-term planning. Without a future employee, future budgets will include requests for additional consulting dollars.

## PERFORMANCE MEASUREMENT INDICATORS

<b>Activity</b>	<b>2013 Actual</b>	<b>2014 Actual</b>	<b>6/30/15 Actual</b>	<b>Est. 2015</b>	<b>Projected 2016</b>
Site Plan Reviews	20	12	10	21	12
Planned Development Applications	8	3	1	6	4
Certified Survey Map (CSM) Requests	10	5	5	10	5
Conditional Use Permits	6	16	8	20	12
Ordinance Amendments	3	6	0	2	4
Annexation Requests	1	0	1	2	1
Zoning Map Amendment Applications	4	5	0	2	2
Plat Reviews	0	4	1	3	1
Initial Reviews	16	13	11	22	15

**PLANNING AND ZONING  
ADOPTED 2016 BUDGET**

	ACTUAL	6/30 ACTUAL	ADOPTED BUDGET	PROJECTED	ADOPTED	%
010-444xx/449xx	2014	2015	2015	2015	2016	INCR (DECR)
<b>REVENUES</b>						
44410 PLAT REVIEW FEES	\$ 8,300	\$ 4,700	\$ 2,500	\$ 5,500	\$ 2,800	
44420 BOARD OF APPEALS	-	-	300	-	-	
44430 CHANGE OF ZONING FEES	1,500	-	1,200	600	600	
44440 CONDITIONAL USE FEES	4,500	3,900	2,700	6,000	3,600	
44460 SITE PLAN REVIEW	2,700	3,900	3,000	6,300	3,600	
44470 PLANNED USE DEVELOPMENT	300	-	1,200	1,800	1,200	
44480 ANNEXATION FEE	-	300	600	600	300	
44900 OTHER REGULATORY PERMITS/FEES	300	-	300	-	-	
<b>TOTAL REVENUES</b>	<b>\$ 17,600</b>	<b>\$ 12,800</b>	<b>\$ 11,800</b>	<b>\$ 20,800</b>	<b>\$ 12,100</b>	<b>2.54%</b>

**PLANNING AND ZONING  
ADOPTED 2016 BUDGET**

	ACTUAL	6/30 ACTUAL	ADOPTED BUDGET	PROJECTED	ADOPTED	%
010-56400	2014	2015	2015	2015	2016	INCR (DECR)
<b>PERSONNEL SERVICES</b>						
110 FULL-TIME WAGES	\$ 57,540	\$ 36,473	\$ 57,687	\$ 57,687	\$ 68,756	
130 HEALTH INSURANCE	16,498	8,460	16,920	16,920	17,617	
131 DENTAL INSURANCE	1,658	862	1,724	1,724	1,724	
132 SOCIAL SECURITY	4,336	2,790	4,581	5,580	5,260	
133 LIFE INSURANCE	59	29	98	58	94	
134 WISCONSIN RETIREMENT	4,006	2,480	4,072	4,960	4,731	
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 84,097</b>	<b>\$ 51,094</b>	<b>\$ 85,082</b>	<b>\$ 86,929</b>	<b>\$ 98,182</b>	<b>15.40%</b>
<b>OPERATING EXPENDITURES</b>						
210 PROFESSIONAL PLANNING SERVICES	\$ 4,795	\$ -	\$ -	\$ -	\$ 12,000	
210 052 ENGINEER	19,549	9,873	16,000	12,422	15,000	
210 053 GIS SYSTEM	-	-	600	-	-	
210 056 USA PLANNING	-	-	12,102	15,509	-	
222 PRINTING	2,043	259	1,000	600	1,000	
225 COMMUNICATIONS	588	262	600	630	650	
290 OTHER CONTRACTUAL-GIS CONSULTANT	4,296	-	7,000	4,000	7,000	
310 OFFICE SUPPLIES	844	504	2,500	1,500	2,100	
320 MEMBERSHIP AND DUES	450	-	825	460	1,000	
330 TRAVEL	703	270	1,000	800	1,000	
335 EDUCATION - TRAINING	637	105	1,500	1,000	1,500	
340 OPERATING SUPPLIES	907	-	-	-	-	
<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$ 34,812</b>	<b>\$ 11,273</b>	<b>\$ 43,127</b>	<b>\$ 36,921</b>	<b>\$ 41,250</b>	<b>-4.35%</b>
<b>CAPITAL OUTLAY</b>						
810 OFFICE EQUIPMENT	\$ -	\$ 480	\$ 1,200	\$ 960	\$ 960	
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ -</b>	<b>\$ 480</b>	<b>\$ 1,200</b>	<b>\$ 960</b>	<b>\$ 960</b>	
<b>TOTAL PLANNING EXPENDITURES</b>	<b>\$ 118,909</b>	<b>\$ 62,847</b>	<b>\$ 129,409</b>	<b>\$ 124,810</b>	<b>\$ 140,392</b>	<b>8.49%</b>

**CITY OF VERONA  
2016 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, an LTE Building Plans Examiner and an 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 2016 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 and software costs) and durable goods for the Department. The 2016 budget includes an additional \$7,500 for additional contract inspection services in lieu of any requested staff expansion. Overall the 2016 building inspection budget includes an expenditure increase of \$16,829 (6.7%).

Estimated 2016 revenues are 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 continue with construction of Campus 4 and 5 throughout 2016. Permit revenues are projected at \$566,958 in 2016, which is \$27,278 below the 2015 budgeted level.

Even though the proposed budget is primarily aimed at maintaining current service levels, over the course of 2016 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 2015. 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. Construction continues within the building in 2015, with the completion of additional meeting spaces, and employee offices. 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 total estimated construction cost is over \$450 million.
- Campus 4: Called "Wizards Academy", the campus currently consists of 5 office buildings, three of which are located above and on top of an underground parking structure. Epic has occupied Building 1 and the parking structure in March, and Building 2 in June. The campus should be completed by June, 2016. The estimated cost of construction for Campus 4 is \$300 million.
- Campus 5: Called "Storybook", the campus will consist of 5 office buildings, one of which is located above and on top of an underground parking structure. Epic has secured permits in 2015 three office buildings and the parking structure. Construction began on Buildings 1 and 2 in April. Occupancy will begin 2016. The estimated cost of construction for Campus 5 is \$300 million.

Other major projects of note for 2015:

- Liberty Business Park "Flex 2"
  - 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.
- Liberty Business Park "Retail 1 and Retail 2"
  - Two new \$2.4 million office/mercantile buildings which began in 2015.
- United Vaccines
  - New \$18 million office/manufacturing building which began in 2015.
- Goddard School
  - New \$1.4 million daycare which began in 2015.
- Noel Manor
  - New \$13 million 111 unit senior living which began in 2015.
- Coating Place
  - \$5 million addition (Phase 1) which began in 2015.
- Standard Electric
  - New \$790,000 office/warehouse which began in 2015.
- Employer Group
  - New office building scheduled to begin fall of 2015.
- Pizza Ranch
  - New restaurant scheduled to begin fall of 2015.

New housing starts are on ahead of the same period in 2014. The number of overall permits has increased substantially since June. The number of Code Enforcement Cases through August exceeds all of 2014.

## **Summary of Achievements/Challenges for 2014-2015**

### Achievements

- Completed implementation of Code Variance approvals 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 2016**

- 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.
- Augment current inspection resources with additional contract inspection services- approximately 200 additional inspections.

## PERFORMANCE MEASUREMENT INDICATORS

<b>Activity</b>	<b>2013 Actual</b>	<b>2014 Actual</b>	<b>6/30/15 Actual</b>	<b>2015 Estimated</b>	<b>Projected 2016</b>
Residential Permits Issued	429	504	215	444	379
Value of Residential Permits	\$22,808,585	\$28,647,389	\$14,891,784	\$23,606,148	\$20,150,240
Commercial Permits	52	75	44	81	54
Value of Commercial Permits	\$180,752,626	\$218,365,536	\$134,472,286	\$254,981,007	\$169,987,344
Code Enforcement Cases	51	68	66	104	145
Plans Reviewed-Residential	237	254	118	236	245
Plans Reviewed-Commercial (In hours)	247	335	163	375	375
Inspections-Residential (Permitted)	1995	2473	1210	2411	2535
Inspections-Commercial (Permitted)	1093	1121	664	1247	1358
Inspections (Code Enforcement)	92	151	133	213	264
Customer Email Interactions	21,835	27,090	16,412	31,512	36,144
Staff Miles driven	10,424	10,402	5,590	11,708	12,350

**BUILDING INSPECTION  
ADOPTED 2016 BUDGET**

	ACTUAL	6/30 ACTUAL	ADOPTED BUDGET	PROJECTED	ADOPTED	Change %
010-443XX	2014	2015	2015	2015	2016	INCR (DECR)
<b>REVENUES</b>						
44310 Building Permits	\$ 179,131	\$ 53,764	\$ 161,212	\$ 149,748	\$ 153,031	
44320 Electrical Permits	81,658	26,651	86,697	77,462	80,799	
44330 Plumbing Permits	76,344	29,198	83,174	71,865	77,466	
44340 Early Start Permits	3,950	550	2,450	2,250	2,450	
44350 HVAC Permits	76,895	30,045	81,124	72,987	76,516	
44360 Erosion Control Permit	84,590	16,865	72,954	67,356	74,054	
44370 Plan Review	92,531	32,375	106,625	96,960	102,642	
44901 Fire System Review	50,280	-	-	-	-	
<b>Total Revenues</b>	<b>\$ 645,379</b>	<b>\$ 189,448</b>	<b>\$ 594,236</b>	<b>\$ 538,628</b>	<b>\$ 566,958</b>	<b>-4.59%</b>

**BUILDING INSPECTION  
ADOPTED 2016 BUDGET**

010-56300	ACTUAL 2014	6/30 ACTUAL 2015	ADOPTED BUDGET 2015	PROJECTED 2015	ADOPTED 2016	% INCR (DECR)
<b>PERSONNEL SERVICES</b>						
110 FULL-TIME WAGES	\$ 100,738	\$ 58,990	\$ 102,246	\$ 102,246	\$ 108,574	
111 LONGEVITY	1,838	955	1,432	1,432	1,052	
120 PART TIME WAGES	21,505	8,580	22,000	20,103	22,000	
125 OVERTIME	3,544	1,005	6,984	6,984	8,422	
130 HEALTH INSURANCE	32,995	17,339	33,977	33,977	35,234	
131 DENTAL INSURANCE	2,616	1,360	2,721	2,721	2,721	
132 SOCIAL SECURITY	9,439	5,244	10,149	8,090	10,714	
133 LIFE INSURANCE	188	105	216	216	338	
134 WISCONSIN RETIREMENT	7,436	4,145	7,616	7,616	7,858	
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 180,299</b>	<b>\$ 97,723</b>	<b>\$ 187,341</b>	<b>\$ 183,385</b>	<b>\$ 196,913</b>	<b>5.11%</b>
<b>OPERATING EXPENDITURES</b>						
210 PROF. SERV.	\$ 40,136	\$ 17,969	\$ 42,100	\$ 40,822	\$ 48,500	
225 COMMUNICATIONS	2,300	847	2,500	2,500	2,700	
290 OTHER CONTRACTUAL SERVICES	3,367	3,367	3,867	3,367	3,867	
310 OFFICE SUPPLIES	2,521	1,208	2,200	2,200	2,300	
320 MEMBERSHIP AND DUES	1,079	695	700	700	900	
330 TRAVEL	5,877	1,735	6,580	6,732	7,102	
335 EDUCATION - TRAINING	1,724	757	2,000	2,000	2,000	
340 OPERATING SUPPLIES	2,393	2,682	3,950	3,950	4,025	
530 RENTS AND LEASES	-	480	1,200	960	960	
<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$ 59,397</b>	<b>\$ 29,740</b>	<b>\$ 65,097</b>	<b>\$ 63,231</b>	<b>\$ 72,354</b>	<b>11.15%</b>
<b>TOTAL BUILDING/ZONING EXPENDITURES</b>	<b>\$ 239,696</b>	<b>\$ 127,463</b>	<b>\$ 252,438</b>	<b>\$ 246,616</b>	<b>\$ 269,267</b>	<b>6.67%</b>

**CITY OF VERONA  
2016 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.

<b>EXECUTIVE SUMMARY</b>
--------------------------

2015 has been a year of positive changes and challenges for the library. After nearly seven years of service, library director Brian Simons resigned in February to accept a new position. For the next four months Assistant Director/Head of Youth Services Stacey Burkart stepped in to fill the Interim Director role while still managing the Youth Services Department until being hired permanently as Library Director in May. By late August all the dust had settled and all vacant positions were filled. The library staff worked hard through staffing shortages to maintain our award-winning standard of service.

In 2015, the library projects to have over 225,000 library visits. By the end of 2015 we expect to have offered over 700 individual programs at the library, including story times, author visits, book groups, and a diverse offering of events focused on educational, cultural, business, life planning, job skills-technology training, and health topics. We will have proctored over 100 tests for patrons' various online educational pursuits, answered 30,000 research questions, fulfilled over 4,500 meeting/study room requests, accommodated 193,000 public internet uses, and checked out over 600,000 materials.

*Operating:*

A service priority has been identified for 2016: to improve responsiveness to customer needs. Budget variations reflect that priority. Staffing requests include adding one half-time Reference Librarian, adding one half-time Library Assistant, and increasing one Library Assistant position from 10 hours to 16 hours per week. These staffing increases are essential to keeping pace with service demands.

**Capital:**

The Library does not have a capital request for 2016.

<b>2016 GOALS AND OBJECTIVES</b>
----------------------------------

For 2016, a service priority and objectives have been established that will guide budget and service decisions:

**Improve responsiveness to customer needs.**

*Achieve a one-week turnaround time for all new circulating materials.*

*Adjust collection development to purchase more high-demand materials.*

*Increase programs for school-age children.*

*Increase promotion of early literacy initiatives in collaboration with the school district.*

*Train staff to refer patrons to appropriate social service resources when needed.*

*Increase technology and computer instruction for adults to increase digital literacy in the community.*

The library is an organization defined by service to the community. Based on customer feedback and input, we have identified several objectives that will improve our responsiveness to customer needs. We will decrease the wait time between when new books get delivered from our vendors to when they are in the hands of patrons. We will purchase more high demand titles, decreasing wait times for those materials as well. In the children’s department, we have very strong offerings for preschool children and teens but have not been as focused on programming for school age children outside of the Summer Reading Program. The Youth Services Librarian position increase in 2015 and additional program funds will allow us to increase programs throughout the school year for the 5-11 age group. We will build on partnerships with the Verona School District PreK program to help promote early literacy skills to all families in the district. We will increase staff training in social services resources to be able to connect our customers with the help they need. Finally, we will increase our offerings of technology and computer instruction as increased dependence on digital technology has resulted in some members of our community struggling to navigate economic, civic, educational, and health care resources.

<b>2015 ACHIEVEMENTS</b>
--------------------------

Here are some service and program highlights noted for their special successes in 2015.

To meet the 2015 service goal of improved access to technology, the library now offers wireless printing so patrons can easily print from their own laptops or mobile devices over our wireless network. Due to declining use of the computer lab, we removed five workstations from the lab and SCLS network resulting in a cost savings. Those funds were used to purchase ten Chromebooks, which combined with our existing three Macbooks, make up our new mobile computer lab. Patrons can now check out a Chromebook or Macbook for use anywhere in the library.

Library patrons are now able to book meeting rooms and study rooms online as the result of the purchase and implementation of Evanced software in 2015.

The library was awarded a grant to host the *Latino Americans: 500 Years of History* program series. The Verona Public Library was one of 203 libraries and other cultural organizations awarded the grant by the National Endowment for the Humanities and the American Library Association. The program series included seven events including Latino music, dance, film screening and discussion, author event, storytelling, and an art exhibit.

We began a Sensory Friendly Story Time which is co-presented with occupational therapists from the Verona Area School District. This story time is designed to meet the needs of preschool children on

the autism spectrum or those who want to build communication and friendship skills in a supportive environment. It meets weekly on Friday mornings.

The *1,000 Books Before Kindergarten* program continues to grow, with over 1200 kids participating and over 150 already having completed it. Early in the year, we met our original goal of having 1000 children enrolled in the *1000 Books* program and held a Million Books Party to celebrate that success. Over 600 people attended that event.

The library realized the success of the picture book reorganization project. In 2014, we moved and relabeled 13,000 picture books into subject categories, like favorite characters, transportation, animals, etc. This drastically improved the ability of children and adults to find books of interest and that was reflected in a 16% circulation increase for picture books in 2015.

The Summer Reading Program set a record for participation again this year. 2298 children and teens participated, an increase of 4.5% from 2014.

Collaborations with other city departments, participation in city events, and with other local organizations continued in 2015. The library staffed a booth at National Night Out, marched in the Hometown Days Parade, and volunteered at the Verona Music Festival and the Badger Prairie Food Pantry grand opening.

### **SIGNIFICANT PROGRAM CHANGES FROM 2015**

The highest identified priorities are related to staffing for the Operating budget, but other significant changes are listed first.

#### **Operating:**

County funding is expected to increase by 7.7% from \$601,676 in 2015 to \$647,780 in 2016.

The Other Contractual line increases to reflect a HVAC quarterly maintenance increase of 3%.

Expenditures in Recruitment decrease to reflect anticipated needs. The library no longer pays direct costs of employee background checks as they are conducted by the Verona Police Department.

Membership/Dues increase as the Wisconsin Library Association annual conference will be held in Milwaukee in 2016. This professional development opportunity will be offered to more staff members than in previous years. The Public Library Association Conference will also be held in 2016; this conference only takes place every two years.

Education expenditures decrease as the American Library Association national conference is not being held in the Midwest in 2016 and few staff will attend. Totals in Membership/Travel/Education have net zero impact.

Data Processing/LINK increases by \$2906 mainly from an increase for services from South Central Library System (SCLS) for catalog access, computer maintenance, and network services. A standard 5% increase in RFID maintenance fees adds to the increase. Lastly, a change in room reservation software adds \$664.

Office Equipment decreases by \$1,200 as the project to upgrade barcode scanners was completed in 2015. The other funds in this line item are for computer replacements. These funds will be used to purchase Chromebooks, iPads and other hardware and software for patron use.

Children's programming increases by \$600 to support an increase in programs offered for school age children.

Electronic Media increases due to a decreased contribution from SCLS into the digital media buying pool.

### **STAFFING:**

Two key staffing needs in the Circulation and Reference Departments were identified for 2016.

An additional half-time Library Assistant and an increase in hours for one Library Assistant from 520 to 832 hour per year is recommended. To cope with 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 to fill staffing gaps, but that comp-time earned must be taken as time off eventually, which requires someone else to earn more comp-time. It has been a challenge to schedule and staff the library, and the cycle of chronic understaffing adds to staff stress levels. Having an additional half-time person plus the small bump in hours to the 520 hour Library Assistant position will help build in a buffer when planned and unplanned staff absences occur. Adding a half-time Library Assistant position will also greatly increase the library's efficiency in getting new materials out to the public, providing better service and increasing our circulation. Currently, our Technical Services Librarian has only 15 hours per week dedicated to cataloging new materials. The rest of her time is spent working at the circulation desk and supervising the library pages. Although she is extremely efficient in her work, cataloging an average of 680 new items per month, there are at any given time hundreds of new items purchased and waiting to be added to the library collection. Last year, an efficiency study was conducted to identify improvements in the cataloging and book preparation processes. Areas of improvement were identified and changes were implemented, but it did not result in an appreciable decrease in the number of books waiting to be cataloged. There are simply more books purchased per month than there is staff time allotted to catalog them. The addition of a half-time Library Assistant will allow us to have our Technical Services Librarian use her time and extensive training on the cataloging of new materials rather than working at the circulation desk. This will get new books into the hands of the public much more quickly, resulting in a positive impact on customer satisfaction and increased library circulation. Increased circulation positively affects the amount of funding the library receives from Dane County.

The addition of a half-time Reference Librarian position is recommended. Our current reference department consists of two full-time librarians who staff the reference desk during the 63 hours per week the library is open. In addition to staffing the reference desk, they also provide assistance and instruction in the computer lab, handle all Interlibrary Loans, proctor exams, and purchase adult books. Due to time out of the building for sick leave, vacations, and meetings, the reference desk is unstaffed an average of 14 hours per week. During unstaffed periods, it falls to the circulation desk staff to handle the more complex reference transactions. Statistics gathered over the summer show that on days when no reference librarian was in the building, the circulation staff answered an average of 57 reference questions per day. This reduces the time circulation staff have to complete their own work and puts them in the stressful situation of having to offer services they have neither the training or education to provide. The addition of a half-time Reference Librarian would ensure complete coverage of the reference desk and improve customer service. It would also result in approximately six hours per week that reference staff could use to offer additional services to the community such as computer and technology instruction and outreach visits to nursing homes, the Senior Center, and Badger Prairie Needs Network.

## PERFORMANCE MEASUREMENT INDICATORS

All 2015 Estimated figures are calculated from figures from 7/31/15 divided by 7 multiplied by 12.

Activity	2014 Actual	7/31/15 Actual	Estimated 2015	% change from 2014
Hours open per year	3124	1835	3146	0.7%
Physical Items Checked-out	571,750	346,302	593,660	3.83%
Items Returned	975,040	574,721	985,236	1.05%
Total Circulation (in & out)	1,572,630	921,023	1,578,897	0.40%
E-Books checked out (Overdrive)	25,840	17,725	30,385	17.59%
Patron Visits	225,404	134,134	229,944	2.01%
Total Programs*	719	502	753	4.73%
Total Program Attendance*	31,108	23,463	35,194	13.13%
1000 Books Before K	980	1226	1476	50.61%
Research Assistance	33,202	20,097	34,452	3.76%
Public Internet Sessions	147,662	105,776	181,330	22.80%
Library Cards Added	1,528	919	1,575	3.08%
Physical Materials Added	11,659	7121	12,207	4.7%
Website Hits	96,797	69,982	119,969	23.94%
Database Use	4,561	2564	4397	-3.6%
Meeting/Study Room Use	4,079	2,608	4,470	9.56%
Test Proctoring	139	91	156	12.23%

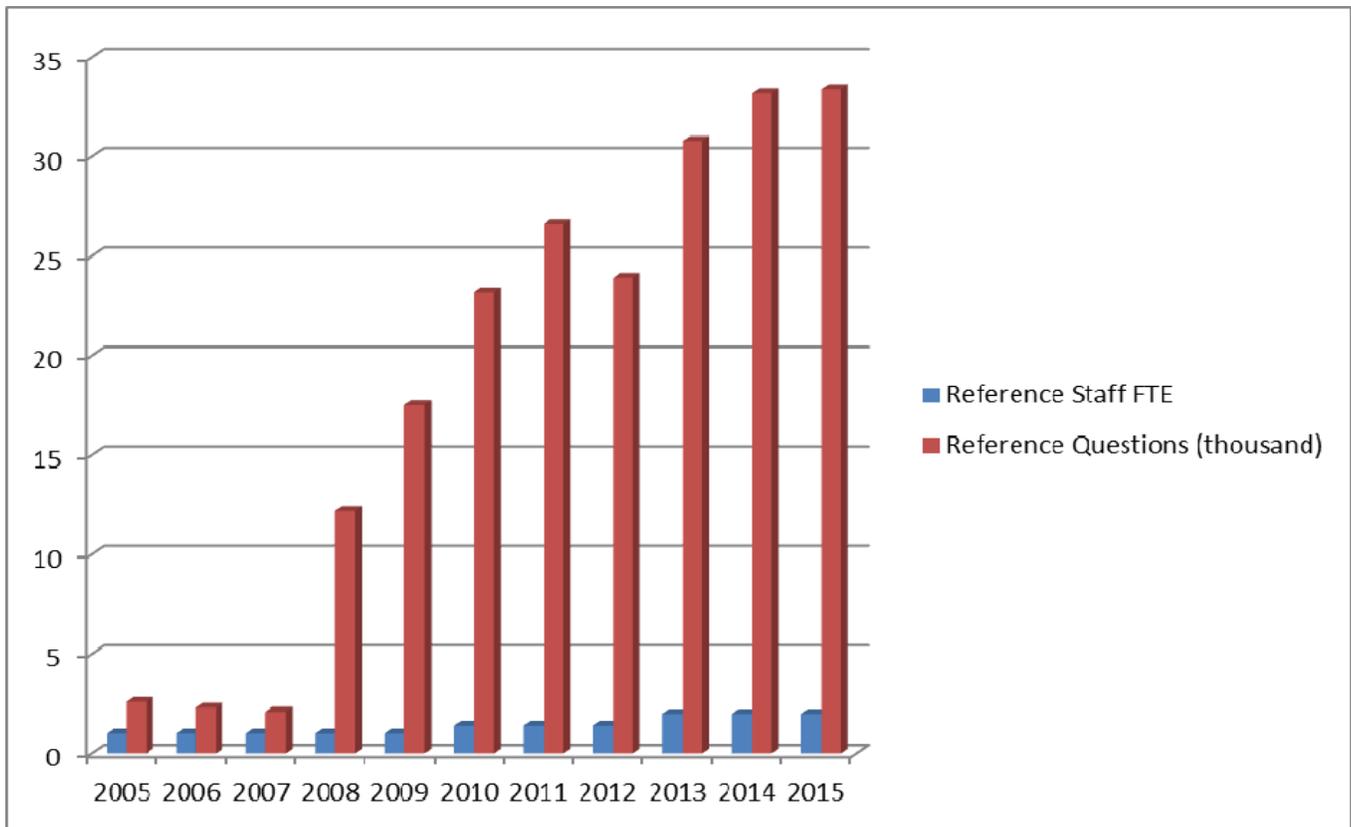
\*See subset of program statistics

*Programming	2014 Actual	7/31/15 Actual	Est. 2015	% change from 2014
Children's Programs	495	377	565	14.14%
Children's Program Attendance	23,540	19,533	29,299	24.46%
Teen Programs	90	68	102	13.33%
Teen Program Attendance	2,733	2,152	3,228	18.11%
Adult Programs**	134	57	86	-35.82%
Adult Program Attendance***	4835	1778	2,667	-44.87%

\*\* Adult programs show a decrease from 2014 to 2015 as we offered two grant-funded 6-week ESL courses in 2014.

\*\*\*Adult program attendance is at a significant decrease in 2015 due to the ESL courses offered only in 2014 and the 2014 exhibit 9/11: *Never Forget* which was attended by 1459 people in one day.

**REFERENCE QUESTIONS/REFERENCE STAFF - 10 YEAR COMPARISON**

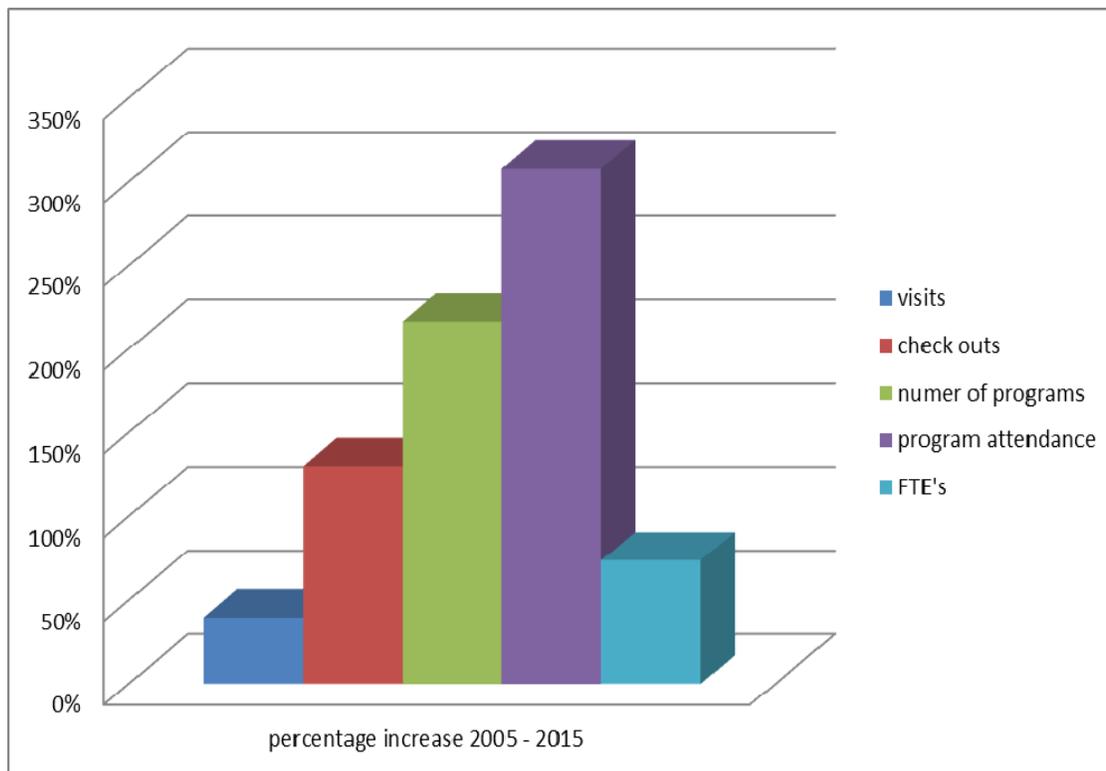


## REFERENCE STAFFING AT COMPARABLE LIBRARIES

Selected libraries most closely matched Verona in number of reference transactions with Middleton, Sun Prairie, Waunakee, and Fitchburg included as the Dane County Libraries that are most comparable in either circulation or service population.

Library	Service population	2014 circulation	2014 Reference transactions	2014 Reference staffing (FTE)
Fitchburg	28,286	384,596	6,682	4
Sheboygan	65,262	648,034	24,454	4
Middleton	26,708	718,840	30,316	3.5
Janesville	81,020	1,059,057	31,670	2.5
Verona	16,737	571,750	33,202	2
Cudahy	18,254	337,478	35,581	2
Beloit	46,416	455,062	39,399	5
Sun Prairie	40,229	644,178	45,838	4

## VARIOUS MEASURES - 10 YEAR COMPARISON



**VERONA PUBLIC LIBRARY  
ADOPTED 2016 BUDGET**

	ACTUAL	6/30 ACTUAL	ADOPTED BUDGET	PROJECTED	ADOPTED	%
020-4XXXX	2014	2014	2015	2015	2016	INCR (DECR)
<b>REVENUES</b>						
41110 TAX LEVY OPERATIONS	\$ 664,424	\$ 685,745	\$ 685,745	\$ 685,745	\$ 748,268	
41110 TAX LEVY DEBT SERVICE	458,707	468,044	468,044	468,044	467,998	
43570 SOUTH CENTRAL LIBRARY SYSTEM	2,824	360	1,080	450	-	
43720 DANE COUNTY	466,765	502,408	502,408	502,408	520,581	
43722 DC FACILITY REIMBURSEMENT	90,292	99,268	99,268	99,268	127,199	
45140 FINES/FORFEITURES	31,262	14,241	34,000	28,482	29,000	
46193 COPIES	3,167	1,630	3,000	3,264	3,000	
46194 FAX	1,044	505	1,000	1,010	1,000	
46910 MISCELLANEOUS	14,577	15,125	15,017	15,125	13,252	
48500 GRANTS AND GIFTS	995	-	-	-	-	
48902 DONATIONS	15,211	6,550	-	16,194	-	
48903 MEMORIALS	-	150	-	990	-	
Applied-Library Replacement Reserves	-	-	25,660	-	-	
49200 TRF FROM OTHER FUNDS (APPLY TO DEBT)	80,000	78,000	78,000	78,000	75,001	
<b>TOTAL LIBRARY REVENUES</b>	<b>\$ 1,829,268</b>	<b>\$ 1,872,026</b>	<b>\$ 1,913,222</b>	<b>\$ 1,898,980</b>	<b>\$ 1,985,299</b>	<b>3.77%</b>

**VERONA PUBLIC LIBRARY  
ADOPTED 2016 BUDGET**

	ACTUAL	6/30 ACTUAL	ADOPTED BUDGET	PROJECTED	ADOPTED	%
020-55100	2014	2015	2015	2015	2016	INCR (DECR)
<b>PERSONNEL SERVICES</b>						
110 FULL-TIME WAGES	\$ 408,407	\$ 171,804	\$ 426,611	\$ 380,373	\$ 466,388	
111 LONGEVITY	5,538	2,472	6,883	6,883	8,045	
120 PART-TIME WAGES	183,674	83,239	205,813	190,279	264,825	
130 HEALTH INSURANCE	92,421	44,310	103,050	103,050	89,400	
131 DENTAL INSURANCE	7,403	3,701	8,047	8,047	8,420	
132 SOCIAL SECURITY	43,752	18,926	48,907	48,907	56,554	
133 LIFE INSURANCE	816	429	928	928	1,105	
134 WISCONSIN RETIREMENT	35,711	13,872	35,332	35,332	37,554	
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 777,722</b>	<b>\$ 338,753</b>	<b>\$ 835,571</b>	<b>\$ 773,799</b>	<b>\$ 932,291</b>	<b>11.58%</b>
<b>OPERATING EXPENDITURES</b>						
210 PROFESSIONAL AUDIT	\$ 2,000	\$ 1,700	\$ 1,400	\$ 1,700	\$ 1,800	
220 UTILITIES	58,261	20,724	59,600	59,600	61,100	
225 COMMUNICATIONS	4,102	1,814	4,000	3,628	4,000	
240 REPAIR/MAINTENANCE SERVICES	20,008	1,367	17,594	17,594	17,594	
290 OTHER CONTRACTUAL	36,981	22,145	40,364	40,364	40,410	
295 RECRUITMENT	827	7	825	24	300	
310 OFFICE SUPPLIES	-	30	-	30	-	
320 MEMBERSHIP AND DUES	724	558	800	800	1,615	
330 TRAVEL	5,194	1,261	6,839	6,839	6,955	
335 EDUCATION - TRAINING	6,235	1,744	4,971	4,971	4,040	
340 OPERATING SUPPLIES	23,525	17,197	26,920	26,920	28,269	
350 REPAIR/MAINTENANCE SUPPLIES	1,098	-	2,000	2,000	2,075	
380 OTHER COMMODITIES	2,114	612	1,500	1,500	1,500	
450 DATA PROCESSING/LINK	90,278	76,176	96,260	96,260	100,996	
510 INSURANCE	15,632	19,500	19,500	19,500	15,650	
530 RENTS/LEASES	14,812	8,370	14,724	14,724	15,048	
540 PROGRAMMING	10,249	6,120	10,860	10,860	11,360	
790 GRANT/GIFT EXPENSE	26,124	6,955	-	14,186	-	
<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$ 318,164</b>	<b>\$ 186,280</b>	<b>\$ 308,157</b>	<b>\$ 321,500</b>	<b>\$ 312,712</b>	<b>1.48%</b>
<b>SUPPLIES AND MATERIALS</b>						
810 OFFICE EQUIPMENT	\$ 5,453	\$ 1,907	\$ 11,200	\$ 11,200	\$ 10,000	
815 501 ADULT BOOKS	46,978	23,062	51,647	51,647	51,647	
815 502 JUVENILE BOOKS	48,716	24,147	54,646	54,646	54,646	
815 503 VIDEO MATERIALS	10,551	3,827	10,500	10,500	10,500	
815 504 AUDIO MATERIALS	11,926	3,095	13,020	13,020	13,020	
815 506 ELECTRONIC MEDIA	11,154	7,747	15,574	15,574	16,040	
815 508 MAGAZINE SUBSCRIPTIONS	5,739	6,308	6,203	6,308	6,444	
850 BUILDING RESERVE CONTRIBUTION	-	-	35,000	35,000	35,000	
<b>TOTAL SUPPLIES AND MATERIALS</b>	<b>\$ 140,517</b>	<b>\$ 70,093</b>	<b>\$ 197,790</b>	<b>\$ 197,895</b>	<b>\$ 197,297</b>	<b>-0.25%</b>
<b>55102 FACILITIES PRESERVATION</b>						
815 RESERVE FUNDED EXPENDITURES	\$ 19,669	\$ -	\$ 25,660	\$ -	\$ -	
<b>TOTAL LIBRARY BUDGET</b>	<b>\$ 1,256,072</b>	<b>\$ 595,126</b>	<b>\$ 1,367,178</b>	<b>\$ 1,293,194</b>	<b>\$ 1,442,300</b>	<b>5.49%</b>
<b>DEBT SERVICE</b>						
PRINCIPAL	\$ 425,000	\$ 445,000	\$ 445,000	\$ 445,000	\$ 455,000	
INTEREST	113,706	101,044	101,044	101,044	87,999	
<b>TOTAL DEBT SERVICE</b>	<b>\$ 538,706</b>	<b>\$ 546,044</b>	<b>\$ 546,044</b>	<b>\$ 546,044</b>	<b>\$ 542,999</b>	<b>-0.56%</b>
<b>TOTAL LIBRARY EXPENDITURES</b>	<b>\$ 1,794,778</b>	<b>\$ 1,141,170</b>	<b>\$ 1,913,222</b>	<b>\$ 1,839,238</b>	<b>\$ 1,985,299</b>	<b>3.77%</b>

**CITY OF VERONA  
2016 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 be \$170 for the year 2016.

**STATISTICAL SUMMARY**

The City estimates collecting 1200 tons of cardboard, newsprint, magazines and mixed paper, aluminum and steel containers, plastics, and mixed glass in 2016 at a projected cost of \$178,000. Annually city staff collects approximately 1600 tons of yard waste and brush for an estimated cost of \$248,000. In 2015, the City recycled an estimated 3.00 tons of waste tires, 3,000 gallons of waste oil, and 12,000 pounds of electronic devices, 6 tons of major appliances and 2000 pounds of lead acid batteries. The department also estimates the collection of 2,500 tons of refuse from one to four unit residential properties at a cost of \$383,000. It is anticipated that the City will receive \$22,000 in recycling grant funds in 2016.

**SUMMARY OF ACHIEVEMENTS FOR 2015**

- Managed and coordinated 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 2016

- 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	2014 Actual	6/30/15 Actual	Est. 2015	Projected 2016
Number of Brush pick-up cycles	26	13	26	26
Tons of Yard Waste/Brush collected	1590	750	1600	1650
Tons of Refuse Collected	2325	1200	2400	2450
Tons of Recyclable Materials collected	1061	700	1100	1200
Tons of E-Waste	35.00	20	36.0	37
Recycling Grant Revenue	\$21,955	\$21,950	\$21,950	\$22,000

**REFUSE AND RECYCLING  
ADOPTED 2016 BUDGET**

	ACTUAL	6/30 ACTUAL	ADOPTED BUDGET	PROJECTED	ADOPTED	%
060-4xxxx	2014	2015	2015	2015	2016	INCR (DECR)
<b>REVENUES</b>						
41110 REAL ESTATE TAXES	\$ 22,432	\$ 30,667	\$ 30,667	\$ 30,667	\$ 1,326	
43511 RECYCLING GRANT	21,955	21,950	22,000	21,950	22,000	
46422 NEW HOMES	7,353	4,648	5,800	5,000	5,000	
46430 SOLID WASTE DISPOSAL	598,300	606,966	614,380	606,966	627,300	
46903 LARGE ITEM PICKUP	6,499	3,106	4,000	3,200	3,500	
46910 MISC REVENUE	321	61	150	100	100	
49300-18 FUND BALANCE APPLIED	-	-	-	-	-	
<b>TOTAL REVENUES</b>	<b>\$ 656,860</b>	<b>\$ 667,398</b>	<b>\$ 676,997</b>	<b>\$ 667,883</b>	<b>\$ 659,226</b>	<b>-2.62%</b>

Note: The 2016 special charge for trash picku-up is \$270, no change from 2015

12/31/14 Fund Balance	\$60,150	12/31/15 Est Fund Bal	\$45,241
2015 projected revenue	667,883	2016 projected revenue	659,226
2015 projected expend	(682,792)	2016 projected expend	(659,226)
<b>12/31/15 Projected</b>	<b>\$45,241</b>	<b>12/31/16 Projected</b>	<b>\$45,241</b>
<b>Fund Balance</b>	<b>\$45,241</b>	<b>Fund Balance</b>	<b>\$45,241</b>

**REFUSE AND RECYCLING  
ADOPTED 2016 BUDGET**

	ACTUAL	6/30 ACTUAL	ADOPTED BUDGET	PROJECTED	ADOPTED	%
060-53900	2014	2015	2015	2015	2016	INCR (DECR)
<b>PERSONNEL SERVICES</b>						
110 FULL TIME WAGES-RECYCLING	\$ 64,975	\$ 21,817	\$ 69,764	\$ 69,764	\$ 76,329	
111 LONGEVITY PAY	653	233	581	581	431	
120 PART TIME WAGES	1,366	-	3,700	-	-	
130 MEDICAL INSURANCE	16,498	8,460	25,380	25,380	26,426	
131 DENTAL INSURANCE	958	498	1,477	1,477	2,205	
132 SOCIAL SECURITY	5,025	1,687	5,664	5,664	5,873	
133 LIFE INSURANCE	75	47	112	112	82	
134 WI RETIREMENT	4,532	1,499	4,784	4,784	5,065	
135 INCOME CONTINUATION	-	-	-	-	-	
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 94,082</b>	<b>\$ 34,241</b>	<b>\$ 111,462</b>	<b>\$ 107,762</b>	<b>\$ 116,411</b>	<b>4.44%</b>
<b>OPERATING EXPENDITURES</b>						
222 PRINTING	\$ -	\$ -	\$ 500	\$ 200	\$ 200	
240-036 BRUSH CHIPPER	2,349	769	2,000	1,500	2,000	
310 OFFICE SUPPLIES	253	180	750	500	700	
340 OPERATING SUPPLIES	1,667	291	2,000	1,000	1,500	
<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$ 4,269</b>	<b>\$ 1,240</b>	<b>\$ 5,250</b>	<b>\$ 3,200</b>	<b>\$ 4,400</b>	<b>-16.19%</b>
<b>CONTRACTUAL SERVICES</b>						
53920 REFUSE COLLECTION	\$ 350,221	\$ 151,817	\$ 369,133	\$ 366,900	\$ 378,675	
53921 RECYCLING COLLECTION	165,144	72,486	169,152	174,930	124,740	
53930 SOLID WASTE DISPOSAL	30,795	21,926	22,000	30,000	35,000	
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 546,160</b>	<b>\$ 246,229</b>	<b>\$ 560,285</b>	<b>\$ 571,830</b>	<b>\$ 538,415</b>	<b>-3.90%</b>
<b>TOTAL REFUSE AND RECYCLING</b>	<b>\$ 644,511</b>	<b>\$ 281,710</b>	<b>\$ 676,997</b>	<b>\$ 682,792</b>	<b>\$ 659,226</b>	<b>-2.62%</b>

**CITY OF VERONA  
2016 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.*

The Verona Senior Center is owned and operated by the City of Verona. It is located at 108 Paoli Street in a 10,800 sq. ft. facility which was built on the site of the former Public Works building in 2002. 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.

A full time Case Manager assists older adults, their families, and caregivers with finding the support services necessary for maintaining independence, and leads support groups for Caregivers, Parkinson's, Veterans, and a Grief Support Group.

Health & wellness initiatives at the Senior Center include exercise classes, yoga, tai chi, foot care clinics, chair massages, foot reflexology, a walking program, Bocce Ball, and educational presentations. A weekly Wellness Clinic is staffed by a registered nurse who monitors blood pressure and glucose levels, and offers nutrition and health consultations. The nurse also facilitates Healthy Living, a monthly discussion group promoting proper nutrition, exercise, and other healthy choices.

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

In addition to providing daily meals, case management services, health & wellness initiatives, and transportation options, the Senior Center has a full time Program Manager who provides a full schedule of interesting social, educational, and entertainment programs to support the sense of belonging and well-being of Verona area seniors. A highlight of our programming is a country music performance by the Paoli Street Pickers, which draws over 100 people weekly to the center. Additional musical performances range from classical piano to the ukulele. Films, speakers, art and adult education classes round out the program offerings. Bus trips are coordinated with other area senior centers, expanding the opportunity for travel to interesting destinations. 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.

Verona Senior Center also offers Club 108 Memory Café for seniors who are beginning to experience some cognitive changes. Club 108 provides an opportunity for these individuals to enjoy socialization and activities in a relaxed, low stress environment. In 2015, Verona Senior Center has also led a task force focused on the development of Verona as a Dementia Friendly Community, training volunteers and businesses to more effectively assist individuals with dementia while they are out in the community.

Our effort to provide the very best in programs and services for Verona's older adults has led to collaborations with Verona Public Library, Verona Historical Society, Verona Police Department, Verona Parks & Recreation, Verona Fire Department, Verona Chamber of Commerce, Verona Area High School, UW-Madison, Madison College, Badger Prairie Needs Network, and numerous local businesses and organizations.

9.8% of the City of Verona's population, or 1040 people, are over age 55.\* Over 500 people annually participate in programs or services at the Verona Senior Center. Two-thirds of these participants are from the city of Verona. The remaining third come from the Town of Verona, Middleton, West Madison, Fitchburg, Mount Horeb, Belleville, Dodgeville, and other neighboring communities. 10% of our participants are ages 55-64, 16% are ages 65-69, 18% are ages 70-74, 15% are 75-79, 13% are ages 80-84, and 28% are 85 and over. Females comprise 67% of our participants, and males 33%.

*\*Based on 2010 US census data*

## **2015 Achievements**

- Established Club 108, a Memory Café for seniors with early stage memory loss
- Established Dementia Friendly Verona task force to train local businesses
- Added a Grief Support Group & a second Caregiver's Support Group meeting
- Added a UW social work student intern Sept. 2015 - May 2016
- Expanded outreach hours at senior housing communities
- Expanded Program offerings, (National Senior Citizens Day breakfast, Madison College classes, Brewers bus trip, Overture Center play, additional musical events)
- Hired Part Time Program Assistant
- Replaced cracked & broken sidewalks, dead shrubbery, & added a railing by entry
- Resolved HVAC issues
- T-Coil Loop assisted hearing system installed
- Installed new carpet in the dining room, main hallways, and Fireside Room

## **2015 Challenges**

- Numerous maintenance issues due to aging of the building
- Transportation needs
- Inadequate parking spaces:
  - Currently need a minimum of 25 additional spaces
  - Land acquisition would be necessary

## Goals and Objectives for 2016

Our primary goals and objectives for the coming year include:

**Goal:** Complete Dementia Friendly training for businesses

**Objective:** Continue to work with the Dementia Friendly Community Task Force to train staff at area businesses and organizations, establishing Verona as a Dementia Friendly Community.

**Budget Note:** Minimal impact on the budget, as local businesses are supporting printing needs.

**Goal:** Increase Awareness & Participation in Club 108 Memory Cafe

**Objective:** Build awareness of this program for individuals with mild memory loss.

**Budget Note:** Staff hours will fluctuate to accommodate participation levels, but will not exceed established hours.

**Goal:** Install Additional Power Doors

**Objective:** Improve access by adding power doors to entrances and the two main bathrooms.

**Budget Note:** 2015 Epic Grant request. If not funded, would become a budget request.

**Goal:** Develop a Long Range Facility Plan

Determine optimum utilization of existing spaces, and plan for future major expenses, (roof, HVAC system, flooring).

**Objective:** Create a welcoming, safe, comfortable, and functional environment for seniors.

**Budget Note:** Must build reserves to meet these facility needs.

## Performance Measurement Indicators

Activity	2014 Actual	6/30/15 Actual	Est. 2015	Projected 2016
Congregate Meals Served <i>(Includes home delivered and on-site meals)</i>	3177	1672	3600	4000
Meal participants	248	179	275	300
Volunteer Hours	6103*	2430	4300	4800
Program Participants	528	447	575	625
Health & Wellness Participants	190	163	220	240
Exercise Class Participants	113	106	130	140

\*This number reflects one person who volunteered 25+ hours a week and can no longer do so.

## **2016 Budget Highlights**

- Increase in building maintenance funds from \$34,000 to \$40,000 to allow for regular floor maintenance, ongoing HVAC maintenance and to address increasing general facility maintenance issues
- Funds for transportation services in the amount of \$4,000 will be used to help meet additional transportation needs beyond the current van transportation and volunteer RSVP drivers
- Allocation of \$23,850 to the Senior Center facility replacement fund from rental income (\$18,850) and additional budgeted funds (\$5,000)
- Resurfacing and restriping of the Senior Center parking lot

## **Future Personnel and Capital Plans**

### **Personnel**

- Add a second Case Manager Position

### **Capital**

- Renovate office areas and the wellness clinic
- Replace bathroom flooring
- Replace/upgrade the HVAC system
- Repair/replace the facility's roof

**SENIOR CENTER  
ADOPTED 2016 BUDGET**

	ACTUAL	6/30 ACTUAL	ADOPTED BUDGET	PROJECTED	ADOPTED	%
070-4xxxx	2014	2015	2015	2015	2016	INCR (DECR)
<b>REVENUES</b>						
41110 PROPERTY TAXES	\$ 326,940	\$ 379,616	\$ 379,616	\$ 379,616	\$ 389,876	
43741 GRANTS	-	-	-	-	-	
48200 RENTS	18,005	9,355	-	-	-	
48700 DELIVERED MEAL CONTRIBUTIONS	10,751	5,224	12,000	12,000	12,000	
48701 ON SITE MEAL CONTRIBUTIONS	14,149	7,267	15,000	15,000	15,000	
48907 DONATIONS	368	2,575	-	2,700	400	
48200 RENTAL CONTRIB FOR FACILITIES RESERVES	-	-	18,850	18,405	18,850	
49300 FUND BALANCE APPLIED	-	-	-	-	-	
<b>TOTAL SENIOR REVENUES</b>	<b>\$ 370,213</b>	<b>\$ 404,037</b>	<b>\$ 425,466</b>	<b>\$ 427,721</b>	<b>\$ 436,126</b>	<b>2.51%</b>

**SENIOR CENTER  
ADOPTED 2016 BUDGET**

	ACTUAL	6/30 ACTUAL	ADOPTED BUDGET	PROJECTED	ADOPTED	Change %
070-54500	2014	2015	2015	2015	2016	INCR (DECR)
<b>PERSONNEL SERVICES</b>						
110 FULL-TIME WAGES	\$ 127,953	\$ 65,736	\$ 140,353	\$ 143,256	\$ 150,531	
111 LONGEVITY	198	-	-	-	-	
120 PART-TIME WAGES	14,785	8,704	27,304	20,404	25,197	
130 HEALTH INSURANCE	42,078	20,322	40,644	40,644	42,318	
131 DENTAL INSURANCE	3,416	1,587	3,210	3,175	3,175	
132 SOCIAL SECURITY	10,413	5,605	12,826	12,893	13,444	
133 LIFE INSURANCE	228	206	518	525	564	
134 WISCONSIN RETIREMENT	8,613	4,470	9,544	9,455	9,933	
140 UNEMPLOYMENT COMP	1,606	-	1,898	-	-	
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 209,290</b>	<b>\$ 106,630</b>	<b>\$ 236,297</b>	<b>\$ 230,352</b>	<b>\$ 245,162</b>	<b>3.75%</b>
<b>OPERATING EXPENDITURES</b>						
210 PROFESSIONAL SERVICES	\$ 584	\$ 600	\$ 520	\$ 600	\$ 640	
220 UTILITIES	18,223	7,908	17,200	19,724	19,724	
224 POSTAGE	389	38	300	300	300	
225 COMMUNICATIONS	9,041	3,325	9,040	8,200	8,600	
290 OTHER CONTRACTUAL	6,184	3,675	7,104	7,104	18,800	
295 RECRUITMENT	1,055	63	1,600	63	-	
310 OFFICE SUPPLIES	5,133	1,176	3,500	2,700	3,300	
320 MEMBERSHIP AND DUES	352	346	625	625	650	
330 TRAVEL	1,148	1,093	3,000	3,000	3,000	
335 EDUCATION - TRAINING	1,007	307	1,500	1,500	1,500	
340 OPERATING SUPPLIES	9,468	3,535	16,200	10,400	10,300	
342 NUTRITION SUPPLIES (FOOD)	37,272	17,597	42,000	42,000	42,000	
350 REPAIR/MAINTENANCE SUPPLIES	5,830	2,053	6,900	6,000	6,000	
352 BUILDING MAINTENANCE	33,022	18,217	34,000	40,000	40,000	
510 INSURANCE	4,630	5,000	5,000	5,000	3,100	
530 RENTS AND LEASES	4,588	3,897	6,100	7,200	7,200	
<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$ 137,926</b>	<b>\$ 68,830</b>	<b>\$ 154,589</b>	<b>\$ 154,416</b>	<b>\$ 165,114</b>	<b>6.81%</b>
<b>CAPITAL OUTLAY</b>						
810 OFFICE EQUIPMENT REPLACEMENT	\$ -	\$ 1,524	\$ 1,700	\$ 3,500	\$ 1,500	
815 OPERATING EQUIPMENT	-	1,278	7,100	4,078	500	
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ -</b>	<b>\$ 2,802</b>	<b>\$ 8,800</b>	<b>\$ 7,578</b>	<b>\$ 2,000</b>	<b>-77.27%</b>
<b>SUBTOTAL OPERATING EXPENDITURES</b>	<b>\$ 347,216</b>	<b>\$ 178,262</b>	<b>\$ 399,686</b>	<b>\$ 392,346</b>	<b>\$ 412,276</b>	<b>3.15%</b>
<b>GRANT/DONATION FUNDED EXPENDITURES</b>						
380 OTHER GRANT/DONATION FUNDED	\$ -	\$ 1,678	\$ -	\$ -	\$ -	
<b>FACILITY REPLACEMENT FUND</b>						
815 FACILITY EQP / FACILITY REFURBISHMENT	\$ 23,614	\$ -	\$ 39,500	\$ -	\$ 5,000	
<b>TOTAL SENIOR CENTER EXPENDITURES</b>	<b>\$ 370,830</b>	<b>\$ 179,940</b>	<b>\$ 439,186</b>	<b>\$ 392,346</b>	<b>\$ 417,276</b>	<b>-4.99%</b>

**CITY OF VERONA  
2016 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 decline slightly in 2016 but solid growth in 2015 will require the planting of about 80 new trees to keep pace with new housing. Emerald Ash Borer was also discovered in Verona in 2015 on street trees in Westridge and in the downtown area. Only six public trees have been removed and an aggressive treatment plan has protected nearly half of the remaining 470 public Ash trees. Staff intends to treat 200 trees per year to minimize the impact of Ash Borer at a cost of approximately \$20-\$40 per tree. Expenditures in 2016 are expected to rise slightly \$2,700 (12.2%) but the tax levy funded portion of the budget will decrease from \$7,750 to \$7,500.

**SUMMARY OF ACHIEVEMENTS FOR 2015**

- Planted approximately 150 new street and park trees throughout the City
- Received Tree City USA award for the 20<sup>th</sup> consecutive year
- Discovered Emerald Ash Borer
- Began treating 200 trees per year on a two year rotation
- Consulted with nearly 50 homeowners regarding inspection and treatment of Ash trees
- Pruned 300 street trees throughout the City

**GOALS AND OBJECTIVES FOR 2016**

- To plant 125 new street and park trees throughout the City
- To continue treatment and removal of Ash trees
- To receive our 21<sup>st</sup> consecutive Tree City USA award

## PERFORMANCE MEASUREMENT INDICATORS

<b>Activity</b>	<b>2014 Actual</b>	<b>6/30/15 Actual</b>	<b>Est. 2015</b>	<b>Projected 2016</b>
Total Number of City Trees	2550 (est.)	2600	2675	2800
Number of Street/ ROW Trees	1450	1490	1550	1600
Number of Park/ City Property Trees	1100	1110	1125	1200
Number of Additional Trees Planted	90	70	140	125
Number of Trees Trimmed	250	125	300	300

**URBAN FORESTRY  
ADOPTED 2016 BUDGET**

		ACTUAL	6/30 ACTUAL	ADOPTED BUDGET	PROJECTED	ADOPTED	%
120-4xxxx		2014	2015	2015	2015	2016	INCR (DECR)
<b>REVENUES</b>							
41110	PROPERTY TAXES	\$ 7,750	\$ 7,750	\$ 7,750	\$ 7,750	\$ 7,500	
46810	STREET TREE FEES	30,346	12,970	18,000	16,000	16,000	
	<b>TOTAL REVENUES</b>	<b>\$ 38,096</b>	<b>\$ 20,720</b>	<b>\$ 25,750</b>	<b>\$ 23,750</b>	<b>\$ 23,500</b>	<b>-8.74%</b>

**URBAN FORESTRY  
ADOPTED 2015 BUDGET**

		ACTUAL	6/30 ACTUAL	ADOPTED BUDGET	PROJECTED	ADOPTED	%
		2014	2015	2015	2015	2016	INCR (DECR)
<b>OPERATING EXPENDITURES</b>							
290	OTHER CONTRACTUAL	\$ 2,100	\$ 1,345	\$ 2,000	\$ 2,200	\$ 2,000	
340	OPERATING SUPPLIES	1,460	2,604	300	3,000	500	
353	STREET TREE EXPENDITURES	17,673	10,869	14,875	16,000	17,375	
354	ASH TREE REPLACEMENT	-	627	5,000	700	5,000	
	<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$ 21,233</b>	<b>\$ 15,445</b>	<b>\$ 22,175</b>	<b>\$ 21,900</b>	<b>\$ 24,875</b>	<b>12.18%</b>
<b>TOTAL URBAN FORESTRY</b>		<b>\$ 21,233</b>	<b>\$ 15,445</b>	<b>\$ 22,175</b>	<b>\$ 21,900</b>	<b>\$ 24,875</b>	<b>12.18%</b>

**CITY OF VERONA  
2016 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 website.

**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 2016 Budget continue to support a full-time Cable Coordinator position. The duties for this position include filming the City Council and Plan Commission meetings, providing City meetings online through YouTube, and recording community events. In 2015, the City began streaming City Council and Plan Commission meetings online through YouTube in addition to providing recorded meetings.

The 2016 BTRB budget has an overall increase of \$1,547 compared to the 2015 adopted budget (1.9%). The budget includes \$2,500 for a new computer, set-up, and related equipment to improve the ability to stream meetings online. 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 \$122,000 in 2016 which is a \$37,000 increase over the 2015 budget and comparable to the 2015 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.
- Continue to provide cable casting of City of Verona Common Council and Plan Commission Meetings.
- Continue to provide Community Bulletin Board and web site announcements.
- Provide online streaming of City Council and Plan Commission meetings as well as online access to recorded meetings.

City of Verona Web Site

- Continue to promote utilization of the website for providing information on City services with regular updates to the site from City departments.
- Establish interactive maps and planning documents.
- 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.

**BTRB  
ADOPTED 2016 BUDGET**

REVENUE 130-4xxxx	6/30		ADOPTED		ADOPTED 2016	% INCR (DECR)
	ACTUAL 2014	ACTUAL 2015	BUDGET 2015	PROJECTED 2015		
44150 CABLE FRANCHISE	\$ 115,828	\$ 31,035	\$ 85,000	\$ 122,000	\$ 122,000	
<b>TOTAL BTRB REVENUE</b>	<b>\$ 115,828</b>	<b>\$ 31,035</b>	<b>\$ 85,000</b>	<b>\$ 122,000</b>	<b>\$ 122,000</b>	<b>43.53%</b>
EXPENDITURES 130-55700	6/30		ADOPTED		ADOPTED 2016	% INCR (DECR)
	ACTUAL 2014	ACTUAL 2015	BUDGET 2015	PROJECTED 2015		
<b>PERSONNEL SERVICES</b>						
110 FULL-TIME WAGES	\$ 40,706	\$ 21,019	\$ 41,662	\$ 42,984	\$ 44,826	
111 LONGEVITY	818	414	833	850	897	
120 PART TIME WAGES	5,509	2,250	5,250	5,250	5,250	
130 HEALTH INSURANCE	6,627	3,402	6,804	6,804	7,084	
131 DENTAL INSURANCE	-	-	489	-	489	
132 SOCIAL SECURITY	3,546	1,808	3,652	3,755	3,900	
133 LIFE INSURANCE	194	98	241	196	253	
134 WISCONSIN RETIREMENT	3,274	1,611	3,246	3,338	3,364	
135 INCOME CONTINUATION	-	-	-	-	0.25	
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 60,674</b>	<b>\$ 30,602</b>	<b>\$ 62,177</b>	<b>\$ 63,177</b>	<b>\$ 66,064</b>	<b>6.25%</b>
<b>OPERATING EXPENDITURES</b>						
225 COMMUNICATIONS	\$ 88	\$ 82	\$ 190	\$ 175	\$ 220	
290 OTHER CONTRACTUAL	150	4,259	8,134	6,500	8,259	
310 OFFICE SUPPLIES	-	-	1,550	500	1,550	
320 MEMBERSHIPS & DUES	200	-	200	205	205	
330 TRAVEL	-	-	250	-	250	
335 EDUCATION/TRAINING	-	-	500	-	500	
340 OPERATING SUPPLIES	459	534	2,650	2,250	2,650	
510 INSURANCE	-	2,000	2,000	2,000	2,000	
<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$ 897</b>	<b>\$ 6,875</b>	<b>\$ 15,474</b>	<b>\$ 11,630</b>	<b>\$ 15,634</b>	<b>1.03%</b>
<b>CAPITAL OUTLAY</b>						
815 OPERATING EQUIPMENT	\$ 4,215	\$ -	\$ 5,000	\$ -	\$ 2,500	
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 4,215</b>	<b>\$ -</b>	<b>\$ 5,000</b>	<b>\$ -</b>	<b>\$ 2,500</b>	
<b>TOTAL BTRB BUDGET</b>	<b>\$ 65,786</b>	<b>\$ 37,477</b>	<b>\$ 82,651</b>	<b>\$ 74,807</b>	<b>\$ 84,198</b>	<b>1.87%</b>
55701						
<b>CAPITAL OUTLAY (from restricted fund balance)</b>						
815 OPERATING EQUIPMENT	\$ 26,367	\$ -	\$ -	\$ -	\$ -	
<b>TOTAL BTRB EXPENDITURES</b>	<b>\$ 92,153</b>	<b>\$ 37,477</b>	<b>\$ 82,651</b>	<b>\$ 74,807</b>	<b>\$ 84,198</b>	<b>1.87%</b>

**CITY OF VERONA  
2016 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 compared to the total equalized value of the District. The budget is reviewed by the three municipalities at an annual meeting in October.

The 2016 Fitch-Rona operating budget totals \$2,146,315 of which \$382,865 is funded by the City of Verona. This is an increase of \$34,739 or 9.98% from the 2015 budget. Included in the 2016 Budget is funding for the full-year cost of a second full-time deputy chief position and the promotion of three paramedics to lieutenants. Projected costs for a new collective bargaining agreement are included in the recommended budget. Verona's share of the Fitch-Rona budget is also increasing due to the City's equalized value growing faster than the City of Fitchburg and the Town of Verona. For the 2016 budget, the City of Verona will be responsible for 41.2% of the municipal costs. This is an increase of 6.0% over the past five years.

The City of Verona's total tax levy for EMS operations is \$375,740. Offsetting Verona's levy is \$7,125 in rental income from the location of the Fitch-Rona EMS administrative offices in the City's new Fire and EMS facility.

2016 Apportioned Fitch-Rona EMS District Budget

The total operating budget of the District is \$2,146,315. The expenses are offset by \$1,205,865 in projected revenues to be received from the services provided by the District. The cost of services will be as follows:

Resident Transport	\$900
Non-Resident Transport	\$950
No Transport	\$100 - \$400
Stand-By	\$100 + set-up fee
Cost per loaded mile	\$20.00/mile

The loaded mile charge is proposed to increase from \$18.00 to \$20.00 per mile in 2016. Interest income, miscellaneous income, and the application of funds will provide a total of \$10,761. The balance of revenues is generated from the member communities as follows:

<b>City of Verona</b>	<b>41.1820%</b>	<b>\$382,865</b>
City of Fitchburg	53.3290%	\$495,794
Town of Verona	5.4890%	\$51,031

## STATISTICAL SUMMARY

### Annual Call Volume

Annual run volume was relatively flat until 2013 when there was an increase of 7.0%. Call volume has continued to increase in 2014 and 2015.

<u>Year</u>	<u>Number of Calls</u>
2012	2,504
2013	2,680
2014	2,709
2015	2,043 as of September 30

### Ambulance Call Volume by Station

Ambulance	2015 Calls
4* (Stand By)	4
44 – Fitchburg	1,217
45 – Verona	818
Total	2,043

### Ambulance Call Volume by Municipality

Municipality	2015 Calls to Date	2015 Percent
City of Fitchburg	1,281	62.7%
City of Verona	539	26.4%
Town of Verona	78	3.8%
Other	145	7.1%
Total	2,043	100.0%

### Occurrences of Overlapping Calls in 2015

Two Calls	Three Calls	Four Calls
348	27	9

### Average Response Times

Call Segment	Time
Enroute	00:00:59
To Scene	00:06:15
At Scene	00:15:35
To Destination	00:15:04
Back in Service	00:13:46
Total	00:51:39

## GOALS AND OBJECTIVES

### Community Paramedicine

Fitch-Rona EMS is exploring a new opportunity to service District citizens with services that are being introduced across the country. Community Paramedics are being introduced in a variety of locations. These positions are designed to assist citizens that otherwise are finding it hard to locate available services. This is a more proactive approach to EMS. Fitch-Rona EMS is designing programs to keep recently discharged patients from having to be readmitted to local hospitals. Community Paramedics could educate citizens on issues concerning their health. There are also opportunities to assist local businesses with CPR training for their employees and chances to locate AEDs that have proven effective in improving outcomes of heart attack victims.

Community paramedicine is a new, expanding field of EMS. Fitch-Rona EMS is looking to work with local hospitals, eldercare facilities, businesses, and organizations to help prevent the need to utilize emergency response capacity. It should be a win-win scenario for all involved.

### Long Term Staffing

Based on the average growth in call volumes, Fitch-Rona EMS will exceed 3,000 calls annually in 2017. 1,500 calls per year per ambulance is a point at which lost calls (calls that require mutual aid ambulances from outside the community) become significant.

Response time, a primary concern of all public safety departments, is a function of station location and distance to calls. The goal is to get to ninety percent of calls in less than 9 minutes (urban locations). With the current station locations, this is not possible in some areas. This is a concern for the District particularly along the eastern portion of the territory. Given the development plans for Fitchburg's northeastern neighborhoods, response times to this area should be improved.

The City of Fitchburg will be incorporating land now serviced by Town of Madison EMS sometime prior to January 2020. This additional territory will increase the call volume in the Fitch-Rona EMS District. As the time nears for the City of Fitchburg to incorporate the Rimrock Road area, it is clear that the current locations for emergency responders are inadequate.

The solution to increasing call volumes and response time concerns can be accomplished with the relocation of Fitchburg Fire Station #1. Planning is currently underway for a new Fire/EMS station on the eastside of Fitchburg. As Fitchburg relocates Fire Station #1 east, a third front line ambulance should be added to the District.

Establishment of a third ambulance will require seven additional full-time crew members and several part-time staff to provide full coverage. The most recent staffing plan for the department will be sufficient to manage the anticipated expansion of service. Additional call volume will generate a portion of the funding needed. However, the District must begin planning now to cover the additional costs of this expanded operational capacity.

**Fitch-Rona EMS  
2016 Operating Budget**

	2015 Approved Budget	ADOPTED 2016 Budget	Difference 2015 Budget vs. 2016 Budget	Percent Change
<b>1 Revenues</b>				
2 Run Income	\$ 1,156,035	\$ 1,205,865	\$ 49,830	4.3%
3 Services Sub-Total	\$ 1,156,035	\$ 1,205,865	\$ 49,830	4.3%
4				
5 City of Fitchburg	\$ 464,355	\$ 495,794	\$ 31,439	6.77%
6 City of Verona	\$ 348,125	\$ 382,865	\$ 34,740	9.98%
7 Town of Verona	\$ 50,347	\$ 51,031	\$ 684	1.36%
8 Municipalities Sub-Total	\$ 862,827	\$ 929,690	\$ 66,863	7.75%
9				
10 Project Donations			\$ -	
11 Interest Income	\$ 1,130	\$ 1,984	\$ 854	75.6%
12 Misc. Income	\$ 1,900	\$ 3,635	\$ 1,735	91.3%
13 Funds Applied from Assigned Account	\$ 6,060	\$ 5,142	\$ (918)	-15.2%
14 Misc. Sub-Total	\$ 9,090	\$ 10,761	\$ 1,671	18.4%
15				
<b>16 Total Revenues</b>	<b>\$ 2,027,952</b>	<b>\$ 2,146,315</b>	<b>\$ 118,363</b>	<b>5.8%</b>
17				
<b>18 Expenses</b>				
19 Salaries & Wages	\$ 902,283	\$ 991,481	\$ 89,198	9.9%
20 Scheduled Overtime	\$ 218,167	\$ 225,698	\$ 7,531	3.5%
21 Unscheduled Overtime	\$ 62,273	\$ 53,996	\$ (8,277)	-13.3%
22 Soc.Sec.&Medicare Taxes	\$ 90,478	\$ 97,245	\$ 6,767	7.5%
23 Retirement Plan	\$ 138,422	\$ 132,296	\$ (6,126)	-4.4%
24 Miscellaneous Benefits	\$ 3,650	\$ 3,400	\$ (250)	-6.8%
25 Health & Dental Ins.	\$ 233,653	\$ 255,818	\$ 22,165	9.5%
26 Worker's Comp. Ins.	\$ 64,277	\$ 69,590	\$ 5,313	8.3%
27 Income Continuation	\$ 2,340	\$ 2,340	\$ -	0.0%
28 Assigned Fund - Sick Time/Insurance	\$ -	\$ -	\$ -	
29 Medical Director Annual Fee	\$ 36,060	\$ 37,142	\$ 1,082	3.0%
30 Salary Sub-Total	\$ 1,751,603	\$ 1,869,006	\$ 117,404	6.7%
31				
32 Oil, Gas & Lube	\$ 24,450	\$ 19,850	\$ (4,600)	-18.8%
33 Tune-up & Repair	\$ 21,470	\$ 21,350	\$ (120)	-0.6%
34 Medical Supplies	\$ 49,400	\$ 46,500	\$ (2,900)	-5.9%
35 Office Supplies	\$ 2,000	\$ 1,800	\$ (200)	-10.0%
36 Postage	\$ 500	\$ 550	\$ 50	10.0%
37 Public Education	\$ 650	\$ 600	\$ (50)	-7.7%
38 Staff Training	\$ 5,500	\$ 4,250	\$ (1,250)	-22.7%
39 Staff Support	\$ 6,000	\$ 4,400	\$ (1,600)	-26.7%
40 Uniforms	\$ 5,700	\$ 6,400	\$ 700	12.3%
41 Personnel Recruitment	\$ 3,630	\$ 4,927	\$ 1,297	35.7%
42 Subscriptions & Dues	\$ 950	\$ 825	\$ (125)	-13.2%
43 Admin Space Lease	\$ 5,462	\$ 7,125	\$ 1,663	30.4%
44 Facilities Furnishings	\$ 750	\$ 600	\$ (150)	-20.0%
45 Utilities	\$ 4,000	\$ 3,750	\$ (250)	-6.3%
46 Telephone	\$ 6,850	\$ 7,000	\$ 150	2.2%
47 Radio Equipment	\$ 4,000	\$ 4,000	\$ -	0.0%
48 Radio Maintenance	\$ 2,000	\$ 1,750	\$ (250)	-12.5%
49 Medical Equipment	\$ 4,750	\$ 5,000	\$ 250	5.3%
50 Medical Equipment Maint.	\$ 2,750	\$ 3,450	\$ 700	25.5%
51 EMT Safety Equipment	\$ 1,200	\$ 900	\$ (300)	-25.0%
52 Training Equipment	\$ 1,500	\$ 1,400	\$ (100)	-6.7%
53 Office Equipment	\$ 1,600	\$ 1,200	\$ (400)	-25.0%
54 Office Equipment Maint.	\$ 825	\$ 750	\$ (75)	-9.1%
55 Computer Support	\$ 12,000	\$ 11,250	\$ (750)	-6.3%
56 FAP Project Expenses			\$ -	
57 Accounting Fees	\$ 9,000	\$ 12,880	\$ 3,880	43.1%
58 Legal Fees General	\$ 4,000	\$ 4,250	\$ 250	6.3%
59 Legal Fees-Labor Contract	\$ -	\$ -	\$ -	#DIV/0!
60 Assigned Funds - Labor Contract	\$ 8,000	\$ 8,000	\$ -	0.0%
61 Property Insurance	\$ 11,800	\$ 15,200	\$ 3,400	28.8%
62 Billing Service	\$ 69,362	\$ 72,352	\$ 2,990	4.3%
63 Paramedic Intern Program	\$ 6,250	\$ 5,000	\$ (1,250)	-20.0%
64 Misc. Expense Sub-Total	\$ 276,349	\$ 277,309	\$ 960	0.3%
65				
<b>66 TOTAL EXPENSES</b>	<b>\$ 2,027,952</b>	<b>\$ 2,146,315</b>	<b>\$ 118,363</b>	<b>5.8%</b>
67				
68 Net Gain (or Loss)	\$ 0	\$ -	\$ (0)	

**CITY OF VERONA  
2016 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 2015 the Department employed seven full-time Firefighters including a full-time Fire Chief and a part-time staff of Paid-On-Premise and Paid-On-Call Firefighters.

From January 1<sup>st</sup> to June 30<sup>th</sup> the Verona Fire Department staffed the fire station twelve hours a day, seven days a week with two full-time and two part-time personnel. Then on July 6<sup>th</sup> with the hiring of a third full-time Lieutenant we began 24 hour staffing with an Officer and a part-time Driver/Operator in the station for the remaining 12 hour overnight shift every day of the week. We will also be filling the Deputy Chief position which will give us the Deputy Chief and Fire Chief scheduled 8-hours per day, Monday through Friday. In addition, we have started our Internship Program with two Interns that live in the station and work a 24 hours on 48 hours off schedule to augment our staffing.

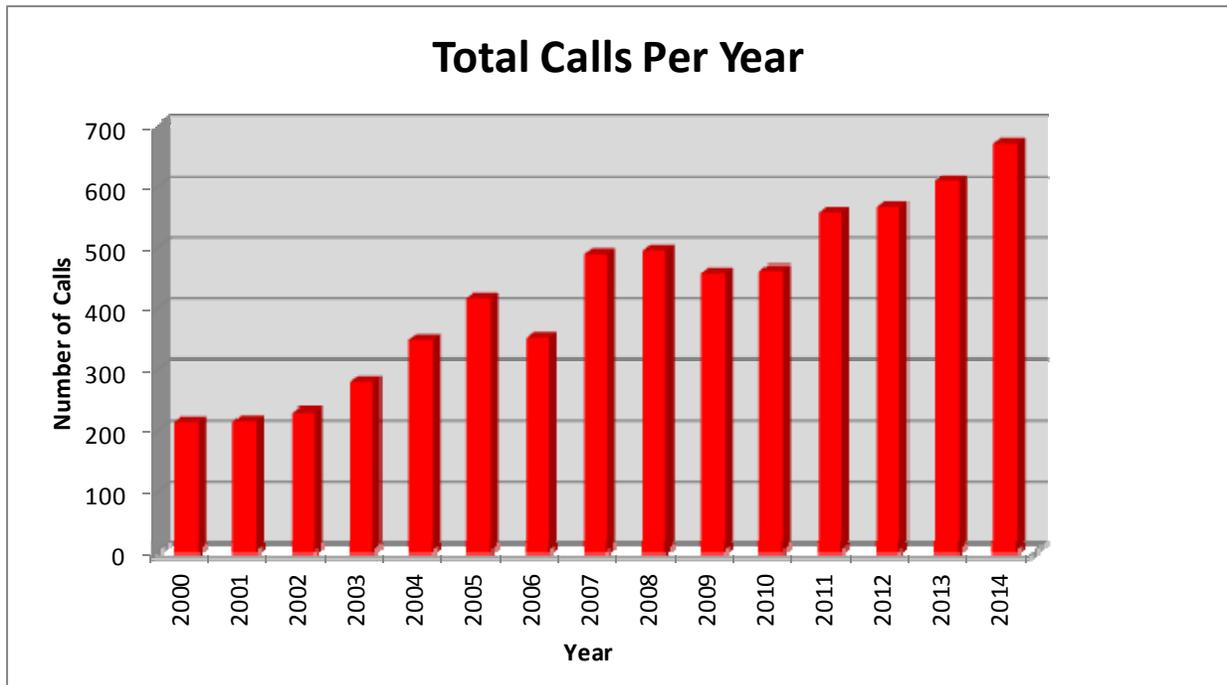
Overall the City of Verona's 2016 operating budget for the Fire Department is \$1,408,635 which is an increase of \$155,471 or 12.4% over the 2015 budget. The City property tax levy provides the largest source of funding for the Fire Department. The levy to support the 2016 budget is \$1,071,197 which is an increase of \$105,951 or 11.0%. Under the terms of an agreement with the Town of Verona, the Town pays a fee for fire service based on population, equalized value, and calls for service. In 2016, the Town of Verona's contribution for the operating budget is \$184,750. Additional revenues include \$96,000 in Fire 2% Dues, \$40,000 in fire plan review fees, and \$16,688 in other payments.

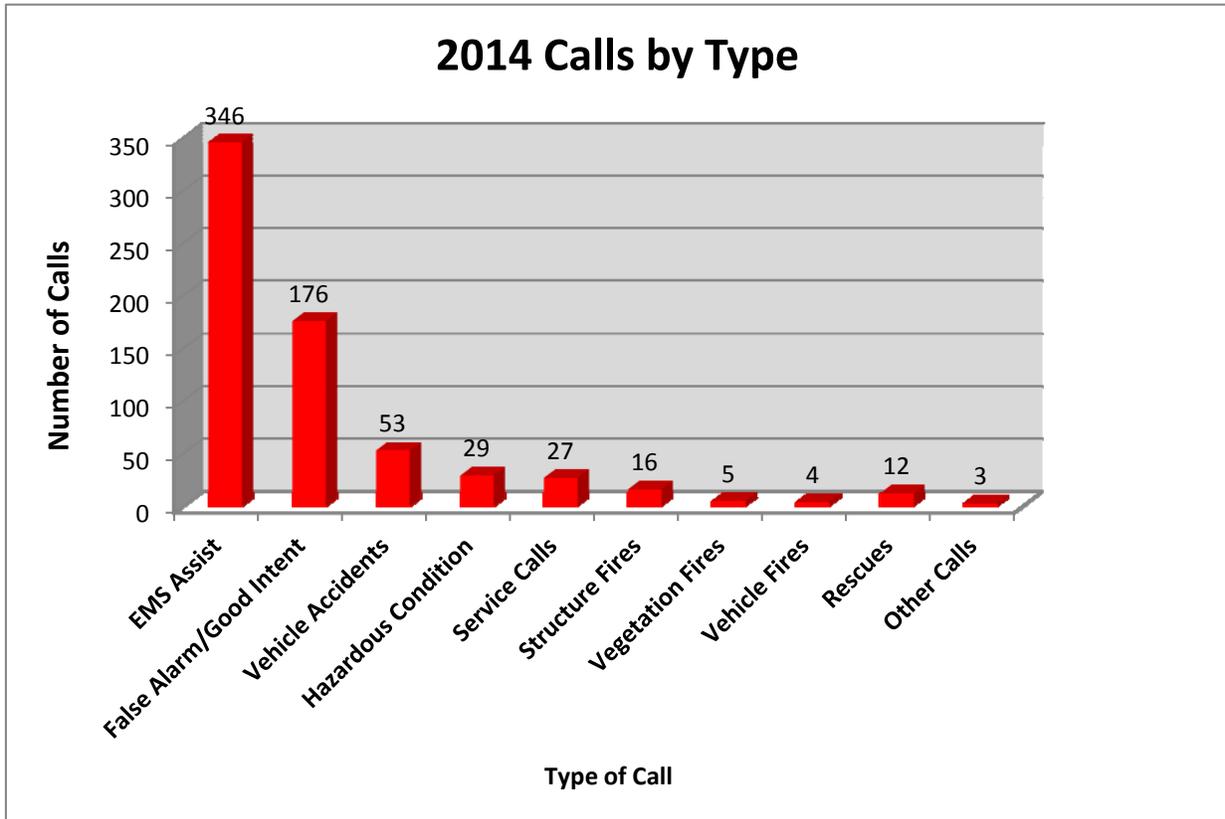
The 2016 Recommended Budget includes additional personnel to staff a full four person fire crew 24 hours a day, seven days a week. This would be accomplished through a cost-effective combination of full-time and part-time personnel and fire science interns. Included in the 2016 Budget are funds for an additional full-time Firefighter, an increase in the hours for the current full-time Firefighters, 4,690 additional hours for part-time paid-on premise Firefighters, and two additional fire science interns. With these changes, the Firefighter positions would be adjusted to work 24 hour shifts. The additional hours for the part-time paid-on-premise Firefighters would cover time off for the full-time Firefighters and provide additional evening staffing.

The Fire Department's 2016 Capital Budget includes \$65,000 to replace Car 1 and \$11,000 for traffic signal preemption equipment. The Department has also received a grant from Epic Systems in the amount of \$12,000 to purchase fitness and wellness equipment for the new Fire Station. The requested replacement of ATV-1 and trailer for \$30,363 is delayed until a future year. In addition, a request for \$16,655 for a 60" gas range and hood for the downstairs kitchen was not funded in the 2016 Budget. Included in the operating budget is \$60,973 in operating equipment which includes \$30,000 for protective fire gear, \$5,000 for hoses and appliances, and several items to outfit the new station.

## 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 2014, the estimated population of the Fire Department service area is 13,311.





### PERFORMANCE MEASUREMENT INDICATORS

Activity	2014 Actual	6/30/15 Actual	Est. 2015	Projected 2016
Total Calls	671	336	690	725
City of Verona Calls	529	257	544	565
Town of Verona Calls	96	46	100	108
Mutual Aid Calls	45	33	46	52
Fire Responses	325	151	334	351
EMS Assist Responses	346	185	356	374
Fire Inspections Completed	1,047	511	1,053	1,065
Fuel Purchased	\$14,837	\$5,120	\$13,000.00	\$14,000.00
Gallons Purchased	4,205	2,043	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 continue intern program for the fall of 2016 by adding two additional positions for a total of four.
- 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 Completion and Occupancy of the New Station

- Continue to work with the design team during the completion and occupancy of the new station and ensure that the building and systems operate as planned for years to come..

### 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 2016 BUDGET**

175-4xxxx						Change % INCR (DECR)
	ACTUAL 2014	6/30 ACTUAL 2015	ADOPTED BUDGET 2015	PROJECTED 2015	ADOPTED 2016	
<b>REVENUES</b>						
41110 TAX LEVY	\$ 690,379	\$ 965,246	\$ 965,246	\$ 965,246	1,080,897	11.98%
41500 BADGER PRAIRIE	2,000	-	2,000	2,000	2,000	
43420 FIRE DUES	80,054	88,172	80,000	88,172	96,000	
43522 GRANTS/DONATIONS	2,339	5,148	-	3,858	4,988	
43750 TOWN OF VERONA CONTRIB	149,211	160,023	160,023	160,023	184,750	15.45%
44901 FIRE PROT SYST PERMIT FEES	-	4,689	45,895	40,000	40,000	
48900 MISCELLANEOUS	1,108	-	-	-	-	
48301 SALE OF PROPERTY	1,400	1,550	-	-	-	
APPLIED FUNDS	-	-	-	-	-	
<b>TOTAL REVENUES</b>	<b>\$ 926,491</b>	<b>\$ 1,224,828</b>	<b>\$ 1,253,164</b>	<b>\$ 1,259,299</b>	<b>\$ 1,408,635</b>	<b>12.41%</b>

	<u>City</u>	<u>Town</u>	<u>Total</u>
Population (2015)	11,871	1,983	13,854
Percent	85.69%	14.31%	100.00%
EV (1/1/15)	2,093,811,600	279,077,300	2,372,888,900
Percent	88.24%	11.76%	100.00%
Fire Calls( 2012,2013,2014)	1,400	298	1,698
Percent	82.45%	17.55%	100.00%
		43.62%	divided by 3
			14.54%
Operating Exp	\$ 1,347,662		
Operating Capital	60,973	- a	
Fire Other Revenues	(138,000)		
	\$ 1,270,635	\$ -	\$ 1,270,635
		<b>Town Calculated Share</b>	<b>\$ 184,750</b>

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

**FIRE DEPARTMENT  
ADOPTED 2016 BUDGET**

		ACTUAL	6/30 ACTUAL	ADOPTED BUDGET	PROJECTED	ADOPTED	%
175-52200		2014	2015	2015	2015	2016	INCR (DECR)
<b>PERSONNEL SERVICES</b>							
110	FULL TIME WAGES	\$ 336,902	\$ 170,614	\$ 359,657	\$ 350,000	\$ 481,976	
111	LONGEVITY PAY	-	-	-	-	921	
120	PART TIME WAGES-ADMIN	-	-	7,800	7,800	11,400	
120 001	PART TIME WAGES-POC	36,172	21,471	50,000	45,000	47,500	
120 002	PART TIME WAGES-POP	104,217	52,379	150,970	146,000	208,800	
125	OVERTIME WAGES	18,820	13,173	19,800	23,000	29,700	
130	HEALTH INSURANCE	111,229	37,242	99,864	74,500	130,407	
131	DENTAL INSURANCE	925	1,425	8,447	5,000	10,271	
132	SOCIAL SECURITY	36,640	19,709	44,999	41,000	59,921	
133	LIFE INSURANCE	5,003	4,708	6,599	9,420	6,795	
134	WI RETIREMENT	60,544	19,352	61,146	50,000	49,514	
135	INCOME CONTINUATION	-	-	-	-	-	
140	UNEMPLOYMENT CLAIMS	154	-	-	-	-	
150	PERSONNEL CONTINGENCY	-	-	10,000	-	-	
	<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 710,606</b>	<b>\$ 340,073</b>	<b>\$ 819,282</b>	<b>\$ 751,720</b>	<b>\$ 1,037,205</b>	<b>26.60%</b>
<b>OPERATING EXPENDITURES</b>							
210	PROFESSIONAL SERVICES	\$ 2,824	\$ 1,341	\$ 1,200	\$ 1,341	\$ 1,350	
210 050	PROFESSIONAL SERVICES-ATTORNEY	6,556	6,852	5,000	6,852	3,000	
210 051	PROFESSIONAL SERVICES-AUDIT	5,105	1,300	3,500	3,500	3,500	
220	UTILITIES	22,682	12,207	53,364	40,000	55,556	
225	COMMUNICATIONS	8,790	3,414	16,971	15,000	21,810	
240	REPAIR/MAINTENANCE SERVICES	51,127	4,095	63,740	63,740	66,825	
290	OTHER CONTRACTUAL	-	-	-	-	200	
295	RECRUITMENT	5,875	1,195	2,000	2,000	2,600	
310	OFFICE SUPPLIES	4,268	673	6,700	5,000	7,500	
320	MEMBERSHIP AND DUES	825	748	1,996	1,996	2,086	
330	TRAVEL	1,831	1,045	4,100	2,000	4,100	
335	EDUCATION-TRAINING	5,218	3,395	24,450	20,000	27,550	
340	OPERATING SUPPLIES	5,692	1,041	9,000	9,000	9,500	
345	UNIFORM ALLOWANCE	4,156	1,340	10,730	10,730	11,960	
375	FUEL	14,979	4,246	15,000	10,000	13,000	
380	OTHER COMMODITIES	2,486	-	5,500	5,500	5,500	
450	DATA PROCESSING SUPPORT	4,427	3,122	5,250	5,250	13,426	
510	INSURANCE	38,072	47,400	47,400	47,600	58,150	
530	RENTS AND LEASES	4,022	2,651	3,700	3,700	2,844	
	<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$ 188,935</b>	<b>\$ 96,065</b>	<b>\$ 279,601</b>	<b>\$ 253,209</b>	<b>\$ 310,457</b>	<b>11.04%</b>
<b>CAPITAL OUTLAY - GENERAL FUND</b>							
810	OFFICE EQUIPMENT	\$ 4,837	\$ -	\$ -	\$ -	\$ -	
815	OPERATING EQUIPMENT	15,586	13,213	45,675	45,675	60,973	
820	FACILITIES/ One Time Expenditures	491	9,149	108,606	-	-	
	<b>TOTAL FIRE DEPT OP CAPITAL OUTLAY</b>	<b>\$ 20,914</b>	<b>\$ 22,362</b>	<b>\$ 154,281</b>	<b>\$ 45,675</b>	<b>\$ 60,973</b>	<b>N/A</b>
<b>TOTAL FIRE DEPARTMENT EXPENDITURES</b>		<b>\$ 920,455</b>	<b>\$ 458,500</b>	<b>\$ 1,253,164</b>	<b>\$ 1,050,604</b>	<b>\$ 1,408,635</b>	<b>12.41%</b>

**CITY OF VERONA  
2016 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.

The Edelweiss cheese store was closed in 2015. The loan balance was paid in full on May 18, 2015 and the building was purchased by Supanich Holding LLC.

<b>VERONA ECONOMIC DEVELOPMENT COMMISSION ADOPTED 2016 BUDGET</b>						
	ACTUAL 2014	6/30 ACTUAL 2015	ADOPTED BUDGET 2015	PROJECTED 2015	ADOPTED 2016	% INCR (DECR)
<b>REVENUES</b>						
INVESTMENT INCOME	\$ 563	\$ 244	\$ 400	\$ 400	\$ 400	
NOTE PAYMENT	3,248	28,589	3,379	28,589	0	
INTEREST ON NOTES	1,213	468	1,082	468	0	
TRANSFERS FROM OTHER FUNDS	-	-	-	-	-	
<b>TOTAL REVENUES</b>	<b>\$ 5,024</b>	<b>\$ 29,301</b>	<b>\$ 4,861</b>	<b>\$ 29,457</b>	<b>\$ 400</b>	<b>-91.77%</b>
<b>EXPENDITURES</b>						
PROFESSIONAL SERVICES-LEGAL	\$ -	\$ -	\$ -	\$ -	\$ -	
VEDC LOANS	-	-	-	-	-	
<b>TOTAL EXPENDITURES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>n/a</b>
<b>LOAN RECIPIENT(S)</b>		<b>LOAN AMOUNT</b>	<b>ISSUE DATE</b>	<b>MATURITY DATE</b>	<b>FINAL PAYMENT</b>	
EDELWEIS CHEESE AUTHENTIC WISCONSIN, LLC		\$ 36,720	6/1/2012	5/1/2022	5/18/2015	

**CITY OF VERONA  
2016 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 \$50,000 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 Budget included 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. Over time the City has been increasing the funds allocated for these purposes. The 2016 Recommended Budget increases the City's capital and replacement fund levy by \$138,302 over the 2015 Budget for a total of \$601,253. 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.

**2016 ADOPTED CAPITAL PROJECTS**

**A. Administration and Public Facilities**

The Administration and Public Facilities capital budget includes several parking lot improvements planned for 2016. The Community Park parking lot will be reconstructed at a total projected cost of \$272,500. Of this amount, \$66,000 is planned to be borrowed in 2016 with the remainder of the funds coming from money levied in prior years, park funds, and payments from the Verona Ice Arena. Other projects include resurfacing the old library parking lot at \$58,000 with funding coming from rental income and \$15,000 to resurface the senior center parking lot funded through the facility replacement fund. A grant from Epic Systems will fund \$12,000 for the installation of automated entry doors at the senior center. The 2016 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 2016 Recommended Budget includes \$3,840,222 in levy and debt funded transportation improvements. Projects planned for 2016 include:

- Mill and Overlay of Existing Streets \$883,444
- Pedestrian Bike Trail Study Phase One Implementation \$500,000
- CTH M & CTH PD Intersection & Reconstruction \$1,279,578
- Church and Shuman Street Reconstruction \$770,000
- Old CTH PB Bridge Replacement \$7,200
- Traffic Signals & Intersection Improvements \$400,000

Development: The 2016 Recommended Budget includes a placeholder of \$2,190,000 for potential downtown redevelopment costs related to TIF District #4. Projects planned for 2016 include streetscape improvements, new downtown street lights, a fountain at Hometown Junction, and the construction of a municipal parking lot at the corner of Park Lane and S. Franklin Street. Also included in the 2016 Recommended Budget is \$7,000,000 for the planned improvements to North Nine Mound Road/Northern Lights and the intersection with County Highway PD which are funded through Tax Increment Financing (TIF) District #7.

Equipment: The Public Works Department has requested the purchase a new one ton service vehicle in 2016. This is recommended to be funded with \$20,000 in capital levy and \$40,000 in utility funds. Two new items planned to be funded through borrowing are a tool cat with snow removal equipment (\$50,000) and a material screener (\$40,000 non-utility cost). Planned use of replacement funds would be used for a service vehicle shared with utilities (\$10,000 non-utility cost).

**C. Parks**

The 2016 Recommended Budget includes \$236,000 in capital improvements and equipment for the Parks Department. Included is \$75,000 for Prairie Oaks path and pond improvements, \$35,000 for replacement play equipment at Westridge Parks, \$10,000 for a replacement play structure at Kay Park, \$10,000 for and update the City's Park and Open Space plan, and \$5,000 to master plan the park area east of Ceniti Park. Other expenses include \$2,000 for the annual lease payment for the 18 acres of county land east of Community Park and \$5,000 for the hometown trail system. The 2016 Recommended Budget also includes \$49,000 to remodel the former Verona Area Community Theater facility for use as a parks shop. Equipment replacements planned in 2016 include \$45,000 for the replacement of Parks pickup trucks 55-03 and 5-06.

**D. Police Department**

The City maintains a fleet of marked and un-marked police patrol vehicles. Included in the 2016 capital budget are expenditures of \$72,950 from the public safety equipment replacement fund to replace a squad car for \$37,000, Mobile Data Computers (MDCs) for \$22,000, radar units for \$11,250, and a computer for \$2,700. Flooring replacement in the Emergency Operation Center (EOC) and police break room would be funded with \$9,040 from the city center facility replacement fund. The replacement of in-car video equipment is funded through \$42,750 in restricted funds. The capital levy will be used for the purchase of a new squad car and equipment (\$44,000) and a second license plate recognition system (\$20,975). In addition, the Police Department has received a grant from Epic Systems in the amount of \$16,085 for the purchase of fingerprint scanning equipment.

E. **Fitch-Rona EMS District**

The Fitch-Rona EMS District 2016 capital plan includes \$21,600 for replacement computer equipment and \$7,000 for replacement medical equipment. The City of Verona's share of the 2016 EMS capital budget is \$11,778. The original budget request also included \$34,956 for a "No Smoke" diesel exhaust removal system for the ambulances. This system is not included in the recommended budget. The No-Smoke system is not needed in the new Verona Fire and EMS facility which is equipped with a Plymovent vehicle exhaust system. The City of Fitchburg will be including the cost of a No-Smoke system for ambulances stationed in Fitchburg as part of their facility project.

F. **Fire Department**

The 2016 Recommended Budget includes \$65,000 for the replacement of command car VEC 1. This is funded with \$40,000 in replacement funds and \$25,000 in capital levy. Additional traffic signal preemption equipment will be funded through \$11,000 of the capital levy. A grant from Epic Systems will provide \$12,000 for the purchase of additional fitness equipment for the new Fire and EMS facility. The requested replacement of ATV-1 (\$30,363) is recommended to be delayed again until a future year.

G. **Equipment Replacement Funds**

The 2016 Capital Budget maintains the same funding level for several of the City's replacement funds as follows:

• Public Works and Parks Equipment	\$180,000
• Public Safety Equipment	\$50,000
• City Center Facility	\$35,000
• Public Works Facility	\$15,000

**CITY OF VERONA  
2016 CAPITAL BUDGET SUMMARY**

Capital Projects - Fund 100								
Department Category/Description	2016 Originally Proposed	Adopted 2016	Levy	Debt	User Fees/ Restricted	Revolving Fund Equipment Replacement	TIF/Trade-in Grants/Private	
<b>SPACE NEEDS/BUILDING IMPROVEMENTS:</b>								
<b>Public Facilities/Land Purchase</b>								
Senior Center Parking Lot	\$ 15,000	\$ 15,000	\$ -	\$ -	\$ -	\$ 15,000	\$ -	
Senior Center Automated Entry Doors	15,785	12,000					12,000	
Library Staff Area Remodel	75,000	-	-	-	-	-	-	
Old Library Parking Lot Resurface	-	58,000			58,000			
Community Park Parking Lot	-	272,500	-	66,000	166,500		40,000	
Public Works Facilities Addition	18,750	-	-	-	-	-	-	
Quarry Purchase for PW Site		1,605,000		1,605,000	-	-	-	
<b>Total Public Facilities</b>	<b>\$ 124,535</b>	<b>\$ 1,962,500</b>	<b>\$ -</b>	<b>\$ 1,671,000</b>	<b>\$ 224,500</b>	<b>\$ 15,000</b>	<b>\$ 52,000</b>	
<b>ADMINISTRATION:</b>								
<b>Equipment</b>								
City Hall Computer Fund for System/Network Upgrades	\$ 40,000	\$ 40,000	\$ 40,000	\$ -	\$ -	\$ -	\$ -	
<b>Total Admin Equip</b>	<b>\$ 40,000</b>	<b>\$ 40,000</b>	<b>\$ 40,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>TOTAL ADMININ &amp; PUBLIC FACILITIES</b>	<b>\$ 164,535</b>	<b>\$ 2,002,500</b>	<b>\$ 40,000</b>	<b>\$ 1,671,000</b>	<b>\$ 224,500</b>	<b>\$ 15,000</b>	<b>\$ 52,000</b>	
<b>PUBLIC WORKS</b>								
<b>Transportation</b>								
Mill and Overlay	\$ 883,444	\$ 883,444	\$ 126,000	\$ 757,444	\$ -	\$ -	\$ -	
Sidewalk Program	15,000	-	-	-	-	-	-	
Pedestrian Bike Trail Study & Construction	500,000	500,000	-	500,000	-	-	-	
Relocate Nine Mound Rd./ Northern Lights	7,000,000	7,000,000	-	-	-	-	7,000,000	
CTH M - Cross County Rd - PD Intersection	7,582,687	7,582,687	-	1,279,578	-	-	6,303,109	
Church & S Shuman St/Park Lane & Grove St	770,000	770,000	-	770,000	-	-	-	
Liberty Drive Phase I - Whalen Road	1,358,300	1,358,300	-	-	-	-	1,358,300	
Bridge Old PB /Badger Mill (City)	36,000	36,000	-	7,200	-	-	28,800	
Traffic Signals	400,000	400,000	-	400,000	-	-	-	
Locust Drive Bridge Expansion	200,000	200,000	-	-	-	-	200,000	
<b>Subtotal PW Transportation</b>	<b>\$ 18,745,431</b>	<b>\$ 18,730,431</b>	<b>\$ 126,000</b>	<b>\$ 3,714,222</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 14,890,209</b>	
<b>Development</b>								
Downtown Redevelopment TIF IV Phase I - III	\$ 2,190,000	\$ 2,190,000	\$ -	\$ -	\$ -	\$ -	\$ 2,190,000	
<b>Subtotal Downtown Redevelopment</b>	<b>\$ 2,190,000</b>	<b>\$ 2,190,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,190,000</b>	
<b>Equipment</b>								
One Ton Service Vehicle	\$ 20,000	\$ 20,000	\$ 20,000	\$ -	\$ -	\$ -	\$ -	
Service Vehicle (Replace #53-28)	10,000	10,000	-	-	-	10,000	-	
Tool Cat & Snow Equipment	50,000	50,000	-	50,000	-	-	-	
Material Screener	40,000	40,000	-	40,000	-	-	-	
Dane Comm -Radio Communication Upgrade	-	-	-	-	-	-	-	
<b>Subtotal PW Equipment</b>	<b>\$ 120,000</b>	<b>\$ 120,000</b>	<b>\$ 20,000</b>	<b>\$ 90,000</b>	<b>\$ -</b>	<b>\$ 10,000</b>	<b>\$ -</b>	
<b>Total Public Works</b>	<b>\$ 21,055,431</b>	<b>\$ 21,040,431</b>	<b>\$ 146,000</b>	<b>\$ 3,804,222</b>	<b>\$ -</b>	<b>\$ 10,000</b>	<b>\$ 17,080,209</b>	

Capital Projects - Fund 100							
Department	2016	Adopted				Revolving Fund	
Category/Description	Originally Proposed	2016	Levy	Debt	User Fees/ Restricted	Equipment Replacement	TIF/Trade-in Grants/Private
<b><u>PARKS</u></b>							
<b>Leisure Facilities</b>							
Master Plan Park Area East of Ceniti Park	\$ 5,000	\$ 5,000	\$ -	\$ -	\$ 5,000	\$ -	\$ -
Replace Westridge Park Play Equipment	35,000	35,000	17,500		17,500		
Lease payment on 18 acres	2,000	2,000	-	-	-	-	2,000
Hometown Trail System	10,000	5,000	-	-	5,000	-	-
Prairie Oaks Path & Pond Improvements	75,000	75,000	-	-	75,000	-	-
Spray Park / Splash Pad	30,000	-	-	-	-	-	-
Replace Small Structures at Harriet Park	15,000	-	-	-	-	-	-
Replace Small Structures at Kay Park	10,000	10,000	5,000		5,000		
Update Park and Open Space Plan	10,000	10,000	-	-	10,000	-	-
Remodel Former VACT Building	75,000	49,000	-	49,000	-	-	-
<b>Subtotal Parks Facilities</b>	<b>\$ 267,000</b>	<b>\$ 191,000</b>	<b>\$ 22,500</b>	<b>\$ 49,000</b>	<b>\$ 117,500</b>	<b>\$ -</b>	<b>\$ 2,000</b>
<b>Equipment</b>							
Replace Pickup Truck #55-03	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ -	\$ 25,000	\$ -
Replace Pickup Truck #55-06	20,000	20,000	-	-	-	20,000	-
<b>Subtotal Parks Equipment</b>	<b>\$ 45,000</b>	<b>\$ 45,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 45,000</b>	<b>\$ -</b>
<b>Total Parks</b>	<b>\$ 312,000</b>	<b>\$ 236,000</b>	<b>\$ 22,500</b>	<b>\$ 49,000</b>	<b>\$ 117,500</b>	<b>\$ 45,000</b>	<b>\$ 2,000</b>
<b><u>POLICE</u></b>							
<b>Equipment</b>							
Squad Replacements or Additional	\$ 81,000	\$ 81,000	\$ 44,000	\$ -	\$ -	\$ 37,000	\$ -
Mobile Data Computers	22,000	22,000	-	-	-	22,000	-
Computers	2,700	2,700	-	-	-	2,700	-
Radars	11,250	11,250	-	-	-	11,250	-
In Car Video	42,750	42,750	-	-	42,750	-	-
License Plate Recognition System	20,975	20,975	20,975		-	-	-
Rifles	17,640	-	-	-	-	-	-
Fingerprint / Scanner	16,085	16,085	-	-	-	-	16,085
Flooring Replacement	9,040	9,040	-	-	-	9,040	-
<b>Total Police</b>	<b>\$ 223,440</b>	<b>\$ 205,800</b>	<b>\$ 64,975</b>	<b>\$ -</b>	<b>\$ 42,750</b>	<b>\$ 81,990</b>	<b>\$ 16,085</b>
<b><u>EMS ( city share 40.347%):</u></b>							
<b>Equipment</b>							
Computer Equipment ( \$24,500)	\$ 8,895	\$ 8,895	\$ 8,895	\$ -	\$ -	\$ -	\$ -
Ambulance No Smokes	14,396	-	-	-	-	-	-
Medical Equipment (\$7,000)	2,883	2,883	2,883	-	-	-	-
<b>Total EMS</b>	<b>\$ 26,174</b>	<b>\$ 11,778</b>	<b>\$ 11,778</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>FIRE DEPT</u></b>							
<b>Equipment</b>							
VEC 1 Replacement	\$ 65,000	\$ 65,000	\$ 25,000	\$ -	\$ -	\$ 40,000	\$ -
ATV 1 Replacement	30,363	-	-	-	-	-	-
Traffic Preemption	11,000	11,000	11,000	-	-	-	-
60" Gas Range / Hood	16,655	-	-	-	-	-	-
Fitness Equipment	18,370	12,000	-	-	-	-	12,000
<b>Subtotal Fire Equipment</b>	<b>\$ 141,388</b>	<b>\$ 88,000</b>	<b>\$ 36,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 40,000</b>	<b>\$ 12,000</b>
<b>Total Fire</b>	<b>\$ 141,388</b>	<b>\$ 88,000</b>	<b>\$ 36,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 40,000</b>	<b>\$ 12,000</b>
<b>Equip Replacement Revolving Fund -PW/Parks</b>	<b>\$ 190,000</b>	<b>\$ 180,000</b>	<b>\$ 180,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Equip Replacement Revolving Fund - Public Safety</b>	<b>70,000</b>	<b>50,000</b>	<b>50,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Facility Replacement Fund-City Center</b>	<b>40,000</b>	<b>35,000</b>	<b>35,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Facility Replacement Fund-Public Works</b>	<b>20,000</b>	<b>15,000</b>	<b>15,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>GRAND TOTAL</b>	<b>\$ 22,242,968</b>	<b>\$ 23,864,509</b>	<b>\$ 601,253</b>	<b>\$ 5,524,222</b>	<b>\$ 384,750</b>	<b>\$ 191,990</b>	<b>\$ 17,162,294</b>

**CITY OF VERONA  
2016 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. 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 has begun working with a landscape architect to design specific improvements for South Main Street from Verona Avenue to just north of Paoli Street. Planned improvements include pavers, decorative fencing, pedestrian bump outs, new street lighting, street trees, signage, and banners. As part of this project, the City is also planning to make improvements to the veterans' memorial at Hometown Junction

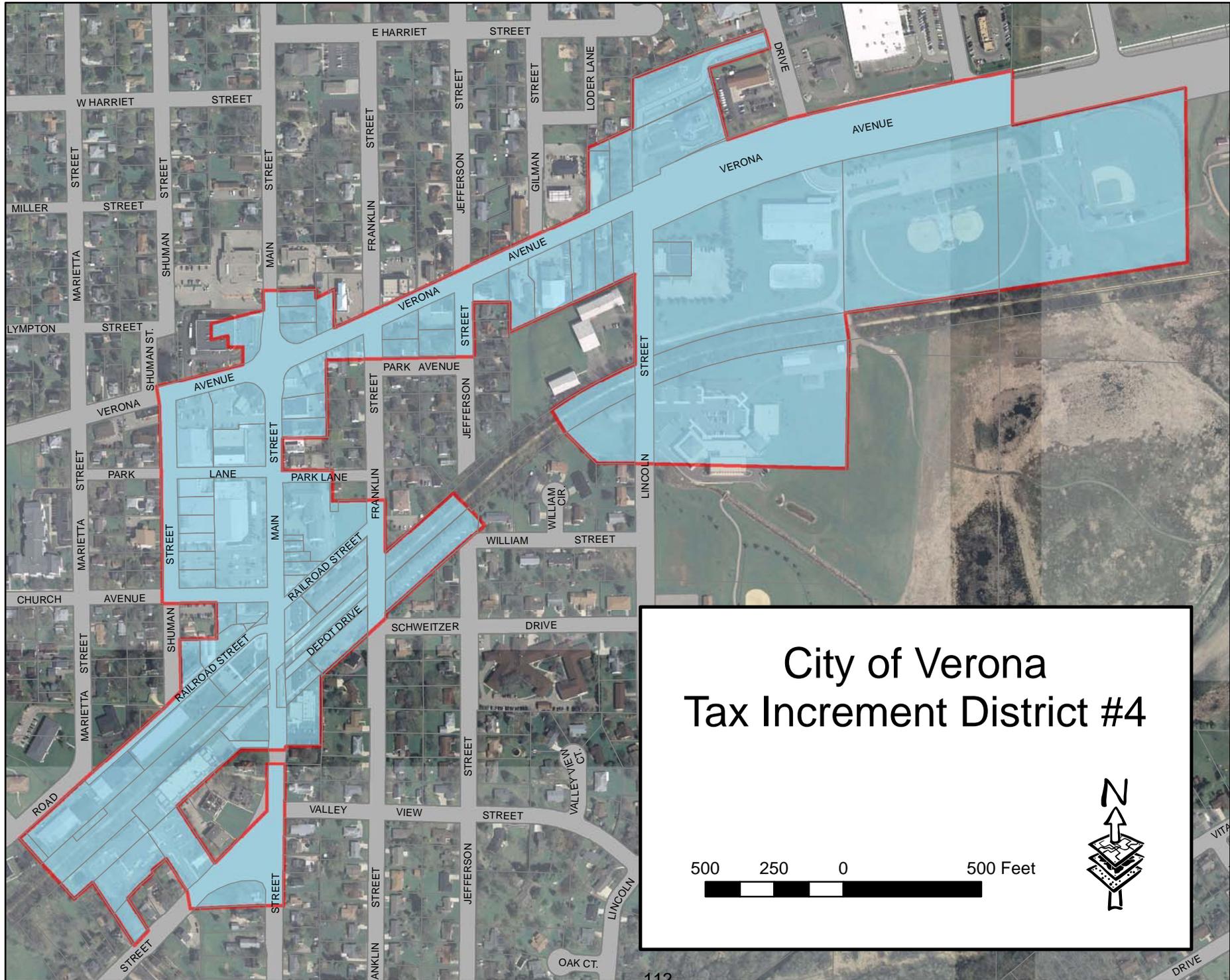
Park, including the installation of a fountain.

In 2015 the City purchased the property at 108 S. Franklin Street for \$180,000. This property, along with 102 E. Park Street, will be location of a new municipal parking lot to serve downtown businesses. The properties were cleared in 2015 and work on the parking lot is planned to start in early 2016. Streetscape improvements and the work at Hometown Junction are also expected to begin in the spring of 2016. The City borrowed \$750,000 in 2015 to finance improvements in the downtown. The 2016 budget includes \$50,000 for additional planning and engineering and \$1,671,069 for the construction of these improvements. It is projected that the City would borrow approximately \$1,000,000 in 2016 to finance the balance of these costs.

**TIF IV  
ADOPTED 2016 BUDGET**

	ACTUAL 2014	6/30 ACTUAL 2015	ADOPTED BUDGET 2015	PROJECTED 2015	ADOPTED 2016	% INCR (DECR)
<b>REVENUES</b>						
TIF INCREMENT	\$ 651,357	\$ 489,739	\$ 480,000	\$ 489,739	\$ 555,000	
STATE AID	6,034	-	6,000	3,818	3,800	
INVESTMENT INCOME	11,279	-	2,200	1,700	1,700	
BOND/NOTE PROCEEDS	-	-	2,190,000	762,779	2,190,000	
NOTE PAYMENT	7,961	4,101	6,285	8,285	8,622	
INTEREST ON NOTES	2,869	1,314	2,544	2,562	2,207	
<b>TOTAL REVENUES</b>	<b>\$ 679,500</b>	<b>\$ 495,154</b>	<b>\$ 2,687,029</b>	<b>\$ 1,268,883</b>	<b>\$ 2,761,329</b>	<b>2.77%</b>
<b>EXPENDITURES</b>						
PROF SERVICES-PLANNING / ENGR	\$ 6,836	\$ 15,212	\$ 140,000	\$ 50,000	\$ -	
PROFESSIONAL SERVICES-AUDIT	1,200	700	900	700	900	
PROFESSIONAL SERVICES-LEGAL	2,125	4,677	1,000	4,677	-	
ADMINISTRATION	15,326	418	14,000	15,500	14,000	
CONSTRUCTION	-	-	1,500,000	-	1,500,000	
DEBT ISSUANCE / PAYING AGENT	19	19	20	19	20	
PAY-GO KB	105,150	-	106,000	105,150	106,000	
LAND ACQUISITION/EASEMENTS	4,498	330,161	-	330,161	-	
DEBT PRINCIPAL	292,554	128,621	263,388	263,388	386,028	
DEBT INTEREST	49,319	20,841	35,477	35,477	45,459	
<b>TOTAL EXPENDITURES</b>	<b>\$ 477,027</b>	<b>\$ 500,649</b>	<b>\$ 2,060,785</b>	<b>\$ 805,072</b>	<b>\$ 2,052,407</b>	<b>-0.41%</b>

TID EQUALIZED VALUE		TAX INCREMENTAL
INCREASE (INCREMENT)	BASE VALUE	REVENUE COLLECTED
As of 1/1/2015	As of 1/1/1997	Through 1/1/2015
\$ 24,700,800	\$ 8,842,400	\$ 6,384,080



**CITY OF VERONA  
2016 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.

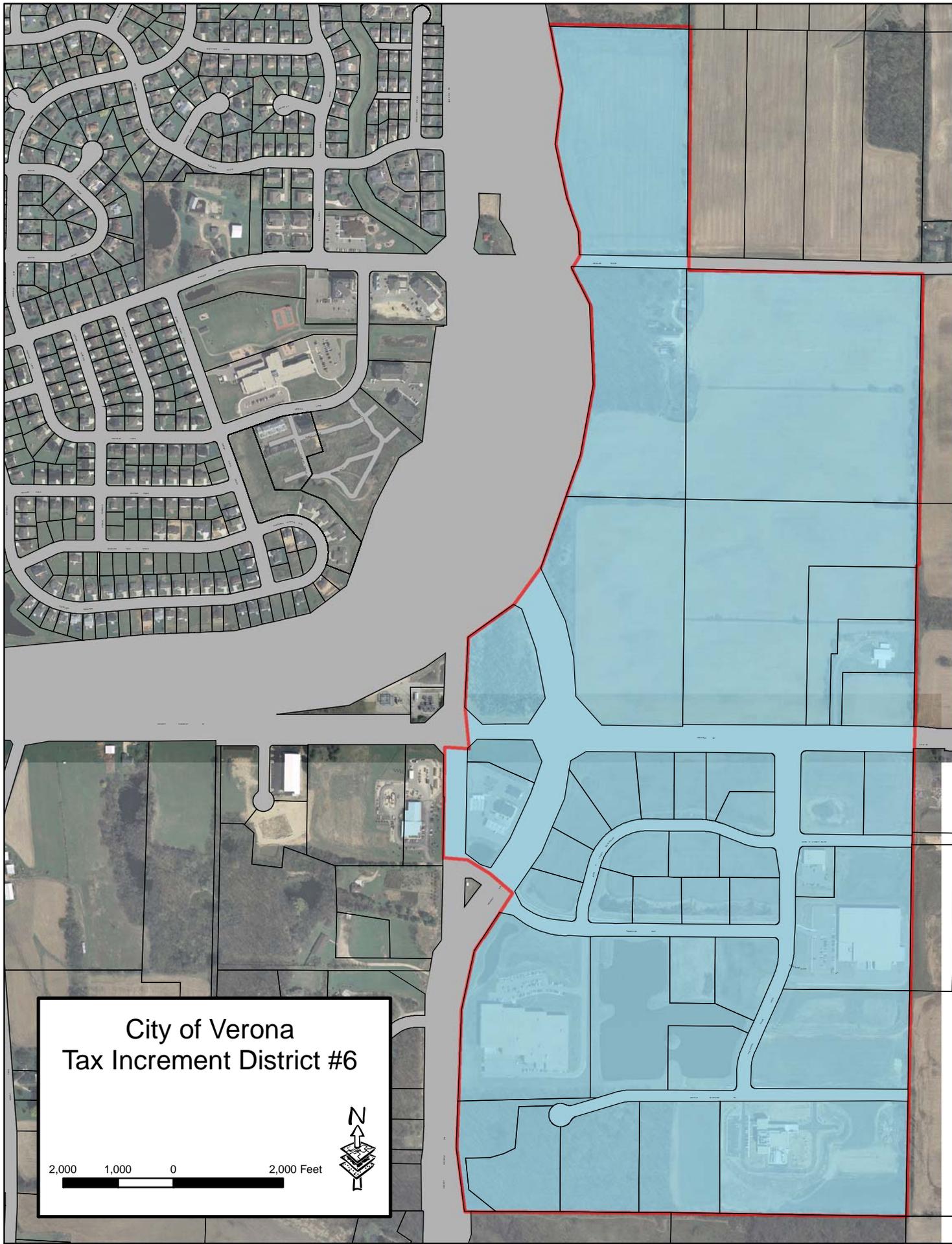
In the fall of 2014, the City began an additional project to extend Liberty Drive further to the North and to construct a portion of Laser and Clarity Streets opening additional lots for development. The 2015 TIF 6 budget included \$70,000 to install the surface layer of pavement on these streets. This is the final planned TIF-funded improvement for Phase I of Liberty Business Park. Two flex buildings were completed in Liberty Business Park in 2015. Also during 2015, construction began or is planned to begin on two mixed-use retail and office buildings and on a 136 room hotel.

In 2015, the City of Verona entered into a development agreement with United Vaccines to assist with the construction of a 57,000 square foot biopharmaceutical facility in the Verona Technology Park. Construction began on the facility in 2015 with completion planned in 2016. The City plans to borrow \$700,000 from the State Trust Fund Loan program in 2015 to finance a development incentive for this project. The 2016 TIF 6 budget includes \$5,000 for engineering services and \$4,000 for legal costs. No additional TIF-funded construction activity is planned in 2016.

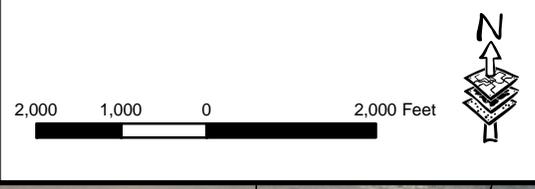
**TIF VI  
ADOPTED 2016 BUDGET**

	ACTUAL 2014	6/30 ACTUAL 2015	ADOPTED BUDGET 2015	PROJECTED 2015	ADOPTED 2016	% INCR (DECR)
<b>REVENUES</b>						
TIF INCREMENT	\$ 746,620	\$ 894,580	\$ 880,000	\$ 894,580	\$ 1,015,000	
STATE AID	1,353	-	1,300	2,945	1,300	
DEVELOPER GUARANTEE	-	154,572	-	-	-	
INVESTMENT INCOME	49,638	1,663	5,500	6,000	3,300	
BOND/NOTE PROCEEDS	-	-	-	700,000	-	
<b>TOTAL REVENUES</b>	<b>\$ 797,611</b>	<b>\$ 1,050,815</b>	<b>\$ 886,800</b>	<b>\$ 1,603,525</b>	<b>\$ 1,019,600</b>	<b>14.98%</b>
<b>EXPENDITURES</b>						
PROFESSIONAL SERVICES-ENG	\$ -	\$ -	\$ 5,000	\$ 2,000	\$ 5,000	
PROFESSIONAL SERVICES-AUDIT	1,800	2,000	8,000	2,000	8,000	
PROFESSIONAL SERVICES-LEGAL	2,127	6,304	2,000	7,000	4,000	
DEVELOPMENT REVENUE OBLIGATIC	100,039	-	105,000	116,238	105,000	
ADMINISTRATION	22,917	287	21,000	19,500	21,000	
CONSTRUCTION	618,527	249,554	70,000	360,000	-	
DEVELOPER INCENTIVE	-	-	-	700,000	-	
FINANCING COSTS/REFUNDING	19	19	20	19	20	
DEBT PRINCIPAL	514,247	473,779	553,779	553,779	595,222	
DEBT INTEREST	164,128	88,321	154,253	154,253	137,090	
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,423,804</b>	<b>\$ 820,264</b>	<b>\$ 919,052</b>	<b>\$ 1,914,789</b>	<b>\$ 875,332</b>	<b>-4.76%</b>

TID EQUALIZED VALUE		TAX INCREMENTAL
INCREASE (INCREMENT)	BASE VALUE	REVENUE COLLECTED
As of 1/1/2015	As of 1/1/1997	Through 1/1/2015
\$ 45,131,300	\$ 475,200	\$ 6,402,771



City of Verona  
Tax Increment District #6



**CITY OF VERONA  
2016 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 2<sup>nd</sup> 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 of CTH PD. The planned design is to expand Nine Mound Road from two to four lanes and to construct a new intersection with Northern Lights and Cross Country Road.

The 2015 budget included \$5,000,000 for the reconstruction of Nine Mound Road. During 2015 the City began acquiring right-of-way needed for these improvements. Epic also began construction on a new intersection at Northern Lights, Cross Country, and Nine Mound Road. These improvements will be turned over to the City upon completion. The reconstruction of Nine Mound Road and the intersection with CTH PD are planned to be completed in 2016. The 2016 budget includes \$308,500 for engineering services, \$5,000 for legal services, and \$1,050,000 for construction services for this project. An additional \$400,000 is planned for additional right-of-way acquisition in 2016. Upon the completion of these improvements, the City anticipates being in a position to close TIF District #7 prior to the end of 2016, which is nine years before the required dissolution date of the TID.

**TIF VII  
ADOPTED 2016 BUDGET**

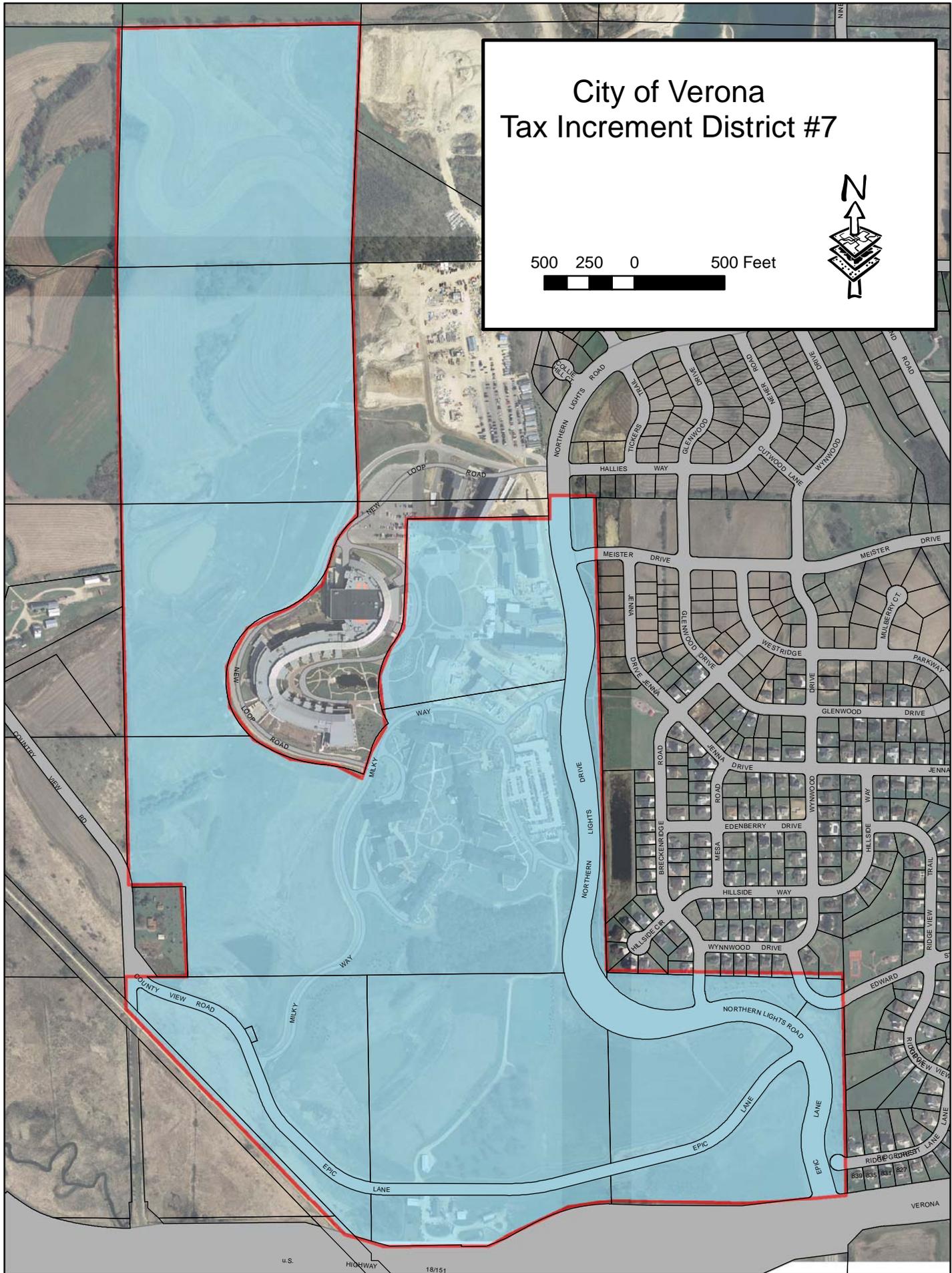
	ACTUAL 2014	6/30 ACTUAL 2015	ADOPTED BUDGET 2015	PROJECTED 2015	ADOPTED 2016	% INCR (DECR)
<b>REVENUES</b>						
TIF INCREMENT	\$ 8,683,847	\$ 2,378,827	\$ 8,610,000	\$ 8,714,967	\$ 8,850,000	
STATE AID EXEMPT COMPUTER	274,688	-	275,000	217,202	217,000	
INVESTMENT INCOME	345,297	22,413	45,000	45,000	45,000	
MISC / TRANSIT	-	-	-	-	-	
BOND/NOTE PROCEEDS	-	-	-	-	-	
<b>TOTAL REVENUES</b>	<b>\$ 9,303,832</b>	<b>\$ 2,401,240</b>	<b>\$ 8,930,000</b>	<b>\$ 8,977,169</b>	<b>\$ 9,112,000</b>	<b>2.04%</b>
<b>EXPENDITURES</b>						
PROFESSIONAL SERVICES-ENG	\$ 303,007	\$ 270,011	\$ 500,000	\$ 730,000	\$ 308,500	
PROFESSIONAL SERVICES-AUDIT	3,800	2,800	3,800	3,800	3,800	
PROFESSIONAL SERVICES-LEGAL	6,641	5,554	18,000	30,000	5,000	
PLANNER/BUILDING INSPECTION	17,198	-	30,000	25,000	26,000	
ADMINISTRATION	22,768	150	18,000	18,000	14,000	
CONSTRUCTION	-	-	5,000,000	225,000	1,050,000	
LAND / PROPERTY ACQUISITION	-	-	-	2,059,070	400,000	
TIF NOTE	657,900	-	640,575	640,575	623,250	
PAYING AGENT FEES	726	-	800	800	800	
DEBT PRINCIPAL	533,400	-	563,400	563,400	593,400	
DEBT INTEREST	281,798	128,585	257,171	257,171	230,519	
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,827,238</b>	<b>\$ 407,100</b>	<b>\$ 7,031,746</b>	<b>\$ 4,552,816</b>	<b>\$ 3,255,269</b>	<b>-53.71%</b>

TID EQUALIZED VALUE		TAX INCREMENTAL
INCREASE (INCREMENT)	BASE VALUE	REVENUE COLLECTED
As of 1/1/2015	As of 1/1/1997	Through 1/1/2015
\$ 393,134,900	\$ 320,400	\$ 49,668,400

# City of Verona Tax Increment District #7



500 250 0 500 Feet



**CITY OF VERONA  
2016 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 1,200,000 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 2016 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 81.5 miles of water mains varying in size from 6 inches to 16 inches in diameter, 835 hydrants, 2,290 valves, 3,800 service laterals, and 4,473 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 2015

Managed and coordinated the construction of water main and service lateral replacement on Lincoln Street.

Managed and coordinated the construction of water main in the Liberty Business Park, Epic Campus, Cathedral Point and County Farms Properties.

Managed and coordinated inspection services on the Utilities three Elevated Storage Tanks.

## GOALS AND OBJECTIVES FOR 2016

- Coordinate and manage plans to go to an Advance Metering Infrastructure system with the implementation over the next two years.
- Coordinate and manage the construction of water main and service lateral replacement on Church Street, Grove Street and S. Shuman Street.
- Coordinate and manage the construction of water main on the Epic Campus to support Campus V.
- Coordinate and manage the construction activity for the Water Utility Audit for Baker Tilly.

## PERFORMANCE MEASUREMENT INDICATORS

Activity	2014 Actual	6/30/15 Actual	Est. 2015	Projected 2016
Number of Customers	4450	4500	4531	4570
Total Gallons of Water Sold	402,701,000	200,000,000	405,000,000	415,000,000
Number of Water Breaks	7	3	6	7
Total Gallons of water pumped	540,176,000	275,000,000	550,000,000	560,000,000

**WATER UTILITY  
ADOPTED 2016 BUDGET**

	ACTUAL	6/30 ACTUAL	ADOPTED BUDGET	PROJECTED	ADOPTED
03-xxxxx	2014	2015	2015	2015	2016
<b>REVENUES</b>					
42900 INTEREST ON SPEC. ASSMTS.	\$ -	\$ -	\$ -	\$ -	\$ -
<b>INTERGOVERNMENTAL REVENUES</b>	\$ -	\$ -	\$ -	\$ -	\$ -
46451-100 RESIDENTIAL - METERED	\$ 719,650	\$ 354,820	\$ 650,000	\$ 710,000	\$ 735,000
46451-200 COMMERCIAL - METERED	300,609	138,719	415,000	300,000	315,000
46451-300 INDUSTRIAL - METERED	65,410	31,373	68,000	65,000	67,000
46451-400 PUBLIC AGENCIES-METERED	44,990	20,707	45,000	44,000	46,000
46452-100 RESIDENTIAL - UNMETERED	4,432	1,849	3,000	3,700	4,000
46452-200 COMMERCIAL -UNMETERED	58,293	5,590	60,000	7,000	8,000
46452-300 INDUSTRIAL - UNMETERED	645	-	2,000	1,000	500
46452-400 PUBLIC AGENCIES	2,365	-	3,500	1,000	1,000
46453 DELINQUENT CHARGES	7,945	2,325	7,500	7,900	8,000
46454 HYDRANT RENTAL	464,096	464,096	464,096	464,096	464,096
46454-100 HYDRANT RENTAL	1,177	658	1,800	1,200	1,200
46454-200 HYDRANT RENTAL COMM.	29,131	14,939	32,000	30,000	30,000
46454-300 HYDRANT RENTAL INDUST.	11,040	5,714	11,000	8,000	8,000
46454-400 HYDRANT RENTAL PUB. AG.	2,420	1,292	2,500	2,400	2,400
46455 IMPACT FEE'S	-	20,898	20,000	25,000	30,000
46910 MISC.REVENUE	54,114	14,223	25,000	18,000	20,000
<b>TOTAL PUBLIC CHARGES</b>	<b>\$ 1,766,317</b>	<b>\$ 1,077,203</b>	<b>\$ 1,810,396</b>	<b>\$ 1,688,296</b>	<b>\$ 1,740,196</b>
48110 INTEREST ON INVESTMENT	\$ 6,710	\$ 2,597	\$ 12,000	\$ 6,800	\$ 6,000
48200 RENTS	121,902	40,453	110,000	85,000	85,000
<b>MISCELLANEOUS REVENUE</b>	<b>\$ 128,612</b>	<b>\$ 43,050</b>	<b>\$ 122,000</b>	<b>\$ 91,800</b>	<b>\$ 91,000</b>
42100 CONTRIBUTIONS REVENUE	\$ 896,489	\$ 17,475	\$ 1,000,000	\$ 900,000	\$ 900,000
<b>OTHER FINANCING SOURCES</b>	<b>\$ 896,489</b>	<b>\$ 17,475</b>	<b>\$ 1,000,000</b>	<b>\$ 900,000</b>	<b>\$ 900,000</b>
<b>TOTAL REVENUES</b>	<b>\$ 2,791,418</b>	<b>\$ 1,137,728</b>	<b>\$ 2,932,396</b>	<b>\$ 2,680,096</b>	<b>\$ 2,731,196</b>

**WATER UTILITY  
ADOPTED 2016 BUDGET**

	ACTUAL	6/30 ACTUAL	ADOPTED BUDGET	PROJECTED	ADOPTED	%
030-5370x	2014	2014	2015	2015	2016	INCR (DECR)
<b>PERSONNEL SERVICES</b>						
110 FULL TIME WAGES	\$ 182,901	\$ 129,018	\$ 224,056	\$ 219,056	\$ 253,647	
111 LONGEVITY PAY	5,052	3,022	3,990	3,909	5,158	
120 PARTIME WAGES	9,352	5,270	21,660	12,500	-	
125 OVERTIME WAGES	27,461	8,414	30,000	30,000	30,000	
130 MEDICAL INSURANCE	40,311	10,068	41,290	41,000	40,380	
131 DENTAL INSURANCE	3,291	1,620	3,098	3,098	2,180	
132 SOCIAL SECURITY	11,880	11,086	14,597	14,597	15,155	
133 LIFE INSURANCE	584	288	619	619	702	
134 WI RETIREMENT	18,341	9,193	19,020	19,020	18,941	
135 INCOME CONTINUATION	-	-	-	-	-	
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 299,173</b>	<b>\$ 177,979</b>	<b>\$ 358,330</b>	<b>\$ 343,799</b>	<b>\$ 366,163</b>	<b>2.19%</b>
<b>OPERATING EXPENSES</b>						
220 UTILITIES	\$ 97,639	\$ 34,072	\$ 133,100	\$ 107,800	\$ 118,500	
222 PRINTING	46	1,486	1,000	1,500	4,500	
225 COMMUNICATIONS	7,672	3,725	9,500	9,000	9,500	
310 OFFICE SUPPLIES	8,753	3,302	8,000	8,000	5,800	
320 MEMBERSHIP & DUES	1,265	5,064	3,650	5,200	3,400	
330 TRAVEL	10,090	3,775	8,000	10,000	10,500	
335 EDUCATION	275	435	3,000	2,000	3,000	
340 OPERATING SUPPLIES	3,925	2,464	7,700	7,200	8,800	
341 CHEMICALS	14,183	5,929	20,000	-	-	
350 REPAIR & MAINTENANCE	30,134	15,335	38,000	33,000	35,000	
510 INSURANCE	11,106	12,000	12,000	12,000	20,700	
520 TAX EQUIVALENT	659,947	660,000	625,000	625,000	695,000	
<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 845,035</b>	<b>\$ 747,587</b>	<b>\$ 868,950</b>	<b>\$ 820,700</b>	<b>\$ 914,700</b>	<b>5.26%</b>
<b>CONTRACTUAL SERVICES</b>						
210 PROFESSIONAL SERVICES	\$ 89,395	\$ 34,596	\$ 79,750	\$ 79,750	\$ 65,000	
240 REPAIR & MAINTENANCE	43,711	17,387	83,000	41,500	196,500	
521 PSC ASSESSMENT	-	-	-	-	-	
530 RENTS & LEASES	1,791	1,969	5,500	6,000	6,000	
<b>TOTAL CONTRACTUAL SERVICE!</b>	<b>\$ 134,897</b>	<b>\$ 53,952</b>	<b>\$ 168,250</b>	<b>\$ 127,250</b>	<b>\$ 267,500</b>	<b>58.99%</b>
<b>TOTAL OPERATING/MTCE</b>	<b>\$ 1,279,105</b>	<b>\$ 979,518</b>	<b>\$ 1,395,530</b>	<b>\$ 1,291,749</b>	<b>\$ 1,548,363</b>	<b>10.95%</b>
<b>OTHER EXPENSES</b>						
403 DEPRECIATION	\$ 730,352	\$ -	\$ 740,000	\$ 720,000	\$ 740,000	
400 BOND DISCOUNT & EXPENSES	326	-	-	-	-	
200 INTEREST	108,647	47,678	97,357	97,357	85,225	
210 PAYING AGENT FEES	99	99	100	100	100	
<b>TOTAL OTHER EXPENSES</b>	<b>\$ 839,424</b>	<b>\$ 47,777</b>	<b>\$ 837,457</b>	<b>\$ 817,457</b>	<b>\$ 825,325</b>	
<b>SUBTOTAL BUDGETED EXP</b>	<b>\$ 2,118,529</b>	<b>\$ 1,027,295</b>	<b>\$ 2,232,987</b>	<b>\$ 2,109,206</b>	<b>\$ 2,373,688</b>	<b>6.30%</b>
<b>CAPITAL PURCHASES</b>						
810 OFFICE EQUIPMENT	\$ -	\$ -	\$ -	\$ 4,000	\$ 15,000	
815 OPERATING EQUIPMENT	-	-	-	-	-	
<b>TOTAL CAPITAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,000</b>	<b>\$ 15,000</b>	<b>#DIV/0!</b>
<b>DEBT SERVICE PRINCIPAL</b>						
100 PRINCIPAL	\$ 340,365	\$ 335,299	\$ 341,899	\$ 341,899	\$ 343,462	
<b>TOTAL DEBT SVCE PRINCIPAL</b>	<b>\$ 340,365</b>	<b>\$ 335,299</b>	<b>\$ 341,899</b>	<b>\$ 341,899</b>	<b>\$ 343,462</b>	<b>0.46%</b>
<b>TOTAL WATER UTILITY USES</b>	<b>\$ 2,458,894</b>	<b>\$ 1,362,594</b>	<b>\$ 2,574,886</b>	<b>\$ 2,455,105</b>	<b>\$ 2,732,150</b>	<b>6.11%</b>

**CITY OF VERONA  
2016 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 71 miles sanitary sewer mains ranging in size from four inches to fifteen inches in diameter. The City maintains two pump stations, one located on Epic Lane which serves the Epic Campus and a portion of the Meister subdivision and Pump Station One located on Locust Drive serving the Scenic Ridge Subdivision. All of the remaining collection flows by gravity to Pump Station # 17. Currently approximately 344 million gallons of wastewater per year is conveyed to the Nine Springs Wastewater Plant to be treated at a cost of approximately \$935,000 annually.

**SUMMARY OF ACHIEVEMENTS FOR 2015**

- 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 2014 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 County Farm Properties.

### **GOALS AND OBJECTIVES FOR 2016**

- 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 Church Street, S. Shuman and Grove Street.

### **PERFORMANCE MEASUREMENT INDICATORS**

<b>Activity</b>	<b>2014 Actual</b>	<b>6/30/15 Actual</b>	<b>Est. 2015</b>	<b>Projected 2016</b>
Number of Customers	4450	4500	4531	4570
Miles of Sanitary Sewer maintained	6 Miles	6 Miles	6 Miles	6 Miles
Total Length of Sewer main televised	4.5 Miles	4.5 Miles	4.5 Miles	4.5 Miles
Total Length of Sewer main repaired/replaced	600'	1500'	1500'	1600'
Wastewater gallons pumped/treated per day	924,000	943,000	944,000	960,000

**SEWER UTILITY  
ADOPTED 2016 BUDGET**

		ACTUAL	6/30 ACTUAL	ADOPTED BUDGET	PROJECTED	ADOPTED
04-xxxxx		2014	2015	2015	2015	2016
42100	CONTRIBUTIONS REVENUE	\$ 1,245,307	\$ 99,577	\$ 35,000	\$ 700,000	\$ 700,000
<b>INTERGOVERNMENTAL REVENUES</b>		<b>\$ 1,245,307</b>	<b>\$ 99,577</b>	<b>\$ 35,000</b>	<b>\$ 700,000</b>	<b>\$ 700,000</b>
46411-100	RESIDENTIAL - METERED	\$ 783,163	\$ 388,617	\$ 838,460	\$ 800,000	\$ 880,000
46411-150/200	COMMERCIAL - METERED	477,030	248,331	498,200	505,000	550,000
46411-300	INDUSTRIAL - METERED	40,448	19,385	46,640	42,000	46,000
46411-400	PUBLIC AGENCIES-METERED	48,481	25,672	53,000	52,000	57,000
46413	DELINQUENT CHARGES	9,696	2,819	10,000	10,000	10,000
46415	CONNECTION FEE	-	35,535	20,000	20,000	38,000
46910	MISC.REVENUE	12,881	14,865	13,000	16,000	15,000
<b>TOTAL PUBLIC CHARGES</b>		<b>\$ 1,371,699</b>	<b>\$ 735,224</b>	<b>\$ 1,479,300</b>	<b>\$ 1,445,000</b>	<b>\$ 1,596,000</b>
48110	INTEREST ON INVESTMENTS	\$ 3,455	\$ 1,446	\$ 4,500	\$ 3,000	\$ 3,000
<b>MISCELLANEOUS REVENUE</b>		<b>\$ 3,455</b>	<b>\$ 1,446</b>	<b>\$ 4,500</b>	<b>\$ 3,000</b>	<b>\$ 3,000</b>
<b>TOTAL REVENUES</b>		<b>\$ 2,620,461</b>	<b>\$ 836,247</b>	<b>\$ 1,518,800</b>	<b>\$ 2,148,000</b>	<b>\$ 2,299,000</b>

**SEWER UTILITY  
ADOPTED 2016 BUDGET**

	ACTUAL 2014	6/30 ACTUAL 2015	ADOPTED BUDGET 2015	PROJECTED 2015	ADOPTED 2016	% INCR (DECR)
<b>EXPENSES</b>						
<b>PERSONNEL SERVICES</b>						
110 FULL TIME WAGES	\$ 105,241	\$ 56,318	\$ 162,798	\$ 162,798	\$ 189,582	
111 LONGEVITY PAY	1,624	780	3,047	3,047	4,235	
120 PARTIME WAGES	237	68	3,517	3,517	-	
125 OVERTIME WAGES	1,113	265	3,000	1,000	1,500	
130 MEDICAL INSURANCE	50,166	23,536	43,316	43,316	44,924	
131 DENTAL INSURANCE	3,397	1,675	3,447	3,447	3,378	
132 SOCIAL SECURITY	8,128	4,349	13,186	13,186	14,942	
133 LIFE INSURANCE	349	223	439	439	471	
134 WI RETIREMENT	7,101	3,624	11,720	11,720	12,890	
135 INCOME CONTINUATION	-	-	-	-	-	
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 177,356</b>	<b>\$ 90,838</b>	<b>\$ 244,470</b>	<b>\$ 242,470</b>	<b>\$ 271,922</b>	<b>11.23%</b>
<b>OPERATING EXPENSES</b>						
220 UTILITIES	\$ 6,788	\$ 2,264	\$ 12,450	\$ 8,000	\$ 10,950	
222 PRINTING	46	-	200	200	200	
225 COMMUNICATIONS	2,261	1,370	4,000	3,200	4,000	
240 MOTOR POOL	34,206	7,507	10,000	15,000	15,000	
310 OFFICE SUPPLIES	6,981	2,979	6,000	6,500	6,000	
320 MEMBERSHIP & DUES	-	4,414	2,400	4,414	2,400	
330 TRAVEL	-	16	200	200	200	
335 EDUCATION	30	98	1,000	750	1,200	
340 OPERATING SUPPLIES	3,505	855	5,000	3,500	5,000	
345 SHARED METER EXPENSE	33,384	-	31,000	34,000	35,000	
350 REPAIR & MAINTENANCE	1,391	6,863	10,000	10,000	10,000	
510 INSURANCE	7,781	8,500	8,500	8,500	13,800	
<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 96,373</b>	<b>\$ 34,866</b>	<b>\$ 90,750</b>	<b>\$ 94,264</b>	<b>\$ 103,750</b>	<b>14.33%</b>
<b>CONTRACTUAL SERVICES</b>						
210 PROFESSIONAL SERVICES	\$32,724	\$13,273	\$29,580	\$26,000	\$41,500	
240 REPAIR & MAINTENANCE	6,138	2,599	42,000	35,000	39,000	
290 OTHER CONTRACTUAL	805,934	210,542	914,511	914,511	1,002,331	
520 RE TAX EQUIVALENT	11,429	-	9,500	12,000	12,000	
530 RENTS & LEASES	34,780	1,969	35,000	36,000	39,000	
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 891,005</b>	<b>\$ 228,383</b>	<b>\$ 1,030,591</b>	<b>\$ 1,023,511</b>	<b>\$ 1,133,831</b>	<b>10.02%</b>
<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 1,164,734</b>	<b>\$ 354,087</b>	<b>\$ 1,365,811</b>	<b>\$ 1,360,245</b>	<b>\$ 1,509,503</b>	<b>10.52%</b>
<b>OTHER EXPENSES</b>						
403 DEPRECIATION	\$ 320,905	\$ -	\$ 320,000	\$ 325,000	\$ 325,000	
410 INTEREST	67,813	31,811	58,183	58,183	47,073	
410 MAD. MET. AGRMT.	123,971	-	-	-	-	
411 MAD. MET. AGRMT.	37,828	-	-	-	-	
<b>TOTAL OTHER</b>	<b>\$ 550,517</b>	<b>\$ 31,811</b>	<b>\$ 378,183</b>	<b>\$ 383,183</b>	<b>\$ 372,073</b>	<b>-1.62%</b>
<b>SUBTOTAL BUDGETED EXP</b>	<b>\$ 1,715,251</b>	<b>\$ 385,898</b>	<b>\$ 1,743,994</b>	<b>\$ 1,743,428</b>	<b>\$ 1,881,576</b>	<b>7.89%</b>
<b>DEBT SERVICE</b>						
29110 PRINCIPAL	\$ 260,785	\$ 282,801	\$ 282,801	\$ 282,801	\$ 298,337	
<b>TOTAL DEBT SERVICE PRINCIPAL</b>	<b>\$ 260,785</b>	<b>\$ 282,801</b>	<b>\$ 282,801</b>	<b>\$ 282,801</b>	<b>\$ 298,337</b>	<b>5.49%</b>
<b>CAPITAL PURCHASES</b>						
810 OFFICE EQUIPMENT	\$ -	\$ 2,209	\$ 3,000	\$ -	\$ 10,000	
815 OPERATING EQUIPMENT	-	26,402	-	-	-	
<b>TOTAL CAPITAL EXPENSES</b>	<b>\$ -</b>	<b>\$ 28,611</b>	<b>\$ 3,000</b>	<b>\$ -</b>	<b>\$ 10,000</b>	<b>n/a</b>
<b>TOTAL WASTEWATER UTILITY EXPENSES</b>	<b>\$ 1,976,036</b>	<b>\$ 697,310</b>	<b>\$ 2,029,795</b>	<b>\$ 2,026,229</b>	<b>\$ 2,189,913</b>	<b>7.89%</b>

**CITY OF VERONA  
2016 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 39 storm water detention basins. The utility is also responsible for the inspection of 74 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 2015**

- Managed and coordinated the Global Position System Locations Project of storm water Infrastructure and public storm water detention basins.
- Continued the development of the Whalen Road Pond and provide an educational opportunity for UW Grad students and Glacier Edge Elementary Science classes.
- Continued 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 2016

- Manage and coordinate the 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 to accurately track and maintain activities
- Manage and coordinate the City Street Sweeping Program.

## PERFORMANCE MEASUREMENT INDICATORS

Activity	2014 Actual	6/30/15	Actual Est. 2015	Projected 2016
Number of Detention Basins	36	38	39	39
Street Sweeping Miles	Approx. 378 Miles	Approx. 189 Miles	Approx. 441 Miles	Approx. 441 Miles
Private Storm Water Basin Inspections conducted	15	7	10	15

**STORM WATER UTILITY  
ADOPTED 2016**

	ACTUAL	6/30 ACTUAL	ADOPTED BUDGET	PROJECTED	ADOPTED	% INCR (DECR)
035-435xx	2014	2015	2015	2015	2016	
<b>REVENUES</b>						
43530 BUILD AMERICA BOND REBATE	\$ -	\$ -	\$ -	\$ -	\$ -	-
<b>INTERGOVERNMENTAL REVENUES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>#DIV/0!</b>
43551-100 RESIDENTIAL	\$ 190,567	\$ 96,828	\$ 170,000	\$ 200,000	\$ 205,000	
43551-200 COMMERCIAL	164,817	83,904	195,000	195,000	250,000	
43551-300 INDUSTRIAL	44,213	22,140	46,000	45,000	46,000	
43551-400 PUBLIC AGENCIES	58,709	29,354	59,000	60,000	60,000	
46413 DELINQUENT CHARGES	2,014	624	1,500	1,200	1,300	
46910 MISCELLANEOUS REVENUE	123	8,403	1,500	8,500	2,000	
48110 INTEREST INCOME	1,686	725	3,000	1,600	2,000	
<b>TOTAL OPERATING REVENUE</b>	<b>\$ 462,129</b>	<b>\$ 241,978</b>	<b>\$ 476,000</b>	<b>\$ 511,300</b>	<b>\$ 566,300</b>	<b>18.97%</b>
42100 CONTRIBUTIONS REVENUE	\$ 687,703	\$ -	\$ 35,000	\$ 500,000	\$ 400,000	
<b>OTHER FINANCING SOURCES</b>	<b>\$ 687,703</b>	<b>\$ -</b>	<b>\$ 35,000</b>	<b>\$ 500,000</b>	<b>\$ 400,000</b>	
<b>TOTAL STORM WATER REVENUES</b>	<b>\$ 1,149,832</b>	<b>\$ 241,978</b>	<b>\$ 511,000</b>	<b>\$ 1,011,300</b>	<b>\$ 966,300</b>	<b>89.10%</b>

**STORM WATER UTILITY  
ADOPTED 2016**

035-54100	2014	6/30	ADOPTED		ADOPTED	%
	ACTUAL	ACTUAL	BUDGET	PROJECTED		
	Year End	2015	2015	2015	2016	INCR (DECR)
<b>EXPENSES -</b>						
<b>PERSONNEL SERVICES</b>						
110 FULL TIME WAGES	\$ 73,951	\$ 45,129	\$ 99,898	\$ 99,898	\$ 97,909	
111 LONGEVITY PAY	1,346	756	2,189	2,189	2,520	
120 PART TIME WAGES	7,242	-	13,200	13,200	14,000	
125 OVERTIME	1,152	1,276	6,390	2,400	2,550	
130 MEDICAL INSURANCE	23,103	9,221	24,027	24,027	22,726	
131 DENTAL INSURANCE	1,734	901	2,717	2,717	2,148	
132 SOCIAL SECURITY	6,351	3,514	8,819	8,819	8,753	
133 LIFE INSURANCE	420	197	336	336	461	
134 WI RETIREMENT	5,381	3,271	7,840	7,840	7,553	
135 INCOME CONTINUATION INSURANCE	-	-	-	-	-	
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$ 120,680</b>	<b>\$ 64,265</b>	<b>\$ 165,416</b>	<b>\$ 161,426</b>	<b>\$ 158,620</b>	<b>-4.11%</b>
<b>SUPPLIES AND MATERIALS</b>						
222 PRINTING	\$ 298	\$ 240	\$ 500	\$ 500	\$ 500	
240 MOTOR POOL	42,843	5,590	35,706	35,706	35,706	
310 OFFICE SUPPLIES	7,149	3,318	6,500	7,000	7,500	
320 MEMBERSHIP & DUES	-	4,519	2,200	4,519	2,400	
330 TRAVEL	-	-	500	250	500	
335 EDUCATION	30	-	1,000	500	500	
340 OPERATING SUPPLIES	3,725	1,071	6,000	4,500	5,000	
350 REPAIR & MAINTENANCE	5,553	6,733	18,000	12,000	15,000	
510 INSURANCE	644	800	800	800	6,500	
<b>TOTAL SUPPLIES AND MATERIALS</b>	<b>\$ 60,242</b>	<b>\$ 22,271</b>	<b>\$ 71,206</b>	<b>\$ 65,775</b>	<b>\$ 73,606</b>	<b>3.37%</b>
<b>CONTRACTUAL SERVICES</b>						
210 PROFESSIONAL SERVICES	\$ 35,589	\$ 16,203	\$ 32,475	\$ 30,000	\$ 32,750	
240 REPAIR & MAINTENANCE	-	510	20,000	10,000	20,000	
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 35,589</b>	<b>\$ 16,713</b>	<b>\$ 52,475</b>	<b>\$ 40,000</b>	<b>\$ 52,750</b>	<b>0.52%</b>
<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 216,511</b>	<b>\$ 103,249</b>	<b>\$ 289,097</b>	<b>\$ 267,201</b>	<b>\$ 284,976</b>	<b>-1.43%</b>
<b>OTHER EXPENSES</b>						
53710-403 DEPRECIATION	\$ 335,757	\$ -	\$ 340,000	\$ 340,000	\$ 350,000	
58200 DEBT INTEREST	28,851	17,619	26,785	26,785	24,362	
58210/58400 DEBT ISSUANCE/FINANCING	(4,388)	84	-	-	0	
<b>TOTAL OTHER-DEBT</b>	<b>\$ 360,220</b>	<b>\$ 17,703</b>	<b>\$ 366,785</b>	<b>\$ 366,785</b>	<b>\$ 374,362</b>	
<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 576,731</b>	<b>\$ 120,952</b>	<b>\$ 655,882</b>	<b>\$ 633,986</b>	<b>\$ 659,338</b>	<b>0.53%</b>
<b>CAPITAL PURCHASES</b>						
810 OFFICE EQUIPMENT	\$ -	\$ -	\$ 2,000	\$ 2,000	\$ 4,000	
815 OPERATING EQUIPMENT	-	-	1,000	1,000	1,000	
820 CONSTRUCTION	-	-	-	-	-	
<b>TOTAL CAPITAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,000</b>	<b>\$ 3,000</b>	<b>\$ 5,000</b>	
<b>TOTAL STORM WATER UTILITY EXPENSES</b>	<b>\$ 576,731</b>	<b>\$ 120,952</b>	<b>\$ 658,882</b>	<b>\$ 636,986</b>	<b>\$ 664,338</b>	<b>0.83%</b>
<b>DEBT SERVICE PRINCIPAL</b>						
58100 DEBT PRINCIPAL	\$ 115,000	\$ 120,000	\$ 120,000	\$ 120,000	\$ 125,000	
<b>TOTAL DEBT SVCE PRINCIPAL</b>	<b>\$ 115,000</b>	<b>\$ 120,000</b>	<b>\$ 120,000</b>	<b>\$ 120,000</b>	<b>\$ 125,000</b>	
<b>TOTAL STORM WATER UTILITY</b>	<b>\$ 691,731</b>	<b>\$ 240,952</b>	<b>\$ 778,882</b>	<b>\$ 756,986</b>	<b>\$ 789,338</b>	

**2016 ADOPTED 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, 2015 total general obligation debt outstanding will be \$ 45,905,532 or 58.47% of the debt limit set by City policy of \$73,769,138..

	<b>Issue</b>	<b>Date of Maturity</b>	<b>Interest Rates</b>	<b>Principal Balance</b>
2004	G.O. Refunding Bonds	06/01/16	2.76%	120,000
2005	G.O. Bonds	02/01/19	3.91%	1,395,000
2006	G.O. Notes	02/01/16	4.30%	160,000
2008	G.O. Notes	06/01/18	3.96%	545,000
2008	G.O. Bonds	09/01/28	4.53%	3,160,000
2010A	G.O. Refunding Bonds	08/01/19	2.23%	1,420,000
2011	G.O. Bonds	06/01/23	2.60%	3,870,000
2012A	G.O. Bonds	03/01/27	2.02%	8,095,000
2013A	G.O. Bonds	04/01/30	2.41%	5,575,000
2013B	G.O. Notes	04/01/23	1.72%	1,995,000
2014A	G.O. 1.72% 2,235,	06/01/34	3.14%	8,245,000
2015	1. 2, 3.14% 8,245,	06/01/25	1.94%	4,865,000
2	12 3. 8, 0 3.8, 3. 8, 4,865,	06/01/35	2.69%	4,765,000
2007	State Trust Fund Loan	03/15/16	5.25%	61,028
2013	State Trust Fund Loan	03/15/23	2.75%	61,531
2013	State Trust Fund Loan	03/15/23	2.75%	486,973
2015	State Trust Fund Loan	03/15/24	3.50%	386,000
2015	State Trust Fund Loan	03/15/23	3.25%	700,000
<b>Total G.O. Debt</b>				<b>\$45,905,532</b>

The City's outstanding debt and legal debt margin as of 12/31/15 is as follows:

<b>Legal Debt Margin</b>	<b>State of WI</b>	<b>City Policy</b>
2015 Equalized Value:	\$2,093,811,600	\$2,093,811,600
allowable % of Equal. Value	<u>5.00%</u>	<u>3.75%</u>
Allowable Debt Limit as of 12/31/15	<b>\$104,690,580</b>	<b>\$78,517,935</b>
Less Direct Debt Applicable as of 12/31/15	<b><u>\$45,905,532</u></b>	<b><u>\$45,905,532</u></b>
<b>LEGAL DEBT MARGIN</b>	<b>\$58,785,048</b>	<b>\$32,612,403</b>
Actual Percent of Debt Limit as of 12/31/15	<b>43.85%</b>	<b>58.47%</b>
Direct Debt Burden as of 12/31/15	<b>2.19%</b>	

**General Debt Service Budget (2014 - 2016)**

	<u>2014</u> <u>Actual</u>	<u>2015</u> <u>Adopted Budget</u>	<u>2015</u> <u>Projected</u>	<u>2016</u> <u>Adopted</u>
<b>REVENUES</b>				
<b>Property Taxes</b>	\$ 2,533,481	\$ 3,301,524	\$ 3,301,524	\$ 3,486,999
<i>GENERAL Levy</i>	2,074,775	2,833,480	2,833,480	3,019,001
<i>LIBRARY Levy</i>	458,706	468,044	468,044	467,998
<b>LEVY Reduction Sources:</b>				
Impact Fees Police	250,000	165,000	165,000	165,000
Impact Fees Fire	50,000	220,145	220,145	220,000
Impact Fees Library	10,000	10,000	10,000	45,000
Capital Donations Library	40,000	38,000	38,000	-
Rental of Old Library	30,000	30,000	30,000	30,000
Special Assessments Applied	-	-	-	-
Bond Premium new debt	205,135	205,135	-	123,738
Applied Funds-	-	-	-	-
<b>Total Revenues</b>	<b>\$ 3,118,616</b>	<b>\$ 3,969,804</b>	<b>\$ 3,764,669</b>	<b>\$ 4,070,737</b>
<b>EXPENDITURES</b>				
Principal	2,386,443	3,026,505	3,026,505	3,015,432
Interest	676,993	943,299	943,299	1,055,305
Paying Agent Fees	478	500	478	500
<b>Total Expenditures</b>	<b>\$ 3,063,914</b>	<b>\$ 3,970,304</b>	<b>\$ 3,970,282</b>	<b>\$ 4,071,237</b>
Excess (deficiency) of revenues over expenditures	\$ 54,702	\$ (500)	\$ (205,613)	(500)
<b>OTHER FINANCING SOURCES (USES)</b>				
Proceeds from Refunding	-	-	-	-
Proceeds - Reoffering Premium on New Debt	-	(205,135)	123,738	(123,738)
Applied from GF Construction Fund	-	-	-	-
Discount and Issuance Costs	-	-	-	-
Operating transfers in/(out)	-	-	-	-
<b>Total Other Financing         Sources (Uses)</b>	<b>-</b>	<b>(205,135)</b>	<b>123,738</b>	<b>(123,738)</b>
<b>Excess (Deficit) of Sources vs. Uses of Funds</b>	<b>54,702</b>	<b>(205,635)</b>	<b>(81,875)</b>	<b>(124,238)</b>
<b>FUND BALANCE</b>				
Beginning of Year	\$ 215,087	\$ 269,789	\$ 269,789	\$ 187,914
End of Year	\$ 269,789	\$ 64,154	\$ 187,914	\$ 63,676

SCHEDULE OF DEBT SERVICE FOR 2016  
AND TOTAL OUTSTANDING INDEBTEDNESS AS OF DECEMBER 31, 2015

Debt Issue	Issue Amount	2016 Payments		2016 Total Principal and Interest	12/31/15 Remaining Balance		12/31/15 Total Remaining Balance
		Principal	Interest		Principal	Interest	
<b>DEBT SERVICE FUND (05)</b>							
<i>Library (020)</i>							
2005 Morgan Keegan G.O. Bond	\$ 4,535,000	\$ 250,000	\$ 35,217	\$ 285,217	\$ 1,065,000	\$ 82,646	\$ 1,147,646
2010A Bankers Bank G.O. Refunding Bonds	985,000	170,000	4,250	174,250	170,000	4,250	174,250
2012A G.O. Bonds Janney Montgomery Scott	2,110,000	15,000	46,331	61,331	2,070,000	313,054	2,383,054
2013A G.O. Bonds Robert W. Baird	155,000	20,000	2,200	22,200	120,000	6,200	126,200
<b>Subtotal Library</b>	<b>\$ 7,785,000</b>	<b>\$ 455,000</b>	<b>\$ 87,998</b>	<b>\$ 542,998</b>	<b>\$ 3,425,000</b>	<b>\$ 406,150</b>	<b>\$ 3,831,150</b>
2004 Refunding Note	2,247,150	34,800	696	35,496	34,800	696	35,496
2005 Morgan Keegan G.O. Bond	1,576,000	60,000	8,240	68,240	250,000	19,263	269,263
2006 Northland Securities G.O. Note	845,000	14,500	3,081	17,581	145,000	3,082	148,082
2008 UMB Bank G.O. Note	1,220,000	175,000	21,815	196,815	545,000	44,595	589,595
2008 Robert W. Baird G.O. Bond	3,580,000	165,000	128,725	293,725	2,925,000	996,623	3,921,623
2010A Bankers Bank G.O. Refunding Bonds	3,185,000	210,000	26,195	236,195	885,000	69,275	954,275
2011 Bankers Bank G.O. Bonds	1,315,000	125,000	22,255	147,255	985,000	83,842	1,068,842
2012A G.O. Bonds Janney Montgomery Scott	3,300,000	590,000	63,375	653,375	2,645,000	213,688	2,858,688
2013A G.O. Bonds Robert W. Baird	4,440,000	210,000	102,767	312,767	4,320,000	785,969	5,105,969
2013B G.O. Notes UMB Bank	1,950,000	240,000	28,888	268,888	1,995,000	141,446	2,136,446
2014A G.O. Bonds Wells Fargo	8,690,000	355,000	261,187	616,187	8,245,000	2,760,006	11,005,006
2015 State Trust Fund 2015046.01	386,000	36,132	14,768	50,900	386,000	72,108	458,108
2015A G.O. Notes Piper Jaffray & Co.	4,105,000	270,000	116,460	386,460	4,105,000	480,922	4,585,922
2015B G.O. Bonds Robert W Baird	4,765,000	75,000	168,855	243,855	4,765,000	1,368,511	6,133,511
<b>TOTAL DEBT SERVICE FUND Incl LIBRARY</b>	<b>\$ 49,389,150</b>	<b>\$ 3,015,432</b>	<b>\$ 1,055,305</b>	<b>\$ 4,070,737</b>	<b>\$ 35,655,800</b>	<b>\$ 7,446,176</b>	<b>\$ 43,101,976</b>
<b>PARKS RESTRICTED FUND</b>							
2005 Morgan Keegan G.O. Bond	\$ 364,000	\$ 20,000	\$ 2,620	\$ 22,620	\$ 80,000	\$ 6,040	\$ 86,040
2006 Northland Securities G.O. Note	100,000	15,000	319	15,319	15,000	318	15,318
2012A G.O. Bonds Janney Montgomery Scott	155,000	-	3,456	3,456	155,000	23,904	178,904
2013 State Trust Fund 2013148.01	75,000	6,977	1,697	8,674	61,531	7,863	69,394
<b>TOTAL PARKS RESTRICTED FUND</b>	<b>\$ 694,000</b>	<b>\$ 41,977</b>	<b>\$ 8,092</b>	<b>\$ 50,069</b>	<b>\$ 311,531</b>	<b>\$ 38,125</b>	<b>\$ 349,656</b>

SCHEDULE OF DEBT SERVICE FOR 2016  
AND TOTAL OUTSTANDING INDEBTEDNESS AS OF DECEMBER 31, 2015

Debt Issue	Issue Amount	2016 Payments		2016 Total Principal and Interest	12/31/15 Remaining Balance		12/31/15 Total Remaining Balance
		Principal	Interest		Principal	Interest	
<b>TIF DEBT SERVICE FUNDS</b>							
<b>TIF IV (08):</b>							
2007 State Trust Fund Loan	450,000	61,028	3,213	64,241	61,028	3,213	64,241
2008A Lease Revenue Bond (Refunds 1997A)	160,000	20,000	1,080	21,080	40,000	1,445	41,445
2008B Lease Revenue Bond (Refunds 1997B)	390,000	50,000	4,510	54,510	105,000	6,078	111,078
2010A Bankers Bank G.O. Refunding Bonds	625,000	115,000	2,875	117,875	115,000	2,875	117,875
2013A G.O. Bonds Robert W. Baird	620,000	50,000	13,355	63,355	610,000	82,062	692,062
2015A G.O. Notes Piper Jaffray & Co.	760,000	90,000	20,426	110,426	760,000	71,676	831,676
Subtotal TIF IV	3,005,000	386,028	45,459	431,487	1,691,028	167,349	1,858,377
<b>TIF V (11):</b>							
2008A Lease Revenue Bond (Refunds 1997A)	710,000	90,000	4,860	94,860	180,000	6,502	186,502
2008B Lease Revenue Bond (Refunds 1997B)	350,000	45,000	3,802	48,802	90,000	5,085	95,085
Subtotal TIF V	1,060,000	135,000	8,662	143,662	270,000	11,587	281,587
<b>TIF VI (20):</b>							
2006 Refunding Revenue Bond	730,000	100,000	10,202	110,202	295,000	18,264	313,264
2010A Bankers Bank G.O. Refunding Bonds	610,000	75,000	7,130	82,130	250,000	15,175	265,175
2011 Bankers Bank G.O. Bonds	2,725,000	145,000	64,930	209,930	2,535,000	335,624	2,870,624
2012A G.O. Bonds Janney Montgomery Scott	1,655,000	220,000	41,400	261,400	1,655,000	148,100	1,803,100
2013 State Trust Fund 2014011.01	600,000	55,222	13,428	68,650	486,974	62,227	549,201
2015 State Trust Fund 2016057.01 TBD	700,000	-	-	-	700,000	107,027	807,027
Subtotal TIF VI	7,020,000	595,222	137,090	732,312	5,921,974	686,417	6,608,391
<b>TIF VII (25):</b>							
2002 Lease Revenue Bond (exempt)	7,200,000	475,000	199,519	674,519	3,780,000	835,656	4,615,656
2003 Lease Revenue Bond (exempt)	1,750,000	115,000	29,737	144,737	735,000	107,353	842,353
2008 Robert W. Baird G.O. Bond	50,150	3,400	1,263	4,663	29,750	5,367	35,117
Subtotal TIF VII	9,000,150	593,400	230,519	823,919	4,544,750	948,376	5,493,126
<b>TOTAL TIF DEBT SERVICE FUNDS</b>	<b>\$ 20,085,150</b>	<b>\$ 1,709,650</b>	<b>\$ 421,730</b>	<b>\$ 2,131,380</b>	<b>\$ 12,427,752</b>	<b>\$ 1,813,729</b>	<b>\$ 14,241,481</b>

SCHEDULE OF DEBT SERVICE FOR 2016  
AND TOTAL OUTSTANDING INDEBTEDNESS AS OF DECEMBER 31, 2015

Debt Issue	Issue Amount	2016 Payments		2016 Total Principal and Interest	12/31/15 Remaining Balance		12/31/15 Total Remaining Balance
		Principal	Interest		Principal	Interest	
		<b>PROPRIETARY FUNDS</b>					
Storm Water Utility (035):							
2011 Bankers Bank G.O. Bonds	\$ 560,000	\$ 50,000	\$ 7,635	\$ 57,635	\$ 350,000	\$ 27,581	\$ 377,581
2012A G.O. Bonds Janney Montgomery Scott	575,000	55,000	10,475	65,475	420,000	37,800	457,800
2013A G.O. Bonds Robert W. Baird	275,000	15,000	6,252	21,252	250,000	55,782	305,782
Subtotal Storm Water Utility	1,410,000	120,000	24,362	144,362	1,020,000	121,163	1,141,163
Water Utility (030):							
2003 Revenue Bond	330,000	36,862	691	37,553	36,862	690	37,552
2006 Revenue Bond	360,000	20,000	9,773	29,773	235,000	59,559	294,559
2006 Refunding Revenue Bond	910,000	85,000	19,548	104,548	505,000	59,625	564,625
2008 Refunding Revenue Bond (Refunds 1998)	1,155,000	125,000	12,406	137,406	395,000	22,530	417,530
2008 Robert W. Baird G.O. Bond	244,850	6,600	9,105	15,705	205,250	77,074	282,324
2012A G.O. Bonds Janney Montgomery Scott	1,205,000	55,000	26,706	81,706	1,070,000	207,554	1,277,554
2013A G.O. Bonds Robert W. Baird	305,000	15,000	6,995	21,995	275,000	64,750	339,750
Subtotal Water Utility	4,509,850	343,462	85,224	428,686	2,722,112	491,782	3,213,894
Wastewater Utility (040):							
2003 Revenue Bond	745,000	83,137	1,560	84,697	83,137	1,560	84,697
2004 Refunding Note	947,850	85,200	1,704	86,904	85,200	1,704	86,904
2006 Revenue Bond	1,255,000	50,000	36,164	86,164	855,000	231,586	1,086,586
2006 Refunding Revenue Bond	190,000	20,000	3,792	23,792	100,000	10,602	110,602
2008 Refunding Revenue Bond (Refunds 1998)	185,000	20,000	2,052	22,052	65,000	3,835	68,835
2012A G.O. Bonds Janney Montgomery Scott	80,000	40,000	1,800	41,800	80,000	2,400	82,400
Subtotal Wastewater Utility	3,402,850	298,337	47,072	345,409	1,268,337	251,687	1,520,024
<b>TOTAL PROPRIETARY FUNDS</b>	<b>\$ 9,322,700</b>	<b>\$ 761,799</b>	<b>\$ 156,658</b>	<b>\$ 918,457</b>	<b>\$ 5,010,449</b>	<b>\$ 864,632</b>	<b>\$ 5,875,081</b>
<b>TOTAL CITY DEBT</b>	<b>\$ 79,491,000</b>	<b>\$ 5,528,858</b>	<b>\$ 1,641,785</b>	<b>\$ 7,170,643</b>	<b>\$ 53,405,532</b>	<b>\$ 10,162,662</b>	<b>\$ 63,568,194</b>
Total G.O. Debt	\$ 63,071,000	\$ 4,193,859	\$ 1,302,089	\$ 5,495,948	\$ 45,905,533	\$ 8,792,292	\$ 54,697,825
Total Utility Revenue Bonds	5,860,000	539,999	96,188	636,187	2,569,999	408,251	2,978,250
Total Lease Revenue Bonds	10,560,000	795,000	243,508	1,038,508	4,930,000	962,119	5,892,119
	<b>\$ 79,491,000</b>	<b>\$ 5,528,858</b>	<b>\$ 1,641,785</b>	<b>\$ 7,170,643</b>	<b>\$ 53,405,532</b>	<b>\$ 10,162,662</b>	<b>\$ 63,568,194</b>