

CITY OF VERONA



2019 BUDGET

Photos provided by Brett Anderson Photography

**CITY OF VERONA
2019 BUDGET
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City of Verona

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MEMORANDUM

TO: Members of the City Council
FROM: Luke Diaz, Mayor
DATE: November 16, 2018
RE: City of Verona 2019 Recommended Budget

I am pleased to submit for your consideration and approval, this *City of Verona 2019 Recommended Budget*. In order to highlight the major elements contained in the budget, I also submit for your review the following 2018 Budget Summary.

The City of Verona continues to experience growth in both residential and commercial development. The value of net new construction added during 2017 was \$ 103,097,000, an increase of 3.86%. Much of this growth is being driven by Epic Systems, who is continuing to develop their campus on the west side of Verona. Epic has spurred significant development throughout the region. Additional Verona development included issuing 64 permits for new single family homes in 2016 and 63 in 2017. Several commercial and industrial projects were completed such as, The Hyatt Place Hotel, United Vaccine, Tailwagger's Doggie Daycare, Gus's Dinner, Rainbow Childcare, Fisher King Winery, and Monk's Bar/Grill. With plenty of projects approved and land under development in the City including the Verona Technology Park, Liberty Business Park, Hometown Grove, Cross Pointe Estates, Cathedral Point, and Kettle Creek North; 2019 will continue to see development and growth. Verona's continued growth has provided the City with the opportunity to enhance service levels while limiting the impact on taxpayers. Continued increases in new construction will position the City to build upon the growth, to retain, attract, and incentivize additional development and employers to locate here and continue to be "The Best Place to Raise a Family in Wisconsin".¹



Moody's has made it clear that the City has a high debt burden and I don't believe it is fiscally sustainable over the long-term. To keep the City on strong financial footing, this budget begins the process of weaning the City off of excessive borrowing.

Due to net new construction and required increases in expenditures, the City's levy will increase by \$391,874 (without TID). The 2019 Proposed Budget will use the increase to maintain service levels throughout our City departments, the resulting increase in the total City portion of the tax rate to \$5.928 per \$1,000 of assessed property value (2.71% increase). In order to reduce

¹ Verona was named 2017's Best City to Raise a Family in Wisconsin in a recent study from personal finance outlet WalletHub.com. You can find the full study here: <https://wallethub.com/edu/best-places-to-raise-a-family-in-wisconsin/39201/>.

future debt service increases, the 2019 Proposed Budget will provide 100% of the street maintenance program proposed to be funded from the general levy and fund balance. The City expects to spend about \$685,000 on the mill and overlay program in 2019 to maintain streets in good condition in a cost-effective manner. The 2019 Proposed Budget also maintains the same amount of levy funds placed into the City's facility and equipment replacement funds as the 2018 Budget. By funding the street program through the capital levy, and providing replacement equipment and facility funds through the capital levy, it will reduce additional debt borrowing.

In addition, the proposed for 2019 budget includes a \$20,000 contribution to the Badger Prairie Needs Network to support their operations in the City as they work to serve the needs of residents of the Verona Area School District.

Financial Planning

Long-Term Budgeting Objectives

The 2019 Proposed Budget is one component of an ongoing financial plan for the City of Verona. Each year, the Mayor, City Administrator, Finance Director and Department Heads 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 needs, and the capital improvement plan.

Recommendations in this budget address current priorities in a manner that maintains or improves the City's financial position for the future. Some of the long-term financial objectives addressed in the 2019 Proposed Budget include:

- Maintaining a high level of service to residents and businesses.
- Effective and efficient management of the City's portion of property tax to be a good value to Verona residents.
- Reduce the need for debt borrowing on capital projects by funding projects through general levy funds.
- Maintain competitive wages for employees (by utilizing the 2015 Compensation Study and COLA's) to attract and retain qualified personnel.
- Ensuring that additional staffing and services are funded in a responsible, cost-effective, and sustainable manner that avoids shifting costs to future budgets.

Levy Limit

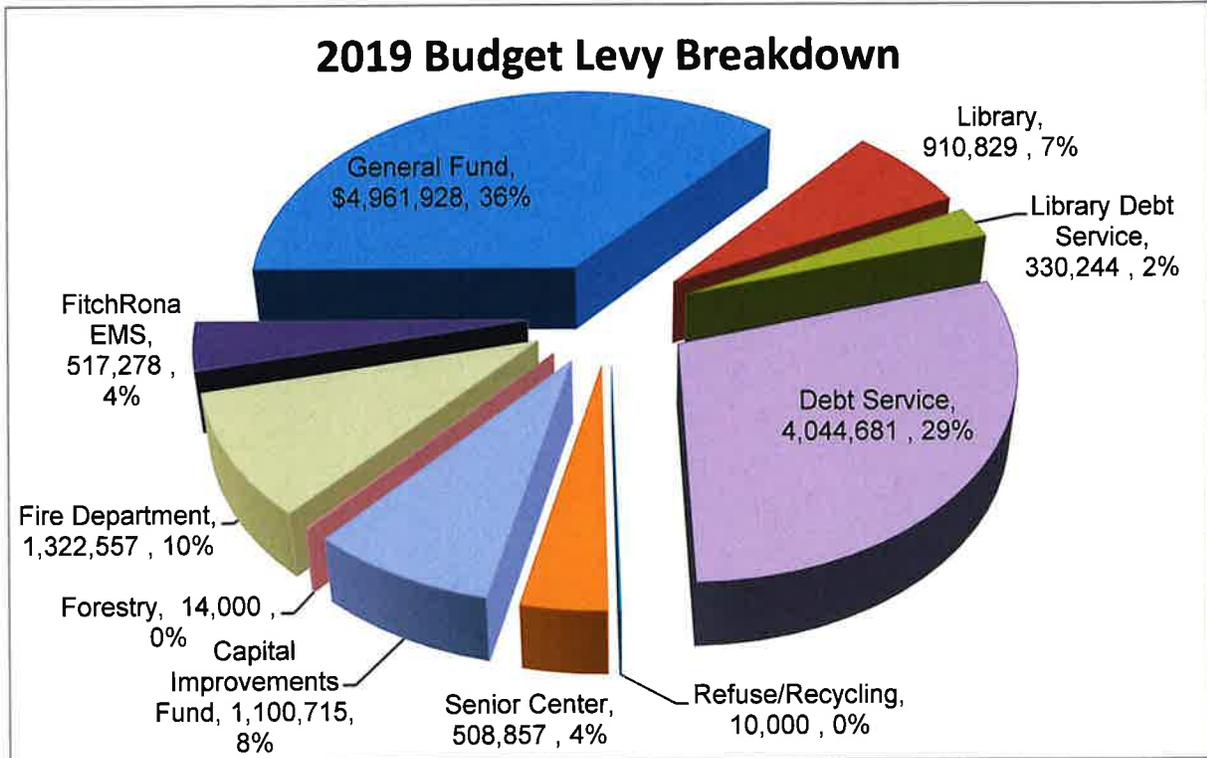
The Municipal Levy Limit is the maximum amount the City can implement as a property tax levy on parcels within our boundaries (TID out). The 2018 Budget total Levy was \$13,329,215. Net new construction provides the 2019 Proposed Budget to increase the levy limit to \$13,721,908 a \$392,691 increase or 2.95% increase. Current proposed levy is \$13,721,089 (\$819 difference).

Expenditure Restraint

The proposed budget does not meet the State expenditure restraint program. Total increase in budget is 5.28%, .98% over allowed spending restraint. Qualifying for the expenditure restraint program would have provided minimal additional state aid funding in the 2020 Budget.

Fund Balance

The City maintains an unassigned fund balance in its general fund which serves as the City’s emergency reserve 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



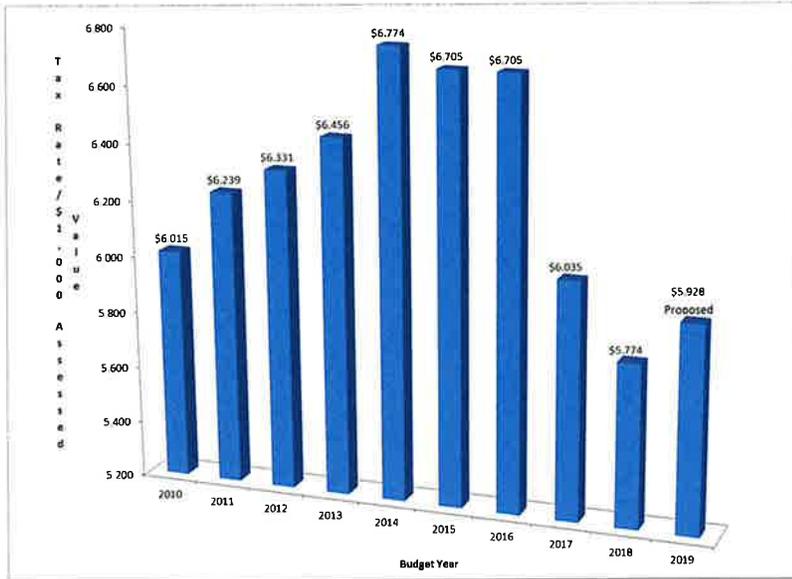
subsequent year’s general fund expenditures. This is a healthy range which contributes to the City’s strong bond rating and helps to mitigate the potential for short-term shocks to the budget, improves cash flow, and provides funds to respond to emergencies. The Proposed 2019 Budget includes transferring \$460,000 from fund balance to the General Fund to pay for a portion of the Milling and Paving Program, eliminating the need for further bonding needed. Expected fund balance to remain at 35% of general fund.

Property Tax Revenue

Property taxes are the largest source of the City’s general revenues comprising approximately 61.4% of the general fund. The 2019 Proposed Budget includes a non-TIF property tax levy of \$13,721,089, an increase of \$391,874 or 2.94% over the 2018 Approved Budget. The total equalized value of all property in the City grew by \$238,003,400, an increase of 8.91%. The projected net impact on the City portion of the property mill rate is an increased rate of \$5.9280 per \$1,000 of assessed value or a **2.71% increase**.

	<u>2018 Budget Year</u>	<u>2019 Budget Year</u>
Assessed Value	\$2,403,838,494	\$2,463,886,598
Equalized Value	\$2,669,843,100	\$2,907,846,500
Non-TIF Tax Levy	\$13,329,215	\$13,721,089
Percent Change in Levy	1.86%	2.94%
Projected <u>City</u> Assessed Tax Rate/\$1000	\$5.7717	\$5.9280
Percent Change in Assessed Mill Rate	-4.32%	2.71%
City portion impact on a \$727,000 home		\$42.53

Assessed Mill Rate



City of Verona Tax Rates (Budget Year)

Year	Mill Rate	%Change
2010	6.015	3.00
2011	6.239	3.71
2012	6.331	1.50
2013	6.456	1.97
2014	6.774	4.90
2015	6.705	-1.00
2016	6.705	0.00
2017	6.035	-10.00
2018	5.772	-4.32
2019	5.928	2.71

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 15.2% of general fund revenues in 2019. This is more than the 2018 budget, due to a change in Manufacturing Personnel Property Tax from recent legislation. The following projects include an increase in State funding of \$227,410 or 19.14% increase.

State Transportation Aids: In 2019 the City will receive an estimated 937,799 in state General Transportation Aid, which is an increase of \$71,677 or 8.28%. 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.

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 (capped at 2%) and inflation. The 2018 Approved Budget did qualify for this program which provided a payment to the City in 2019 of \$34,076 in State aid. The 2019 Proposed Budget does not qualify for Expenditure Restraint Aid for the 2020 budget. 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.

Shared Revenues: State Shared Revenues are projected to decrease in 2019 with a payment of \$132,042, which is a decrease of \$426. 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.

Exempt Computer Aid: In 2019 the City of Verona is projected to receive approximately \$163,729 in aid provided based on the value of tax-exempt computer equipment located in the municipality. This is same value as in the 2018 Approved Budget.

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 2019, the projected payment is \$26,000, no increase from the 2018 budget.

Recycling Grant: The State of Wisconsin provides grants to municipalities to help offset the cost of recycling programs. The City's annual payment is projected to be \$21,000.

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. For 2019 the amount is projected at \$760,000, an increase of 1.33% or \$10,000, due to the amount of additional assets of the water and sewer utility.

Building & Planning Permits: The City collects revenue from building permits and planning applications on property improvements or construction projects. These revenues cover the cost of inspections, the planning Commission process, and plan reviews; and are difficult to forecast since the timing of when projects start impacts when funds are collected. The 2019 Proposed Budget includes a revenue estimate of \$840,240. This is an increase of 41.51% from the 2018 budget. Major projects are in the planning stages for construction during 2019, we have planned for a conservative amount of revenue with hopes that most projects begin on time to exceed this value.

Recreation Charges: The amount of fees collected for recreation programs is projected at \$248,875 for 2019, which is an increase of 4.81% or \$11,430. This increase is based on 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 increase by 2.22% (\$5,000) at \$230,000 in 2019. The amount of income received from investments varies significantly based on the interest rates available in the market.

Public Service Enhancements

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 / EMS Station along with the Verona based paramedic crew. In 2018, the request for a third front-line ambulance (one in Verona and two locations in Fitchburg), based on the number of runs and need, by the District was not funded. The 2019 proposed budget includes the City's portion of the third front-line ambulance that is anticipated to start mid-year 2019.

In 2019, the municipalities, and Town, will fund \$1,133,067 of the \$2,798,978 total Fitch-Rona EMS budget. Other funds include run income, interest, applied funds, and other miscellaneous revenues. The City of Verona's share of the 2019 Fitch-Rona EMS operating budget is \$517,278 (46% of local government revenue for the operating budget), which is an increase of 19.88% or \$85,779 from 2018. Verona's share of the EMS budget has been increasing faster than the other municipalities due to the relative growth of the City's equalized value, which is used to calculate the share. The City of Verona's share of the EMS capital budget is \$147,030 in 2019. Fitch-Rona EMS may be expanding to a three location service in 2019 (one in Verona and two locations in Fitchburg) which will increase each municipalities share.

To date in 2018 the Fitch-Rona EMS District had a total of 2467 service runs throughout the District, of those, 634 (26%) service runs were to locations in the City of Verona (Jan – Sept, 2018). This is a reduction of 3% of the total service runs from the same point in 2017.

Capital Projects

The 2019 Proposed Budget includes \$8,182,289 in capital projects which are funded through a combination of the property tax levy, borrowing, use of restricted funds, use of replacement funds, TIF financing, grant/other revenues and user fees. This is a reduction of \$ 5,646,897 in capital projects from the 2018 Approved Budget. General government capital projects total \$6,020,039, and \$2,162,250 in enterprise fund projects (Water Utility, Sewer Utility, and Storm water Utility).

Capital borrowing is projected at \$5,147,750 for 2019. Most of this amount \$3,647,750 is for general municipal projects in new debt. Projects include:

- | | |
|---------------------------------------|-------------|
| • Public Works Facility Design | \$ 450,000 |
| • VASD Roadway Improvements Agreement | \$1,000,000 |
| • Pedestrian/Bike Improvements | \$ 300,000 |
| • County M Expansion Project | \$ 450,000 |

Use of restricted funds, including amount previously borrowed for projects, use of fund balance, grants and other private contributions is projected to be \$1,933,824. A part of this amount includes \$346,868 from the equipment replacement fund to support 2019 capital purchases.

One of the City’s long-term financial goals is to reduce the need for debt 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 2019 Proposed Budget provides the City’s capital levy with \$1,100,715. Included in this amount is \$510,000 in replacements funds for parks/public works vehicles, public safety equipment, and the city center and public works facilities.

Items funded through the capital levy in 2018 include:

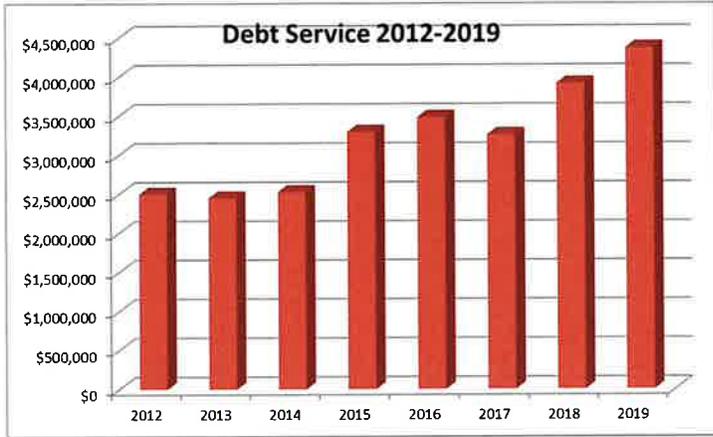
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|---|-----------|
| • Mill and Overlay of Existing Streets | \$225,000 |
| • Portion of Police vehicles (1 new, 1 replacement) | \$ 75,450 |
| • Fireman’s Park Improvements (Trail to Main Street) | \$ 62,500 |
| • Parks Dept. Mini Excavator | \$ 50,000 |
| • Senior Center Roof Replacement | \$ 31,000 |
| • Fire Department Equipment | \$ 23,735 |
| • Skate Park Improvements | \$ 20,000 |
| • Ceniti Park Playground | \$ 15,000 |
| • Prairie Restoration near Fireman’s Park | \$ 12,500 |
| • Sidewalk Program | \$ 10,000 |
| • Feasibility Study on current PW Facility | \$ 10,000 |
| • Hometown Trail System | \$ 5,000 |
| • Court Fencing replacement | \$ 5,000 |
| • Shelter Restroom Improvements and security camera | \$ 2,500 |
| • EMS Third Ambulance (in addition to \$104,000 Fund Balance) | \$ 43,030 |
| • Parks/PW Replacement Fund | \$220,000 |
| • Public Safety Replacement Fund | \$110,000 |

- City Center Facility Replacement Fund \$100,000
- Public Works Facility Replacement Fund \$ 80,000

Debt Service

The debt service and enterprise funds include the payment of principal and interest on remaining borrowed funds totaling \$56,176,644. In 2019 debt payments for principal and interest will total \$ \$7,438,135. Of this amount, TIF districts account for \$1,355,128, the City's

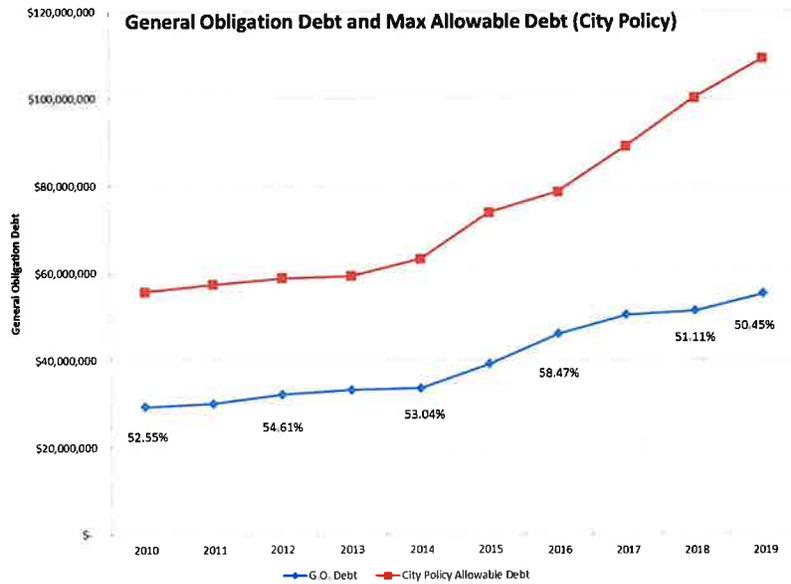
water, sewer and storm water account for \$937,625, leaving \$5,145,382 for the remainder of other City operations. The recommended property tax levy amount for general and library debt service is \$4,374,925 in 2019, a \$454,393 (11.59%) increase from 2018.



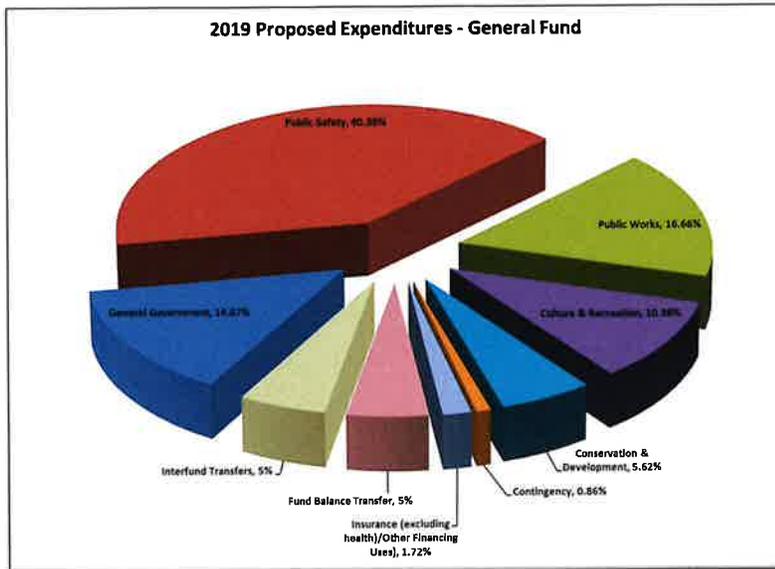
Much of the City's general obligation debt is for investments in City facilities. The City has established impact fees to generate revenue from new development to help pay for the cost of

these facilities. The 2019 proposed budget applies \$165,000 in police impact fees, \$220,000 in fire impact fees, and \$25,000 in library impact fees towards the debt service costs.

The State of Wisconsin sets a legal debt margin at 5% of equalized value for all general obligation debt. As of December 31, 2018 general obligation debt principal outstanding is projected at \$55,016,644 or 37.84% of the State imposed legal debt limit. The City of Verona 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 50.45% of the City's policy at the end of 2018 (chart). Additional detail on the City's debt can be found in the debt service section of the budget.



Expenditures



General Government	\$1,312,150
Public Safety	\$3,765,619
Public Works	\$1,553,191
Culture & Recreation	\$967,825
Development	\$523,987
Contingency	\$80,000
Misc.	\$160,000
General Fund Transfer	\$460,000
Interfund Transfer	\$500,000
Total G.F. Expenditures	\$9,322,772

Below is a summary of the 2019 Proposed Budget by department.

The City Council budget includes funds for the salaries of the Mayor and City Council. The 2019 Proposed Council budget is proposed to decrease by \$3,942 (-2.66%). Included in the 2019 Proposed Budget is a contribution to the Badger Prairie Needs Network of \$20,000 toward their ongoing operations. Also included is \$10,640 for the City's membership dues in the League of Wisconsin Municipalities, Dane County Cities and Villages Association, Verona Area Chamber of Commerce.

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 \$35,000 for prosecuting attorney fees. Overall, the 2019 Proposed Municipal Court Budget has a slight decrease of expenditures of \$44 (0.04%) from the 2018 budget.

The Administration budget includes funding for the offices of the City Administrator, Finance Department employees, City Clerk Office employees, Economic Development Manager, Human Resource (HR) Coordinator, and City Assessor. The 2019 Proposed Budget includes an increase of \$141,475 or 17.22%. The largest increase is seen in personnel costs, which are increasing by \$112,393 (20.73%) due to the addition of an HR Coordinator and cost of living adjustments (COLA) to current employees. Administration operating expenses are increasing by 13.87% supporting the new HR Coordinator and adding additional funds to begin the re-assessment of properties in the City by the City Assessor. Other professional services included in the Administration budget are support for the accounting, accounts receivable and payroll systems, document management, and audit fees.

Elections expenditures are projected to decrease by \$23,365 in 2019 to \$11,320 due to having only two elections within 2019. The **Assessor** budget includes the professional services and support for the contracted City Assessor. The 2019 Proposed Budget includes \$114,000 for contracted services. An increase of \$59,000 will provide the first year of re-assessment services.

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 \$5,965 primarily due to an expected increase repairs for the City Hall Parking Lot.

The Police Department budget includes a request for a new Police Officer position in 2019 starting in July. Personnel costs are increasing by \$197,799 or 6.32%. Operating expenditures are budgeted at \$426,353, a decrease of \$ 2,179 or 0.51%. Overall the 2019 Proposed Police Department Budget reflects an increase of \$169,300 or 4.72%.

The Emergency Preparedness budget exists to cover costs associated with emergency preparedness training. The 2019 Emergency Preparedness budget is at \$10,700 which is a decrease of 60.44% or \$16,350 from the prior year. The decrease is mainly costs associated with capital outlay funds.

The Public Works Department budget includes funding for the maintenance of City streets and equipment, snow removal, street lighting, and other public infrastructure repairs and operations. Personnel costs are budgeted at \$ 702,866, which is an increase of \$150 (0.02%) compared to the 2018 budget. The major operating items in the Public Works Department include \$12,600 for fuel and vehicle maintenance and \$145,000 for operating supplies. The largest contractual service cost, a shift of funding from Planning and Development Department, in contractual services, is \$20,000 for sight plan reviews and engineering costs for projects that go before the Planning Commission. Overall, the 2019 Public Works budget is an increase of 1.94% or \$29,525 compared to the 2018 Approved Budget. Without the shift in contracted services, the increase is only \$9,525.

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 total 2019 budget for Refuse and Recycling is \$729,649, an increase of \$50,506 or 7.44% from the 2018 level. The City charge for an annual refuse and recycling is proposed to increase from \$170 per household to \$176 per household to cover the labor costs on the drop-off center. Other revenues include a recycling grant of \$21,000 and a property tax levy of \$10,000.

The Parks operating budget includes labor, and equipment to maintain the 177 acres of park land in the City. Personnel costs reflect a slight increase of \$2,035 (0.40%). Operating costs are proposed to increase by \$12,360 (11.03%) to cover increased utilities and construction supplies. Overall, the 2019 Parks operating budget has a net increase of \$7,875 (1.21%) compared to 2018.

The Urban Forestry budget generates most of its funding from street tree fees collected with building permits and the property tax levy. Objectives for 2019 include the planting trees and continuing to treat high-value ash trees for the Emerald Ash Borer. Proposed expenditures total \$34,000 in 2019, which is an increase of 37.10% or \$6,000. Main reason for the increase is to begin planting more trees in commercial areas of the City. Personnel costs associated with the urban forestry program are included in the Parks Department budget.

The Recreation Department budget includes revenues that are projected to increase by \$11,430 (4.81%) due to increased attendance of programs and activities. Personnel costs decreased due to employee coverage changes for City insurance. Total budgeted expenditures for the Recreation Budget reflect an increase of \$5,272 (1.73%) compared to 2018.

The Planning and Development Department budget provides both day-to-day and long-term planning services including urban service area expansions, plat reviews, redevelopment projects, and TIF District development. Overall the 2019 planning expenditure budget reflects a total increase of \$9,142 (3.83%). Main increase in expenditures is the addition of \$50,000 to begin a zoning code rewrite. The increase is offset by the transfer of \$20,000 to the Public Works Department for engineering services, and the elimination of budgeting for Urban Service Area expansion costs (USA Planning).

The Building Inspection Department budget supports the activities of two full-time employees, two part-time plan reviewers, and contracted assistance for commercial inspections. The actual amount of inspection and plan-review services will depend on the amount of new construction and renovation activity in 2019. Overall the 2019 building inspection budget includes an expenditure increase of \$13,157, based on projected projects expected to need services in 2019.

Expected revenue is based on a projection of 60 single-family home permits, approximately 120 residential additions and alterations, at least 10 commercial or industrial developments, a few large mixed-use and multi-unit developments, and other smaller permits and inspection projects. Revenue for Building Inspections Department is estimated at \$828,340, a 42.90% increase from 2018 Approved Budget.

The 2019 Library budget includes the permanent change in Sunday hours, during public school semesters, after a successful pilot project. The cost of personnel services is increasing by \$111,196 (9.70%) for increases in part-time employee hours and increases in page hourly rates. Operating expenses (excluding budgeted reserve funds) are increasing by \$24,012 to include additional supply and programming costs. Books, media, Audio and Video material costs will increase by \$31,888 (17.91%). Total Library Budget will increase by \$84,096 (4.71%). Debt service payments for the library will increase slightly by \$2,386 (0.62%) to a total of \$385,244.

Projected revenues for the Verona Library include \$874,612 from Dane County for operating and facility support, an increase of 9.37%. The property tax levy support for Library operations is budgeted at \$910,829, which is an increase of \$118,745 (14.99%) to match the increase in Dane County funding. Due to increases in equalized values, the Library levy will rise in the coming years to meet the minimum funding level for the Library. An additional \$330,244 will be levied in 2019 for debt service for the repayment of the bonds needed to build the Library facility. In addition, the Library Board proposed eliminating material fines as a revenue in 2019 reducing the total revenue by approximately \$20,000.

The Senior Center budget includes funds to operate the programming, case management, nutrition, and nursing services within the Verona Senior Center and outreach. Personnel costs show a projected increase of \$15,889 (4.54%) due to COLA increases and additional part-time hours. Operating expenditures are budgeted at \$167,045 in 2019, a decrease of -0.64% or \$1,070. The primary funding source for the Senior Services budget is property tax levy of \$508,857 a 6.69% increase over 2018. Other revenue sources include rental income (\$3,250), delivered meal contributions (\$15,000), and on-site meal contributions (\$7,500). The Senior Center lost a long-term renter in 2018 which reduced the rental income by \$15,600.

The Broadband Telecommunications (BTRB) budget supports a Cable Access Coordinator and part-time web manager. The primary function of the Coordinator is to record and broadcast City Council and Plan Commission meetings as well as other on-air programming of the City of Verona Government Access Channel. The City also live-streams and posts government meetings (City Council and Plan Commission) on YouTube. The proposed BTRB budget

includes an overall increase of \$742 or -0.79%. Funding for the BTRB operations is supported entirely from cable franchise fees expected to remain the same as 2018 amounts (\$140,000).

Conclusion

This summary, along with the departmental narratives that follow in the budget document, provide information to understand what is included in the 2019 Proposed Budget. The City's continued growth in assessed value continues to support expansion of the budget. The Proposed Budget increased funding where there is a need based on past borrowing, or contractual increases such as the Library minimum support level and the support for the FitchRona EMS third ambulance. These increases have required the slower growth in other departments and public projects. In 2019, the Proposed Budget also continues to support the reduction of borrowing by providing general levy funds to the City's capital projects. As the growth of the City's tax base continues, the City should continue to enhance the cash funding of capital projects and reduce borrowing.

**CITY OF VERONA
2019 BUDGET
CITY OFFICIALS**

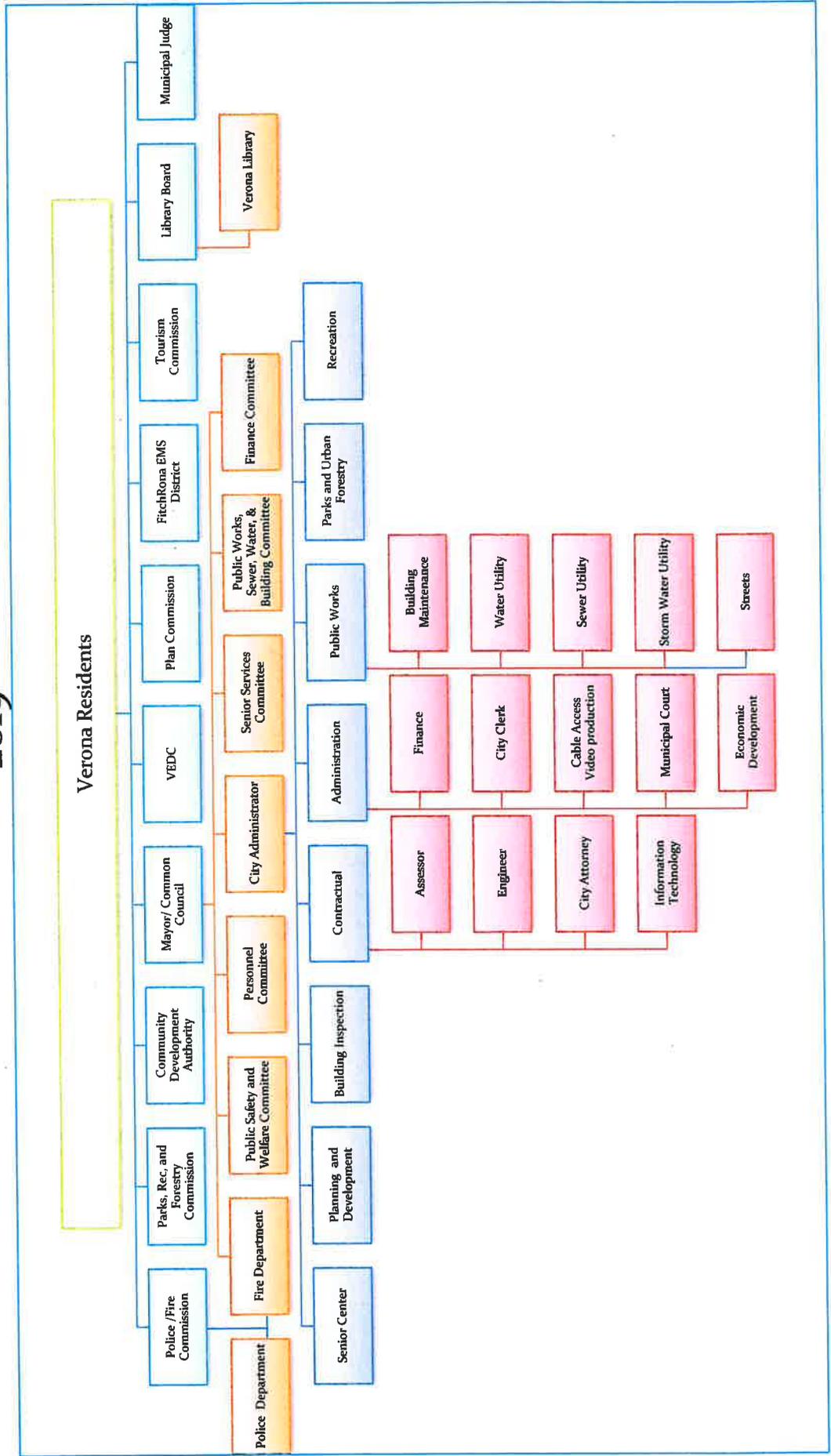
Luke Diaz..... Mayor
Chad Kemp* Alderperson Dist. 1
Christine Posey* Alderperson Dist. 1
Katie Kohl Alderperson Dist. 2
Sarah Gaskell Alderperson Dist. 2
Charlotte Jerney Alderperson Dist. 3
Kate Cronin* Alderperson Dist. 3
Heather Reekie Alderperson Dist. 4
Evan Touchett..... Alderperson Dist. 4
Jeff Mikorski City Administrator
Brian Lamers Finance Director/Treasurer
Ellen Clark..... City Clerk
Adam Sayre City Planner
Larry Turner Building Inspector
Bernard J. Coughlin..... Police Chief
Theran P. Jacobson 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
Patrick Anderson EMS Director
Mary Hanson Senior Services Director

** Members of the Finance Committee*

City of Verona

Organizational Chart

2019



**CITY OF VERONA
RESOLUTION NO. R-18-060**

A RESOLUTION APPROVING THE 2019 CITY OF VERONA BUDGET

WHEREAS, on Monday, November 12, 2018 the Committee of the Whole held a budget study session to review and consider the 2019 City of Verona Recommended Budget; and

WHEREAS, on Monday, November 19, 2018 the City of Verona Common Council held a public hearing to consider the 2019 City of Verona Recommended Budget; and

WHEREAS, the City of Verona Common Council has carefully examined the recommended budget and supporting information and found them to be true and correct and to properly represent the income anticipated and the required expenditures of the City and all funds and departments as set forth in the budget; and

WHEREAS, after careful review and discussion, on November 19, 2018, the City of Verona Finance Committee moved to recommend the adoption of Resolution R-18-060 approving the 2019 City of Verona, Dane County, Wisconsin Budget as set forth in the attached schedule and made a part hereof inclusive of all funds including the General Fund, Capital Projects Funds, Special Revenue Funds, Debt Service Funds, the Storm Water Utility, the Water Utility and the Sewer Utility Fund.

NOW THEREFORE BE IT RESOLVED, the Common Council of the City of Verona, Dane County, Wisconsin, hereby approves the budget of the City of Verona, Dane County, Wisconsin, for the year 2019 as set forth in the attached schedule and made a part hereof inclusive of all funds including the General Fund, Capital Projects Funds, Special Revenue Funds, Debt Service Funds, the Storm Water Utility, the Water Utility and the Sewer Utility Fund.

Passed, signed and dated this 19th day of November, 2018.



CITY OF VERONA



Luke Diaz, Mayor



Ellen Clark, City Clerk

**CITY OF VERONA
RESOLUTION NO. R-18-061**

**A RESOLUTION APPROVING THE LEVYING OF PROPERTY TAXES FOR CITY
PURPOSES**

WHEREAS, on Monday, November 19, 2018, the City of Verona Common Council met to consider levying taxes for city purposes; and

WHEREAS, after careful review and consideration, the Common Council moved to recommend the adoption of Resolution R-18-061 approving that the amounts set forth in the 2019 Budget be levied as taxes against the taxable property of the City of Verona, for the purposes stated therein, and that the same be placed on the tax roll for the year 2018, collectible in 2019, and that the total levy is hereby determined to be \$13,721,089.

NOW THEREFORE BE IT RESOLVED, the Common Council of the City of Verona, Dane County, Wisconsin, hereby approves the amounts set forth in the 2019 Budget and that the same be placed on the tax roll for the year 2018, collectible in 2019, and that the total levy is hereby determined to be \$13,721,089.

Passed, signed and dated this 19th day of November, 2018.



CITY OF VERONA



Luke Diaz, Mayor



Ellen Clark, City Clerk

STAFFING TABLE				
2019 BUDGET				
DEPARTMENT	2018 Positions	2018 FTEs	2019 Positions	2019 FTEs

ADMINISTRATION

Administrator	1	1.00 *	1	1.00 *
Economic Development Specialist	1	1.00	1	1.00
City Clerk	1	1.00 *	1	1.00 *
Finance Director/Treasurer	1	1.00 *	1	1.00 *
Human Resources Coordinator	1	1.00 ***	1	1.00 ***
Accountant-Utility	1	1.00 *	1	1.00 *
Administrative Assistant/Deputy Clerk	1	1.00 *	1	1.00 *
Administrative Assistant	1	0.50	1	0.50
Accounting Assistant	1	1.00	1	1.00
	9	8.50	9	8.50

MUNICIPAL COURT

Court Clerk	1	0.75	1	0.75
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POLICE DEPARTMENT

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	15	15.00	16	16.00
Police School Liaison Assignment	1	1.00	1	1.00
Detective Assignment	2	2.00	2	2.00
Business Office Mgr. / Exec Assistant	1	1.00	1	1.00
Police Records Clerk	3	2.50	3	2.50
Part-time Patrol Officers	3	0.50	3	0.50
	31	28.00	32	29.00

PUBLIC WORKS

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
Building Facilities Manager	1	1.00	1	1.00
Maintenance Worker	6	6.00	6	6.00
Equipment Operator	2	2.00	2	2.00
GIS Technician	1	1.00	1	1.00
Construction Inspector	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	1.00	1	1.00
	17	17.00 *	17	17.00 *

PARKS

Parks Director	1	1.00	1	1.00
Grounds Maintenance	4	4.00	4	4.00
	5	5.00	5	5.00

RECREATION

Recreation Director	1	1.00	1	1.00
	1	1.00	1	1.00

PLANNING/ZONING/BUILDING

Planner/Zoning Administrator	1	1.00 *	1	1.00 *
Community Development Specialist	1	1.00	1	1.00
Building Inspector	2	2.00	2	2.00
	4	4.00	4	4.00

SENIOR CITIZEN CENTER

Director	1	1.00	1	1.00
Outreach/Case Manager	2	2.00	2	2.00
Nutrition Aides	2	0.55	2	0.55
Program Manager	1	1.00	1	1.00
Program Assistant	1	0.40	1	0.40
Administrative Assistant	1	0.50	1	0.50
	8	5.45	8	5.45

FIRE DEPARTMENT

Fire Chief	1	1.00	1	1.00
Deputy Chief	1	1.00	1	1.00
Assistant Chief/Mechanic	1	1.00	1	1.00
Administrative Assistant	1	0.50	1	0.50
Fire Lieutenant	3	3.00	3	3.00
Firefighter	3	3.00	3	3.00
Part Time (POC / POP)	**	7.10	**	7.10
	10	16.60	10	16.60

BROADBAND TELECOMMUNICATIONS**REGULATORY BOARD**

Cable Videographer	1	1.00	1	1.00
	<u>1</u>	<u>1.00</u>	<u>1</u>	<u>1.00</u>

TOTAL CITY DEPARTMENTS

	87	87.30	88	88.30
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VERONA PUBLIC LIBRARY

Director	1	1.00	1	1.00
Assistant Library Director	1	1.00	1	1.00
Community Engagement Librarian	1	1.00	1	1.00
Administrative Assistant	1	0.50	1	0.50
Youth Services	3	2.50	3	2.60
Reference Supervisor	1	1.00	1	1.00
Reference Librarian	2	1.50	2	1.50
Circulation Supervisor	1	1.00	1	1.00
Adult Programming Supervisor	1	1.00	1	1.00

Technical Services	1	1.00	1	1.00
Library Assistant	17	6.30	16	7.00
Summer Library LTE	2	0.35	2	0.35
Pages	<u>13</u>	<u>2.95</u>	<u>13</u>	<u>2.95</u>
TOTAL LIBRARY	<u>45</u>	<u>21.10</u>	<u>44</u>	<u>21.9</u>
TOTAL CITY AND LIBRARY	<u>132</u>	<u>108.40</u>	<u>132</u>	<u>110.20</u>

Proposed New Positions

** 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*

****Was approved during 2018*

NOTICE OF PUBLIC HEARING FOR THE 2019 PROPOSED BUDGET FOR THE CITY OF VERONA

Notice is hereby given that on Monday, November 19, 2018 at 6:00 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 2019 budget.

<u>GENERAL FUND</u>	2018		2019	2018 Budget vs.	
	ADOPTED Budget	2018 Estimated		2019 Proposed	2019 Proposed
REVENUES:					
Taxes:					
General Property Taxes	\$ 5,100,873	\$ 5,100,873	\$ 4,961,928		-3%
Other Taxes	750,000	750,000	760,000		1%
Intergovernmental Revenues	1,188,319	1,188,319	1,415,729		19%
Licenses and Permits	648,779	648,779	897,240		38%
Fines, Forfeitures & Penalties	130,000	130,000	130,000		0%
Public Charges for Services	268,445	274,778	279,875		4%
Interest on Investments	225,000	225,000	230,000		2%
Miscellaneous Revenues	173,000	173,000	188,000		9%
Interfund Transfers/Bond Proceeds	-	-	-		N/A
Applied Funds	200,000	200,000	460,000		130%
TOTAL REVENUES	\$ 8,684,416	\$ 8,690,749	\$ 9,322,772		7%
EXPENDITURES:					
General Government	\$ 1,168,696	\$ 1,163,547	\$ 1,312,150		12%
Public Safety	3,612,669	3,469,137	3,765,619		4%
Public Works	1,523,666	1,522,853	1,553,191		2%
Culture & Recreation	954,678	966,233	967,825		1%
Conservation & Development	501,688	472,493	523,987		4%
Contingency	100,000	-	80,000		-20%
Insurance (excluding health)/Other Financing Uses	145,000	140,486	160,000		10%
Fund Balance Transfer to Capital Projects	200,000	200,000	460,000		130%
Interfund Transfers-Hydrant Rental	478,019	478,019	500,000		5%
TOTAL EXPENDITURES	\$ 8,684,416	\$ 8,412,768	\$ 9,322,772		7%
PROJECTED FUND 2019 PROPOSED					
	BALANCE	TOTAL EST.	TOTAL EST.	BALANCE	TAX LEVY
<u>All Governmental and Proprietary Funds Combined</u>	<u>JAN. 1, 2018</u>	<u>REVENUES</u>	<u>EXPENDITURES</u>	<u>DEC. 31, 2018</u>	<u>CONTRIBUTION</u>
General Fund	\$ 3,962,482	\$ 8,690,749	\$ 8,412,768	\$ 4,240,463	\$ 4,961,928
Special Revenue Funds:					
Library	\$ 494,281	\$ 2,063,128	\$ 2,080,143	\$ 477,266	\$ 1,241,073
Senior Citizen Center	73,813	519,521	524,897	68,437	508,857
Refuse and Recycling	122,821	679,332	672,101	130,052	10,000
Forestry	49,851	26,000	31,500	44,351	14,000
Verona Cemetery	280,764	17,660	22,175	276,249	-
Cable TV	506,307	140,000	131,550	514,757	-
Special Revenue Accounts	327,883	780,000	780,000	327,883	-
Impact Fees	2,424,367	410,000	410,000	2,424,367	-
VEDC	752,879	3,225	-	756,104	-
EMS	-	431,499	431,499	-	517,278
Fire Department	481,391	1,635,601	1,607,987	509,005	1,322,557
Subtotal Special Revenue	\$ 5,514,357	\$ 6,705,966	\$ 6,691,852	\$ 5,528,471	\$ 3,613,765
Internal Service Fund	\$ 337,368	\$ 1,487,000	\$ 1,487,000	\$ 337,368	\$ -
Capital Projects Funds:					
Capital Improvement Program	\$ 14,262,875	\$ 9,830,406	\$ 8,576,907	\$ 15,516,374	\$ 590,715
Revolving Fund	1,072,991	510,000	301,900	1,281,091	510,000
TIF 4	(3,538)	639,806	677,952	(41,684)	-
TIF 6	2,281,968	1,745,339	2,271,444	1,755,863	-
TIF 8	(22,331)	-	150	(22,481)	-
TIF 9	(22,849)	1,400,000	289	1,376,862	-
Subtotal Capital Projects Funds	\$ 17,569,116	\$ 14,125,551	\$ 11,828,642	\$ 19,866,025	\$ 1,100,715
Debt Service Fund	\$ 700,130	\$ 4,660,350	\$ 5,016,149	\$ 344,331	\$ 4,044,681
Enterprise Funds:					
Water Utility	\$ 3,468,391	\$ 2,217,119	\$ 2,611,224	\$ 3,074,286	\$ -
Storm Water Utility	1,012,018	1,087,300	741,524	1,357,794	-
Sewer Utility	2,153,808	2,378,775	2,344,916	2,187,667	-
Subtotal Enterprise Funds	\$ 6,634,217	\$ 5,683,194	\$ 5,697,664	\$ 6,619,747	\$ -
TOTAL	\$ 34,717,870	\$ 41,352,810	\$ 39,134,075	\$ 36,936,405	\$ 13,721,089
City's outstanding G.O. Debt at 12/31/18	\$ 55,016,644				

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

PROPERTY TAX LEVY SUMMARY:	ADOPTED LEVY 2018	ADOPTED LEVY 2019	INCREASE (DECREASE)	% INCREASE (DECREASE)
* GENERAL FUND	\$ 5,100,873	\$4,961,928	\$ (138,945)	-2.72%
LIBRARY	792,084	910,829	118,745	14.99%
* LIBRARY DEBT SERVICE	327,858	330,244	2,386	0.73%
* DEBT SERVICE	3,592,674	4,044,681	452,007	12.58%
REFUSE/RECYCLING	10,000	10,000	-	0.00%
SENIOR CITIZENS	476,938	508,857	31,919	6.69%
CAPITAL IMPROVEMENTS-FUND 100	1,307,406	1,100,715	(206,691)	-15.81%
FORESTRY	8,000	14,000	6,000	75.00%
* FIRE DEPARTMENT	1,281,883	1,322,557	40,674	3.17%
* EMS	431,499	517,278	85,779	19.88%
SUBTOTAL BEFORE TIF	\$ 13,329,215	\$ 13,721,089	\$ 391,874	2.94%
TIF LEVY (CITY PORTION)	544,694	884,899	340,205	62.46%
TOTAL TAX LEVY INCLUDING TIF	\$ 13,873,909	\$ 14,605,988	\$ 732,079	5.28%

* Note: Library impact fees (\$25,000) and rental of former library (\$30,000) applied to library debt;
Debt Service reduced by \$165,000 Police Impact Fees and \$220,000 Fire Impact Fee
DebtService is reduced by Special Assessments - \$137,906

PROPERTY TAX RATE SUMMARY:	ACTUAL TAX RATE 2018	PROPOSED TAX RATE 2019	INCREASE (DECREASE)	% INCREASE (DECREASE)
GENERAL FUND	\$ 2.1220	\$ 2.0139	-10.81%	
LIBRARY	0.3295	0.3697	4.02%	
LIBRARY DEBT SERVICE	0.1364	0.1340	-0.24%	
DEBT SERVICE	1.4946	1.6416	14.70%	
REFUSE/RECYCLING	0.0042	0.0041	-0.01%	
SENIOR CITIZENS	0.1984	0.2065	0.81%	
CAPITAL IMPROVEMENTS	0.5439	0.4467	-9.72%	
FORESTRY	0.0033	0.0057	0.24%	
FIRE DISTRICT	0.5333	0.5368	0.35%	
EMS	0.1795	0.2099	3.04%	
SUBTOTAL BEFORE TIF	\$ 5.5451	\$ 5.5689	2.38%	0.43%
TIF LEVY (CITY PORTION)	0.2266	0.3591	0.132548	58.49%
TOTAL TAX RATE incl TIF (Assessed)	\$ 5.7717	\$ 5.9280	0.156347	2.71%

Assessed Value	\$ 2,403,838,494	\$ 2,463,886,598	\$ 60,048,104	2.50%
Equalized Value	2,669,843,100	2,907,846,500	\$ 238,003,400	8.91%
Assessment Ratio	0.899912972	0.847293777		

CITY OF VERONA
REVENUE SUMMARY - General Fund
2019 BUDGET

	ACTUAL 2017	ACTUAL 6 Mos 2018	ADOPTED BUDGET 2018	ESTIMATED 2018	ADOPTED BUDGET 2019	AMOUNT INCREASE (DECREASE)	% INCREASE (DECREASE)
GENERAL FUND							
TAXES							
REAL & PERSONAL PROPERTY	\$ 5,023,894	\$ 92,013	\$ 5,100,873	\$ 5,100,873	\$ 4,961,928	\$ (138,945)	-2.72%
REAL ESTATE TAX EQUIVALENT	694,045	750,000	750,000	750,000	760,000	10,000	1.33%
SUBTOTAL	\$ 5,717,939	\$ 842,013	\$ 5,850,873	\$ 5,850,873	\$ 5,721,928	\$ (128,945)	-2.20%
INTERGOVERNMENTAL REVENUES							
STATE SHARED REVENUES	\$ 132,796	\$ -	\$ 132,468	\$ 132,468	\$ 132,042	\$ (426)	-0.32%
EXPENDITURE RESTRAINT PAYMENT	227,518	-	-	-	34,076	34,076	0.00%
EXEMPT COMPUTER AID	161,357	-	163,729	163,729	163,729	-	0.00%
PERSONAL PROPERTY AID	-	-	-	-	122,083	122,083	0.00%
STATE HIGHWAY AIDS	753,150	433,061	866,122	866,122	937,799	71,677	8.28%
OTHER STATE AIDS/GRANTS	25,711	10,390	26,000	26,000	26,000	-	0.00%
SUBTOTAL	\$ 1,300,532	\$ 443,451	\$ 1,188,319	\$ 1,188,319	\$ 1,415,729	\$ 227,410	19.14%
LICENSES & PERMITS							
GEN. LICENSES & PERMITS	\$ 66,132	\$ 55,698	\$ 55,000	\$ 55,000	\$ 57,000	\$ 2,000	3.64%
PLANNING & ZONING PERMITS/FEES	229,526	170,830	593,779	593,779	840,240	246,461	41.51%
SUBTOTAL	\$ 295,658	\$ 226,528	\$ 648,779	\$ 648,779	\$ 897,240	\$ 248,461	38.30%
FINES & FORFEITURES							
MUNICIPAL COURT FINES	\$ 23,636	\$ 8,867	\$ 22,000	\$ 22,000	\$ 22,000	\$ -	0.00%
OTHER FINES & FORFEITURES	89,017	70,077	88,000	88,000	88,000	-	0.00%
PARKING FINES	18,525	14,310	20,000	20,000	20,000	-	0.00%
SUBTOTAL	\$ 131,178	\$ 93,254	\$ 130,000	\$ 130,000	\$ 130,000	\$ -	0.00%
PUBLIC CHARGES							
RECREATION	\$ 224,569	\$ 131,019	\$ 237,445	\$ 243,478	\$ 248,875	\$ 11,430	4.81%
POLICE DEPT	1,981	620	1,000	1,300	1,000	-	0.00%
PUBLIC WORKS	28,133	1,425	20,000	20,000	20,000	-	0.00%
MISCELLANEOUS	20,918	8,271	10,000	10,000	10,000	-	0.00%
SUBTOTAL	\$ 275,601	\$ 141,335	\$ 268,445	\$ 274,778	\$ 279,875	\$ 11,430	4.26%
MISCELLANEOUS REVENUES							
INTEREST ON INVESTMENTS	\$ 210,413	\$ 122,084	\$ 225,000	\$ 225,000	\$ 230,000	\$ 5,000	2.22%
HOTEL/MOTEL ROOM TAX	155,734	35,982	155,000	155,000	170,000	15,000	9.68%
MISCELLANEOUS	19,745	9,000	18,000	18,000	18,000	-	0.00%
SUBTOTAL	\$ 385,892	\$ 167,066	\$ 398,000	\$ 398,000	\$ 418,000	\$ 20,000	5.03%
OTHER FINANCING SOURCES							
FUND BALANCE APPLIED	\$ -	\$ -	\$ 200,000	\$ 200,000	\$ 460,000	\$ 260,000	130.00%
BOND PROCEEDS	-	-	-	-	-	-	0.00%
OTHER TRANSFERS	-	-	-	-	-	-	0.00%
SUBTOTAL	\$ -	\$ -	\$ 200,000	\$ 200,000	\$ 460,000	\$ 260,000	130.00%
TOTAL GENERAL FUND							
REVENUES	\$ 8,106,800	\$ 1,913,647	\$ 8,684,416	\$ 8,690,749	\$ 9,322,772	\$ 638,356	7.35%

**CITY OF VERONA
EXPENDITURE SUMMARY
2019 BUDGET**

	ACTUAL 2017	ACTUAL 6 Mos 2018	ADOPTED BUDGET 2018	ESTIMATED 2018	Estimated (Over) or Under	PROPOSED 2019	AMOUNT INCREASE (DECREASE)	% INCREASE (DECREASE)
GENERAL GOVERNMENT								
CITY COUNCIL	\$ 166,042	\$ 53,100	\$ 148,366	\$ 146,566	\$ 1,800	\$ 144,424	\$ (3,942)	-2.7%
MUNICIPAL COURT	121,378	44,761	106,271	103,788	2,483	106,227	(44)	0.0%
ADMINISTRATION	619,648	369,095	821,804	820,938	866	983,279	141,475	17.2%
BUILDING AND GROUNDS	97,237	37,125	92,255	92,255	-	98,220	5,965	6.5%
SUBTOTAL	\$ 1,004,305	\$ 504,081	\$ 1,168,696	\$ 1,163,547	\$ 5,149	\$ 1,312,150	\$ 143,454	12.3%
PUBLIC SAFETY								
POLICE DEPARTMENT	\$ 3,158,294	\$ 1,539,342	\$ 3,585,619	\$ 3,442,077	\$ 143,542	\$ 3,754,919	\$ 169,300	4.7%
EMERGENCY PREPAREDNESS	2,821	6,167	27,050	27,060	(10)	10,700	(16,350)	-60.4%
SUBTOTAL	\$ 3,161,115	\$ 1,545,509	\$ 3,612,669	\$ 3,469,137	\$ 143,532	\$ 3,765,619	\$ 152,950	4.2%
PUBLIC WORKS								
	\$ 1,260,841	\$ 735,519	\$ 1,523,666	\$ 1,522,853	\$ 813	\$ 1,553,191	\$ 29,525	1.9%
CULTURE & RECREATION								
PARKS	\$ 584,581	\$ 301,123	\$ 650,270	\$ 651,722	\$ (1,452)	\$ 658,145	\$ 7,875	1.2%
RECREATION	289,762	132,084	304,408	314,511	(10,103)	309,680	5,272	1.7%
SUBTOTAL	\$ 874,343	\$ 433,207	\$ 954,678	\$ 966,233	\$ (11,555)	\$ 967,825	\$ 13,147	1.4%
DEVELOPMENT								
PLANNING	\$ 188,560	\$ 100,148	\$ 238,707	\$ 210,837	\$ 27,870	\$ 247,849	\$ 9,142	3.8%
BUILDING INSPECTION/ZONING	210,864	110,485	262,981	261,656	1,325	276,138	13,157	5.0%
SUBTOTAL	\$ 399,524	\$ 210,633	\$ 501,688	\$ 472,493	\$ 29,195	\$ 523,987	\$ 22,299	4.4%
MISC. AND UNCLASSIFIED								
INSURANCE	\$ 115,486	\$ 113,502	\$ 120,000	\$ 115,486	\$ 4,514	\$ 120,000	\$ -	0.0%
RETIREE HEALTH INSURANCE	40,000	-	-	-	-	-	-	N/A
CONTINGENCY	-	-	100,000	-	100,000	80,000	(20,000)	-20.0%
ROOM TAX	34,653	10,471	25,000	25,000	-	40,000	15,000	60.0%
SUBTOTAL	\$ 190,139	\$ 123,973	\$ 245,000	\$ 140,486	\$ 104,514	\$ 240,000	\$ -5,000	-2.0%
GENERAL FUND TRANSFERS								
TRANSFER TO CAPITAL PROJECTS	\$ -	\$ 200,000	\$ 200,000	\$ 200,000	\$ -	\$ 460,000	\$ 260,000	130.00%
HYDRANT RENTAL	478,019	478,019	478,019	478,019	-	500,000	21,981	0
SUBTOTAL	\$ 478,019	\$ 678,019	\$ 678,019	\$ 678,019	\$ -	\$ 960,000	\$ 281,981	41.59%
GRAND TOTAL - GENERAL FUND								
	\$ 7,368,286	\$ 4,230,941	\$ 8,684,416	\$ 8,412,768	\$ 271,648	\$ 9,322,772	\$ 638,356	7.35%
ENTERPRISE								
WATER UTILITY	\$ 2,368,971	\$ 1,153,600	\$ 2,695,456	\$ 2,611,224	\$ 84,232	\$ 2,796,263	\$ 100,807	3.74%
STORM WATER UTILITY	738,808	207,431	764,025	741,524	22,501	903,543	139,518	18.26%
SEWER UTILITY	2,316,322	522,785	2,493,615	2,344,916	148,699	2,482,916	(10,699)	-0.43%
SPECIAL REVENUE								
LIBRARY	\$ 1,929,470	\$ 1,387,528	\$ 2,066,470	\$ 2,080,143	\$ (13,673)	\$ 2,235,952	\$ 169,482	8.20%
SENIOR CITIZEN CENTER	464,028	223,337	521,388	524,897	(3,509)	535,207	13,819	2.65%
REFUSE AND RECYCLING	683,538	194,049	679,143	672,101	7,042	729,649	50,506	7.44%
IMPACT FEES	339,249	309,249	410,000	410,000	-	410,000	-	0.00%
FORESTRY	24,799	15,284	28,000	31,500	(3,500)	34,000	6,000	21.43%
VERONA CEMETERY	13,130	9,493	12,020	22,175	(10,155)	13,200	1,180	9.82%
CABLE TELEVISION (BTRB)	130,583	63,038	94,033	131,550	(37,517)	94,775	742	0.79%
ROOM TAX	278,504	89,190	350,000	380,000	(30,000)	380,000	30,000	8.57%
SPECIAL ACCOUNTS	441,055	64,858	400,000	400,000	-	400,000	-	0.00%
EMS	417,467	215,750	431,499	431,499	-	517,278	85,779	19.88%
FIRE DEPARTMENT	1,485,979	685,924	1,654,974	1,607,987	46,987	1,690,736	35,762	2.16%
INTERNAL SERVICE FUND	1,388,696	932,949	1,550,000	1,487,000	63,000	1,550,000	-	0.00%
CAPITAL PROJECTS								
CAPITAL IMPROVEMENT PROGRAM	\$ 6,070,898	\$ 2,053,130	\$ 7,621,536	\$ 8,576,907	\$ (955,371)	\$ 5,064,171	\$ (2,557,365)	-33.55%
CAPITAL REVOLVING FUND	237,952	145,975	301,900	301,900	-	346,868	44,968	14.89%
VEDC	2,879	2,282	5,650	4,052	1,598	3,225	(2,425)	-42.9%
TIF 4	2,967,491	500,535	629,056	677,952	(48,896)	636,425	7,369	1.17%
TIF 6	1,065,471	1,024,421	3,503,850	2,271,444	1,232,406	3,925,605	421,755	12.04%
TIF 8	22,331	150	10,000	150	9,850	1,000	(9,000)	-90.0%
TIF 9	22,848	289	905,000	289	904,711	1,458,810	553,810	61.2%
DEBT SERVICE FUND	\$ 6,854,194	\$ 4,159,382	\$ 4,744,477	\$ 5,016,149	\$ (271,672)	\$ 5,114,077	\$ 369,600	7.79%

CITY OF VERONA Fee Schedule			
A/C Number	Fee Category	2018	2019
	ADMIN AND PUBLIC RECORDS		
	Insufficient Funds Returned Check Fee	Bank Charge	Bank Charge
170-41210/10-48915	Room Tax	7.00%	7.00%
010-46900	Tax/Special Assessment Searches	\$35.00	\$35.00
010-46900	Tax/Special Assessment Searches (expedited)	\$60.00	\$60.00
	Photo Copies-Documents	\$0.25	\$0.25
	Copies On Digital Storage Devices(CD,DVD)	\$3.00	\$3.00
	PUBLIC SAFETY		
	Civil Process-Service of Process Fee	\$30.00	\$30.00
	Civil Process-Travel Fee	IRS Rate	IRS Rate
	PUBLIC WORKS		
	Driveway Permit Fee	\$5.00	\$5.00
	LICENSING AND REGULATION		
010-44110	Class A Liquor Retailer's License	\$500	\$500
010-44110	Class A - Fermented Malt Beverage	\$300	\$300
010-44110	Class B Liquor Retailer's License	\$500	\$500
010-44110	Class B - Fermented Malt Beverage	\$100	\$100
010-44110-102	Reserve Class B	\$10,000	\$10,000
010-44110	Temporary Class B Fermented Malt Beverage	\$10	\$10
010-44110	Temporary Class B Wine License	\$10	\$10
010-44110	Class C Wine License	\$100	\$100
010-44110	Provisional Retail License	\$15	\$15
010-44120	Operator's License-Provisional	\$10	\$10
010-44120	Operator's License-Annual	\$30	\$30
010-44120	Operator's License-2 year	\$50	\$50
010-44130	Cigarette License	\$100	\$100
010-44140	Amusement Device Licenses	\$100	\$100
130-44150	Cable TV Franchise License	5.00%	5.00%
010-44160	Transient Merchant-Direct Sellers Registration Fee	\$25	\$25
010-44160	Transient Merchant-Solicitors	\$25	\$25
010-44170	Permit Fee for Street Use	\$25	\$25
	Permit Required for Nonmetallic Mining	\$50	\$50
	Blasting and/or Rock Crushing	\$100	\$100
	Permit Fee for Processions, Parades . . .	\$25	\$25
	Fees- Pawnbroker, Secondhand Article and Jewelry	\$210	\$210
	Fees- Pawnbroker, Secondhand Article and Jewelry	\$27.50	\$27.50
	Fees- Pawnbroker, Secondhand Article and Jewelry	\$30	\$30
	Fees- Pawnbroker, Secondhand Article and Jewelry	\$165	\$165
	Chicken License	NA	\$20
	Late Fee	NA	\$5
010-44210	Dog License	\$15	\$20
010-44210	Neutered or Spayed	\$10	\$15
010-44211	Late Fee	\$5	\$5
010-44210	Kennel License	\$35+\$3	\$35+\$3
	MOTOR VEHICLES AND TRAFFIC		
010-44220	Bike Licenses	\$5	\$5
	Snowmobile Renter's License	\$15	\$15
	Newstand Permit Fee	\$25	\$25

A/C Number	PLANNING & DEVELOPMENT FEES	2018	2019
	Land Division		
010-44410	Certified Survey Maps	\$150 + \$100/lot	\$150 + \$100/lot
010-44410	Preliminary Plat	\$300+\$50/lot	\$300+\$50/lot
010-44410	Final Plat	\$300+\$25/lot	\$300+\$25/lot
	Planned Development District		
010-44470	Concept Plan	\$300	\$300
010-44470	General Development Plan	\$300	\$300
010-44470	Precise Implementation Plan	\$300	\$300
	Zoning		
010-44440	Conditional Use Permit	\$300	\$300
010-44460	Site Plan Review	\$300	\$300
010-44430	Zoning Map & Regulation Amendments	\$300	\$300
010-44420	Variances/Appeals	\$300	\$300
	Miscellaneous		
010-44480	Annexation	\$300 + Taxes	\$300 + Taxes

A/C Number	RECREATION	2018	2019
010-46721	Little League Fees	\$45-\$65	\$45-\$65
010-46722	Adult Softball Fees	\$100	\$100
010-46724	Volleyball Fees	\$360	\$360
010-46725	Soccer Fees	\$35 - \$55	\$35 - \$55
010-46726	Men's Basketball	\$575	\$575
010-46727	Youth Basketball	\$30 - \$82	\$30 - \$82
010-46728	Tennis	\$54 - \$69	\$54 - \$69
010-46729	Rhapsody Classes	\$30 - \$200	\$30 - \$200
010-46731	Instructional Softball Fees	\$90 - \$105	\$90 - \$105
010-46732	Swimming Fees	\$2 - \$5	\$2 - \$5
010-46736	Other Recreation	N/A	N/A
010-46737	Park Reservations	\$40 - \$60	\$40 - \$60
010-46739	Hometown USA Concession Stand	Various	Various
010-46740	Golf Fees	\$60 - \$70	
010-46742	Playground Program	\$122-\$142	\$122-\$142
010-46744	Baseball Field Reservation Fee	\$20 - \$100	\$20 - \$125
010-46745	Amusement Ticket Fee		Various
010-46748	Flag Football	\$65-\$85	\$65-\$85
010-46752	Instructional Baseball	\$45-\$60	\$45 - \$60
010-46754	Dance Lessons	\$114 - \$134	\$114 - \$134
010-46756	Canoeing/kayaking	\$130 - \$150	\$130 - \$150
010-46757	Adult Fitness		\$50 - \$150
010-46758	Babysitting Training	\$65 - \$75	\$93 - \$108
010-46760	Adult Yoga/Zumba	\$30 - \$40	
010-46761	Youth Camp Soccer	\$90 - \$159	\$90 - \$159
010-46767	Instructional Soccer	\$45 - \$60	\$45 - \$60
010-46768	Instr LaCrosse	\$45 - \$60	\$45 - \$60
010-46769	Instr Volleyball	\$45 - \$60	\$45 - \$60
010-46773	Youth Volleyball	\$60 - \$75	\$60 - \$75
	Field Usage Fees		
	Resident Teams *		
	Community Park, Veteran's Park and Stampfl		
	Monday-Friday	\$30	\$45
	Weekend	\$45	\$60
	Night Games	add \$15	add \$20
	No-prep Games	add \$15	add \$20
	Non-Resident Teams		
	Community Park, Veteran's Park and Stampfl		
	Monday-Friday	\$100	\$100
	Weekend	\$100	\$125
	Night Games	add \$15	add \$20
	No-prep Games	add \$20	add \$25
	Tournament Teams		
	Community Park, Veteran's Park and Stampfl		
	Practice Usage	\$25	\$25
	Game Usage	\$125	\$125
	* A resident team shall have over 50% of its roster made up of City of Verona residents		
	Prices include up to 5 bags of Diamond Dry if field is wet. Additional bags will be available at a cost of \$10 per bag		

A/C Number	CEMETERY	2018	2019
125-49196	Burial Lots	\$600	\$600
125-49196	Transfer of Title	\$25	\$25
125-49196	Replacement Deeds	\$25	\$25
125-49196	Staking for Burials	\$75	\$75
125-49196	Staking for Monuments	\$60	\$60

A/C Number	BUILDING INSPECTION	2018	2019
	<u>New Construction and Addition Permits</u>		
	<u>Building Fees</u>		
	Building Permit Fees shall be the sum of:		
	All Groups Base Fee	\$50	\$50
	Group 1: Fee per Square foot of all areas	\$0.08/sq.ft	\$0.08/sq.ft
	Group 2: Fee per Square foot of all areas	\$0.10/sq.ft	\$0.10/sq.ft
	Group 3: Fee per Square foot of all areas	\$0.08/sq.ft	\$0.08/sq.ft
	<u>Electrical Fees</u>		
	Electrical Permit Fees shall be the sum of:		
	All Groups Base Fee	\$50	\$50
	Group 1: Fee per Square foot of all areas	\$0.05/sq.ft	\$0.05/sq.ft
	Group 2: Fee per Square foot of all areas	\$0.06/sq.ft	\$0.06/sq.ft
	Group 3: Fee per Square foot of all areas	\$0.02/sq.ft	\$0.02/sq.ft
	<u>Plumbing Fees</u>		
	Plumbing Permit Fees shall be the sum of:		
	All Groups Base Fee	\$50	\$50
	Group 1: Fee per Square foot of all areas	\$0.05/sq.ft	\$0.05/sq.ft
	Group 2: Fee per Square foot of all areas	\$0.06/sq.ft	\$0.06/sq.ft
	Group 3: Fee per Square foot of all areas	\$0.02/sq.ft	\$0.02/sq.ft
	<u>HVAC Fees</u>		
	HVAC Permit Fees shall be the sum of:		
	All Groups Base Fee	\$50	\$50
	Group 1: Fee per Square foot of all areas	\$0.05/sq.ft	\$0.05/sq.ft
	Group 2: Fee per Square foot of all areas	\$0.06/sq.ft	\$0.06/sq.ft
	Group 3: Fee per Square foot of all areas	\$0.02/sq.ft	\$0.02/sq.ft
	<u>Erosion Control Fees</u>		
	Group 1: \$100 per unit for 1-4 units	\$100	\$100
	Group 1: \$50 per units 5+	\$50	\$50
	Group 2 and 3: \$50 per 1,000 Square feet of all areas	\$50/1,000 sq.ft	\$50/1,000 sq.ft
	<u>Early Start Permit</u>		
	Group 1	\$150	\$150
	Group 2 and 3	\$250	\$250
	<u>Driveway Opening</u>		
	Group 1	\$50	\$50
	Group 2 and 3	\$100	\$100
	<u>Wisconsin State Seal</u>		
	1 and 2 family only	\$35	\$35
	<u>Street Tree Fee</u>		
	Per Lot (New construction only)	\$325	\$325
	<u>Park Development Fee</u>		
	Per Bedroom (new construction Group 1 only)	\$300	\$300
	<u>Library Impact Fee</u>		
	Single Family Per Unit (New construction only)	\$540	\$540
	Multi Family Per Unit (New construction only)	\$371	\$371
	<u>Police Impact Fee</u>		
	Single Family Per Unit (New construction only)	\$413	\$413
	Multi Family Per Unit (New construction only)	\$368	\$368
	Non-Residential	\$1.4094/\$1,000 of total project cost of fracation thereof	\$1.4094/\$1,000 of total project cost of fracation thereof
	<u>Fire Impact Fee</u>		
	Single Family Per Unit	\$310	\$310
	Multi Family Per Unit (New construction only)	\$213	\$213
	Non-Residential	\$2.10 per \$1,000 total project cost or fraction thereof	\$2.10 per \$1,000 total project cost or fraction thereof
	<u>Water Impact Fee</u>		
	5/8" & 3/4"	\$324	\$324
	1"	\$810	\$810
	1-1/2"	\$1,620	\$1,620
	2"	\$2,592	\$2,592
	3"	\$4,860	\$4,860
	4"	\$8,100	\$8,100
	<u>Sewer Connection Fees</u>		
	5/8" & 3/4"	\$551	\$551
	1"	\$1,377	\$1,377
	1-1/2"	\$2,754	\$2,754
	2"	\$4,407	\$4,407
	3"	\$8,262	\$8,262
	4"	\$13,771	\$13,771

A/C Number	BUILDING INSPECTION	2018	2019
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Alteration and Repair Permits

Building Fees

Building permit fees shall be the greater of:

Base fee - \$50 or:

Group 1 \$.08 per square foot of all areas

Group 2 \$.10 per square foot of all areas

Group 3 \$.06 per square foot - first 10,000 square feet of all areas

Electrical Fees

Electrical permit fees shall be the greater of:

Base fee - \$50 or:

Group 1 \$.05 per square foot of all areas

Group 2 \$.06 per square foot of all areas

Group 3 \$.02 per square foot of all areas

Plumbing Fees

Plumbing permit fees shall be the greater of:

Base fee - \$50 or:

Group 1 \$.05 per square foot of all areas

Group 2 \$.06 per square foot of all areas

Group 3 \$.02 per square foot of all areas

Heating/Ventilating/Air Conditioning Fees

Heating/Ventilating/Air Conditioning fees shall be the greater of:

Base fee - \$50 or:

Group 1 \$.05 per square foot of all areas

Group 2 \$.06 per square foot of all areas

Group 3 \$.02 per square foot of all areas

Miscellaneous Fees

Failure to Obtain an Required Certificate of Occupancy

Prior to Occupancy

Group 1	\$100	\$100
Group 2 and 3	\$200	\$200

Flat Rate Project Permits

Deck Permit	\$100/unit	\$100/unit	
Roof Replacement Permit (One & Two Family)		\$50	\$50
All Other Roof Replacement Permit		\$100	\$100
Siding/Soffit/Fascia Permit		\$50	\$50
Windows/Doors Permit		\$50	\$50
Water Heater Permit (per unit)		\$50	\$50
Water Treatment Device Permit (per unit)		\$50	\$50
Residential Furnace Permit		\$50	\$50
Residential A/C Permit	\$50 plus \$50 if new install	\$50 plus \$50 if new install	
Above Ground Swimming Pool Permit		\$100	\$100
Below Ground Swimming Pool Permit		\$150	\$150
Fence Permit		\$50	\$50
Residential Electrical Service Permit		\$50	\$50
Moving of Building/Structures Permit		\$150	\$150
Demolition Permit (per Building)		\$150	\$150
Sign Permit	\$50 base plus \$1.00/sq.ft	\$50 base plus \$1.00/sq.ft	
Minimum Permit Fee		\$50	\$50
Special Inspections	\$50/hr	\$50/hr	

Commercial Plan Review Fees

Building Fees	2018		2019	
	Building	HVAC	Fire Alarm	Fire Suppression
Area < 2500 Square Feet	\$260	\$160	\$130	\$130
Area 2501 - 5000 Square Feet	\$330	\$220	\$160	\$160
Area 5001 - 10,000 Square Feet	\$550	\$260	\$315	\$315
Area 10,001 - 20,000 Square Feet	\$750	\$400	\$620	\$620
Area 20,001 - 30,000 Square Feet	\$1,100	\$540	\$925	\$925
Area 30,001 - 40,000 Square Feet	\$1,500	\$830	\$1,240	\$1,240
Area 40,001 - 50,000 Square Feet	\$2,000	\$1,100	\$1,555	\$1,555
Area 50,001 - 75,000 Square Feet	\$2,700	\$1,500	\$1,880	\$1,880
Area 75,001 - 100,000 Square Feet	\$3,400	\$2,100	\$2,210	\$2,210
Area 100,001 - 200,000 Square Feet	\$5,600	\$2,700	\$2,580	\$2,580
Area 200,001 - 300,000 Square Feet	\$9,900	\$6,300	\$3,030	\$3,030
Area 300,001 - 400,000 Square Feet	\$15,000	\$9,200	\$3,480	\$3,480
Area 400,001 - 500,000 Square Feet	\$18,500	\$12,000	\$3,930	\$3,930
Area > 500,000 Square Feet	\$20,000	\$13,500	\$4,310	\$4,310

COMMON COUNCIL

**CITY OF VERONA
2019 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 2019 decreased by \$3,942 (-2.66%) compared to 2019 Adopted Budget. Part of the decrease in the budget is the elimination of \$5,000 to the Verona Road Business Coalition (VRBC) for communications and advocating for businesses affected by the Verona Road construction project. Contributions to Badger Prairie Needs Network remain consistent with the 2018 \$20,000 appropriation.

The 2019 Council budget also includes \$3,515 for the City's membership dues for the Dane County Cities and Villages Association and \$6,615 for League of Wisconsin Municipalities membership dues.

STATISTICAL SUMMARY OF MAJOR ACTIVITIES

	2017 Actual	2018 Projected	2019 Estimated
Council and Committee of the Whole Meetings Held	28	28	28
Resolutions Adopted	60	60	60
Ordinances Passed	23	18	18

**VERONA COMMON COUNCIL
ADOPTED 2019 BUDGET**

	ACTUAL 2017	6/30 ACTUAL 2018	ADOPTED BUDGET 2018	PROJECTED 2018	ADOPTED 2019	% INCR (DECR)
010-51100						
PERSONNEL SERVICES						
110 WAGES	\$ 47,325	\$ 20,925	\$ 45,075	\$ 45,075	\$ 46,200	
132 SOCIAL SECURITY	3,621	1,314	3,449	3,449	3,534	
134 WRS	530	121	515	515	-	
TOTAL PERSONNEL SERVICES	\$ 51,476	\$ 22,360	\$ 49,039	\$ 49,039	\$ 49,734	1.42%
OPERATING EXPENDITURES						
210 PROFESSIONAL SERVICES	\$ 66,968	\$ 13,623	\$ 59,800	\$ 58,000	\$ 59,800	
320 MEMBERSHIP & DUES	11,157	10,263	10,277	10,277	10,640	
335 EDUCATION	150	240	550	550	550	
380 OTHER COMMODITIES	36,291	6,614	28,700	28,700	23,700	
TOTAL OPERATING EXPENDITURES	\$ 114,566	\$ 30,740	\$ 99,327	\$ 97,527	\$ 94,690	-4.67%
TOTAL CITY COUNCIL EXPENDITURES	\$ 166,042	\$ 53,100	\$ 148,366	\$ 146,566	\$ 144,424	-2.66%

MUNICIPAL COURT

**CITY OF VERONA
2019 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 are the Municipal Judge, an elected official who serves four year terms, and the Municipal Court Clerk, a 75%-time non-union City employee.

Verona's municipal court functions well and is 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, very 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 may represent the City in municipal court; the current primary municipal prosecutor is Kyle Engelke.

STATISTICAL SUMMARY OF MAJOR ACTIVITIES

The municipal court caseload had been generally stable over the past eight years. However, increases are 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, Verona's increasing population, and commercial growth.

- Between 2008 – 2014, court closures generally stood at 2,000 cases
- Between 2015 – 2017, closures rose steadily, totaling 2,368 in 2017
- In 2018, over 1,500 cases were closed in the first 7.5 months of the year. We estimate the 2018 closed case volume may be over 2,500.

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

GOALS FOR 2019

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

The court's 2018 goals included the expectation that the police department and court would move to an integrated program called "Cash Register" that supposedly improves processing of receipts and payments. It is offered through TiPSS (Titan Public Safety Solutions). However, having heard nothing despite inquiry, it appears we are not imminently moving to this program, and therefore have not included it in the 2019 proposed budget.

REVENUE INFORMATION

The court itself does not have specific monetary goals, except to operate in a fiscally responsible manner. "Revenue" refers to actual collections, and is a figure comprised of court costs plus forfeiture amounts. Through the first half of 2018, revenue was roughly \$69,000. However, rather than simply doubling the mid-year figure, and because collections are frequently somewhat higher during the first six months of each year, we project 2018 revenue will be around \$116,000.

We accept in-person, mailed and online payments. Collection efforts are well-handled, including that since August 2017 the municipal court utilizes a TiPPS interface with the Wisconsin Department of Revenue's State Debt Collection (SDC) Program.

FIVE YEAR PERSONNEL AND CAPITAL PLANS

The most recent five-year personnel plan for municipal court was drafted about 8-9 years ago. That document had listed the Clerk's position at 0.75 FTE through 2014 and 1.0 FTE beginning in 2015. This was thought at the time to be prudent planning for anticipated accumulated workload increases. However, last year, this year and for the coming year(s), the court anticipates maintaining the clerk's position at 0.75 FTE. This is partially attributable to efficiencies gained by increased electronic processing. The current clerk is fully engaged, and able to complete her duties working $\frac{3}{4}$ time (basically, three long days each week). Both she and I are happy with that status quo.

As far as capital planning, and as long as stuff gets fixed if/when it breaks and we receive occasional city staff service upgrades, we traditionally need little or nothing. A minimal \$500 was placed in the 2019 budget to assist for any unexpected emergencies. Another possible expenditure, perhaps falling within the aforementioned \$500, is that the clerk would be benefitted by an improved ergonomic work environment. Simply put, some City employees now have workplace stands and computer equipment that assist their comfortable functioning. Our clerk should likewise have access to the same equipment. This was mentioned in last year's budget but not implemented. We intend to do so in the coming year.

**MUNICIPAL COURT
ADOPTED 2019 BUDGET**

REVENUE 010-451XX	ACTUAL 2017	6/30 ACTUAL 2018	ADOPTED BUDGET 2018	PROJECTED 2018	ADOPTED 2019	% INCR (DECR)
45110 MUNICIPAL COURT COSTS	\$ 23,636	\$ 8,867	\$ 22,000	\$ 22,000	\$ 22,000	
45125 FINES AND FORFEITURES	89,017	60,577	88,000	88,000	88,000	
TOTAL COURT REVENUE	\$ 112,653	\$ 69,444	\$ 110,000	\$ 110,000	\$ 110,000	0.00%

EXPENDITURES 010-51200	ACTUAL 2017	6/30 ACTUAL 2018	ADOPTED BUDGET 2018	PROJECTED 2018	ADOPTED 2019	% INCR (DECR)
PERSONNEL SERVICES						
110 WAGES	\$ 10,199	\$ 4,856	\$ 9,712	\$ 9,429	\$ 9,906	
111 LONGEVITY PAY	695	368	707	716	1,081	
120 PART TIME WAGES	34,712	18,503	35,318	34,290	36,024	
130 MEDICAL INSURANCE	7,379	2,776	7,403	5,534	5,247	
131 DENTAL INSURANCE	772	386	772	722	810	
132 SOCIAL SECURITY	3,334	1,503	3,499	3,397	3,596	
133 LIFE INSURANCE	188	98	231	183	243	
134 WI RETIREMENT	2,488	1,171	2,379	2,377	2,430	
135 INCOME CONTINUATION	-	-	-	-	-	
TOTAL PERSONNEL SERVICES	\$ 59,767	\$ 29,661	\$ 60,021	\$ 56,648	\$ 59,337	-1.14%
OPERATING EXPENDITURES						
210 PROFESSIONAL SERVICES	\$ 49,590	\$ 12,740	\$ 35,000	\$ 35,000	\$ 35,000	
290 OTHER CONTRACTUAL	1,545	650	950	950	950	
310 OFFICE SUPPLIES	1,878	535	1,750	2,000	1,750	
320 MEMBERSHIP & DUES	840	-	850	140	140	
330 TRAVEL	636	254	800	800	800	
335 EDUCATION	40	920	100	950	950	
450 DATA PROCESSING	7,082	-	6,300	6,800	6,800	
TOTAL OPERATING EXPENDITURES	\$ 61,611	\$ 15,099	\$ 45,750	\$ 46,640	\$ 46,390	1.40%
CAPITAL OUTLAY						
810 OFFICE EQUIPMENT	\$ -	\$ -	\$ 500	\$ 500	\$ 500	
TOTAL CAPITAL OUTLAY	\$ -	\$ -	\$ 500	\$ 500	\$ 500	
TOTAL MUNICIPAL COURT EXPENDITURES	\$ 121,378	\$ 44,761	\$ 106,271	\$ 103,788	\$ 106,227	-0.04%

ADMINISTRATION

**CITY OF VERONA
2019 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, City Clerk, Economic Development Manager and Human Resources Coordinator. 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 2019 Administration budget reflects an overall increase of \$141,475 or 17.22% from 2018. Personnel costs are increasing by \$112,393 or 20.73% which includes a new position of Human Resources Coordinator, cost of living and health insurance changes.

The 2019 proposed operating budget reflects an overall increase of \$65,529 or 13.87% from 2018. The increase is primarily attributed to additional contracted assessor services of \$59,000 for the first half of the cost of a full reassessment of the City with the second half budgeted in 2020. The city dropped below the 90% assessment ratio (assessed value/market value) that requires a full assessment to be completed. The City has five years to administer an assessment before the City is out of compliance. The 2019 elections budget includes funds for two elections as compared with four elections budgeted in 2018. This reflects a decrease in the proposed 2019 election budget of \$10,865 as compared with 2018.

Also included in the proposed 2019 operating expenses are professional services such as support for the City accounting and payroll systems, code updates, weights and measures fees, engineering fees for general City issues, office supplies, repairs and maintenance of office equipment, and leases of the copier.

Office Equipment budget of \$16,000 includes 2 new computers for staff and \$12,000 for Microsoft Outlook licensing.

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 2019 budget reflects the projected costs for 2 elections in 2019.

Anticipated 2019 elections:

- Spring Primary Election, February 19, 2019
- Spring Election, April 2, 2019

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 2019 is \$124,800.

STATISTICAL SUMMARY OF MAJOR ACTIVITIES

	2017 Actual	2018 Estimated	2019 Projected
Assessor			
Real Estate Parcels	4,506	4,685	4,785
Personal Property Accounts	373	325	325
BOR Objectors	0	0	0
City Clerk			
# of Elections	2	4	2
# of Registered Voters	7,800	8,000	8,000
Liquor Licenses	31	31	31
Operator Licenses	170	130	150
Permits:	4	56	58
Solicitors/Sellers	12	30	30
Special Event	28	26	28
Finance			
AP Checks Issued	3,618	3,600	3,600
Purchasing Card Trans.	367	370	370
Purchasing Card Rebate	\$25,144	\$19,113	\$20,000
Payroll Checks / DD	4,678	4,800	4,800
Cash Receipts	2,035	2,100	2,100
Utility Payments	18,449	19,200	19,500
Property Tax Pmts	4,998	5,100	5,100
Dog Licenses	810	875	900
City Bond Rating	Aa2	Aa2	Aa2

SUMMARY OF ACHIEVEMENTS FOR 2018

- Filled Economic Development Manager, Human Resources Coordinator and Building Inspector positions.
- Updated City Fund Balance Policy.
- Contracted with BS&A for new financial software system for streamlining processes and better reporting.
- Established an Employee Wellness Team to provide communication to employees and review ways to improve employee health.
- Increased communication to residents through social media platforms and improved interactions by over 20%. Completed online citizen survey.

GOALS AND OBJECTIVES FOR 2019

- **Implementing a new financial software system for streamlining processes and better reporting.**
- **Continue to develop new TIF Districts to support commercial and industrial developments.**
- **Develop economic development and tourism strategies to promote development and activities within the City.**
- **Continue to develop communication and marketing strategies with business community and residents.**
- **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 2019 BUDGET**

		ACTUAL	6/30 ACTUAL	ADOPTED BUDGET	PROJECTED	ADOPTED	%
010-51400		2017	2018	2018	2018	2019	INCR (DECR)
PERSONNEL SERVICES							
110	FULL TIME WAGES	\$ 270,456	\$ 157,078	\$ 370,972	\$ 390,972	\$ 452,698	
111	LONGEVITY PAY	761	-	-	-	-	
120	PART TIME WAGES	-	11,201	17,879	21,000	12,500	
125	OVERTIME WAGES	1,636	-	2,100	2,100	2,100	
130	HEALTH INSURANCE	57,244	31,791	84,322	87,376	106,788	
131	DENTAL INSURANCE	4,249	2,760	7,627	8,949	11,316	
132	SOCIAL SECURITY	21,454	10,928	29,907	31,677	35,749	
133	LIFE INSURANCE	942	500	1,386	1,200	1,484	
134	WI RETIREMENT	19,255	9,363	25,838	25,838	29,789	
136	FLEX SPENDING ADMIN	1,777	568	2,015	2,015	2,015	
	TOTAL PERSONNEL SERVICES	\$ 377,774	\$ 224,189	\$ 542,046	\$ 571,127	\$ 654,439	20.73%
OPERATING EXPENDITURES							
210	PROFESSIONAL SERVICES	\$ 29,724	\$ 28,320	\$ 31,500	\$ 31,500	\$ 27,395	
210 051	AUDITOR	26,161	22,156	31,000	31,000	31,000	
210 052	ENGINEER	-	-	800	-	800	
212	ASSESSOR	65,431	53,974	63,350	63,350	124,800	
222	PRINTING	7,280	2,831	4,875	4,875	4,500	
225	COMMUNICATIONS	17,657	8,946	19,600	19,600	19,600	
240	REPAIR/MAINTENANCE SERVICES	18,490	5,988	25,006	25,006	25,006	
295	RECRUITMENT	18,675	849	2,300	2,300	3,000	
310	OFFICE SUPPLIES	5,133	650	5,000	5,000	5,000	
320	MEMBERSHIP AND DUES	1,931	815	2,345	2,000	2,430	
330	TRAVEL	3,704	433	7,802	1,000	7,239	
335	EDUCATION-TRAINING	2,598	1,305	5,000	4,000	6,755	
340	OPERATING SUPPLIES	1,156	223	6,225	6,225	6,225	
440	ELECTIONS	28,142	5,274	34,685	13,685	11,320	
450	DATA PROCESSING	690	306	650	650	650	
530	RENTS AND LEASES	17,091	7,597	11,400	11,400	11,400	
51910	UNCOLLECTED TAXES	(6,444)	122	5,000	5,000	5,000	
	TOTAL OPERATING EXPENDITURES	\$ 237,419	\$ 139,789	\$ 256,538	\$ 226,591	\$ 292,120	13.87%
CAPITAL OUTLAY - GENERAL FUND							
810	OFFICE EQUIPMENT	\$ 384	\$ 5,117	\$ 20,500	\$ 20,500	\$ 16,000	
815	OPERATING EQUIPMENT	\$ 4,071	\$ -	\$ 2,720	\$ 2,720	\$ 720	
	TOTAL G. F. CAPITAL	\$ 4,455	\$ 5,117	\$ 23,220	\$ 23,220	\$ 16,720	-27.99%
TOTAL ADMINISTRATION EXPENDITURES		\$ 619,648	\$ 369,095	\$ 821,804	\$ 820,938	\$ 963,279	17.22%

**BUILDINGS AND
GROUNDS**

**CITY OF VERONA
2019 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 2019 budget for Building and Grounds reflects an increase of \$5,965 or 6.47% from 2018. Some of the major elements of the 2019 budget include the following:

Personnel Services: In order to maintain the City buildings, a full-time Building Facilities position is necessary. This position will be included in the Public Works Budget. Position will manage facilities and create a schedule of repair and improvements for each City owned buildings. The position will also be responsible for managing the contracts for building operations, including HVAC, Elevator, plumbing, etc.

Operating Expenses: The primary increase is in repairs and maintenance which includes \$10,000 estimated for maintenance for items such as the city hall parking lot. A major operating expense is the custodial contract for the city service center budgeted at \$24,000.

GOALS AND OBJECTIVES FOR 2019

- City Facility Maintenance Position: Establish repair and replacement schedules for each building and implement repairs based on those schedules. Make sure facility mechanical operations are maintained based on existing or new contracts.
- City Hall Parking Lot: Budget for annual maintenance of the city hall parking.

**BUILDING AND GROUNDS
ADOPTED 2019 BUDGET**

	ACTUAL	6/30	ADOPTED	PROJECTED	ADOPTED	%
010-51600	2017	ACTUAL	BUDGET	2018	2019	INCR (DECR)
OPERATING EXPENDITURES						
220 UTILITIES	\$ 34,127	\$ 12,728	\$ 32,200	\$ 32,200	\$ 34,000	
240 REPAIR & MAINTENANCE	33,638	4,975	26,055	26,055	30,220	
290 CONTRACTUAL SERVICES	23,220	11,828	24,000	24,000	24,000	
340 OPERATING SUPPLIES	6,252	7,594	10,000	10,000	10,000	
TOTAL OPERATING EXPENDITURES	\$ 97,237	\$ 37,125	\$ 92,255	\$ 92,255	\$ 98,220	6.47%
TOTAL BUILDING & GROUNDS EXPENDITURES	\$ 97,237	\$ 37,125	\$ 92,255	\$ 92,255	\$ 98,220	6.47%

**POLICE
DEPARTMENT**

**CITY OF VERONA
2019 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 2018 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.

2018 to 2019 COMPARISON

The following represents the significant highlights between the 2018 and proposed 2019 Verona Police Department Operating and Capital Budgets.

Operating:

Cost-of-Living Adjustments (COLA) for represented and non-represented staff are the 2018 operating budget highlights. The proposed budget includes a 3.00% projected increase for sworn represent staff and 2.00% for all non-represented

A new police officer position is proposed for Field Operations. This position is being proposed as a result of continued growth in population and workload and is consistent with the police department's 2018 staffing study.

Capital:

The purchase of one half of a records management system, two squads; one replacement and one additional, four replacement mobile data computer docking stations, four replacement computers, one replacement in-car video camera and four replacement facility cameras.

In FY2019, \$30,708 is being requested to fund the first half of Verona's share of the Multijurisdictional Public Safety Informations System (MPSIS) Record Management System (RMS) replacement. This is an estimate and more definitive details will be known in 2019. MPSIS is comprised of the following municipalities: Fitchburg, Middleton, Monona, Sun Prairie and Verona. The second half will be purchased in FY2020.

The two squads will be purchased at an estimated cost of \$40,450 each. One will be a replacement and one will be one new additional. Equipment, including installation, for the new additional squad will be purchased at an estimated cost of \$35,000. Most equipment that is necessary to outfit the replacement squad will be transferred from a current squad.

Funding is being sought to purchase and install four replacement Mobile Data Computer (MDC) docking stations at a cost of \$4,000. These docking stations will replace the four oldest stations.

The 2019 Capital budget also includes a request to purchase four replacement computers and one printer, including installation and set-up at a cost of \$12,800.

One replacement in-car video camera for \$6,900, including installation, is being requested. This unit will replace the oldest existing in-car video recorder.

Four replacement facility cameras are requested to replace four interview room and booking room cameras at a total cost of \$8,260 to include installation.

PERFORMANCE MEASUREMENT INDICATORS

Activity	2017 Actual	6/30/18	Est. 2018	Proposed 2019
Calls for Service	12,026	6,192	12,384	
Accident Reports	228	138	276	
Citations Issued	1,988	724	1,448	
Arrests	145	55	112	
Traffic Stops	2,698	1,281	2,692	
Part I UCR Data	275	112	255	
Property Crimes	334	131	328	
Value of Property Stolen	\$163,893	\$123,107	\$274,930	
Value of Property Recovered	\$163,655	\$104,738	\$207,457*	
Liquor Compliance Checks	14	9	18	
Parking Tickets Issued	1,307	1,163	2,326	

Note: 2018 Property values may not be up to date due to UCR reporting in progress.

*75% of projected value of property stolen

**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.

2019 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 2019 program initiatives;
7. To train the police officers hired in 2018 and 2019 and certify them for solo patrol assignments;
8. To train the records clerks hired in 2018 and certify them for solo clerk assignment;
9. To reach and maintain full staffing of the police department; and
10. Develop and implement a citizen's law enforcement academy.

SIGNIFICANT PROGRAM CHANGES FROM 2018

The police department has requested one additional sworn patrol officer for 2019 which is due to the city's growth and subsequent increase in workload and is consistent with our 2018 staffing study. If this position is approved the department will have an authorized strength of 25 sworn staff.

The 2019 Budget requests were made and reductions in this budget were requested. If approved, the hiring of this additional patrol officer will be delayed until July 1, 2019.

2018 ACHIEVEMENTS

Currently, the police department has one vacancy, one new position that was approved through the 2018 budget and three officers in field training.

The department also has one records clerk vacancy on the evening shift. This recruitment began on May 21, 2018. It is anticipated that the hiring will be complete in November, 2018.

The department was unable to maintain staffing in the front office due to the retirement of Records Clerk Mary Pagliaro on June 1, 2018 as well as the resignation of Records Clerk Laura Meade on August 31, 2018.

The department was unable to maintain authorized field operations services staffing levels due to the resignations of Officer Matt Morris on December 31, 2017 and Officer Jordan Lueck on May 25, 2018.

The department was unable to develop and implement a citizen's law enforcement academy due to staffing levels.

Officer Phillip J. Sallis completed his probationary period of 18-months on March 26, 2018 and was assigned to the 3:00 p.m. – 11:00 p.m. patrol shift. Officer Sallis was hired on September 26, 2016.

Officer Dylan Heinz was hired on January 30, 2017 and completed his 18-month probationary period on July 30, 2018. Officer Heinz is currently assigned to work the 3:00 p.m. – 11:00 p.m. patrol shift.

Officer Jordan Lueck was hired on February 27, 2017. Lueck completed the Field Training Program and was assigned to solo patrol. On May 25, 2018 Lueck resigned from the Verona Police Department before completing his 18-month probationary period.

Officer Dominique Ramirez was hired on January 8, 2018. He started the police basic recruit academy at Madison College on January 16, 2018 and graduated on May 18,

2018. On May 21, 2018 he was assigned to Field Training and has made significant progress. It is anticipated that he will be assigned to solo patrol before the end of 2018.

Officer Gregory Gentz was hired on August 20, 2018 and began attending the police basic recruit academy that day. Gentz is expected to graduate from the academy on December 21, 2018 at which time he will be assigned to Field Training.

Officer Bradley Stoll was hired on October 8, 2018 and was assigned to Field Training. Stoll graduated from the police basic recruit academy at Blackhawk Technical College on October 5, 2018.

The department coordinated and staffed the 15th Annual Ironman Wisconsin Triathlon on September 9, 2018. 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 2018 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 several electronic sign boards that were used to inform motorists of detours and general bicycle route information. The department also utilized the recently donated neighborhood electric vehicle to monitor crowds and provide relief.

In 2018 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. Each department is represented on a Steering Committee which is tasked with developing the year's training curriculum. The curriculum is a representation of the annual training that is required by the state as well as current challenges facing law enforcement. All 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 McFarland PD coordinated active shooter training exercises at a local school and several sworn staff from each of the represented agencies received this training. The training consortium plans to continue 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 increased again compared to 2017. Examples included: Green Bay Packers Tailgate Tour for Badger Prairie Needs Network, Word on the Street, Verona Area Chamber of Commerce Cinco de Mayo, Fetch 5K Dog Run, Hometown Days festival and parade, Hop Haus Anniversary Party, Wisconsin Triterium Triathlon, Hometown Brewdown, Hop Haus MS fundraiser, Ironman Triathlon, Fisher King 5K Run/Walk, Verona Area Chamber of Commerce Fall Festival, Hop Haus Beer Run 5K run and party, Homecoming parade, Sugar Creek PTO Run, Epic User Group meeting, High Visibility OWI deployments, Speed and Seatbelt grant deployments, American Family Insurance

PGA Tour event, NCAA Cross Country tournament, and numerous Verona Area School District sporting events and dances, and numerous neighborhood block parties.

Nearly perfect weather and great planning made the 25th Annual National Night Out Against Crime, held on August 7, 2018, a huge success. The largest crowd in the history of this event turned out and experienced a wonderful time. Officer 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.

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.

2019 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 12,700 in 2018;
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 the field training of two patrol officers hired in 2018 and at least two patrol officers hired in 2019 and certify them for solo patrol; and
8. To provide the K9 team with a minimum of sixteen hours of K9 training, per month.

SIGNIFICANT PROGRAM CHANGES FROM 2018

The department has requested one additional sworn patrol officer for 2019. With one current vacancy, at least two officers need to be hired and trained for solo patrol duties.

2018 ACHIEVEMENTS

1. The department strived to meet the minimum staffing goals; however overtime was frequently required due to four vacancies in patrol, at times.
2. Uniformed patrol officers were provided for the following special events during 2018: Green Bay Packers Tailgate Tour for Badger Prairie Needs Network, Word on the Street, Verona Area Chamber of Commerce Cinco de Mayo, Fetch 5K Dog Run, Hometown Days festival and parade, Hop Haus Anniversary Party, Wisconsin Triterium Triathlon, Hometown Brewdown, Hop Haus MS fundraiser, Ironman Triathlon, Fisher King 5K Run/Walk, Verona Area Chamber of Commerce Fall Festival, Hop Haus Beer Run 5K run and party, Homecoming parade, Sugar Creek PTO Run, Epic User Group meeting, High Visibility OWI deployments, Speed and Seatbelt grant deployments, American Family Insurance PGA Tour event, NCAA Cross Country tournament, and numerous Verona Area School District sporting events and dances.
3. On August 7, 2018, our Crime Prevention Program hosted the 25th 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. The event was made possible through donations to our crime prevention fund by numerous businesses and citizens throughout our community.
4. The patrol staff will be responsible for handling an estimated 12,700 calls for service in 2018, which is a 2.7% increase from 12,363 in 2017. This increase is attributed to a fairly consistent increase in the majority of the calls for service being received from the public. Examples include; traffic crashes, most felonies and various property crimes. During the majority of the year, the department was three officers short, which prevented an increase in the number of officer-initiated calls for service.
5. In 2018, the VPD conducted numerous bicycle patrol deployments on 19 different days, which was a slight increase, as compared to the number of days bicycle patrol deployments occurred in 2017. Two officers completed International Police Mountain Bike Association training in 2018, becoming certified to conduct police bicycle patrols. The VPD has a total of six staff trained and certified for bike patrols, including one sergeant, the police/school liaison officer, the K9 handler, and three patrol officers.
6. Patrol Officers responded to approximately 203 traffic crashes, conducted approximately 1,999 traffic stops, affected approximately 103 arrests, issued approximately 1,086 citations, issued approximately 1,745 parking citations and conducted approximately 14 liquor license compliance inspections, through September 2018.

DEPARTMENT
PROGRAM BUDGET
ACCOUNT ORGANIZATION

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

MISSION

Criminal Investigation Services provide for an on-going and timely response to investigations for prosecution in both municipal and circuit court. This program provides staff resources for investigations and provides a prosecutorial liaison with the Dane County District Attorney Office as well as with several county-wide public and private investigative and 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.

2019 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; while sharing responsibilities with the Multijurisdictional Public Safety Information System (MPSIS) court officer group.
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;
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.
11. To support specialized training which can be called upon by the Department as needed.

SIGNIFICANT PROGRAM CHANGES FROM 2018

The Verona Police Department is not requesting any program changes for Criminal Investigation Services in 2019.

2018 ACHIEVEMENTS

This program was able to accomplish, in part, nine of ten 2018 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 the department's control. These factors include the resources we have available at the time; and the type, size, and scope of the investigation. Plans to assign Detective Ziolkowski to the Task Force at a later date were postponed due to staffing shortages and investigative workload. In the beginning of 2018 the department was temporarily short a detective for several months as Detective Ziolkowski was reassigned to the Police School Liaison Officer with the Verona Area High School, a change of assignment and responsibilities. The department is committed to continuing to achieve this goal as it is clear there is drug activity in the community as it relates to recent arrests and criminal intelligence. Marijuana continues to be prevalent in Verona and the community has also experienced the statewide trend of heroin related incidents, to include prescription opiate abuse. Goal number 8 was partially satisfied as numerous crime alerts were disseminated via social media and the Wisconsin Crime Alert Network (WCAN), which business owners can subscribe to. We also made personal contacts at local businesses to alert them of crime trends which could affect their businesses, such as retail thefts, robbery and burglary trends, or fraud. All sworn staff members are in the process of becoming certified in sending Wisconsin Crime Alert Network (WCAN) messages which will increase the timeliness of relevant crime alerts.

Detective John Clay was assigned as the Department's second detective starting at the end of April. During the month of May he received additional training relevant to his new assignment and helped with the investigative caseload throughout the busy summer months. Clay was recently trained to conduct pre-employment background investigations. He continues to be assigned as our second detective, primarily working evening hours.

Detective Koper remained on the day shift and continued to be our primary court liaison officer. Detective Clay was mostly assigned to the evening shift but was assigned to work a power shift in Detective Koper's absence. Each detective has their own

respective caseload but frequently assist each other with follow-up, corroboration, and suspect apprehension. Officer Lovell, formally assigned as a detective for three years, frequently assisted with follow-up, providing consultation to patrol staff working investigations, and conducting pre-employment background investigations.

The Department, and greater metropolitan area, continued to experience an unprecedented spike in both theft from auto and theft of auto cases in 2018. There are several groups of juveniles from other communities who regularly look for cars and valuable property to steal. Several juveniles have been arrested which has not deterred them from continuing to steal after their release. The Department has been active on social media notifying the community of this crime trend and reminding residents to remove valuables from their vehicles and to lock their doors. These crimes of opportunity will likely continue to occur in our community and the Department will continue to notify the public of crime trends and will develop crime suppression strategies.

During 2018, year to date, detectives continued to assist outside agencies analyzing cell phones by use of digital forensic analysis equipment maintained through our MPSIS partnership. The demand has lessened as several other detectives from MPSIS agencies have completed training in use of the equipment and are now conducting their own analysis. Detectives also conducted no less than 22 background records checks for a variety of City Departments.

**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.

2019 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; furthermore, to establish a TIME Agency Coordinator Lead as a member of the Business Office, to perform and maintain these critical functions and requirements;
5. To maintain our current clerical staff to meet the increasing demands of the business office and fulfill full staffing levels. When fully staffed, the business office should have 3.5 full-time equivalent positions and one or two part-time as-needed positions. In addition, the Business Office Manager position shall continue to be modified to add additional responsibilities as Executive Administrative Assistant responsibilities are added to accountabilities for this position;
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 maintain 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 – Multi-Jurisdictional Public Safety Information Systems (MPSIS);
10. To perform weekly and monthly Uniform Crime Reporting queries and reports to ensure accurate reports for UCR-related incidents and arrests based on age, sex, race, and ethnicity; to maintain as current and submit to UCR Coordinator;
11. To develop and implement a system for collection of funds for electronically disseminated record requests; and
12. To utilize Business Office staff members for dissemination of standard records requests, such as accident reports.

SIGNIFICANT PROGRAM CHANGES FROM 2018

The Verona Police Department is not requesting any program changes for Business Office Services in 2019.

2018 ACHIEVEMENTS

The Verona Police Department and its MPSIS partners have implemented the TriTech Software System used by Dane County. This interface has permitted effective communication between the Dane County Communications Center and our Global records management system, as the Global software was recently purchased by an outside vendor and is soon to be no longer supported.

The police department business office was also able to provide support by working additional hours during special events in 2018; including Hometown Days, the Ironman Triathlon, and several critical incidents.

All of the 2018 goals were accomplished, with the exception of Goal #5, Goal #7, and Goal #11. The inability to accomplish Goals #7 and #11 were related to the challenges presented by the inability to meet Goal #5.

The Verona Police Department began the 2018 year with a vacant permanent part-time Records Clerk position. This position was filled on May 7, 2018, and training has been ongoing. On June 1, 2018, the full-time evenings Records Clerk position was vacated due to a retirement, creating another vacancy for the Business Office. In August of 2018, the full-time days Records Clerk resigned, creating a second vacancy for the Business Office. One full-time position was filled in September and one remains vacant as of the date of this report. It is anticipated that the one vacancy will be filled in November of 2018, and training will be ongoing through the remainder of the year and

into the first quarter of 2019. As a result of these vacancies and extensive training, the Business Office staff has not been able to type all reports within 30 days of dictation. Priority reports, including priorities "1," "2," and "3" have been completed within this 30-day time period, but non-priority reports, priority "4" reports, have fallen to an approximately eight-month span from the date they were dictated to the date of transcription.

The shortage of Business Office staffing has led to the inability to devote time to develop and implement a system for collection of funds for electronically disseminated records requests.

The Business Office Manager position has continued its modification to add additional responsibilities as Executive Administrative Assistant. This position will continue to grow in terms of responsibilities added throughout the remainder of 2018 and into 2019.

**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.

2019 GOALS

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

SIGNIFICANT PROGRAM CHANGES FROM 2018

The Verona Police Department is not requesting any program changes for support services in 2019.

2018 ACHIEVEMENTS

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

2. Each year we strive to replace or upgrade older and/or deteriorating equipment concerning our school crossing guard function. This year was no exception, the department replaced two crossing guard shack as we will replace several traffic cones.
3. Our police chaplain continued to serve not only Verona staff, but members of the public as well. There were situations that arose throughout the year that resulted in the summoning of our chaplain to assist staff with a variety of concerns, including addressing the effects of responding to and investigating traumatic incidents, as well as the everyday stresses of the job. Our chaplain is generally in attendance at our monthly staff meetings, he conducts occasional ride-alongs with patrol officers, and he attends VPD family gatherings. The VPD also continued to receive the benefits of our chaplain's services during patrol officer recruitments. We are grateful to receive so much help from our chaplain who volunteers his time and expertise to our community, through the VPD.
4. The number of active Explorers enrolled in the program increased, and our post currently has nine members, including four who joined the post in 2018, in addition to two VPD officers who serve as advisors. In 2018, The Verona Explorers assisted with the National Night Out Against Crime event, the Hometown Days Parade, our Halloween glow-necklace safety initiative, a bike rodeo, the Syttende Mai Parade in Stoughton, "Word on the Street" 5K for the Verona Public Library, in-service training as role-players, the Wisconsin Law Enforcement Memorial Ceremony, prescription drug and Shred-It events, and the annual Chili Cook-off at the Senior Center. Several members of the post participated in the Wisconsin State Exploring Conference, which included competitive events related to law enforcement skills. Advisors John Clay and Matt Schultz deserve the credit concerning the Explorer Program successes in 2018.
5. Managing the city's crossing guard program is a function that is managed under Support Services. A total of six new crossing guards are anticipated to be hired by the end of 2018, to replace those who have resigned and those who are planning to resign at the end of the year. The VPD crossing guards are responsible for providing services for nine separate and designated school-crossing sites, two times per school day. There is currently a workforce of 16 guards, with two more expected to be hired by the end of 2018. Some of these guards are limited to working only mornings or afternoons, or a few days per week. Therefore, 20 guards are required to cover the nine posts and to allow for some flexibility in scheduling.
6. The Special Olympics Wisconsin Law Enforcement Torch Run (LETR) continued to be a significant part of the VPD's community outreach efforts in 2018. Lieutenant Mark Horstmann was the Director of Wisconsin's LETR State Council in 2018. During 2018, members of the VPD represented our community and profession by volunteering for, and participating in, several LETR and Special

Olympics events, such as; the Polar Plunge in Madison, a unified bowling event, the LETR Final Leg, Special Olympics Summer Games, the Region 6 Hometown Games Track Meet in Oregon, Dunkin' Donuts Cop on a Rooftop, and the Special Olympics Region 6 Basketball Tournament hosted in Verona.

7. As part of the VPD's community outreach efforts in 2018, staff attended several law enforcement funerals and ceremonies, two prescription drug drop-off events, one "Shred-It" event, two "Coffee with a Cop" events, and one "Stuff the Squad" event.
8. In 2018, the VPD implemented an Officer Assistance Program, which provides mental health services for all of its members. The program is facilitated by Healthy Minds, LLC, and the program includes mandatory annual wellness checks for VPD staff, critical incident stress defusings and debriefings for VPD staff, one-on-one counseling for VPD staff involved in critical incidents, and stress-related counseling for VPD staff and their spouses. The feedback from VPD staff regarding the program has been very positive, and the VPD hopes to continue this program annually.

**POLICE DEPARTMENT
ADOPTED 2018 BUDGET**

	ACTUAL	6/30 ACTUAL	ADOPTED BUDGET	PROJECTED	ADOPTED	%
010-52100	2017	2018	2018	2018	2019	INCR (DECR)
PERSONNEL SERVICES						
110 FULL-TIME WAGES	\$ 1,658,276	\$ 844,465	\$ 1,861,649	\$ 1,726,073	\$ 1,960,467	
111 LONGEVITY PAY	17,893	10,693	22,609	23,225	23,167	
112 EDUCATIONAL INCENTIVE	51,918	28,001	62,729	62,729	68,487	
120 PART-TIME WAGES	94,958	52,838	144,796	108,412	150,134	
125 OVERTIME WAGES	183,027	75,452	171,295	197,953	185,174	
130 HEALTH INSURANCE	363,850	204,198	430,573	430,573	481,446	
131 DENTAL INSURANCE	37,646	19,009	41,344	41,344	45,654	
132 SOCIAL SECURITY	165,631	74,917	173,126	173,126	182,640	
133 LIFE INSURANCE	5,969	931	1,982	2,052	2,054	
134 WISCONSIN RETIREMENT	214,215	97,509	220,664	225,525	229,343	
TOTAL PERSONNEL SERVICES	\$ 2,793,383	\$ 1,408,012	\$ 3,130,767	\$ 2,991,012	\$ 3,328,566	6.32%
OPERATING EXPENDITURES						
210 PROFESSIONAL SERVICES	\$ 394	\$ 810	\$ 3,900	\$ 3,900	\$ 3,900	
220 UTILITIES	60,647	22,787	58,805	57,645	59,980	
222 PRINTING	925	126	5,450	5,450	5,450	
225 COMMUNICATIONS	36,939	16,461	43,050	43,050	43,050	
240 REPAIRS/MAINT. SERVICES	27,907	7,062	32,130	32,130	32,130	
290 OTHER CONTRACTURAL SERVICES	37,692	5,528	45,091	45,191	47,347	
295 RECRUITMENT	13,733	7,295	5,430	14,163	6,930	
310 OFFICE SUPPLIES	4,368	3,233	7,400	7,400	7,400	
320 MEMBERSHIP AND DUES	1,529	967	2,373	2,373	3,031	
330 TRAVEL	13,767	3,057	18,570	18,570	18,570	
335 EDUCATION - TRAINING	22,001	7,245	21,485	21,485	21,485	
340 OPERATING SUPPLIES	53,839	34,076	86,160	74,700	76,380	
350 REPAIRS AND MAINTENANCE	10,618	893	14,925	14,925	4,925	
450 DATA PROCESSING	63,090	852	72,473	72,473	84,369	
530 RENTS AND LEASES	10,154	6,463	11,290	11,290	11,406	
795 CRIME AND INVESTIGATION	0	0	-	-	-	
TOTAL OPERATING EXPENDITURES	\$ 367,603	\$ 116,857	\$ 428,532	\$ 424,745	\$ 426,353	-0.51%
CAPITAL OUTLAY						
810 OFFICE EQUIPMENT	\$ 3,495	\$ 14,473	\$ 17,045	\$ 17,045	\$ -	
815 OPERATING EQUIPMENT	3,813	-	9,275	9,275	-	
TOTAL CAPITAL OUTLAY	\$ 7,308	\$ 14,473	\$ 26,320	\$ 26,320	\$ -	-100.00%
TOTAL POLICE EXPENDITURES	\$ 3,158,294	\$ 1,539,342	\$ 3,585,619	\$ 3,442,077	\$ 3,754,919	4.72%

**EMERGENCY
PREPAREDNESS**

**CITY OF VERONA
2019 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, tornados or other critical incidents. Additionally, this budget will serve to provide training to be better prepared to respond to emergency services and related situations.

2019 GOALS

1. To provide funding for overtime for public works and police employees to respond to severe weather, tornado warnings and other critical incidents. 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 as necessary;
3. To create and test an EOC activation protocol;
4. To participate in a minimum of 40 hours of staff training in emergency management related areas;
5. To continue to make technology and communication enhancements in the emergency operations center;
6. To make physical upgrades to the EOC for comfort and efficiency; and
7. To partner with local stakeholders and assist in developing an active threat response.

SIGNIFICANT PROGRAM CHANGES FROM 2018

In 2019, the Verona Police Department will continue to meet with public safety partners, the school district and local businesses to evaluate active threat protocols, as well as assisting with the development of threat plans and to consider participating in joint training exercises. Planning will continue with the Verona School District & Epic Systems to discuss emergency preparedness and the possibility of developing a response plan for critical incidents on their campuses. Staff will continue to work with local businesses and churches to discuss active threats and options based responses.

An Emergency Operations Center activation protocol will be finalized and tested based on lessons learned during previous functional exercises and recommendations from After Action Reports. Training is necessary as there has been considerable turnover of staff citywide since the last EOC exercise in 2015.

In the last quarter of 2018, the VPD will purchase battery back-up components and a generator for current radio systems to allow for seamless communications during power outages. Goal #7 was added based on a high demand for training and corroboration as a result of high profile active threat incidents across the nation; one of which occurred in a neighboring jurisdiction.

2018 ACHIEVMENTS

In 2018 the department focused on training staff as instructors in options based responses to active threats in our community. Several officers have become certified in the A.L.I.C.E. model which is an acronym for Alert, Lockdown, Inform, Counter, & Evacuate. The Verona Police Department assisted in instructing approximately 600 staff members at the Verona Area School District on these concepts and will continue to assist community partners in 2019. The department also sent several staff members to several security assessment courses to assist in preventing critical incidents from occurring, and to help meet the requirements of 2017 Wisconsin ACT 143 relating to a school safety initiative. The department is also working with the Verona Area School District and other law enforcement partners to help develop a threat assessment tool to aid in identifying individuals in crisis. While all of the above was occurring, the Verona Police Department responded to an Active Shooter incident in the City of Middleton where several individuals were shot by a gunman at his workplace.

Goal 1 was accomplished by providing the necessary funds for personnel overtime for police and public works employees to respond to severe weather and tornado warnings. During the summer of 2018 the EOC was partially activated for a severe weather event which did not result in any damage. The EOC was in stand-by mode during a large-scale flooding incident in August of 2018 after the region received an unprecedented amount of rain. Although several communities in western and southern Dane County were significantly impacted by flooding the City of Verona only needed to close a couple of roads and responded to flooded basement calls. Officers were called upon to assist with several swift water rescues on Tuesday, August 21, 2018 due to the torrential rain and flooding where several lives were saved. The EOC was activated as a Department Operations Center (DOC) on September 9, 2018 for the Wisconsin Ironman Triathlon. Staffing was limited to the Verona Police Department, but communications were successful with multiple public safety partners throughout Dane County.

The Verona Police Department also co-sponsored and participated in a statewide communications exercise with Wisconsin Emergency Management and Dane County Emergency Management in February of 2018, which was a rare cold weather exercise.

Goal 2 was not completed during 2018 and remains a goal in 2019.

Goal 3 was accomplished in part by the creation of a draft EOC activation protocol. The finalization of this protocol is a 2019 goal.

Goal 4 was met. The following is a list of emergency management related trainings that staff attended in 2018:

- January 11-14: Wisconsin Police Leadership Foundation Conference
- February 21-22: Wisconsin Active Threat Integrated Response Conference
- April 12-14: ALICE Instructor Training
- June 11: Psychology of School Threat Assessment Training
- June 12-14: Wisconsin Attorney General Summit
- June 12-14: Wisconsin School Resource Training Conference
- July 16-20: Security Assessment for Law Enforcement Personnel
- August 6-7: ALICE Instructor Training
- August 6-7: Wisconsin Police Leadership Foundation Conference
- October 4: Assessing School Security
- October 22-23: Adolescent Mental Health

Goal 5 is ongoing as the Department will always be looking to keep pace with and enhance technology in the EOC. Radio communications recently switched countywide from analog channels to a trunked digital system (DaneCom.) The VPD continues to upgrade to dual band radio systems to allow for interoperability throughout the region and is researching a portable base radio system for field deployment. Additionally, software will be evaluated for mapping live incidents and tracking squads throughout the city and region.

Goal 6 is ongoing as we evaluate radio carts to house our base radios for quick deployments as well as evaluate workstations for efficiency.

Goal 7 became a priority during 2018 due to the Verona Area School District, local businesses, and churches reaching out to the Verona Police Department looking for training relating to active threat response options and in response to a State of Wisconsin school safety initiative. It is projected this goal will be a priority throughout 2019, and for the unforeseen future.

**EMERGENCY PREPAREDNESS
ADOPTED 2019 BUDGET**

		ACTUAL	6/30 ACTUAL	ADOPTED BUDGET	PROJECTED	ADOPTED	%
010-52500		2017	2018	2018	2018	2019	INCR (DECR)
PERSONNEL SERVICES							
111	LONGEVITY PAY	\$ -	\$ -	\$ -	\$ -	\$ -	-
125	OVERTIME WAGES	-	-	-	-	-	-
132	SOCIAL SECURITY	-	-	-	-	-	-
134	WISCONSIN RETIREMENT	-	-	-	-	-	-
	TOTAL PERSONNEL SERVICES	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
OPERATING EXPENDITURES							
222	PRINTING	\$ -	\$ 3	\$ -	\$ 10	\$ -	-
225	COMMUNICATIONS	2,553	6,164	7,700	7,700	7,950	-
290	OTHER CONTRACTUAL	-	-	-	-	-	-
330	TRAVEL	-	-	425	425	425	-
335	EDUCATION - TRAINING	225	-	500	500	500	-
340	OPERATING SUPPLIES	43	-	525	525	525	-
530	RENTS AND LEASES	-	-	300	300	300	-
	TOTAL OPERATING EXPENDITURES	\$ 2,821	\$ 6,167	\$ 9,450	\$ 9,460	\$ 9,700	2.65%
CAPITAL OUTLAY							
810	OFFICE EQUIPMENT	\$ -	\$ -	\$ 16,000	\$ 16,000	\$ -	-
815	OPERATING EQUIPMENT	-	-	1,600	1,600	1,000	-
	TOTAL CAPITAL OUTLAY	\$ -	\$ -	\$ 17,600	\$ 17,600	\$ 1,000	-94.32%
TOTAL EMERGENCY PREPAREDNESS EXPENDITURES		\$ 2,821	\$ 6,167	\$ 27,050	\$ 27,060	\$ 10,700	-60.44%

**PUBLIC WORKS
DEPARTMENT**

**CITY OF VERONA
2019 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.

Personnel costs total \$702,666 which is approximately 45% of the total department budget. Other major items are \$312,900 for street lighting and traffic signal maintenance, \$144,600 for fuel and vehicle maintenance, \$141,000 for the purchase of winter maintenance and operating supplies, and \$45,000 for the crack-filling program. Overall, the 2019 Public Works budget reflects an increase of \$29,525 (+1.9%) compared to 2018 of which \$20,000 of that is a transfer from the planning department budget.

The Public Works Department will continue to work with WisDOT, City of Madison, and Dane County Highway for the re-construction and expansion of CTH M from Cross Country Road (Verona) to Valley Road (Madison) including the improvement of the intersection of CTH PD and CTH M with construction slated to be completed in late 2019.

STATISTICAL SUMMARY

The City maintains 69 miles of streets including the addition of approximately one and half miles of new streets as of December 31, 2018.

SUMMARY OF ACHIEVEMENTS FOR 2018

- Coordinated and managed the 2018 Capital Street Program. Project costs for the 2018 Street Rehabilitation and Crack Filling of streets were approximately \$745,000. The surface treatment project was awarded but product materials were not approved therefore project was not completed and contract was terminated.
- Coordinated and managed the re-construction of S. Shuman Street and W. Park Lane.
- Coordinated and managed the re-construction E. Verona Ave from Hometown Circle (east leg) to Old PB and traffic signal improvements at intersection of Old PB and E. Verona Ave.
- Coordinated and managed the construction of projects from the pedestrian and bike study.
 - Project 3 – Island at CTH M / Locust Drive Intersection

- Project 8 – Locust Drive Sidewalk
- Project 10 – CTH M Sidewalk
- Coordinated and managed the re-construction of the CTH M expansion project between Cross Country Road to CTH PD (McKee).
- Coordinated and managed the design of the CTH PD expansion from Woods Road to CTH M. City of Verona is the lead agency with Dane County Highway Department as a partner.
- Coordinated and managed the preliminary design of Main Street and Verona Avenue intersection improvements.
- Coordinated and managed the re-construction of the bridge replacement over the Branch of the Badger Mill Creek along Old PB.
- Coordinated and managed the construction of the pedestrian bridge replacement over the Branch of the Badger Mill Creek west of Old PB.
- Coordinated and managed the design of traffic signals for the intersection of CTH M / Liberty Drive / Thousand Oaks Trail.
- Coordinate and manage the Public Works Facility re-location plan.
 - Obtained site and executed agreements for purchase.

GOALS AND OBJECTIVES FOR 2019

- Coordinate and manage the 2019 Capital Street Program. Included in this program is:
 - \$200,000 to surface treat streets with a pavement life of 8-14 years with a granite chip surface.
 - \$450,000 to totally rehabilitate streets with a pavement life of 24 to 31 years which includes
 - Replace any deficient curb & gutter,
 - pulverize the existing pavement,
 - undercut any yielding areas,
 - reshape and place 3.5-4 inches of new bituminous pavement.
 - Coordinate and manage crack filling repair of various City Streets utilizing \$75,000 in budgeted funds.
- Coordinate and manage the construction 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 construction for the traffic signals at intersection of CTH M / Liberty Drive / Thousand Oaks Trail.
- Coordinate and manage the start of construction for CTH PD between Woods Road and CTH M.
- Coordinate and manage the next steps for Public Works Facility re-location plan.

PERFORMANCE MEASUREMENT INDICATORS

Activity	2017 Actual	6/30/18 Actual	2018 Estimate	2019 Proposed
Miles of Streets	66.41	68.16	69	72
Miles of Streets Repaved (Mill and Overlay)	1.88	1.2	1.77	2.0
Miles of Streets Sealed	0	5.70	5.70	7.0
Miles of Streets Crack-Filled	5	6.0	6.0	6.0
Fuel Purchased Streets	\$44,650	\$10,946	\$45,000	\$45,000
Gallons of Fuel Purchased	16,200	4,400	17,700	18,000
Number of Salting Operations	7	6	5	7
Road Salt Used in Tons	1,650	700	1,650	1,775
Number of Full Plowing Operations	18	24	30	30

**PUBLIC WORKS
ADOPTED 2019 BUDGET**

	ACTUAL	6/30 ACTUAL	ADOPTED BUDGET	PROJECTED	ADOPTED	%
010-53100	2017	2018	2018	2018	2019	INCR (DECR)
PERSONNEL SERVICES						
110 FULL TIME WAGES	\$ 404,679	\$ 238,077	\$ 424,853	\$ 424,800	\$ 431,936	
111 LONGEVITY PAY	6,726	3,437	7,336	7,336	5,623	
120 PART TIME WAGES	-	-	-	-	-	
125 OVERTIME WAGES	66,170	41,484	65,000	75,000	66,800	
130 MEDICAL INSURANCE	107,501	102,995	123,824	173,814	113,467	
131 DENTAL INSURANCE	9,921	5,314	9,825	9,825	12,006	
132 SOCIAL SECURITY	37,396	19,756	38,035	38,035	38,583	
133 LIFE INSURANCE	1,071	516	1,128	1,128	964	
134 WI RETIREMENT	33,626	17,599	32,815	32,815	33,288	
TOTAL PERSONNEL SERVICES	\$ 667,090	\$ 429,178	\$ 702,816	\$ 762,753	\$ 702,666	-0.02%
OPERATING EXPENDITURES						
220 UTILITIES	\$ 21,899	\$ 10,837	\$ 35,000	\$ 25,000	\$ 37,250	
222 PRINTING	629	71	1,400	1,400	1,400	
225 COMMUNICATIONS	7,026	3,749	10,000	8,000	10,000	
240 MOTOR POOL	95,573	60,175	123,600	108,500	120,600	
310 OFFICE SUPPLIES	3,936	1,965	4,200	4,000	7,200	
320 MEMBERSHIP & DUES	349	-	1,200	800	1,200	
330 TRAVEL	504	-	1,500	1,400	1,500	
335 EDUCATION	249	20	2,500	2,000	2,500	
340 OPERATING SUPPLIES	15,570	86,050	145,000	141,000	149,400	
350 REPAIR & MAINTENANCE	18,486	15,600	34,000	33,000	34,000	
351 CONSTRUCTION SUPPLIES	17,453	13,319	20,000	19,500	20,000	
TOTAL OPERATING EXPENDITURES	\$ 181,674	\$ 191,786	\$ 378,400	\$ 344,600	\$ 385,050	1.76%
CONTRACTUAL SERVICES						
210 PROFESSIONAL SERVICES	\$ 48,685	\$ 2,866	\$ 27,500	\$ 26,000	\$ 47,000	
240 REPAIR & MAINTENANCE	83,148	7,782	76,000	75,000	76,000	
290 OTHER CONTRACTUAL	-	-	3,500	3,500	3,500	
420 STREET LIGHTING	252,411	91,346	312,950	290,000	312,900	
530 RENTS & LEASES	3,440	2,528	14,000	14,000	14,000	
TOTAL CONTRACTUAL SERVICES	\$ 387,684	\$ 104,522	\$ 433,950	\$ 408,500	\$ 453,400	4.48%
CAPITAL OUTLAY						
810 OFFICE EQUIPMENT	\$ -	\$ -	\$ 1,500	\$ -	\$ 3,725	
815 OPERATING EQUIPMENT	24,393	10,033	7,000	7,000	8,350	
TOTAL CAPITAL OUTLAY	\$ 24,393	\$ 10,033	\$ 8,500	\$ 7,000	\$ 12,075	42.06%
TOTAL PUBLIC WORKS EXPENDITURES	\$ 1,260,841	\$ 735,519	\$ 1,523,666	\$ 1,522,853	\$ 1,553,191	1.94%

RECREATION

**CITY OF VERONA
2019 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 2019 Recreation Budget includes an overall increase in expenditures of \$5,272 (1.73%). The majority of the increase is in the supplies budget as the concessions will be open 5 days per week in 2019. Overall, revenues reflect an increase in the amount of \$11,430 (4.81%) as compared with 2018 budgeted revenues.

SUMMARY OF ACHIEVEMENTS/CHALLENGES

In 2018 the department had a significant increase in adult softball and concessions revenues due to increased field usage for league play which included an over 55 and Over 65 adult softball league. Participation in most youth programs remained approximately the same as in 2017.

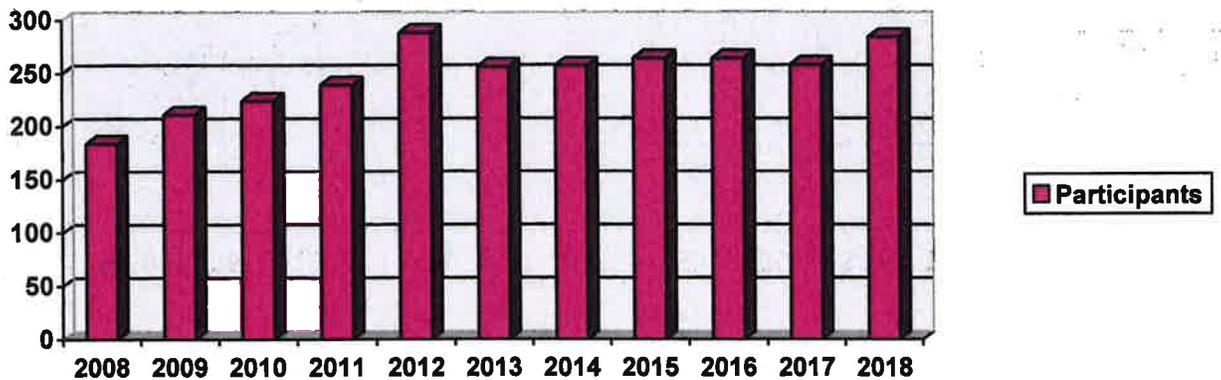
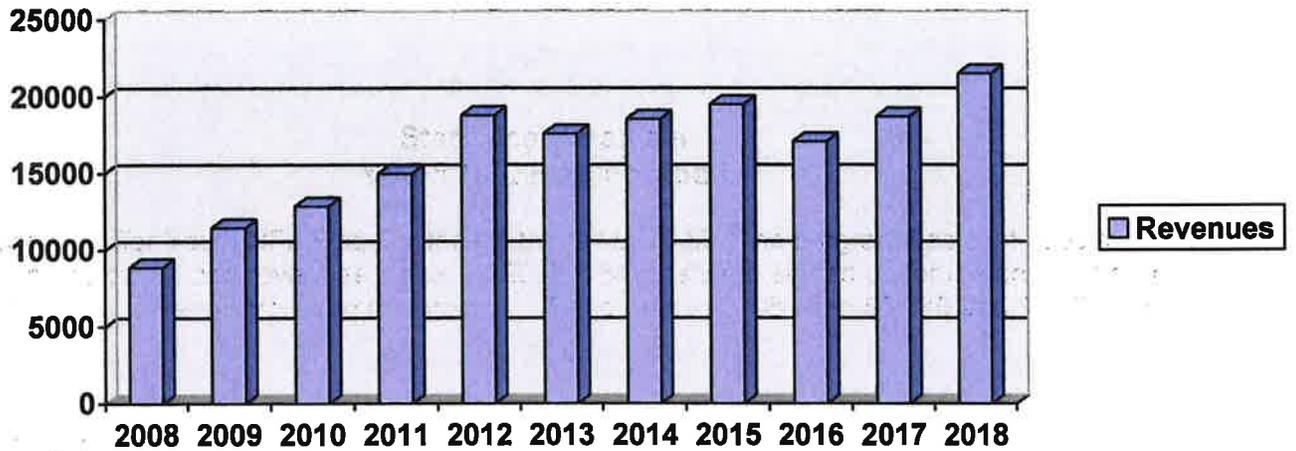
The challenges of 2018 were to maintain the same level of service as previous years within the budget and with staff turnover. With increased participation in programs brings increased expenditures.

GOALS and OBJECTIVES

- Continue to explore additional youth and adult enrichment offerings.
- Explore the possibility of a winter themed special event.
- Explore the possibility of a Halloween themed special event.
- Explore the possibility of a youth gymnastics program with the addition of the new high school.

Statistical Analysis Youth NFL Flag Football

We began to offer Youth NFL Flag Football in the fall of 2003. The program has continued to grow in participation and revenues since. In 2008, 184 kids were signed up for the program and in 2018, 285 kids were enrolled in the program. Revenues in 2008 were \$8,870 and \$21,284 in 2018.



**RECREATION
ADOPTED 2019 BUDGET**

010-467XX	ACTUAL 2017	6/30 ACTUAL 2018	ADOPTED BUDGET 2018	PROJECTED 2018	ADOPTED 2019	% INCR (DECR)
REVENUES						
46721 LITTLE LEAGUE FEES	\$ 13,090	\$ 14,024	\$ 13,000	\$ 14,024	\$ 14,000	
46722 ADULT SOFTBALL FEES	4,597	-	10,000	12,000	12,000	
46724 VOLLEYBALL FEES	16,624	-	17,500	17,000	17,500	
46725 SOCCER FEES	18,910	11,919	17,500	18,000	18,500	
46726 MEN'S BASKETBALL FEES	7,513	122	6,000	7,000	7,000	
46727 YOUTH BASKETBALL FEES	17,293	(129)	16,500	16,500	17,000	
46728 TENNIS FEES	5,150	7,112	5,200	7,112	6,500	
46729 RHAPSODY	3,389	11,175	3,800	3,800	3,800	
46732 INSTRUCTIONAL SOFTBALL FEES	5,652	6,328	6,000	6,675	6,500	
46734 SWIMMING FEES	10,843	3,021	14,400	14,400	16,000	
46735 BABE RUTH FEES	-	93	-	-	-	
46736 OTHER RECREATION	659	-	695	755	725	
46737 PARK RESERVATIONS	6,825	5,804	7,500	7,500	8,000	
46739 CONCESSION STAND	13,147	8,370	18,000	19,000	20,000	
46740 GOLF FEES	-	-	-	-	-	
46742 PLAYGROUND PROGRAM	38,620	38,117	39,000	38,117	39,000	
46744 BASEBALL FIELD RESERVATION FEES	2,194	(82)	2,000	2,000	2,000	
46745 AMUSEMENT TICKET FEES	114	-	200	200	200	
46748 FLAG FOOTBALL	17,392	7,039	18,000	18,600	18,500	
46752 INSTRUCTIONAL BASEBALL	730	600	1,000	-	500	
46754 DANCE INSTRUCTION	24,842	6,100	27,000	27,000	27,000	
46756 CANOEING	215	3,310	200	200	200	
46758 BABYSITTING CLINIC	999	2,223	700	700	700	
46760 ADULT YOGA	4,014	2,318	3,800	3,800	4,500	
46761 YOUTH CAMP-SOCCER	363	-	500	200	300	
46765 TRIATHLON	2,702	800	1,000	800	-	
46767 INSTRUCTIONAL SOCCER	675	870	800	870	800	
46768 INSTRUCTIONAL LACROSSE	1,245	360	1,200	495	500	
46769 INSTRUCTIONAL VOLLEYBALL	1,844	1,170	2,500	3,180	3,000	
46770 MAKEUP BY FRANCESCA	48	-	-	-	-	
46771 BORN TO MOVE	106	-	150	50	150	
46772 INSTRUCTIONAL RUGBY	210	-	300	-	-	
46773 YOUTH VOLLEYBALL	4,565	355	3,000	3,500	4,000	
TOTAL REVENUES	\$ 224,570	\$ 131,019	\$ 237,445	\$ 243,478	\$ 248,875	4.81%

**RECREATION
ADOPTED 2019 BUDGET**

010-55200	ACTUAL 2017	8/30 ACTUAL 2018	ADOPTED BUDGET 2018	PROJECTED 2018	ADOPTED 2019	% INCR (DECR)
PERSONNEL SERVICES						
110 FULL TIME WAGES	\$ 86,522	\$ 44,295	\$ 88,337	\$ 88,337	\$ 90,116	
111 LONGEVITY PAY	2,059	1,061	2,186	2,186	2,209	
120 PART TIME WAGES	-	-	-	-	-	
120-059 PART TIME CONCESSION STAND	6,140	2,742	6,025	7,500	7,950	
120-065 PART TIME BEACH	30,957	7,624	31,000	31,000	31,750	
120-067 PART TIME TENNIS	3,081	700	2,963	2,900	3,120	
120-069 PART TIME INSTRUCTIONAL BASEBALL	384	-	384	-	384	
120-077 PART TIME INSTRUCTIONAL SOFTBALL	6,547	3,563	9,250	10,600	9,500	
120-080 PART TIME PLAYGROUND	31,541	7,299	34,200	34,200	34,200	
120-093 PART TIME DANCE	14,542	9,096	14,625	14,625	14,625	
120-095 PART TIME ADULT YOGA	2,046	1,970	1,575	2,200	2,275	
120-096 PART TIME INSTRUCTIONAL SOCCER	240	66	384	384	384	
120-097 PART TIME INSTRUCTIONAL LACROSSE	384	72	384	384	384	
120-099 PART TIME INSTRUCTIONAL VOLLEYBALL	290	120	560	560	560	
130 MEDICAL INSURANCE	21,237	14,133	28,266	28,266	21,008	
131 DENTAL INSURANCE	2,248	1,118	2,672	2,672	2,236	
132 SOCIAL SECURITY	14,405	4,279	14,678	14,678	15,106	
133 LIFE INSURANCE	83	48	103	103	146	
134 WI RETIREMENT	6,846	2,791	5,974	5,974	6,048	
TOTAL PERSONNEL SERVICES	\$ 229,562	\$ 100,977	\$ 243,586	\$ 246,589	\$ 242,000	-0.64%
OPERATING EXPENDITURES						
222 PRINTING	\$ (384)	\$ 763	\$ (788)	\$ (788)	\$ (500)	
225 COMMUNICATIONS	-	180	720	720	720	
320 MEMBERSHIPS	260	280	260	260	260	
335 EDUCATION	-	100	450	450	450	
340 OPERATING SUPPLIES	-	-	-	-	-	
TOTAL OPERATING EXPENDITURES	\$ (124)	\$ 1,323	\$ 642	\$ 642	\$ 930	44.86%
SUPPLIES & MATERIALS						
340-059 CONCESSION STAND	\$ 9,625	\$ 7,211	\$ 10,000	\$ 13,000	\$ 13,500	
340-060 MEN'S BASKETBALL	-	-	150	150	150	
340-061 ADULT SOFTBALL	918	942	1,000	1,000	1,000	
340-062 SOCCER	7,808	3,792	7,000	7,000	7,200	
340-063 LITTLE LEAGUE	2,377	1,070	2,300	2,200	2,400	
340-064 VOLLEYBALL	846	362	900	900	900	
340-065 BEACH	2,617	50	2,000	2,000	2,000	
340-066 YOUTH BASKETBALL	2,518	1,533	3,500	3,500	3,500	
340-067 TENNIS PROGRAM	-	-	150	150	200	
340-068 YOUTH VOLLEYBALL	495	88	750	750	750	
340-069 INSTRUCTIONAL BASEBALL	-	-	100	-	100	
340-078 FLAG FOOTBALL	7,200	-	8,000	8,000	8,000	
340-080 PLAYGROUND PROGRAM	2,741	160	2,200	2,200	2,200	
340-093 DANCE SUPPLIES	1,843	3,258	600	3,500	1,900	
TOTAL SUPPLIES & MATERIALS	\$ 38,988	\$ 18,486	\$ 38,650	\$ 44,350	\$ 43,800	13.32%
CONTRACTUAL SERVICES						
290-060 MEN'S BASKETBALL	\$ 5,183	\$ 2,706	\$ 3,800	\$ 5,200	\$ 5,200	
290-062 SOCCER	-	-	-	-	-	
290-064 VOLLEYBALL	7,164	4,551	7,500	7,500	7,500	
290-066 YOUTH BASKETBALL	3,730	2,262	4,500	4,500	4,500	
290-078 FLAG FOOTBALL	2,245	-	2,750	2,750	2,750	
290-093 DANCE INSTRUCTION	-	-	-	-	-	
290-930 RECREATION REGISTRATION PRM	3,024	1,799	3,000	3,000	3,000	
TOTAL CONTRACTUAL SERVICES	\$ 21,346	\$ 11,318	\$ 21,850	\$ 22,950	\$ 22,950	6.50%
GENERAL FUND CAPITAL OUTLAY						
810 OFFICE EQUIPMENT	\$ -	\$ -	\$ -	\$ -	\$ -	
815 OPERATING EQUIPMENT	\$ -	\$ -	\$ -	\$ -	\$ -	
TOTAL GENERAL FUND CAPITAL	\$ -	\$ -	\$ -	\$ -	\$ -	n/a
TOTAL RECREATION EXPENDITURES	\$ 289,762	\$ 132,084	\$ 304,408	\$ 314,511	\$ 309,680	1.73%

PARKS

**CITY OF VERONA
2019 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 2019 parks department budget contains an increase of \$7,875 (1.21%) compared to the 2018 budget year. Most of the increase can be attributed to higher utility costs and expected increase in operating costs for Fireman's Park. There are no proposed personnel changes in the 2019 budget.

SUMMARY OF ACHIEVEMENTS FOR 2018

- Began major renovation project for Fireman's Park and secured DNR Stewardship grant to help with funding
- Acquired 13 acres of property adjacent to Fireman's Park including a large section of the Badger Mill Creek
- Replaced backstops and outfield fencing at Community Park
- Replaced the play structure at Community Park
- Planted over 50 new trees throughout the park system

GOALS AND OBJECTIVES FOR 2019

- Open new splashpad and shelter at Fireman's Park
- Replace Ceniti Park play structure
- Renovate park shelter restrooms and add security cameras
- Replace several aging skatepark ramps
- The Parks Capital budget includes \$25,000 for the restoration of native prairie to 10 acres of property acquired from the Matts family in 2018. The property was purchased with help from the Dane County Conservation Fund in order to enlarge Fireman's Park and includes a large stretch of the Badger Mill Creek. The project involves clearing and removing invasive plants, minor grading and land leveling, and seeding. Funding for the project is 50% (\$12,500) Parkland Dedication Funds and 50% (\$12,500) Tax Levy.

**PARKS
ADOPTED 2019 BUDGET**

	ACTUAL	6/30 ACTUAL	ADOPTED BUDGET	PROJECTED	ADOPTED	%
010-55300	2017	2018	2018	2018	2019	INCR (DECR)
PERSONNEL SERVICES						
110 FULL TIME WAGES	\$ 271,204	\$ 144,450	\$ 286,297	\$ 286,297	\$ 295,678	
111 LONGEVITY PAY	6,698	3,718	7,948	7,948	8,147	
120 PART TIME WAGES	-	-	-	-	-	
120-068 PART TIME MAINTENANCE	43,124	21,849	58,175	58,175	58,450	
125 OVERTIME WAGES	15,266	10,202	16,000	16,000	16,500	
130 MEDICAL INSURANCE	51,023	41,086	82,171	82,171	66,680	
131 DENTAL INSURANCE	4,305	3,295	5,692	6,544	6,699	
132 SOCIAL SECURITY	26,582	12,225	28,183	28,183	28,976	
133 LIFE INSURANCE	699	366	842	842	864	
134 WI RETIREMENT	20,274	9,788	19,572	19,572	20,851	
TOTAL PERSONNEL SERVICES	\$ 439,175	\$ 246,979	\$ 504,880	\$ 505,732	\$ 502,845	-0.40%
OPERATING EXPENDITURES						
220-069 COMMUNITY PARK UTILITIES	\$ 27,612	\$ 9,819	\$ 27,000	\$ 27,000	\$ 28,100	
220-070 HARRIET PARK UTILITIES	3,002	1,359	2,400	2,400	2,750	
220-071 MISC UTILITIES	12,534	4,971	8,900	8,900	12,600	
220-072 BEACH UTILITIES	1,935	469	2,500	2,500	4,200	
222 PRINTING	90	-	100	100	100	
225 COMMUNICATIONS	6,792	2,389	5,890	5,890	7,000	
310 OFFICE SUPPLIES	1,487	862	1,600	1,600	1,700	
320 MEMBERSHIPS	-	319	400	400	400	
330 TRAVEL	-	-	100	100	100	
335 EDUCATION	220	-	200	200	200	
340 OPERATING SUPPLIES	18,514	4,602	19,500	19,500	19,700	
340-073 ICE SHELTER SUPPLIES	-	-	400	400	500	
340-074 FORESTRY SUPPLIES	243	61	2,800	2,800	3,000	
350 REPAIR & MAINTENANCE SUPPLIES	28,559	13,339	32,800	32,800	34,000	
351 CONSTRUCTION SUPPLIES	6,848	4,611	7,500	7,500	10,100	
TOTAL OPERATING EXPENDITURES	\$ 107,836	\$ 42,801	\$ 112,090	\$ 112,090	\$ 124,450	11.03%
CONTRACTUAL SERVICES						
210 PROFESSIONAL SERVICES	\$ 2,653	\$ 23	\$ -	\$ 100	\$ -	
240 REPAIR & MAINTENANCE SERVICES	19,314	5,938	23,200	23,200	24,600	
290 OTHER CONTRACTUAL	2,757	222	-	500	-	
530 RENTS & LEASES	12,046	3,604	6,000	6,000	6,250	
TOTAL CONTRACTUAL SERVICES	\$ 36,770	\$ 9,787	\$ 29,200	\$ 29,800	\$ 30,850	5.65%
CAPITAL OUTLAY						
810 OFFICE EQUIPMENT	\$ -	\$ -	\$ -	\$ -	\$ -	
815 OPERATING EQUIPMENT	\$ 800	\$ 1,556	\$ 4,100	\$ 4,100	\$ -	
TOTAL CAPITAL OUTLAY	\$ 800	\$ 1,556	\$ 4,100	\$ 4,100	\$ -	
TOTAL PARKS EXPENDITURES	\$ 584,581	\$ 301,123	\$ 650,270	\$ 651,722	\$ 658,145	1.21%

**PLANNING/
ZONING**

**CITY OF VERONA
2019 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 2019 Planning and Development budget reflects an overall increase of \$9,142 or a 3.83% increase from 2018. 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. Included is a 2% increase in Personnel costs for cost of living allowance, longevity, and increase healthcare costs. Operating expenses are expected to increase 58.32% due to a request for funds to assist with the 2019 Zoning Ordinance rewrite. There was \$20,000 reduction in expenditures for Engineering that was utilized for development that has been shifted to the Public Works budget. Similar to previous years, the Planning Budget includes \$450 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 2019

- 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); the Madison's Metro Transit; and the Joint City/Town Planning Committee.
- 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.
- Begin the comprehensive rewrite of the Zoning Ordinance.
- Continue work with the Town of Verona on the Joint City/Town Planning Committee. Further, continue to have discussions and open dialogue with the Town of Verona regarding City and Town land use plans.

FIVE YEAR PERSONNEL PLANS

The Department of Planning and Development currently has one full-time Director of Planning, and one Community Development Specialist. The Department plans to continue contracting with outside consultants for engineering. The Five-Year Personnel Plan for the Department of Planning and Development is to maintain the existing Staff of two. No additional staffing needs are anticipated. If additional demands are placed on Staff, the Department will request in future budgets additional funds for outside consultants.

PERFORMANCE MEASUREMENT INDICATORS

	2015 Actual	2016 Actual	2017 Actual	6/30/18 Actual	Est. 2018	Proposed 2019
Site Plan Reviews	23	24	9	6	10	7
Planned Development Applications	6	8	13	6	8	4
Certified Survey Map (CSM) Requests	11	7	11	6	10	7
Conditional Use Permits	20	18	6	9	12	7
Ordinance Amendments	2	6	5	1	3	4
Annexation Requests	2	1	1	0	1	2
Zoning Map Amendment Applications	3	4	6	4	5	3
Plat Reviews	2	4	2	0	0	1
Initial Reviews	18	19	10	6	10	10

**PLANNING AND DEVELOPMENT
ADOPTED 2019 BUDGET**

	ACTUAL	6/30 ACTUAL	ADOPTED BUDGET	PROJECTED	ADOPTED	%
010-444xx/449xx	2017	2018	2018	2018	2019	INCR (DECR)
REVENUES						
44410 PLAT REVIEW FEES	\$ 3,800	\$ 2,700	\$ 3,000	\$ 3,500	\$ 5,000	
44420 BOARD OF APPEALS	300	-	-	-	-	
44430 CHANGE OF ZONING FEES	900	1,200	900	1,500	900	
44440 CONDITIONAL USE FEES	1,750	2,400	4,800	3,600	2,100	
44450 CONCEPT PLAN REVIEW	-	-	-	-	-	
44460 SITE PLAN REVIEW	2,400	1,800	3,000	3,000	2,100	
44470 PLANNED USE DEVELOPMENT	3,300	900	1,500	2,400	1,200	
44480 ANNEXATION FEE	300	300	900	300	600	
44900 OTHER REGULATORY PERMITS/FEES	-	-	-	-	-	
TOTAL REVENUES	\$ 12,750	\$ 9,300	\$ 14,100	\$ 14,300	\$ 11,900	-15.60%

**PLANNING AND DEVELOPMENT
ADOPTED 2019 BUDGET**

	ACTUAL	6/30	ADOPTED	PROJECTED	ADOPTED	%
010-56400	2017	ACTUAL	BUDGET	2018	2019	INCR (DECR)
		2018	2018			
PERSONNEL SERVICES						
110 FULL-TIME WAGES	\$ 112,152	\$ 73,312	\$ 137,846	\$ 138,590	\$ 144,959	
111 LONGEVITY	-	312	847	847	888	
130 HEALTH INSURANCE	17,947	9,118	36,472	18,236	17,160	
131 DENTAL INSURANCE	2,150	1,184	3,690	2,368	1,932	
132 SOCIAL SECURITY	8,804	5,176	10,610	10,352	11,157	
133 LIFE INSURANCE	111	69	179	138	199	
134 WISCONSIN RETIREMENT	7,842	4,548	9,353	9,544	9,754	
TOTAL PERSONNEL SERVICES	\$ 149,006	\$ 93,719	\$ 198,997	\$ 180,075	\$ 186,049	-6.51%
OPERATING EXPENDITURES						
210 PROFESSIONAL PLANNING SERVICES	\$ 25,144	\$ 1,950	\$ -	\$ 3,282	\$ 50,000	
210 052 ENGINEER	(6,827)	2,227	20,000	13,000	-	
210 053 GIS SYSTEM	1,350	400	500	400	500	
210 056 USA PLANNING	(379)	-	7,000	5,000	-	
222 PRINTING	381	232	1,000	500	1,000	
225 COMMUNICATIONS	601	241	650	600	650	
290 OTHER CONTRACTUAL-GIS CONSULTANT	630	-	1,000	-	500	
310 OFFICE SUPPLIES	989	206	2,100	2,000	2,100	
320 MEMBERSHIP AND DUES	4,700	520	1,000	520	1,100	
330 TRAVEL	489	173	2,000	1,500	2,000	
335 EDUCATION - TRAINING	184	-	3,500	3,000	3,500	
340 OPERATING SUPPLIES	11,401	-	-	-	-	
TOTAL OPERATING EXPENDITURES	\$ 38,663	\$ 5,949	\$ 38,750	\$ 29,802	\$ 61,350	58.32%
CAPITAL OUTLAY						
810 OFFICE EQUIPMENT	\$ 891	\$ 480	\$ 960	\$ 960	\$ 450	
TOTAL CAPITAL OUTLAY	\$ 891	\$ 480	\$ 960	\$ 960	\$ 450	
TOTAL PLANNING EXPENDITURES	\$ 188,560	\$ 100,148	\$ 238,707	\$ 210,837	\$ 247,849	3.83%

**BUILDING
INSPECTION**

**CITY OF VERONA
2019 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 has budgeted two full-time inspectors, a contracted commercial building and 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 2019 proposed budget is aimed at maintaining current service levels and increasing the Department's efficiency. Overall the 2019 building inspection budget includes an expenditure increase of \$13,157 or 5.00%. One of the factors in the increase is budgeting for a family plan insurance instead of a single plan.

Estimated 2019 revenues are challenging to forecast, as there are several projects which have either been submitted for review or have been mentioned to be coming. Permit and Plan Review revenues are projected at \$828,340 in 2019, which is \$248,661 or 42.9% above the 2018 budgeted level.

Even though the proposed budget is primarily aimed at maintaining current service levels, over the course of 2019, as staffing vacant positions within the Department is complete, we will work with property owners, developers, and contractors. Some additional initiatives will be examined:

- Review and amendment of current Property Maintenance Codes.
- Review and possible change of current Property Maintenance Inspection practices.
- Provide approved Plan reviews and permits at the State mandated 10 days or less.

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

Major projects of note for 2019:

- Verona Area High School

- Early footing and foundation began Summer of 2018
- Big Apple Day Care
- Velocity Apartments and Commercial Space
 - Construction started Summer 2018
- Keenan Court Commercial Building
- Liberty Pub Grill
 - 6,000 sqft. restaurant
- 102 Lincoln Street
 - 1 Building Residential Project
- Downtown Redevelopment
 - Phase 1 which began in 2017
 - Phase 2 (2018)
- Sugar Creek Development
 - 5 Building Commercial/Residential
- 841 N Main
 - 90-100 Unit Senior Housing

Other possible major projects that could start in 2019:

- 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 is currently occupying three office buildings and part of the parking structure. Occupancy of the fourth office building and the remainder of the parking structure is anticipated late January or early February. The last building in Campus 5, Around the World (formerly Steampunk) with an estimated cost of construction of \$50 - 60 million.

Summary of Achievements/Challenges for 2017-2018

Achievements

- Closed out two major building permits at Epic.
- Closed out permits at The Coating Place
- Closed out permits for Pure Sweet Honey Addition
- Several smaller commercial properties completed.

Challenges

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

Goals and Objectives for 2019

- Establish new Building Inspector and Building Inspection Department structure review.
- Review and amendment of current Property Maintenance Codes.
- Continue to improve inspector certifications to reduce dependency on contract inspector.
- Improve communications between departments to reduce time for releasing information to contractors.

PERFORMANCE MEASUREMENT INDICATORS

Activity	2015 Actual	2016 Actual	2017 Actual	2018 Estimated	2019 Proposed
Residential Permits Issued	500	499	513	511	500
Value of Residential Permits			\$30,907,267	\$29,757,746	\$29,000,000
Commercial Permits	23	96	137	40	30
Value of Commercial Permits		\$72,955,048	\$30,555,443	\$37,200,000	\$35,000,000
Code Enforcement Cases	68	123	37	35	30
Plans Reviewed-Residential	254	230	210	245	230
Plans Reviewed-Commercial (In hours)	335	44	50	375	300
Inspections-Residential (Permitted)	2,473	2,194	1896	3,000	2,350
Inspections-Commercial (Permitted)	1,121	1,682	997	1,100	1,300
Inspections (Code Enforcement)	151	130	78	100	75

**BUILDING INSPECTION
ADOPTED 2019 BUDGET**

	ACTUAL	6/30 ACTUAL	ADOPTED BUDGET	PROJECTED	ADOPTED	Change %
010-443XX	2017	2018	2018	2018	2019	INCR (DECR)
REVENUES						
44310 Building Permits	\$ 82,094	\$ 45,605	\$ 150,784	\$ 150,784	\$ 388,923	
44320 Electrical Permits	32,888	20,446	76,965	76,965	82,125	
44330 Plumbing Permits	34,107	18,556	81,252	81,252	86,412	
44340 Early Start Permits	800	550	-	550	-	
44350 HVAC Permits	33,423	20,677	85,469	85,469	90,623	
44360 Erosion Control Permit	11,034	38,849	99,462	99,462	103,254	
44370 Plan Review	22,430	16,847	85,747	85,747	77,003	
Total Revenues	\$ 216,776	\$ 161,530	\$ 579,679	\$ 580,229	\$ 828,340	42.90%

**BUILDING INSPECTION
ADOPTED 2019 BUDGET**

010-56300	ACTUAL 2017	6/30 ACTUAL 2018	ADOPTED BUDGET 2018	PROJECTED 2018	ADOPTED 2019	% INCR (DECR)
PERSONNEL SERVICES						
110 FULL-TIME WAGES	\$ 101,270	\$ 67,395	\$ 126,695	\$ 126,695	\$ 130,685	
111 LONGEVITY	-	-	-	-	-	
120 PART TIME WAGES	14,644	9,636	26,000	26,000	26,000	
125 OVERTIME	-	-	-	-	-	
130 HEALTH INSURANCE	10,991	7,403	14,806	14,806	24,156	
131 DENTAL INSURANCE	436	261	1,050	1,050	2,484	
132 SOCIAL SECURITY	8,880	5,169	11,682	11,682	11,986	
133 LIFE INSURANCE	363	223	581	581	591	
134 WISCONSIN RETIREMENT	6,886	3,902	8,615	8,615	8,561	
TOTAL PERSONNEL SERVICES	\$ 143,470	\$ 93,989	\$ 189,429	\$ 189,429	\$ 204,463	7.94%
OPERATING EXPENDITURES						
210 PROF. SERV.	\$ 46,839	\$ 6,570	\$ 50,500	\$ 50,500	\$ 50,500	
210 055 INSPECTOR	-	-	-	-	-	
225 COMMUNICATIONS	889	879	2,500	2,000	2,500	
290 OTHER CONTRACTUAL SERVICES	12,687	4,867	4,367	4,867	5,000	
310 OFFICE SUPPLIES	1,685	115	2,300	2,500	1,800	
320 MEMBERSHIP AND DUES	225	307	900	900	900	
330 TRAVEL	1,826	1,398	4,000	3,000	3,000	
335 EDUCATION - TRAINING	464	743	2,000	1,500	1,500	
350 REPAIR & MAINTENANCE	251	330	2,000	2,000	2,000	
340 OPERATING SUPPLIES	1,657	707	4,025	4,000	4,025	
530 RENTS AND LEASES	971	480	960	960	450	
TOTAL OPERATING EXPENDITURES	\$ 67,494	\$ 16,396	\$ 73,552	\$ 72,227	\$ 71,675	-2.55%
CAPITAL OUTLAY - GENERAL FUND						
810 OFFICE EQUIPMENT	\$ -	\$ -	\$ -	\$ -	\$ -	
815 OPERATING EQUIPMENT	-	-	-	-	-	
TOTAL CAPITAL OUTLAY	\$ -	\$ -	\$ -	\$ -	\$ -	
TOTAL BUILDING/ZONING EXPENDITURES	\$ 210,964	\$ 110,385	\$ 262,981	\$ 261,656	\$ 276,138	5.00%

LIBRARY

**CITY OF VERONA
2019 BUDGET SUMMARY
VERONA PUBLIC LIBRARY**

MISSION STATEMENT

The Verona Public Library enriches lives and builds community by providing opportunities to discover, connect, learn, and enjoy.

EXECUTIVE SUMMARY

During 2018, the library made improvements in service with the addition of Sunday hours and physical improvements to the parking lot and landscaping at the main entrance. Circulation of library material increased as did participation in the kids' summer reading program. Priorities in 2019 are to make Sunday hours a permanent part of regularly scheduled library hours, to make service improvements in some of our technology offerings, and to eliminate overdue fines that create a barrier to library use and disproportionately affect low-income patrons.

2019 GOALS AND OBJECTIVES

- Increase service to the community by making a permanent change to our library hours, adding Sunday afternoons during the school year.
- Improve library service related to technology by upgrading wifi access points, replacing older public computers, and offering personal archiving equipment.
- Increase access and decrease wait times for e-book and e-audio materials.
- Eliminate fines for overdue materials.

2018 ACHIEVEMENTS

Service and event highlights noted for their special successes in 2018:

For the first time since moving to the new facility in 2006, the library offered a significant change in hours by opening on Sunday afternoons (1:00 – 5:00 p.m.) during the school year. The response from the community was very positive. During the first half of the pilot project, circulation of library materials was up 3.2% as compared to 2017 while most area libraries saw a decrease in circulation during the same time frame. During the fifteen Sunday afternoons that the library was open from February – May, the library saw just over 5,000 visitors or an average of 340 visitors per Sunday. An average of 757 items were checked out per Sunday.

The library parking lot and front entrance were redone during the spring/summer. The improvements have gotten a lot of positive responses from the public.

Through a grant from Epic, the library purchased a book bike trailer and attended approximately 30 community events in 2018. Library staff checked out books, created new library cards, and offered story times at parks, concerts, farmer's market, area businesses, and more. This increased the visibility of the library and created new library users.

The light bulbs in the tall center section of the library were replaced with energy-efficient LED light bulbs.

The four library self check-out machines were replaced. The new model offers multi-item check out and has screen space for announcements and event promotion.

Summer reading program participation for ages 0 - 18 increased dramatically in 2018. There were an additional 719 participants with total enrollment increasing from 2,320 in 2017 to 3,039 in 2018, a gain of 31%.

Using funds from the library endowment fund, we hosted a travelling science exhibit featuring a giant woolly mammoth skull and saber-toothed cat skeleton along with many other fossils. Speakers and events related to the Ice Age enhanced the month-long exhibit. The exhibit and related events brought in many visitors from the community and the surrounding area.

The library website was completely redesigned and the new mobile-friendly version was launched in January.

The library will host the *Native Voices: Native Peoples' Concepts of Health and Illness* traveling exhibition September 13 - October 22, 2018. The exhibition was developed by the U.S. National Library of Medicine. Through a partnership with the American Library Association Public Programs Office, the exhibition is touring the country to America's libraries. We are one of 104 organizations selected to host the exhibition.

SIGNIFICANT CHANGES FROM 2018

Revenue:

Dane County funding: County funding is expected to increase by 9.4% from \$799,649 to \$874,612 in 2019.

Fines/Forfeitures: The library proposes eliminating overdue fines for children and adults in 2019. The library currently does not charge overdue fines for senior citizens. Fees for replacement costs of lost and damaged materials would still be assessed.

Miscellaneous: Cross-county payments will increase from \$15,856 to \$21,002 in 2019. These payments are based on the number of items checked out to patrons who live in adjacent counties and do not have public library service.

Donations: In 2016, the library began an endowment fund through Madison Community Foundation. Funds in this category are primarily donations raised for the endowment fund through end-of-year mailing campaign and the annual 5K Run/Walk event. This category also includes memorial donations that are typically spent on books.

Operating Expenditures:

Personnel Services:

Change five Library Assistant LTE's to permanent part-time positions:

The Sunday hours pilot project in 2018 has been a success so far. The library proposes offering Sunday afternoon hours during the school year on a continuing basis. The library is requesting that five of the LTE Library Assistant positions that were created in 2018 for the project become permanent, part-time positions and increase in hours from 416 to 832 hours per year. Cost \$31,418.

Increases wages for Library Page I and Library Page II: Increase library page wages from \$9/hr to \$9.50/hr and Library Page II positions from \$11/hr to \$11.50/hr to remain competitive with other entry level wages both in area libraries and area businesses. Cost: \$3,016.

Increase pay for paraprofessional youth services staff: The library requests an increase in the pay grade for the current Library Assistant Youth Services I and Library Assistant Summer LTE positions from pay grade 5 to pay grade 6, so their job responsibilities can be increased to include story times and other youth programming. Cost: \$4,312.

Increase hours for Library Assistant Youth Services position: We would also like to increase the Library Assistant Youth Services position from 1,040 to 1,248 hours per year. This small increase in hours would allow

the busy Youth Services department to have better coverage of the information desk and offer better service for families during the busy after school hours. Cost: \$4,349 + benefits.

Increase hours for one Library Assistant position: The library requests a small increase in hours for one position in the circulation department from 832 hours/year to 1,040 hours/year. The increased hours for this position would help the library improve coverage at the service desk. Cost: \$5264.

Other Operating Expenditures:

290 Other Contractual

3% increase for expected janitorial service cost increase.

340 Operating Supplies

\$5,000 was added for new and replacement office furniture as most library office chairs were purchased in 2006 and are nearing the end of their useful lives.

450 Data Processing/LINK

Increase of \$4,000 to replace all four wireless access points that supply wifi to the building. The access points are installed and supported by the South Central Library System.

540 Programming

Increase of \$2,750 for children and teen programs, adding \$1,500 for library outreach, \$1,250 for adult programs and \$2,000 for marketing/printing costs to update and reprint the library brochure.
Total cost: \$7,500.

810 Office Equipment

Increase of \$600 to replace Chromebooks that check out for in-library use.

Increase of \$5,000 to add a memory lab, a collection of equipment stored on a portable cart that can be used by the public to digitize at-risk analog materials, like home movies, video tapes, audio cassettes, photographs, negatives, slides, and paper documents.

Increase of \$5,000 to replace public lab computers. Library computers are replaced on a rotation and this would allow us to replace the oldest lab computers (5 years old) to improve computing speed for the public. Computer lab is used approx. 16,000 times per year or an average of 1,330 times each month.

815 Operating Equipment: adult books, juvenile books, video, audio, electronic media, magazines

The library is requesting a 5-6% increase for adult and children's book purchasing to cover the cost of inflation and to make a small increase in the book collections. Additionally, \$5,000 is requested to purchase additional electronic titles to decrease wait times for e-book and e-audio book check outs through the popular OverDrive service. Last year, Verona patrons checked out 37,000 books using OverDrive.

Library Reserve Expenditure:

Much of the upholstered library furniture was purchased in 2006 when the building opened. Furniture in the children's area was recovered several years ago, but the central seating area and the chairs in the adult collection area have become worn and faded. The library would like to use reserve funds in 2019 to reupholster or replace worn library furniture in public areas. Cost \$20,000.

PERFORMANCE MEASUREMENT INDICATORS

All 2018 estimated figures are calculated from figures from 7/31/16 divided by 7 multiplied by 12. *Patrons visit count was not available for 6 weeks during the parking lot construction project.

Activity	2017 Actual	7/31/18 Actual	Estimated 2018	% change from 2017
Hours open per year	3,380	2,006	3,512	+3.9%
Physical Items Checked-out	554,667	345,176	591,730	+6.7%
Check out of E-Books and electronic materials	36,584	25,792	44,215	+20.85%
Patron Visits	232,695	93,119*	-	-
Total Programs* see subset of program statistics	930	699	1,198	+29%
Total Program Attendance*	35,716	23,189	39,753	+11%
Research Assistance	31,967	16,823	28,839	-10%
Public Internet Sessions	330,501	146,029	250,335	-24%
Library Cards Added	1,503	1,000	1,714	14%
Physical Materials Added	10,048	5,584	9,573	-5
Website Hits	108,639	59,982	102,826	-5%
Database Use	2,375	1,328	2,277	-4%
Meeting/Study Room Use	5,341	3,806	6,525	22%
Test Proctoring	132	59	101	-23%

*Programming	2017 Actual	7/31/18 Actual	Estimated 2018	% change from 2017
Children's Programs	686	529	907	+32%
Children's Program Attendance	29,474	22,169	38,004	+29%
Teen Programs	99	59	101	+2%
Teen Program Attendance	2,760	1,793	3,074	+11%
Adult Programs	145	113	193	+33%
Adult Program Attendance	3,482	3,035	5,203	+49%

**LIBRARY
ADOPTED 2019 BUDGET**

	ACTUAL	6/30 ACTUAL	ADOPTED BUDGET	PROJECTED	ADOPTED	%
020-4XXXX	2017	2018	2018	2018	2019	INCR (DECR)
REVENUES						
41110 TAX LEVY OPERATIONS	\$ 830,065	\$ 792,084	\$ 792,084	\$ 792,084	\$ 910,829	
41110 TAX LEVY DEBT SERVICE	306,771	327,858	327,858	327,858	330,244	
43570 SOUTH CENTRAL LIBRARY SYSTEM	-	-	1,625	1,625	1,625	
43720 DANE COUNTY	567,974	610,606	610,606	610,606	659,926	
43722 DC FACILITY REIMBURSEMENT	154,862	189,043	189,043	189,043	214,686	
45140 FINES/FORFEITURES	31,794	16,174	32,500	32,544	9,000	
46193 COPIES	6,295	3,249	6,100	6,124	6,300	
46194 FAX	1,076	509	800	818	1,000	
46910 MISCELLANEOUS	12,897	15,856	15,854	16,047	21,002	
48500 GRANTS AND GIFTS	-	-	-	-	-	
48902 DONATIONS	50,233	21,379	35,000	31,379	35,000	
48903 MEMORIALS	-	26,701	-	-	-	
49200 TRF FROM OTHER FUNDS (APPLY TO DEBT)	55,000	55,000	55,000	55,000	55,000	
TOTAL LIBRARY REVENUES	\$ 2,016,967	\$ 2,058,459	\$ 2,066,470	\$ 2,063,128	\$ 2,244,612	8.62%

**VERONA PUBLIC LIBRARY
ADOPTED 2019 BUDGET**

	ACTUAL	6/30	ADOPTED	PROJECTED	ADOPTED	%
020-55100	2017	2018	BUDGET	2018	2019	INCR (DECR)
PERSONNEL SERVICES						
110 FULL-TIME WAGES	\$ 480,335	\$ 272,140	\$ 560,850	\$ 560,850	\$ 587,798	
111 LONGEVITY	7,752	4,232	8,760	8,760	11,542	
120 PART-TIME WAGES	297,938	178,881	355,727	355,727	433,427	
130 HEALTH INSURANCE	66,867	48,317	96,243	96,243	87,854	
131 DENTAL INSURANCE	7,373	4,916	8,891	8,891	10,608	
132 SOCIAL SECURITY	60,540	31,146	70,788	70,788	79,007	
133 LIFE INSURANCE	930	543	995	995	1,283	
134 WISCONSIN RETIREMENT	42,132	21,235	44,586	44,586	46,517	
140 UC CLAIMS	1,961	-	-	-	-	
TOTAL PERSONNEL SERVICES	\$ 986,828	\$ 561,410	\$ 1,146,840	\$ 1,146,840	\$ 1,258,036	9.70%
OPERATING EXPENDITURES						
210 PROFESSIONAL SERVICES	\$ 15,533	\$ 1,700	\$ 1,700	\$ 1,700	\$ 1,700	
220 UTILITIES	58,803	21,430	60,800	60,800	60,800	
225 COMMUNICATIONS	11,081	8,064	16,144	16,128	16,144	
240 REPAIR/MAINTENANCE SERVICES	49,214	8,001	35,700	30,000	35,700	
290 OTHER CONTRACTUAL	36,677	12,304	45,216	45,216	47,221	
295 RECRUITMENT	109	-	100	-	100	
310 OFFICE SUPPLIES	-	-	-	-	-	
320 MEMBERSHIP AND DUES	1,003	589	1,615	1,615	1,615	
330 TRAVEL	5,797	4,478	6,600	6,600	6,600	
335 EDUCATION - TRAINING	6,219	1,882	4,030	4,030	4,030	
340 OPERATING SUPPLIES	31,868	23,637	31,540	31,540	37,940	
350 REPAIR/MAINTENANCE SUPPLIES	1,012	1,573	2,075	2,075	2,075	
380 OTHER COMMODITIES	555	277	1,500	554	1,500	
450 DATA PROCESSING/LINK	104,168	103,497	111,745	111,745	118,852	
510 INSURANCE	14,001	12,960	14,500	12,960	14,500	
530 RENTS/LEASES	9,045	4,069	10,099	8,138	10,099	
540 PROGRAMMING	16,053	6,299	15,360	15,360	23,860	
790 GRANT/GIFT EXPENSE	46,241	31,161	-	23,475	-	
TOTAL OPERATING EXPENDITURES	\$ 407,379	\$ 241,921	\$ 358,724	\$ 371,936	\$ 382,736	6.69%
SUPPLIES AND MATERIALS						
810 OFFICE EQUIPMENT	\$ 19,851	\$ 9,543	\$ 10,000	\$ 10,000	\$ 20,600	
815 501 ADULT BOOKS	54,156	14,133	55,876	55,876	59,175	
815 502 JUVENILE BOOKS	56,725	23,300	59,090	59,090	62,100	
815 503 VIDEO MATERIALS	10,852	8,305	17,100	17,100	17,955	
815 504 AUDIO MATERIALS	11,712	3,849	13,020	13,020	13,520	
815 506 ELECTRONIC MEDIA	15,761	14,923	16,325	16,325	29,086	
815 508 MAGAZINE SUBSCRIPTIONS	6,456	7,059	6,637	7,098	7,500	
850 BUILDING RESERVE CONTRIBUTION	18,979	-	-	-	-	
TOTAL SUPPLIES AND MATERIALS	\$ 194,492	\$ 81,112	\$ 178,048	\$ 178,509	\$ 209,936	17.91%
56101 RESERVE EXPENDITURES						
RESERVE FUNDED EXPENDITURES	\$ -	\$ 120,227	\$ 103,000	\$ -	\$ 20,000	
TOTAL LIBRARY BUDGET	\$ 1,567,699	\$ 1,004,670	\$ 1,788,612	\$ 1,697,285	\$ 1,870,708	4.71%
DEBT SERVICE						
PRINCIPAL	\$ 295,000	\$ 325,000	\$ 325,000	\$ 325,000	\$ 335,000	
INTEREST	66,771	57,858	57,858	57,858	50,244	
TOTAL DEBT SERVICE	\$ 361,771	\$ 382,858	\$ 382,858	\$ 382,858	\$ 385,244	0.62%
TOTAL LIBRARY EXPENDITURES	\$ 1,929,470	\$ 1,387,528	\$ 2,169,470	\$ 2,080,143	\$ 2,255,952	3.99%

**REFUSE AND
RECYCLING**

**CITY OF VERONA
2019 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 twice a month (or more as needed and weather permits). Year round 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 \$176 for the year 2019.

STATISTICAL SUMMARY

The City estimates collecting 1,100 tons of cardboard, newsprint, magazines and mixed paper, aluminum and steel containers, plastics, and mixed glass in 2018 at a projected cost of \$141,300. The department also estimates the collection of 2,900 tons of refuse from one to four unit residential properties at a cost of \$412,200.

Annually city staff collects approximately 2,200 tons of yard waste and brush for an estimated cost of \$176,000. In 2018, the City recycled an estimated 5 tons of waste tires, 3,470 gallons of waste oil, and 1,091 tons of electronic devices, 10 tons of major appliances and 1,000 pounds of lead acid batteries. It is anticipated that the City will receive \$22,000 in recycling grant funds in 2019.

SUMMARY OF ACHIEVEMENTS FOR 2018

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

- Managed and coordinated unanticipated City wide brush and refuse disposal sites resulting from storm event on August 20, 2018.
- Managed and coordinated free electronics recycling event.

GOALS AND OBJECTIVES FOR 2019

- 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.
- Managed and coordinate free electronics recycling event.

PERFORMANCE MEASUREMENT INDICATORS

Activity	2017 Actual	6/30/18 Actual	2018 Estimate	2019 Proposed
Number of Brush pick-up cycles	27	14	28	27
Tons of Yard Waste/Brush collected	2,099	1,100	2,200	2,230
Tons of Refuse Collected	2,760.9	1,300	2,800	2,900
Tons of Recyclable Materials collected	1,091	610	1,100	1,200
Tons of E-Waste	41	12	42	45
Recycling Grant Revenue	\$21,877	\$21,877	\$21,877	\$22,000

**REFUSE AND RECYCLING
ADOPTED 2019 BUDGET**

	ACTUAL	6/30 ACTUAL	ADOPTED BUDGET	PROJECTED	ADOPTED	%
060-4xxxx	2017	2018	2018	2018	2019	INCR (DECR)
REVENUES						
41110 REAL ESTATE TAXES	\$ 14,321	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	
43511 RECYCLING GRANT	21,877	21,877	21,000	21,877	21,000	
46422 NEW HOMES	4,490	4,505	5,000	5,000	5,000	
46430 SOLID WASTE DISPOSAL	660,620	636,375	651,440	636,375	681,648	
46903 LARGE ITEM PICKUP	7,939	3,463	3,600	6,000	4,000	
46910 MISC REVENUE	283	58	100	80	100	
49300-18 FUND BALANCE APPLIED	-	-	-	-	-	
TOTAL REVENUES	\$ 709,530	\$ 676,278	\$ 691,140	\$ 679,332	\$ 721,748	4.43%

Note: The special charge for trash pick-up is \$176.00

12/31/17 Fund Balance	\$122,821	12/31/18 Est Fund Bal	\$130,052
2018 projected revenue	679,332	2019 projected revenue	721,748
2018 projected expend	(672,101)	2019 projected expend	(729,649)
12/31/18 Projected Fund Balance	<u>\$130,052</u>	12/31/19 Projected Fund Balance	<u>\$122,152</u>

**REFUSE AND RECYCLING
ADOPTED 2019 BUDGET**

	ACTUAL	6/30 ACTUAL	ADOPTED BUDGET	PROJECTED	ADOPTED	%
060-53900	2017	2018	2018	2018	2019	INCR (DECR)
PERSONNEL SERVICES						
110 FULL TIME WAGES-RECYCLING	\$ 92,870	\$ 20,895	\$ 75,072	\$ 74,000	\$ 77,891	
111 LONGEVITY PAY	1,214	354	280	400	286	
120 PART TIME WAGES	90	393	-	500	-	
125 OVERTIME	-	-	-	-	10,000	
130 MEDICAL INSURANCE	21,594	8,261	11,105	11,105	20,658	
131 DENTAL INSURANCE	1,398	519	1,043	1,043	1,092	
132 SOCIAL SECURITY	7,545	1,498	5,765	5,765	5,980	
133 LIFE INSURANCE	98	43	115	115	122	
134 WI RETIREMENT	6,709	1,299	4,973	4,973	5,120	
TOTAL PERSONNEL SERVICES	\$ 131,518	\$ 33,262	\$ 98,353	\$ 97,901	\$ 121,149	23.18%
OPERATING EXPENDITURES						
222 PRINTING	\$ -	\$ 23	\$ 5,200	\$ 5,000	\$ 5,200	
240-036 BRUSH CHIPPER	5,590	-	6,000	4,000	6,000	
310 OFFICE SUPPLIES	421	15	800	700	800	
340 OPERATING SUPPLIES	1,581	546	1,600	1,500	2,000	
TOTAL OPERATING EXPENDITURES	\$ 7,592	\$ 584	\$ 13,600	\$ 11,200	\$ 14,000	2.94%
CONTRACTUAL SERVICES						
53920 REFUSE COLLECTION	\$ 376,860	\$ 98,005	\$ 398,450	\$ 395,000	\$ 412,200	
53921 RECYCLING COLLECTION	124,684	34,552	131,740	130,000	141,300	
53930 SOLID WASTE DISPOSAL	42,884	27,646	37,000	38,000	41,000	
TOTAL CONTRACTUAL SERVICES	\$ 544,428	\$ 160,203	\$ 567,190	\$ 563,000	\$ 594,500	4.81%
TOTAL REFUSE AND RECYCLING	\$ 683,538	\$ 194,049	\$ 679,143	\$ 672,101	\$ 729,649	7.44%

SENIOR CENTER

**CITY OF VERONA
2019 BUDGET SUMMARY
VERONA SENIOR CENTER**

Our Mission: *To provide resources and services to enhance the lives of area adults ages 55 and over.*

Our Vision: *A community where seniors are valued, respected, and supported.*

Our Values: *Engagement, Innovation, Acceptance, Independence, and Wellness.*

Engagement: *We offer opportunities for social connections, recreational experiences, and meaningful volunteer experiences.*

Innovation: *We incorporate creative ideas in our programming, in our environment, and in our approach to problem-solving.*

Acceptance: *We welcome diverse abilities, personalities, and populations with a spirit of inclusion, respect, and appreciation for the uniqueness of each individual.*

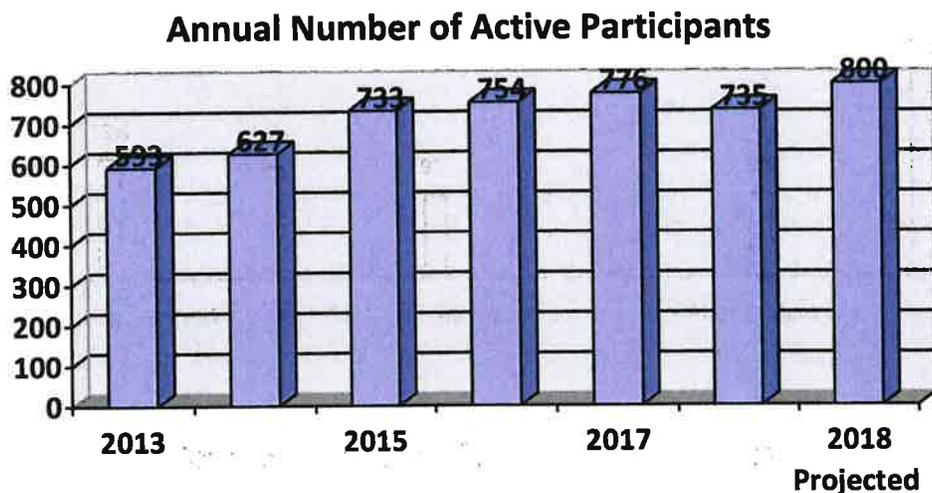
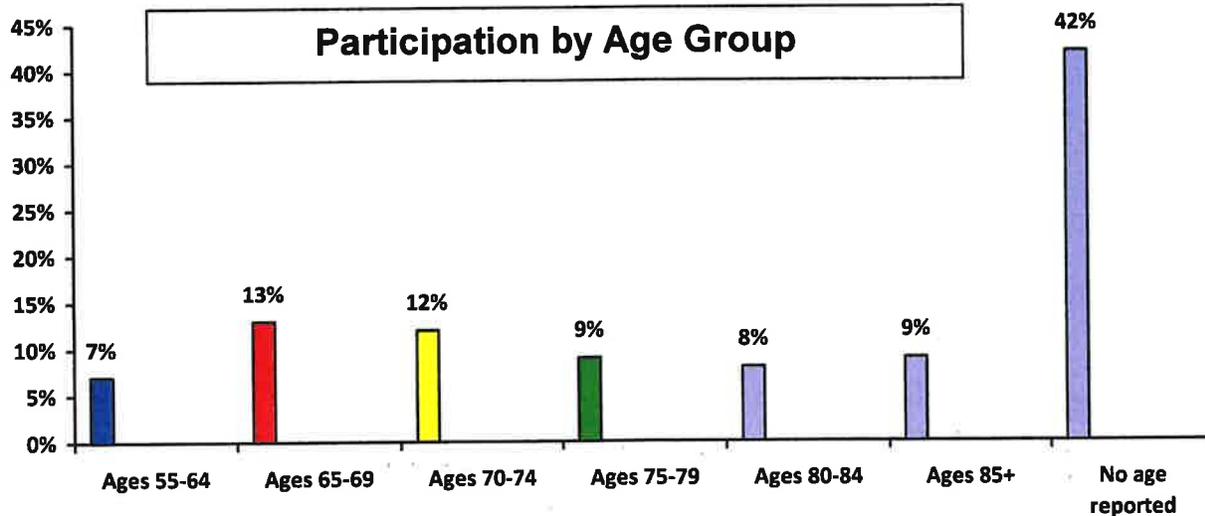
Independence: *We provide resources and services that encourage independence and self-reliance.*

Wellness: *We provide support for the physical, emotional, and educational needs of our participants to encourage health, joy, and well-being.*

Verona Senior Center provides programs and services to support the health, well-being, and independence of Verona seniors ages 55 and over. We serve as a resource for older adults, their families, and the community, providing case management services, nutritious meals, transportation, health & wellness programs, a caregiver support group and Club 108, a program designed specifically for people with mild cognitive loss. We also have an extensive program schedule which offers musical entertainment, special events, cards & games, exercise classes, bus trips, a very active Veterans Group, educational presentations and numerous volunteer opportunities.

Case management services, transportation, and home-delivered meals are dedicated 100% for City of Verona seniors. Musical entertainment, exercise classes, games, special events, outings, and presentations such as fire safety and scam prevention are open to all Verona area seniors, with 51% of these participants being City of Verona residents. The remaining 49% are residents of neighboring townships and communities, but often have strong ties to Verona. They may have only recently moved from their Verona homes to senior apartments or condos in neighboring communities, or may be attending as guests of Verona residents. 735 seniors have participated so far this year, as of July 24, 2018.

Accreditation: The Verona Senior Center is one of only 30 senior centers in the State of Wisconsin to be accredited by the Wisconsin Association of Senior Centers (WASC). WASC accreditation is the public's assurance that the highest standards of practice are met.



Performance Measurement Indicators

Activity	2015	2016	2017	2018 YTD	2018 Projected
Meals Served <i>(home delivered + on-site meals)</i>	9,135	9,832	8,712	4,596 (ytd)	8,000
Case Management Clients	107	172	203	156 (ytd)	230
Volunteer Hours	4,961	4,982	4,423	3473 (ytd)	5,500
Total Seniors Served	734	755	776	735 (ytd)	800
Number of Visits	29,877	26,491	26,879	29,048 (ytd)	31,000
Exercise Class Participants	260	245	270	270 (ytd)	285

Services Offered by Verona Senior Center

Case Management

Case Management is an important resource for Verona seniors, their families, referral sources, and first responders, and helps to ensure the safety and well-being of seniors who are facing the many challenges of aging. The Case Managers help seniors with Medicare and other government programs, assist them with transitions in housing, lead a veterans' group and caregiver support groups, and host monthly outreach sessions at eight sites throughout the city. Year-to-date in 2018, our Case Managers averaged 156 unduplicated clients per month, 74 through our outreach programs, plus 82 clients seen on-site. The recent addition of a second Case Manager greatly expands our ability to serve the needs of Verona Seniors. Ongoing Case Manager support of our seniors helps to reduce demands on other city departments, especially first responders such as police, fire, and emergency medical services.

Nutrition

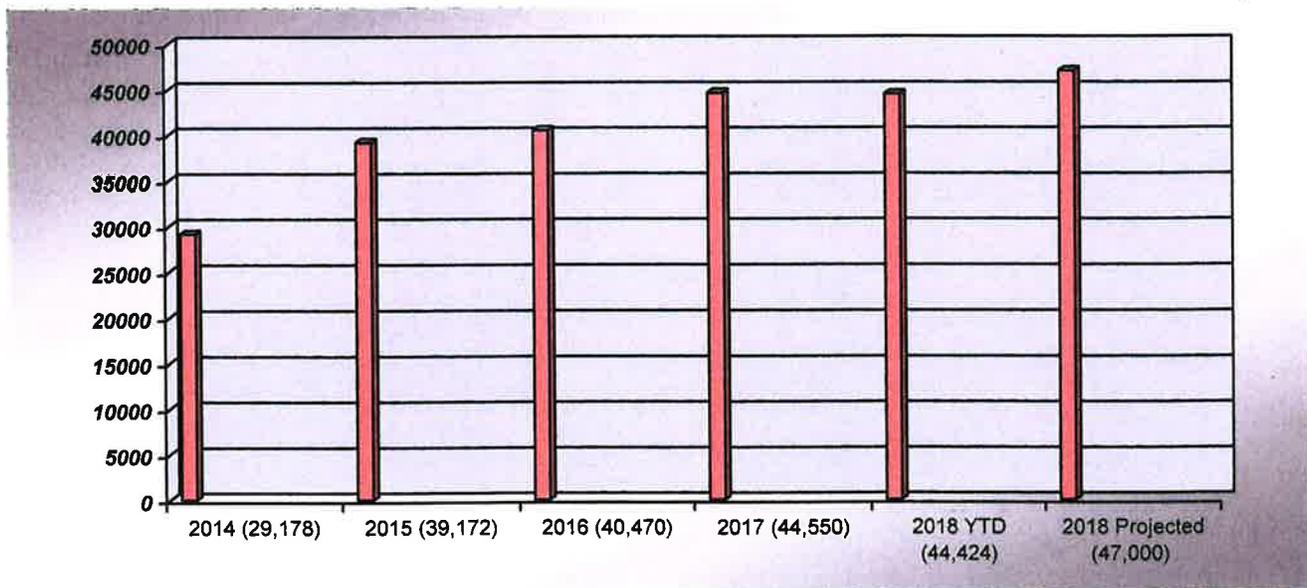
We serve an average of 600 home-delivered and congregate meals monthly. We also offer special meals to celebrate our volunteer appreciation event, monthly birthday parties, and holidays such as St. Patrick's Day and Veteran's Day, adding hundreds more meals annually.

Programming

Verona Senior Center offers a diverse calendar of activities, including music, exercise, games, trips, special events, entertainment, educational presentations, and classes that engage seniors, encourage health and wellness, encourage independence and life-long learning, and provide opportunities for socialization, which helps prevent isolation and depression.

Annual Event Hours

Seniors have spent over 44,000 hours already this year engaged in programs and activities at the Verona Senior Center, a 52% increase over the last five years, and the year isn't over yet!



Transportation

The Senior Center coordinates a variety of transportation options for City of Verona seniors:

- 1) Transit Solutions (Dane County Rural Transit Program) provides daily transportation to grocery stores, pharmacies, dentists, healthcare providers, hairdressers and general shopping destinations within the city limits, and weekly transportation for out of town shopping.
- 2) The City of Verona funds transportation for veterans' group trips and local outings.
- 3) RSVP volunteer drivers provide rides to medical appointments outside of the city.
- 4) RSVP Vets Helping Vets volunteer drivers assist veterans with rides to a variety of destinations.

Volunteer Opportunities

Volunteers are integral to the success of the senior center, providing support for the nutrition program, reception desk, special events, and transportation to medical appointments. In 2017, volunteers logged 4,983 hours of service. At a rate of \$12/hour, the 2017 value of volunteer services was \$59,796. Year to date (7/23/18), 119 volunteers have already logged 3,380 hours of service, an increase of 25% over the same time period in 2017.

Wellness Nursing

Weekly support for chronic health conditions is provided by a contracted Wellness Nurse. The Nurse also facilitates a Parkinson's support group, and Healthy Lifestyles, a discussion group promoting healthy choices for diabetes management.

Community Collaborations

The Senior Center has numerous collaborations with the community: AARP - tax preparation assistance & safe driver program; Retired Senior Volunteer Program (RSVP) - transportation and meal delivery; Verona Public Library - book club, outreach, & program support; Verona Historical Society meetings; JFF (Joining Forces for Families), TRIAD, Verona Police Department - scam and crime prevention presentations, Car Fit Clinic, and National Night Out; Fitchrona EMS - CPR & AED training & Community Paramedic Program, Verona Fire Department - Fire Safety presentations, Chili Supper & Santa Visits; Verona Parks & Recreation - Arbor Day event; Verona Chamber of Commerce; Dementia Friendly Community Training (numerous local businesses); Dementia Friendly Task Force; UW Madison speakers, health & wellness programs, Madison College painting & knitting classes; Weight Watchers; Badger Prairie Needs Network - cooking classes; UW Health Verona Clinic - presentations, intern visits, cooking classes; and the Dane County Aging and Disability Resource Center of Dane County (ADRC) training, support, and referrals.

2018 Achievements

- First senior center in the U.S to utilize Rendever Virtual Reality Equipment
- Added a second Case Manager
- Installed Schedules Plus data tracking software
- Held first Mega Family Fundraiser hosted by Friends of Verona Senior Center
- Replaced parking lot, adding new safety features and more disabled parking stalls
- Dementia Friendly training for local businesses continues
- Minor remodeling: Added an office, painted, replaced carpet in office & reception areas
- Installed new ceramic tile in bathrooms

2018 Challenges

The painting, carpeting, and remodeling of the staff and reception areas of the Senior Centers, while a definite improvement, was time-consuming and stressful as staff members had to vacate their work stations and rearrange files, supplies, and furniture.

The replacement of the parking lot was disruptive while the project was in process, but ultimately resulted in a much safer, more functional parking lot.

Meal participation declined in 2018, due to inconsistent quality from our supplier; a case management review that determined some participants no longer qualified for home-delivered meals; and a move into assisted living by several frail seniors. We experimented with the use of other suppliers in an attempt to engage more participants, but the cost was higher, so when the quality of our original supplier improved, we returned to using them.

Progress on Goals and Objectives for 2018

Goal: Staff Development

All staff have completed training on Schedules Plus, our data tracking software. All staff were trained on our virtual reality equipment. Our Program Assistant completed Dementia Specialist certification. Our Program Manager attended a Wisconsin Assn. of Senior Centers conference on program planning. Case Manager and Director attended CVMIC management courses. The Director and Program Manager attended the 2018 Wisconsin Assn. of Senior Centers Fall Conference, where we were honored to win the 2018 "Edison, Bell, Einstein" award for innovative programming.

Goal: Fully Utilize Data Tracking Software

Schedules Plus data tracking software was installed and we continue to learn its capabilities.

Goal: Community Engagement

- 24 local businesses/civic organizations have completed Dementia Friendly training.
- We participate in presentations on aging issues at the Verona Public Library.
- We continue to collaborate with Fitchrona EMS on the Community Paramedic Program, identifying at-risk seniors and providing them with case management support.
- We are a host site for Alzheimer's Association's brain health presentations.
- We participate in Verona Police Department's annual National Night Out.
- We host Dane County Sheriff's Dept. and Verona Police Department educational presentations on crime prevention, active shooter response, and scam prevention.
- We meet monthly with the Friends of Verona Senior Center, our advisory board.
- A Friends of Verona Senior Center board member maintains the Friends website, which provides updates on Senior Center programs and activities.

Goal: Provide Exemplary Programs and Services

Participation levels indicate the successfulness of our programs. Year-to-date attendance is already up 8% over total attendance in all of 2017. Programs and services are continually evaluated and adjusted to ensure that we are providing programs and services that meet the needs and interests of our seniors.

2019 Goals

Goal: Team Development

With a number of new staff, it is important to involve all staff in the formation of a strong team. Both new and existing staff members have a voice in the development of programs, services, and long range goals, while still maintaining autonomy in the accomplishment of their respective roles. We will continue to seek educational opportunities for each staff that are relevant to their position and development, with a goal of 2-3 opportunities per staff each year.

Goal: Expand Social Media Connections

We will continue our efforts to better utilize our city website and the Verona Senior Center Facebook page to further promote Senior Center programs and services.

Goal: Develop a Long Range Facility Plan

We have maximized all available space in the current Senior Center, yet are still experiencing a lack of sufficient space to support all the programs and services our seniors need. With the aging of the "Baby Boom" generation, finding adequate space will be an ever-increasing challenge. According to statistics from the Wisconsin Dept. of Administration, from 2010-2040 the number of people ages 65-84 will increase by 90%, and those aged 85 and over will increase by 139%. The demand for Senior Center programs and services is certain to be increasing dramatically in the coming years, and the city must develop a plan to address the coming surge in the aging population.

2019 Budget Highlights

- Building & Facilities Manager support has resulted in reduced maintenance costs.
- Replacement of roof, gutters and downspouts is necessary.

Future Personnel and Capital Plans

Personnel

2019 - Proposed increase in hours for the nutrition coordinator and contracted wellness nurse.

2020 - Possible move to full time hours for the Administrative Assistant.

These must be approved by the City Administrator and the Finance Committee.

Capital

2019 - Replace roof, gutters, and downspouts

2022 - Replace HVAC

2024 - Replace HVAC

The roof, gutters, and downspouts are deteriorating and need to be replaced before they cause water damage to the facility. The HVAC units are aging. Scheduling their planned replacement prevents unexpected expenses for the city, disruptions in operation, and ensures an energy efficient, safe, and comfortable environment for senior center participants.

**SENIOR CENTER
ADOPTED 2019 BUDGET**

	ACTUAL	6/30 ACTUAL	ADOPTED BUDGET	PROJECTED	ADOPTED	%
070-4xxxx	2017	2018	2018	2018	2019	INCR (DECR)
REVENUES						
41110 PROPERTY TAXES	\$ 414,837	\$ 476,938	\$ 476,938	\$ 476,938	\$ 508,857	
48700 DELIVERED MEAL CONTRIBUTIONS	15,439	7,881	16,000	15,000	15,000	
48701 ON SITE MEAL CONTRIBUTIONS	8,331	3,570	9,000	7,500	7,500	
48907 DONATIONS AND GRANTS	1,384	1,233	600	1,233	600	
48200 RENTAL CONTRIB FOR FACILITIES RESERVES	19,870	9,880	18,850	18,850	3,250	
49200 TRANSFER FROM OTHER FUNDS	-	-	-	-	-	
TOTAL SENIOR REVENUES	\$ 459,861	\$ 499,302	\$ 521,388	\$ 519,521	\$ 535,207	2.65%

**SENIOR CENTER
ADOPTED 2019 BUDGET**

	ACTUAL	6/30 ACTUAL	ADOPTED BUDGET	PROJECTED	ADOPTED	Change %
070-54500	2017	2018	2018	2018	2019	INCR (DECR)
PERSONNEL SERVICES						
110 FULL-TIME WAGES	\$ 149,574	\$ 88,060	\$ 194,869	\$ 194,869	\$ 207,823	
111 LONGEVITY	153	229	463	463	1,202	
120 PART-TIME WAGES	34,643	22,120	42,237	42,237	45,799	
125 OVERTIME WAGES	-	-	-	-	-	
130 HEALTH INSURANCE	53,841	29,205	72,944	72,944	68,640	
131 DENTAL INSURANCE	4,719	2,447	6,564	6,564	6,876	
132 SOCIAL SECURITY	14,462	7,582	19,840	19,840	21,227	
133 LIFE INSURANCE	547	302	661	661	907	
134 WISCONSIN RETIREMENT	10,564	5,402	12,695	12,695	13,688	
135 INCOME CONTINUATION	-	-	-	-	-	
140 UNEMPLOYMENT COMP	-	-	-	-	-	
TOTAL PERSONNEL SERVICES	\$ 268,503	\$ 155,347	\$ 350,273	\$ 350,273	\$ 366,162	4.54%
OPERATING EXPENDITURES						
210 PROFESSIONAL SERVICES	\$ 640	\$ 250	\$ 680	\$ 680	\$ 680	
220 UTILITIES	19,354	7,984	20,600	20,600	20,896	
224 POSTAGE	476	335	600	600	800	
225 COMMUNICATIONS	8,536	3,877	8,655	9,030	9,733	
290 OTHER CONTRACTUAL	22,614	2,506	23,490	23,490	25,946	
295 RECRUITMENT	88	389	600	734	600	
310 OFFICE SUPPLIES	2,478	2,398	3,300	3,300	3,300	
310-372 -OFFICE EQUIPMENT	-	-	-	-	-	
310-450 -COMPUTER SOFTWARE	-	-	-	-	-	
320 MEMBERSHIP AND DUES	551	35	290	290	290	
330 TRAVEL	3,080	1,249	3,500	3,500	3,000	
335 EDUCATION - TRAINING	827	271	1,500	1,500	1,000	
340 OPERATING SUPPLIES	15,853	7,290	10,300	10,300	11,000	
342 NUTRITION SUPPLIES (FOOD)	46,240	13,216	47,000	45,000	45,000	
350 REPAIR/MAINTENANCE SUPPLIES	7,047	1,226	5,000	5,000	4,000	
352 BUILDING MAINTENANCE	25,189	9,765	35,000	30,000	30,000	
510 INSURANCE	3,046	2,776	3,100	3,100	3,100	
530 RENTS AND LEASES	4,422	2,065	4,500	4,500	7,700	
TOTAL OPERATING EXPENDITURES	\$ 160,441	\$ 55,632	\$ 168,115	\$ 161,624	\$ 167,045	-0.64%
CAPITAL OUTLAY						
810 OFFICE EQUIPMENT REPLACEMENT	\$ 5,098	\$ 2,507	\$ 3,000	\$ 3,000	\$ 2,000	
815 OPERATING EQUIPMENT	28,875	9,851	-	10,000	-	
TOTAL CAPITAL OUTLAY	\$ 33,973	\$ 12,358	\$ 3,000	\$ 13,000	\$ 2,000	-33.33%
SUBTOTAL OPERATING EXPENDITURES	\$ 462,917	\$ 223,337	\$ 521,388	\$ 524,897	\$ 535,207	2.65%
GRANT/DONATION FUNDED EXPENDITURES						
380 OTHER GRANT/DONATION FUNDED	\$ 1,111	\$ -	\$ -	\$ -	\$ -	
FACILITY REPLACEMENT FUND						
815 FACILITY EQP / FACILITY REFURBISHMENT	\$ -	\$ -	\$ -	\$ -	\$ -	
TOTAL SENIOR CENTER EXPENDITURES	\$ 464,028	\$ 223,337	\$ 521,388	\$ 524,897	\$ 535,207	2.65%

URBAN FORESTRY

**CITY OF VERONA
2019 BUDGET SUMMARY
URBAN FORESTRY PROGRAM**

MISSION STATEMENT

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

EXECUTIVE SUMMARY

The primary purpose of the Urban Forestry Program is to plan and plant street trees in new subdivisions. New housing starts are projected to remain relatively constant in 2019 so projected tree planting in new subdivisions will remain unchanged. An additional \$6,000 in levy funds is included in the budget to begin planting street trees in commercial areas. Emerald Ash Borer treatment will continue in 2019 and the expense will continue to be supported by a robust balance in the Forestry fund.

SUMMARY OF ACHIEVEMENTS FOR 2018

- Received Tree City USA award for the 23rd consecutive year.
- Treated over 250 Ash trees to prevent EAB infection
- Pruned over 400 street trees throughout the City

GOALS AND OBJECTIVES FOR 2019

- Begin planting street trees in commercial areas
- Continue treatment and removal of Ash trees
- Receive our 24th consecutive Tree City USA award.

**URBAN FORESTRY
ADOPTED 2019 BUDGET**

	ACTUAL 2017	6/30 ACTUAL 2018	ADOPTED BUDGET 2018	PROJECTED 2018	ADOPTED 2019	% INCR (DECR)
120-4XXXX						
REVENUES						
41110 PROPERTY TAXES	\$ 11,100	\$ 8,000	\$ 8,000	\$ 8,000	\$ 14,000	
46810 STREET TREE FEES	23,105	11,400	15,000	18,000	15,000	
TOTAL REVENUES	\$ 34,205	\$ 19,400	\$ 23,000	\$ 26,000	\$ 29,000	26.09%
120-56110						
OPERATING EXPENDITURES						
290 OTHER CONTRACTUAL	\$ 3,465	\$ 3,368	\$ 3,500	\$ 4,500	\$ 3,500	
340 OPERATING SUPPLIES	3,330	5,446	4,500	7,000	4,500	
353 STREET TREE EXPENDITURES	18,004	6,470	20,000	20,000	26,000	
354 ASH TREE REPLACEMENT	-	-	-	-	-	
TOTAL EXPENDITURES	\$ 24,799	\$ 15,284	\$ 28,000	\$ 31,500	\$ 34,000	37.10%
FUND BALANCE						
	2018		2019			
12/31/17 Fund Balance	\$ 49,851		12/31/18 Projected Fund Balance	\$ 44,351		
2018 Projected Revenues	26,000		2019 Projected Revenues	29,000		
2018 Projected Expenditures	(31,500)		2019 Projected Expenditures	(34,000)		
12/31/18 Projected Fund Balance	<u>\$ 44,351</u>		12/31/19 Projected Fund Balance	<u>\$ 39,351</u>		

VERONA CEMETERY

**CITY OF VERONA
2019 BUDGET SUMMARY
CEMETERY**

MISSION STATEMENT

To provide management and operation of the Verona Cemetery, offering the community an attractive, consistently well-maintained cemetery.

EXECUTIVE SUMMARY

The services to be provided by parks and contracted services include overall grounds upkeep such as snow removal, mowing, trimming and watering of the lawn. The Parks Department is also responsible for the sale and record keeping of cemetery plots. This budget includes funds for administrative, building and grounds maintenance.

SUMMARY OF ACHIEVEMENTS FOR 2018

- Sold over 16 new plots, coordinated over 20 burials and 15 monuments
- Added storm sewer to improve drainage at the south entrance and coordinated repaving of a shared drive with the Catholic cemetery

GOALS AND OBJECTIVES FOR 2019

- Work with the Cemetery Board to review fees and open new section for plot sales
- Research options for electronic record maintenance
- Plant additional trees in lawn area to improve aesthetics

**VERONA CEMETERY
ADOPTED 2019 BUDGET**

	ACTUAL 2017	6/30 ACTUAL 2018	ADOPTED BUDGET 2018	PROJECTED 2018	ADOPTED 2019	% INCR (DECR)
REVENUES						
LOT SALES	\$ 9,805	\$ 7,040	\$ 11,000	\$ 12,500	\$ 14,000	
INTEREST INCOME	2,005	2,244	2,400	5,160	5,160	
DONATED BALANCE	282,084	-	-	-	-	
TOTAL REVENUES	\$ 293,894	\$ 9,284	\$ 13,400	\$ 17,660	\$ 19,160	42.99%
EXPENDITURES						
CONTRACTED SERVICES-LEGAL	\$ -	\$ -	\$ 100	\$ -	\$ -	
CONTRACTED SERVICES-MAINTENANCE	12,362	7,543	11,000	20,000	11,000	
CONTRACTED SERVICES-TRASH REMOVAL	-	-	700	-	-	
UTILITIES	768	80	120	175	200	
PROFESSIONAL SERVICES-LEGAL	-	-	-	-	-	
SUPPLIES AND MATERIALS	-	1,870	100	2,000	2,000	
TOTAL EXPENDITURES	\$ 13,130	\$ 9,493	\$ 12,020	\$ 22,175	\$ 13,200	9.82%

FUND BALANCE:			
2018		2019	
12/31/17 Fund Balance	\$ 280,764	12/31/18 Projected Fund Balance	\$ 276,249
2018 Projected Revenue	17,660	2019 Projected Revenue	19,160
2018 Projected Expenditures	(22,175)	2019 Projected Expenditures	(13,200)
12/31/18 Projected Fund Balance	<u>\$ 276,249</u>	12/31/19 Projected Fund Balance	<u>\$ 282,209</u>

**BROADBAND
TELECOMMUNICATION
REGULATORY BOARD**

**CITY OF VERONA
2019 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 2018 Budget continues to support a full-time Cable Coordinator position. The duties for this position include recording 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 2019 BTRB operating budget has an overall increase of \$742 compared to the 2018 adopted budget (.79%), which is mainly due to increase in Personnel Services. 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 \$140,000 in 2019.

GOALS AND OBJECTIVES

VHAT-12 City of Verona

- Replace equipment as necessary using a cable franchise fee account restricted for the purchase of equipment
- Provide insightful and timely information on the channel's bulletin board.
- Provide graphic and video presentation materials in Council Chambers via large screen television monitors or projectors.
- Communicate information on important issues and news from departments of the City of Verona to the general public.
- Produce a minimum of 4 AVerona 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 (www.ci.verona.wi.us)

- Continue to promote utilization of the website for providing information on City services with regular updates to the site from all 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.
- Create an Intranet for employees to access information on policies, benefits, work related forms, and other important information.

**BTRB
ADOPTED 2019 BUDGET**

REVENUE 130-4xxxx	ACTUAL 2017	6/30	ADOPTED	PROJECTED 2018	ADOPTED 2019	% INCR (DECR)
		ACTUAL 2018	BUDGET 2018			
44150 CABLE FRANCHISE	\$ 144,479	\$ 35,930	\$ 140,000	\$ 140,000	\$ 140,000	
TOTAL BTRB REVENUE	\$ 144,479	\$ 35,930	\$ 140,000	\$ 140,000	\$ 140,000	0.00%
FUND BALANCE:						
Beginning Reserved	\$ 492,411			\$ 506,307	\$ 514,757	
Revenue	\$ 144,479			\$ 140,000	\$ 140,000	
Expend	\$ (130,583)			\$ (131,550)	\$ (94,775)	
Projected Fund Bal. 12/31	<u>\$ 506,307</u>			<u>\$ 514,757</u>	<u>\$ 559,982</u>	
EXPENDITURES 130-55700	ACTUAL 2017	6/30 ACTUAL 2018	ADOPTED BUDGET 2018	PROJECTED 2018	ADOPTED 2019	% INCR (DECR)
PERSONNEL SERVICES						
110 FULL-TIME WAGES	\$ 45,721	\$ 23,581	\$ 47,095	\$ 47,095	\$ 48,036	
111 LONGEVITY	912	477	1,413	1,413	1,441	
120 PART TIME WAGES	5,250	2,625	5,250	5,250	5,250	
130 HEALTH INSURANCE	7,295	3,702	7,403	7,403	6,996	
131 DENTAL INSURANCE	523	261	489	489	552	
132 SOCIAL SECURITY	4,103	1,892	4,112	4,112	4,186	
133 LIFE INSURANCE	255	129	339	339	346	
134 WISCONSIN RETIREMENT	3,647	1,663	3,548	3,548	3,584	
TOTAL PERSONNEL SERVICES	\$ 67,706	\$ 34,330	\$ 69,649	\$ 69,649	\$ 70,391	1.07%
OPERATING EXPENDITURES						
225 COMMUNICATIONS	\$ -	\$ -	\$ 220	\$ 220	\$ 220	
290 OTHER CONTRACTUAL	6,613	4,980	13,259	13,259	13,259	
310 OFFICE SUPPLIES	-	-	1,550	1,550	1,550	
320 MEMBERSHIPS & DUES	-	-	205	205	205	
330 TRAVEL	-	-	250	250	250	
335 EDUCATION/TRAINING	-	-	500	500	500	
340 OPERATING SUPPLIES	373	2,716	2,650	2,750	2,650	
510 INSURANCE	734	414	750	500	750	
TOTAL OPERATING EXPENDITURES	\$ 7,720	\$ 8,110	\$ 19,384	\$ 19,234	\$ 19,384	0.00%
CAPITAL OUTLAY						
815 OPERATING EQUIPMENT	\$ 55,157	\$ 20,598	\$ 5,000	\$ 42,667	\$ 5,000	
TOTAL CAPITAL OUTLAY	\$ 55,157	\$ 20,598	\$ 5,000	\$ 42,667	\$ 5,000	
TOTAL BTRB BUDGET	\$ 130,583	\$ 63,038	\$ 94,033	\$ 131,550	\$ 94,775	0.79%
55701						
CAPITAL OUTLAY (from restricted fund balance)						
815 OPERATING EQUIPMENT	\$ -	\$ -	\$ -	\$ -	\$ -	
TOTAL BTRB EXPENDITURES	\$ 130,583	\$ 63,038	\$ 94,033	\$ 131,550	\$ 94,775	0.79%

**FITCH-RONA
EMS DISTRICT**

**CITY OF VERONA
2019 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 2019 budget request includes a significant budget increase in order to fund the addition of a third full-time paramedic ambulance into the District. This ambulance will occupy the new Fitchburg Fire Station #3 on South Syene Rd. The primary purpose of this ambulance is to reduce response times to the Northeastern corner of our District, while secondarily supporting the increasing calls for service throughout the District, and keeping an ambulance available in Verona more often.

The 2019 Fitch-Rona Operating Budget totals \$2,798,978 of which \$517,278 is funded by the City of Verona. This is an increase of \$85,779 or 19.88% from the 2018 budget.

Verona's share of the Fitch-Rona budget is increasing due to the City's equalized value growing faster than the City of Fitchburg and the Town of Verona. For the 2019 budget, the City of Verona will be responsible for 45.65% of the overall municipal costs.

2019 Apportioned Fitch-Rona EMS District Budget

The total operating budget of the District is \$2,798,978. The expenses are offset by \$1,651,301 in projected revenues to be received from the services provided by the District.

City of Verona	45.652932%	\$517,278.48
City of Fitchburg	49.223496%	\$557,735.37
Town of Verona	5.123572%	\$58,053.52

STATISTICAL SUMMARY

Annual Call Volume (5 Years)

Year	Total Calls	Percent Increase
2014	2709	1.1%
2015	2712	0.1%
2016	2894	6.7%
2017	3077	6.3%
2018 Anticipated	3279	6.5%

Ambulance Call Volume by Municipality

Municipality	2018 Calls (Through 9-2018)	Percent
City of Fitchburg	1518	62%
City of Verona	634	26%
Town of Verona	115	5%
Other	203	7%
Total	2467	100.0%

GOALS AND OBJECTIVES

Community Outreach

In 2018, the District increased its community presence by providing quarterly public access CPR courses at our municipal libraries and municipal buildings. These courses, along with requests for class by district business, taught over 150 people the life-saving skill of CPR and AED use this year.

Two of our medics also went to area assisted living centers and provided this residents with a "File for Life". The medication and medical history form is kept on a patients refrigerator, and reviewed with them, for times when EMS is called and patients can direct responders to the most up-to-date and accurate medical information to provide them with the best care

2018 also saw a partnership with the UW Health Dementia clinic. In cooperation with the clinic, and other partners, our medics visited patients in their homes, and discussed needs and resources with them, to keep patients with early on set dementia in their homes longer.

District Expansion

As mentioned above, numerous studies in the past 10-years have indicated the need for an EMS station in the Northeast corner of the Fitch-Rona District. Construction is currently underway on Fitchburg Fire Station #3 located on South Syene Road. The current plans are to staff a paramedic ambulance in that station in the summer of 2019. The goal of this location is reduce the response times to the Northeast, East, and Southeast corners of Fitchburg to the industry standards of less than eight minutes. The benefit will be seen in the City of Verona by the new ambulance to respond to the increasing volume of call in Fitchburg and allowing the ambulance stationed in Verona to remain in Verona and provide assistance to the residents of this municipality.

Fitch-Rona EMS
2019 Adopted Operating Budget
(3rd Front Line Ambulance Starting 6/1/2019)

	2018 Budget	2019 Operations Budget- No CIP	2019 Operating Budget	Difference 2019 Budget vs. 2018 Budget	Percent Change
1 Revenues					
2 Run Income	\$ 1,426,887	\$ 1,651,301	\$ 1,651,301	\$ 224,414	15.7%
3 Services Sub-Total	\$ 1,426,887	\$ 1,651,301	\$ 1,651,301	\$ 224,414	15.7%
4			\$ -	\$ -	
5 City of Fitchburg	\$ 477,428	\$ 557,735	\$ 557,735	\$ 80,307	16.82%
6 City of Verona	\$ 431,499	\$ 517,278	\$ 517,278	\$ 85,779	19.88%
7 Town of Verona	\$ 48,697	\$ 58,054	\$ 58,054	\$ 9,357	19.21%
8 Municipalities Sub-Total	\$ 957,624	\$ 1,133,067	\$ 1,133,067	\$ 175,443	18.32%
9			\$ -	\$ -	
10 Community Paramedicine	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	0.0%
11 Interest Income	\$ 3,024	\$ 3,725	\$ 3,725	\$ 701	23.2%
12 Misc. Income	\$ 9,885	\$ 9,885	\$ 9,885	\$ -	0.0%
13 Funds Applied from Assigned Account	\$ 4,000	\$ -	\$ -	\$ (4,000)	-100.0%
14 Misc. Sub-Total	\$ 17,909	\$ 14,610	\$ 14,610	\$ (3,299)	-18.4%
15 Total Revenues	\$ 2,402,420	\$ 2,798,978	\$ 2,798,978	\$ 396,558	16.5%
16			\$ -	\$ -	
17 Expenses					
18 Salaries & Wages	\$ 1,067,545	\$ 1,241,299	\$ 1,241,299	\$ 173,754	16.3%
19 Scheduled Overtime	\$ 232,542	\$ 293,365	\$ 293,365	\$ 60,823	26.2%
20 Unscheduled Overtime	\$ 87,946	\$ 106,295	\$ 106,295	\$ 18,349	20.9%
21 Community Paramedicine-Labor		\$ 15,602	\$ 15,602		
22 Soc.Sec.&Medicare Taxes	\$ 107,276	\$ 127,819	\$ 127,819	\$ 20,543	19.1%
23 Retirement Plan	\$ 143,669	\$ 167,329	\$ 167,329	\$ 23,660	16.5%
24 Miscellaneous Benefits	\$ 3,400	\$ 3,400	\$ 3,400	\$ -	0.0%
25 Health & Dental Ins.	\$ 286,966	\$ 304,885	\$ 304,885	\$ 17,919	6.2%
26 Worker's Comp. Ins.	\$ 75,866	\$ 70,832	\$ 70,832	\$ (5,034)	-6.6%
27 Income Continuation	\$ 2,400	\$ 2,400	\$ 2,400	\$ -	0.0%
28 Sick Time Payout	\$ -	\$ 8,282	\$ 8,282	\$ 8,282	
29 Medical Director Annual Fee	\$ 33,000	\$ 33,000	\$ 33,000	\$ -	0.0%
30 Salary Sub-Total	\$ 2,040,610	\$ 2,374,508	\$ 2,374,508	\$ 333,898	16.4%
31			\$ -	\$ -	
32 Oil, Gas & Lube	\$ 19,850	\$ 24,440	\$ 24,440	\$ 4,590	23.1%
33 Tune-up & Repair	\$ 19,800	\$ 25,575	\$ 25,575	\$ 5,775	29.2%
34 Medical Supplies	\$ 71,200	\$ 72,000	\$ 72,000	\$ 800	1.1%
35 Office Supplies	\$ 2,100	\$ 2,350	\$ 2,350	\$ 250	11.9%
36 Postage	\$ 525	\$ 600	\$ 600	\$ 75	14.3%
37 Public Education	\$ 1,200	\$ 1,200	\$ 1,200	\$ -	0.0%
38 Staff Training	\$ 17,500	\$ 17,500	\$ 17,500	\$ -	0.0%
39 Staff Support	\$ 5,880	\$ 6,400	\$ 6,400	\$ 520	8.8%
40 Uniforms	\$ 19,280	\$ 25,800	\$ 25,800	\$ 6,520	33.8%
41 Personnel Recruitment	\$ 10,000	\$ -	\$ -	\$ (10,000)	-100.0%
42 Subscriptions & Dues	\$ 700	\$ 700	\$ 700	\$ -	0.0%
43 Admin Space Lease	\$ 7,125	\$ 7,125	\$ 7,125	\$ -	0.0%
44 Facilities Furnishings	\$ 950	\$ 950	\$ 950	\$ -	0.0%
45 New Station Expenditures		\$ 10,450	\$ 10,450		
46 Utilities	\$ 900	\$ 900	\$ 900	\$ -	0.0%
47 Telephone	\$ 12,650	\$ 10,850	\$ 10,850	\$ (1,800)	-14.2%
48 Radio Equipment	\$ 2,400	\$ 20,550	\$ 20,550	\$ 18,150	756.3%
49 Radio Maintenance	\$ 3,275	\$ 2,850	\$ 2,850	\$ (425)	-13.0%
50 Medical Equipment	\$ 8,750	\$ 9,000	\$ 9,000	\$ 250	2.9%
51 Medical Equipment Maint.	\$ 5,250	\$ 6,000	\$ 6,000	\$ 750	14.3%
52 EMT Safety Equipment	\$ 900	\$ 1,000	\$ 1,000	\$ 100	11.1%
53 Training Equipment	\$ 1,100	\$ 1,100	\$ 1,100	\$ -	0.0%
54 Office Equipment	\$ 1,300	\$ 1,500	\$ 1,500	\$ 200	15.4%
55 Office Equipment Maint.	\$ -	\$ 600	\$ 600	\$ 600	
56 Computer Support	\$ 16,075	\$ 24,000	\$ 24,000	\$ 7,925	49.3%
57 FAP Project Expenses	\$ -	\$ -	\$ -	\$ -	
58 Accounting Fees	\$ 12,250	\$ 16,000	\$ 16,000	\$ 3,750	30.6%
59 Legal Fees General	\$ 3,800	\$ 3,400	\$ 3,400	\$ (400)	-10.5%
60 Legal Fees-Labor Contract	\$ -	\$ -	\$ -	\$ -	
61 Assigned Funds - Labor Contract	\$ 8,000	\$ 8,000	\$ 8,000	\$ -	0.0%
62 Property Insurance	\$ 16,137	\$ 16,900	\$ 16,900	\$ 763	4.7%
63 Billing Service	\$ 85,613	\$ 99,078	\$ 99,078	\$ 13,465	15.7%
64 Paramedic Intern Program	\$ 7,000	\$ 7,652	\$ 7,652	\$ 652	9.3%
65 Community Paramedicine	\$ 300	\$ -	\$ -	\$ (300)	-100.0%
66 Misc. Expense Sub-Total	\$ 361,810	\$ 424,470	\$ 424,470	\$ 62,660	17.3%
67 TOTAL EXPENSES	\$ 2,402,420	\$ 2,798,978	\$ 2,798,978	\$ 396,558	16.5%
68			\$ -	\$ -	
69 Net Gain (or Loss)	\$ -	\$ -	\$ -	\$ -	

FIRE DEPARTMENT

**CITY OF VERONA
2019 BUDGET SUMMARY
VERONA FIRE DEPARTMENT**

EXECUTIVE SUMMARY

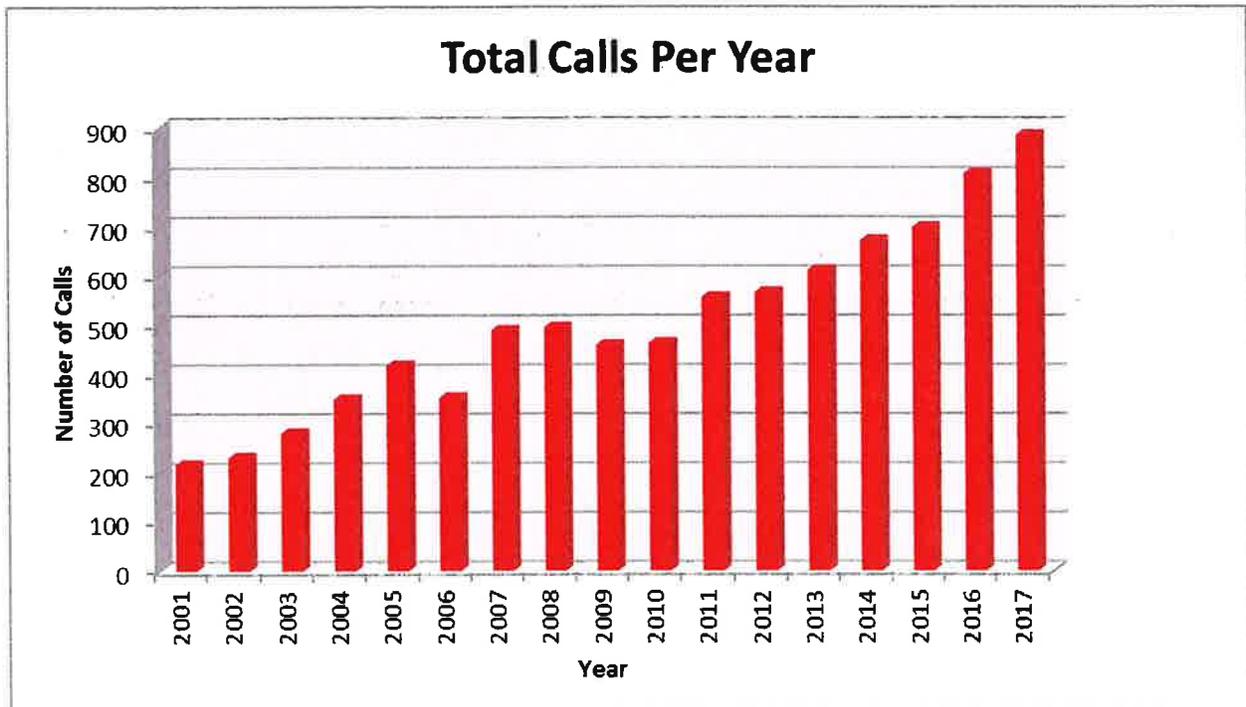
The Verona Fire Department was created in 2014 when the City and Town of Verona agreed to dissolve the Verona Joint Fire District and have the City of Verona take over operation of the Fire Department with the Town of Verona contracting with the City for services with a 30 year contract. In 2018 the Department employed the following full-time positions. A Fire Chief, 2 Deputy Chief's, 3 Lieutenants, 3 Firefighters and a part-time staff of Paid-On-Premise, Paid-On-Call, Intern Firefighters, and a part-time Administrative Assistant.

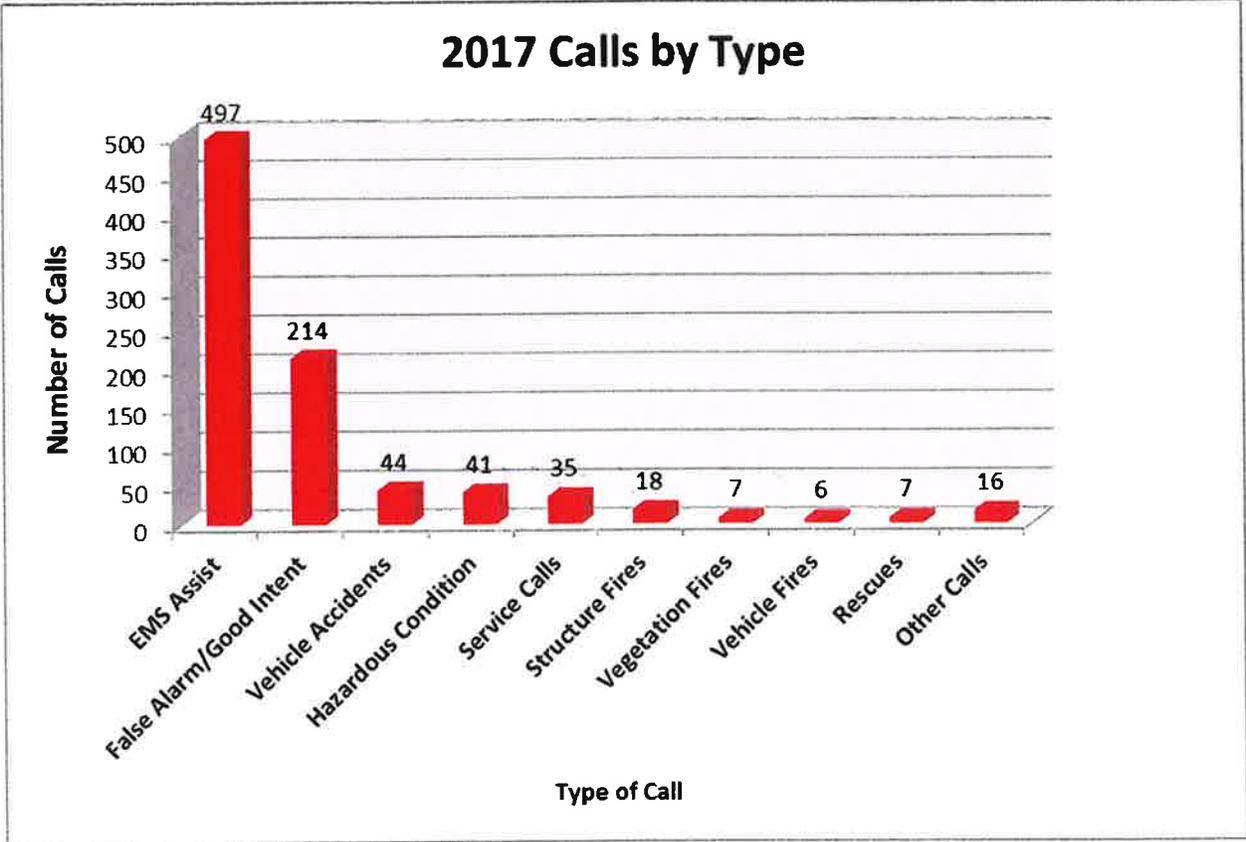
Overall the City of Verona's 2019 operating budget for the Fire Department is \$1,690,736 which is an increase of \$35,762 or 2.16% over the 2018 budget. The City property tax levy provides the largest source of funding for the Fire Department. The levy to support the 2019 budget is \$1,322,557 which is an increase of \$40,674 or 3.17%. 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 2019, the Town of Verona's contribution for the operating budget is \$194,160. Additional revenues include \$124,894 in Fire 2% Dues, \$30,000 in fire plan review fees, and \$19,125 in other payments.

The Fire Department's 2019 Capital Budget includes \$1,523,750 for the replacement of Ladder 3, \$11,000 for traffic signal preemption equipment and \$12,735 for 2 Mobile Data Computer replacements. The Department was awarded a grant in the amount of \$25,576 to purchase 4 new Thermal Imaging Cameras to better equip our front line apparatus when responding to calls and also portable radio replacements for \$19,425. Included in the operating budget is \$59,060 in operating equipment which includes \$30,000 for protective fire gear, \$3,000 for miscellaneous tools, \$5,000 for hoses and appliances, \$2,000 for furniture and fixtures, and other equipment needs to support our mission.

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 2016, the estimated population of the Fire Department service area is 14,075.





PERFORMANCE MEASUREMENT INDICATORS

Activity	2017 Actual	6/30/18 Actual	Est. 2018	Proposed 2019
Total Calls	885	484	950	1,000
City of Verona Calls	730	389	840	890
Town of Verona Calls	110	60	110	110
Mutual Aid Calls	36	31	50	50
Fire Responses	388	198	390	425
EMS Assist Responses	497	286	560	575
Average Response Time City of Verona	4:12	4:32		
Average Response Time Town of Verona	6:47	7:31		
Fire Inspections Completed	1,158	1,051	1,151	1,251

GOALS AND OBJECTIVES

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

Identify and Address Departmental Personnel Needs

- Improve current member retention programs and continue intern program.
- 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

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 2019 BUDGET**

	ACTUAL 2017	6/30 ACTUAL 2018	ADOPTED BUDGET 2018	PROJECTED 2018	ADOPTED 2019	Change % INCR (DECR)
175-4xxxx						
REVENUES						
41110 TAX LEVY	\$ 1,242,365	\$ 1,281,883	\$ 1,281,883	\$ 1,281,883	1,322,557	3.17%
41500 BADGER PRAIRIE	2,000	2,000	2,000	2,000	2,000	
43420 FIRE DUES	118,232	-	118,232	124,897	124,894	
43522 GRANTS/DONATIONS	6,668	100	4,988	4,100	8,000	
43750 TOWN OF VERONA CONTRIB	197,732	96,748	193,496	193,496	194,160	0.34%
43751 EMS RENT	-	3,563	7,125	7,125	7,125	
44901 FIRE PROT SYST PERMIT FEES	4,420	8,570	42,000	20,000	30,000	
48900 MISCELLANEOUS	1,532	14	3,500	500	500	
48301 SALE OF PROPERTY	-	1,591	1,750	1,600	1,500	
APPLIED FUNDS	-	-	-	-	-	
TOTAL REVENUES	\$ 1,572,949	\$ 1,394,469	\$ 1,654,974	\$ 1,635,601	\$ 1,690,736	2.16%

	City	Town	Total
Population (2018) Preliminary Est.	12,384	1,982	14,366
Percent	86.20%	13.80%	100.00%
EV (1/1/18)	2,907,846,500	326,344,000	3,234,190,500
Percent	89.91%	10.09%	100.00%
Fire Calls,(2015,2016,2017)	1,931	322	2,253
Percent	85.71%	14.29%	100.00%
		38.18%	divided by 3
			12.73%
Operating Exp	\$ 1,631,676		
Operating Capital	59,060	- a	
Fire Other Revenues	(165,519)		
	\$ 1,525,217	\$ -	\$ 1,525,217
		Town Calculated Share	\$ 194,160
Note a:	Reduce Town portion for items that are 100% responsibility of City Fire Department		

**FIRE DEPARTMENT
ADOPTED 2019 BUDGET**

		ACTUAL	6/30 ACTUAL	AMENDED BUDGET	PROJECTED	ADOPTED	%
175-52200		2017	2018	2018	2018	2019	INCR (DECR)
PERSONNEL SERVICES							
110	FULL TIME WAGES	\$ 526,304	\$ 253,541	\$ 595,322	\$ 557,430	\$ 622,121	
111	LONGEVITY PAY	2,812	1,674	3,304	3,304	3,467	
120	PART TIME WAGES-ADMIN	12,750	5,400	36,242	27,303	32,814	
120	001 PART TIME WAGES-POC	48,265	25,942	51,300	51,300	51,300	
120	002 PART TIME WAGES-POP	198,805	114,004	243,600	243,600	243,600	
125	OVERTIME WAGES	36,874	10,645	30,600	30,600	30,600	
130	HEALTH INSURANCE	132,922	66,056	153,291	153,291	144,276	
131	DENTAL INSURANCE	10,991	5,336	12,757	12,757	13,452	
132	SOCIAL SECURITY	65,410	28,969	73,428	73,428	75,227	
133	LIFE INSURANCE	5,355	4,703	6,229	6,229	6,293	
134	WI RETIREMENT	74,367	32,420	70,205	70,205	70,860	
	TOTAL PERSONNEL SERVICES	\$ 1,114,855	\$ 548,690	\$ 1,276,278	\$ 1,229,447	\$ 1,294,010	1.39%
OPERATING EXPENDITURES							
210	PROFESSIONAL SERVICES	\$ 1,346	\$ 1,346	\$ 1,450	\$ 1,450	\$ 1,450	
210	050 PROFESSIONAL SERVICES-ATTORNEY	-	-	3,000	3,000	3,000	
210	051 PROFESSIONAL SERVICES-AUDIT	3,500	3,500	3,500	3,500	2,500	
220	UTILITIES	45,030	17,756	51,400	51,400	51,400	
225	COMMUNICATIONS	20,752	9,912	22,850	22,850	22,800	
240	REPAIR/MAINTENANCE SERVICES	71,415	18,191	66,825	66,825	68,915	
290	OTHER CONTRACTUAL	31,732	7,914	30,246	30,246	31,112	
295	RECRUITMENT	1,524	1,447	2,600	2,600	2,600	
310	OFFICE SUPPLIES	6,179	314	8,000	8,000	8,000	
320	MEMBERSHIP AND DUES	1,226	908	2,430	2,430	2,550	
330	TRAVEL	2,403	1,447	4,300	4,300	4,300	
335	EDUCATION-TRAINING	17,061	8,852	33,300	31,300	30,600	
340	OPERATING SUPPLIES	6,758	773	10,300	10,300	10,300	
345	UNIFORM ALLOWANCE	8,435	4,678	12,350	12,350	12,350	
375	FUEL	11,775	5,920	13,000	12,000	13,000	
380	OTHER COMMODITIES	4,670	616	7,500	7,500	5,000	
450	DATA PROCESSING SUPPORT	5,850	1,205	14,145	14,145	14,945	
510	INSURANCE	45,104	46,927	50,000	50,000	50,000	
530	RENTS AND LEASES	2,156	1,036	-	2,844	2,844	
	TOTAL OPERATING EXPENDITURES	\$ 286,916	\$ 132,742	\$ 337,196	\$ 337,040	\$ 337,666	0.14%
CAPITAL OUTLAY - GENERAL FUND							
810	OFFICE EQUIPMENT	\$ 17,736	\$ -	\$ 1,500	\$ 1,500	\$ -	
815	OPERATING EQUIPMENT	66,472	4,492	40,000	40,000	59,060	
820	FACILITIES/ One Time Expenditures	-	-	-	-	-	
	TOTAL FIRE DEPT OP CAPITAL OUTLAY	\$ 84,208	\$ 4,492	\$ 41,500	\$ 41,500	\$ 59,060	42.31%
TOTAL FIRE DEPARTMENT EXPENDITURES		\$ 1,485,979	\$ 685,924	\$ 1,654,974	\$ 1,607,987	\$ 1,690,736	2.16%

**VERONA ECONOMIC
DEVELOPMENT
COMMISSION**

**CITY OF VERONA
2019 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.

The total balance in this fund is at \$750,000, which includes a \$500,000 allocation from the TIF VII closeout balance.

A loan was approved on 4/24/17 by the Common Council to the Verona Area Community Theater in the amount of \$300,000.

The estimated balance available is \$586,124 at the end of 12/31/18. Interest on the balance held and the loan repayments are recorded as revenue in the General Fund.

VERONA ECONOMIC DEVELOPMENT COMMISSION ADOPTED 2019 BUDGET						
	ACTUAL 2017	6/30 ACTUAL 2018	ADOPTED BUDGET 2018	PROJECTED 2018	ADOPTED 2019	% INCR (DECR)
REVENUES						
INVESTMENT INCOME	2,879	2,282	5,650	4,052	3,225	
TRANSFER IN FROM OTHER FUNDS	-	-	-	-	-	
TOTAL REVENUES	\$ 2,879	\$ 2,282	\$ 5,650	\$ 4,052	\$ 3,225	-42.92%
EXPENDITURES						
TRANSFER OUT TO OTHER FUNDS	-	-	-	-	-	
TOTAL EXPENDITURES	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
LOAN RECIPIENTS						
	LOAN AMOUNT	APPROVED	MATURITY DATE	BALANCE 12/31/2018		
VERONA AREA COMMUNITY THEATER	\$ 300,000	4/24/2017	6/1/2027	\$ 170,807		

CAPITAL PROJECTS

**CITY OF VERONA
2019 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, other funding sources including general obligation borrowing, impact fees, restricted developer park fees, donations and fund balance reserves are utilized for capital funding as approved.

The City has also established equipment replacement revolving funds for 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 on a consistent annual basis creating reserves that are available as equipment needs to be replaced. This equipment replacement budget excludes Water, Sewer and Storm Water projects that are not funded with tax levy dollars. This is part of the overall goal to be able to replace equipment and maintain facilities without increasing our debt requirements.

The 2019 budget includes funds of \$100,000 for the establishment of replacement funds for the City Hall/Police Department, Senior Center, Library and \$80,000 Public Works Facility. The 2019 budget also includes \$220,000 equipment replacement fund for Public Works and Parks equipment and \$110,000 for equipment replacement for Public Safety equipment. These funds will reduce the City's long-term borrowing costs by cash funding replacement and maintenance items.

2019 PROPOSED CAPITAL PROJECTS

A. Police Department

The City maintains a fleet of marked and un-marked police patrol vehicles. Included in the 2019 adopted capital budget are expenditures of \$103,118 from the public safety equipment replacement fund to replace a patrol vehicle at \$40,450; MPSIS RMS system at \$30,708; Mobile Data Computers (MDCs) at \$4,000; computers at \$12,800; radar units at; in-car video equipment at \$6,900; and facility cameras for \$8,260. Levy funds of \$75,450 will be used to add an additional patrol car and accessories to the fleet.

B. Public Works

General Street Program: The 2019 budget includes \$2,445,000 that is funded through levy, grant funds, debt funds and the use of fund balance in the amount of \$460,000 for transportation improvements. Projects planned for 2019 include:

- Mill and Overlay of Existing Streets \$685,000

- Sidewalk Program \$10,000
- Verona Area School District Roadway Improvement \$1,000,000
- Pedestrian/Bike Trail Construction \$300,000
- CTH M-Cross County Rd to Roundabout \$450,000

Equipment: The Public Works Department has requested \$157,750 in equipment purchases, the purchases include a wheel loader for \$140,000; Public Works portion of a mini excavator for \$16,000 (total of \$48,000 with the remainder paid through utilities); Public Works portion of a pan mower for \$1,750 (total of \$5,250 with the remainder paid through utilities).

Facilities: The Public Works Department has requested a new public works facility in the approximate amount of \$17.6 million. In 2018 the land was purchased for approximately \$2.7 million. In the 2019 budget there is \$450,000 for the design work for the new facility. In the 5-year capital plan it identifies the planned years of construction.

C. Parks

The 2019 budget includes \$477,205 that is funded through levy, user fees, debt funds and equipment replacement funds. A major capital item is \$125,000 to extend the path from Fireman's Park to Hwy M. Other capital expenditures include Hometown Trail System; shelter restroom improvements with cameras; playground and Skate park Improvements; fence and bleacher improvements; and various Parks equipment.

D. Senior Center

The 2019 budget for the Senior Center includes roof replacement in the amount of \$62,000 of which \$31,000 is levy and the remaining half utilizing the Capital Revolving Fund.

E. Fitch-Rona EMS District

The Fitch-Rona EMS District 2019 capital plan includes \$147,030 for an Ambulance. This is the City of Verona's share of the cost of the Ambulance of \$336,512.

F. Fire Department

The 2019 budget includes \$1,592,486 in capital equipment. The listing of equipment includes; Ladder 3 Replacement for \$1,523,750; traffic signal preemption equipment for \$11,000; portable radio replacements for \$19,425 (grant funded); MDC replacements for \$12,735; and thermal imaging cameras for \$25,576 (grant funded).

G. Equipment Replacement Funds

The 2019 Capital Budget provides funding for several of the City's replacement funds as follows:

- Public Works and Parks Equipment \$220,000
- Public Safety Equipment \$110,000
- City Center, Senior, Library Facilities \$100,000
- Public Works Facility \$80,000

Note:

Enterprise Funds (Water, Sanitary Sewer and Storm Water) are not included in the Capital Fund budget and are accounted for in the individual funds, however for the presentation of the City capital as a whole to assist with planning for bonding and other financial decision we included the Enterprise Funds capital budgets.

**CITY OF VERONA
2019 CAPITAL BUDGET**

Department Category/Description	2018 Proposed	Adopted 2019	Use of Levy	Fund Balance	Debt	User Fees/ Restricted	Revolving Fund Equip/Facility Replacement	Other Restricted TIF/Trade-In Grants/Private
GOVERNMENTAL FUNDS								
Police								
Patrol Vehicle(2-1 Replacement and 1 Addition with Accessories)	115,900	115,900	75,450	-	-	-	40,450	-
MPSIS RMS (Verona portion of the RMS) Other half in 2020	30,708	30,708	-	-	-	-	30,708	-
Mobile Data Computers	4,000	4,000	-	-	-	-	4,000	-
Computers	12,800	12,800	-	-	-	-	12,800	-
In-Car Video	6,900	6,900	-	-	-	-	6,900	-
Facility Camera	8,260	8,260	-	-	-	-	8,260	-
Total Police	178,568	178,568	75,450	-	-	-	103,118	-
Public Works								
Public Works Facility (Design)	450,000	450,000	-	-	450,000	-	-	-
Milt and Overlay Program	685,000	685,000	225,000	460,000	-	-	-	-
Sidewalk Program	10,000	10,000	10,000	-	-	-	-	-
Verona Area School District Roadway Improvements	1,000,000	1,000,000	-	-	1,000,000	-	-	-
Pedestrian/Bike Trail Construction Project	300,000	300,000	-	-	300,000	-	-	-
CTH M (Cross Country to Roundabout)	450,000	450,000	-	-	450,000	-	-	-
Pan Mower (\$1750 PW, \$5250 Storm)	1,750	1,750	-	-	-	-	1,750	-
Mini Excavator (\$48,000, PW \$16, Water \$16, Sewer \$16)	16,000	16,000	-	-	-	-	16,000	-
Wheel Loader	140,000	140,000	-	-	-	-	140,000	-
Total Public Works	3,052,750	3,052,750	235,000	460,000	2,200,000	-	157,750	-
Parks								
Extend Path from Firemens Park to Hwy M	125,000	125,000	62,500	-	-	62,500	-	-
Hometown Trail System	10,000	10,000	5,000	-	-	5,000	-	-
Shelter Restroom Improvements and Security Camera	5,000	5,000	2,500	-	-	2,500	-	-
Centil Park Playground	30,000	30,000	15,000	-	-	15,000	-	-
Park Tree Program	8,000	8,000	-	-	-	8,000	-	-
Skatepark Improvements	40,000	40,000	20,000	-	-	20,000	-	-
Development Park Facilities at Silent St Pond	35,000	35,000	-	-	-	35,000	-	-
Matts Prairie Restoration	25,000	25,000	12,500	-	-	12,500	-	-
Military Ridge Prairie Burn	5,000	5,000	-	-	-	5,000	-	-
Replace Court Fencing at Prairie View and Harmony Hills	10,000	10,000	5,000	-	-	5,000	-	-
Replace Community Park Bleacher Area	35,000	35,000	-	-	-	35,000	-	-
Feasibility Study for Remodel of Existing PW Building to Recreation	10,000	10,000	10,000	-	-	-	-	-
Mower Replacement	55,000	55,000	-	-	-	-	55,000	-
Mini Excavator	50,000	50,000	50,000	-	-	-	-	-
Lease Payment on 18 Acres	2,000	2,000	-	-	-	-	-	2,000
Debt Service Payment	32,205	32,205	-	-	-	32,205	-	-
Total Parks	477,205	477,205	182,500	-	-	237,705	55,000	2,000
Senior Center								
Roof Replacement Including Gutters and Downspouts	62,000	62,000	31,000	-	-	-	31,000	-
Total Senior Center	62,000	62,000	31,000	-	-	-	31,000	-
Fire Department								
Ladder 3 Replacement	1,523,750	1,623,750	-	-	1,447,750	-	-	76,000
Traffic Preemption	11,000	11,000	11,000	-	-	-	-	-
Portable Radio Replacements	19,425	19,425	-	-	-	-	-	19,425
MDC Replacement	12,735	12,735	12,735	-	-	-	-	-
Ballistic Protection (Use Fund Balance)	6,300	-	-	-	-	-	-	-
Station Alert Room Remote	12,270	-	-	-	-	-	-	-
Thermal Imaging Camera	25,576	25,576	-	-	-	-	-	25,576
Total Fire Department	1,611,056	1,592,486	23,735	-	1,447,750	-	-	121,001
EMS								
Ambulance (\$344,512, Less Trade in of \$8,000) City portion %	147,030	147,030	43,030	104,000	-	-	-	-
Total EMS	147,030	147,030	43,030	104,000	-	-	-	-
Other								
Equipment Replacement Fund-PW/Parks	220,000	220,000	220,000	-	-	-	-	-
Equipment Replacement Fund-Public Safety	110,000	110,000	110,000	-	-	-	-	-
Equipment Replacement Fund-EMS	100,000	-	-	-	-	-	-	-
Replacement Fund-Facilities & Equip (City, Senior Center, Library)	100,000	100,000	100,000	-	-	-	-	-
Facilities Replacement Fund-Public Works	80,000	80,000	80,000	-	-	-	-	-
Total Other	610,000	510,000	510,000	-	-	-	-	-
Total Governmental Funds	\$ 6,138,609	\$ 6,020,039	\$ 1,100,715	\$ 564,000	\$ 3,647,750	\$ 237,705	\$ 346,868	\$ 123,001
ENTERPRISE FUNDS								
Water								
Meter Replacement Program	\$ 45,000	\$ 45,000	\$ -	\$ -	\$ -	\$ 45,000	\$ -	\$ -
Mini Excavator (\$48,000, PW \$16, Water \$16, Sewer \$16)	16,000	16,000	-	-	-	16,000	-	-
Well House-Chemical Scales	30,000	30,000	-	-	-	30,000	-	-
Program Management-Scade Well Houses	150,000	150,000	-	-	-	150,000	-	-
Total Water	241,000	241,000	-	-	-	241,000	-	-
Sanitary Sewer								
Collection System Repairs	100,000	100,000	-	-	-	100,000	-	-
Meter Replacement Program	45,000	45,000	-	-	-	45,000	-	-
Pan Mower (\$1,750 PW, \$5,250 Storm)	5,250	5,250	-	-	-	5,250	-	-
Mini Excavator (\$48,000, PW \$16, Water \$16, Sewer \$16)	16,000	16,000	-	-	-	16,000	-	-

**CITY OF VERONA
2019 CAPITAL BUDGET**

Department	2019	Adopted	Use of		User Fees/	Revolving Fund	Other Restricted	
Category/Description	Proposed	2019	Levy	Fund Balance	Debt	Restricted	Equip/Facility Replacement	TIP/Trade-in Grants/Private
Total Sanitary Sewer	166,250	166,250	-	-	-	166,250	-	-
Storm Water								
Gateway Pond Lift Station	25,000	25,000	-	-	-	25,000	-	-
Lincoln Street SW Pond	1,500,000	1,500,000	-	-	1,500,000	-	-	-
Storm Water Pond Restoration	200,000	200,000	-	-	-	200,000	-	-
Manhole WQ Structures	30,000	30,000	-	-	-	30,000	-	-
Total Storm Water	1,755,000	1,755,000	-	-	1,500,000	255,000	-	-
Total Enterprise Funds	\$ 2,162,250	\$ 2,162,250	\$ -	\$ -	\$ 1,500,000	\$ 662,250	\$ -	\$ -
Governmental Funds	6,138,809	6,020,039	1,100,715	564,000	3,647,750	237,705	346,868	123,001
Enterprise Funds	2,162,250	2,162,250	-	-	1,500,000	662,250	-	-
Total Governmental and Enterprise Funds	\$ 8,300,859	\$ 8,182,289	\$ 1,100,715	\$ 564,000	\$ 5,147,750	\$ 899,955	\$ 346,868	\$ 123,001

Note: The use of Fund Balance column includes \$480,000 in General Fund from 2017 General Fund Balance and \$104,000 for the ambulance was a balance remaining in Capital Fund.

CAPITAL AND CAPITAL IMPROVEMENTS FINANCE PLAN
(Requested by Departments)
For the Years 2019-2024

GOVERNMENTAL		Current Budget						
Fund	Program Description	2019	2020	2021	2022	2023	2024	Total
10	City Council	2019	2020	2021	2022	2023	2024	Total
	None	-	-	-	-	-	-	-
	City Council	-	-	-	-	-	-	-
10	Municipal Court	2019	2020	2021	2022	2023	2024	Total
	None	-	-	-	-	-	-	-
	Municipal Court	-	-	-	-	-	-	-
10	City Administration	2019	2020	2021	2022	2023	2024	Total
	Set up Third Polling Place	-	25,000	-	-	-	-	25,000
	City Administration	-	25,000	-	-	-	-	25,000
	Funding Split							
	Levy	-	25,000	-	-	-	-	25,000
	Funding Split Total	-	25,000	-	-	-	-	25,000
10	Police	2019	2020	2021	2022	2023	2024	Total
	Patrol Vehicle (2 each year)	115,900	83,350	85,850	88,425	91,070	93,800	558,395
	MPSIS RMS (Verona's portion on the RMS replacement)	30,708	30,708	-	-	-	-	61,416
	Mobile Data Computers	4,000	24,750	25,500	26,250	27,025	27,850	135,375
	Computers	12,800	6,100	31,650	17,400	14,585	6,900	89,435
	In-Car Video	6,900	7,100	7,300	7,525	15,500	7,985	52,310
	Radars	-	4,400	-	4,700	-	4,990	14,090
	Facility Cameras	8,260	29,000	14,420	14,860	15,300	15,760	97,600
	Police Total	178,568	185,408	164,720	159,160	163,480	157,285	1,008,621
	Funding Split							
	Grant Funding	-	-	-	-	-	-	-
	Levy	75,450	-	-	-	-	-	75,450
	Replacement Funds	103,118	185,408	164,720	159,160	163,480	157,285	933,171
	Funding Split Total	178,568	185,408	164,720	159,160	163,480	157,285	1,008,621
10	Emergency Preparedness	2019	2020	2021	2022	2023	2024	Total
	None	-	-	-	-	-	-	-
	Emergency Preparedness	-	-	-	-	-	-	-
10	Public Works	2019	2020	2021	2022	2023	2024	Total
	Public Works Portion of Public Works Facility	450,000	260,000	4,200,000	4,200,000	-	-	9,110,000
	Mill and Overlay Program	665,000	520,000	500,000	500,000	500,000	500,000	3,205,000
	Sidewalk Program	10,000	10,000	10,000	10,000	10,000	10,000	60,000
	VASD Roadway Improvements (2022 Demo of Site)	1,000,000	1,500,000	-	-	500,000	-	3,000,000
	CTH PD-Woods to CTH M (2016-123)	-	300,000	-	-	-	-	300,000
	Legion/W. Verona Ave Street Improvement (TIF 9)	-	-	-	-	50,000	350,000	400,000
	Pedestrian/Bike Trail Construction Project	300,000	700,000	-	-	-	300,000	1,300,000
	CTH M (Cross Country to Roundabout) (5992-09-81)	450,000	-	-	-	-	-	450,000
	East View & Elm Street Street Improvements	-	-	-	-	39,000	1,089,650	1,128,650
	CTH PB & M Intersections -Street Improvements (TIFB)	-	-	-	-	100,000	800,000	900,000
	Mark Drive (Rlta to West Lawn)	-	-	-	-	-	80,000	80,000
	Patrol Truck	-	-	190,000	195,000	200,000	205,000	790,000
	Service Vehicle (Portion Sewer and Water)	-	-	-	12,000	13,500	17,000	42,500
	Trucks	-	-	-	-	-	53,000	53,000
	Tool Cat	-	-	67,000	-	-	-	67,000
	Mini Excavator (Portion Sewer and Water)	16,000	-	-	-	-	-	16,000
	Replace Pan Mower (25% PW and 75% Storm Water)	1,750	-	-	-	-	-	1,750
	Forklift (Portion Sewer and Water)	-	13,000	-	-	-	-	13,000
	Floor Sweeper	-	30,000	-	-	-	-	30,000
	Portable Air Compressor	-	-	-	20,000	-	-	20,000
	Lift Truck (Portion to Water)	-	-	-	-	-	43,000	43,000
	Wheel Loader	140,000	-	-	-	150,000	150,000	440,000
	Trailers (Portion to Sewer and Water)	-	4,000	4,000	-	5,000	-	13,000
	New Holland Tractor with Snow Plow	-	-	-	170,000	-	-	170,000
	Line Painter Replacement	-	10,000	-	-	-	-	10,000
	Generator/Pump	-	-	60,000	-	-	-	60,000
	Public Works Total	3,062,750	3,347,000	5,031,000	5,107,000	1,567,500	3,597,650	21,702,900
	Funding Split							
	Levy	235,000	530,000	510,000	510,000	549,000	590,000	2,924,000
	Debt	2,200,000	2,760,000	4,200,000	4,200,000	650,000	2,539,650	16,549,650
	Replacement Funds	157,750	57,000	321,000	397,000	368,500	468,000	1,769,250
	Private/Donation/Grant/TIF/Fund Balance	460,000	-	-	-	-	-	460,000
	Funding Split Total	3,062,750	3,347,000	5,031,000	5,107,000	1,567,500	3,597,650	21,702,900

CAPITAL AND CAPITAL IMPROVEMENTS FINANCE PLAN
 (Requested by Departments)
 For the Years 2019-2024

10 Parks	2019	2020	2021	2022	2023	2024	Total
Parks Portion of PW Facility 12.5%	-	-	1,080,000	1,080,000	-	-	2,160,000
Extend Path from Firemans Park to Hwy M	125,000	-	-	-	-	-	125,000
Hometown Trail System	10,000	10,000	10,000	10,000	10,000	-	50,000
Park Tree Program	8,000	8,000	8,000	8,000	8,000	10,000	50,000
Shelter Restroom Improvements and Security Cameras	5,000	5,000	-	-	-	-	10,000
Ceniti Park Playground (2019)/Tower Park Playground (2024)	30,000	-	-	-	-	35,000	65,000
Skatepark Improvements	40,000	60,000	-	-	-	-	100,000
Development Park Facilities at Silent St Pond	35,000	-	-	-	-	-	35,000
Matts Prairie Restoration	25,000	20,000	-	-	-	-	45,000
Military Ridge Prairie Burn	5,000	-	-	-	-	5,000	10,000
Develop Kettle Creek Park	-	-	200,000	325,000	-	-	525,000
Replace Court Fencing at Prairie View and Harmony Hills	10,000	-	-	-	-	-	10,000
Replace VanDeGrift Park Play Structure	-	25,000	-	-	-	-	25,000
Neff Park Playground Replacement	-	-	20,000	-	-	35,000	55,000
Replace Stampfl Backstop Net	-	6,000	-	-	-	7,500	13,500
Veterans Park Ballfield Improvements	-	-	40,000	-	-	7,500	47,500
Repaving Cemetery Drives	-	60,000	-	-	-	-	60,000
Resurface Tennis Courts	-	60,000	-	-	-	-	60,000
Replace Community Park Bleacher Area	35,000	-	-	-	-	-	35,000
Develop Park in North Neighborhood	-	-	-	150,000	100,000	150,000	400,000
Feasibility Study for Remodel of Existing PW Building	10,000	-	-	-	-	-	10,000
Remodel PW Building into Recreation Center	-	-	-	750,000	-	-	750,000
Chevrolet Kodiak Dump Truck-Replace 2005	-	45,000	-	-	-	-	45,000
John Deere Mower Replacement	55,000	-	55,000	-	57,000	60,000	227,000
Replace Zero-Turn Mower	-	-	-	-	8,500	-	8,500
Mini-Excavator	50,000	-	-	-	-	-	50,000
Mower/Snowblower-Replace JD 1575	-	-	-	-	35,000	-	35,000
1/2 ton Pickup Truck-Additional	-	-	-	23,000	-	-	23,000
F-250 Truck Replacement	-	30,000	-	-	-	-	30,000
Toolcat Replacement 2015	-	-	52,000	-	-	-	52,000
F-150 Truck Replacement	-	-	-	28,000	-	-	28,000
F-550 Dump Truck	-	-	-	-	-	50,000	50,000
Lease Payment on 18 Acres	2,000	2,000	2,000	2,000	2,000	2,000	12,000
Debt Service Payment	32,205	31,681	36,130	35,630	35,130	25,941	196,717
Parks Total	477,205	362,681	1,503,130	2,411,630	255,630	387,941	5,398,217
Funding Split							
Levy	182,500	90,000	15,000	28,000	5,000	52,500	373,000
Debt	-	-	1,080,000	1,830,000	-	-	2,910,000
Replacement Funds	55,000	75,000	107,000	28,000	100,500	110,000	475,500
User Fees/Restricted	237,705	125,681	299,130	523,630	148,130	223,441	1,557,717
Private/Donation/Fund Balance	2,000	72,000	2,000	2,000	2,000	2,000	82,000
Funding Split Total	477,205	362,681	1,503,130	2,411,630	255,630	387,941	5,398,217
10 BTRB-Cable	2019	2020	2021	2022	2023	2024	Total
None	-	-	-	-	-	-	-
BTRB-Cable Total	-	-	-	-	-	-	-
10 Building	2019	2020	2021	2022	2023	2024	Total
None	-	-	-	-	-	-	-
Building Total	-	-	-	-	-	-	-
10 Planning and Zoning	2019	2020	2021	2022	2023	2024	Total
None	-	-	-	-	-	-	-
Planning and Zoning Total	-	-	-	-	-	-	-
20 Library	2019	2020	2021	2022	2023	2024	Total
Flooring	-	-	150,000	-	-	-	150,000
Library Total	-	-	150,000	-	-	-	150,000
Funding Split							
Levy	-	-	150,000	-	-	-	150,000
Grant Funded	-	-	-	-	-	-	-
Funding Split Total	-	-	150,000	-	-	-	150,000
70 Senior Center	2019	2020	2021	2022	2023	2024	Total
Roof Replacement, Gutters and Downspouts	62,000	-	-	-	-	-	62,000
Large HVAC Unit	-	-	-	20,000	-	18,000	38,000
2 Small HVAC Units	-	-	-	-	-	-	-
Senior Center Total	62,000	-	-	20,000	-	18,000	100,000
Funding Split							
Levy	31,000	-	-	20,000	-	18,000	69,000
Debt	-	-	-	-	-	-	-
Private/Donation/Replacement Funds	31,000	-	-	-	-	-	31,000
Funding Split Total	62,000	-	-	20,000	-	18,000	100,000

CAPITAL AND CAPITAL IMPROVEMENTS FINANCE PLAN
(Requested by Departments)
For the Years 2019-2024

17: EMS	2019	2020	2021	2022	2023	2024	Total
Ambulance (\$344,512, less trade in of \$8,000)	147,030	-	-	-	-	-	147,030
Command Car (\$61,299)	-	29,000	-	-	-	-	29,000
Ambulance (\$365,182)	-	-	164,332	-	-	-	164,332
Ambulance (\$387,093, less trade in of \$5,000)	-	-	-	-	169,192	-	169,192
Command Car and Non Hwy Vehicle (\$110,090)	-	-	-	-	-	49,451	49,451
EMS Total	147,030	29,000	164,332	-	169,192	49,451	559,005
Funding Split							
Levy	43,030	29,000	-	-	-	-	72,030
Replacement Funds/Fund Balance	104,000	-	164,332	-	169,192	49,451	486,975
Debt	-	-	-	-	-	-	-
Funding Split Total	147,030	29,000	164,332	-	169,192	49,451	559,005

17: Fire Department	2019	2020	2021	2022	2023	2024	Total
Ladder 3 Replacement	1,523,750	-	-	-	-	-	1,523,750
Squad 5 Replacement	-	-	-	750,000	-	-	750,000
Traffic Preemption	11,000	11,000	11,000	11,000	11,000	11,000	66,000
Brush 6 Replacement	-	-	100,000	-	-	-	100,000
Engine 2 Replacement	-	-	-	-	800,000	-	800,000
Car Replacement	-	65,000	-	-	-	-	65,000
SCNA Replacement	-	-	-	-	240,851	-	240,851
Portable Radio Replacements	19,425	40,800	42,840	45,000	-	-	148,065
MDC Replacement	12,735	13,370	6,700	-	-	-	32,805
Station Alert Rm. Remote	-	12,660	-	-	-	-	12,660
Thermal Imaging Camera	25,576	-	-	-	-	-	25,576
Fire Total	1,592,486	142,830	160,540	806,000	1,051,851	11,000	3,764,707
Funding Split							
Levy	23,735	142,830	60,540	56,000	251,851	11,000	545,956
Debt	1,447,750	-	95,000	650,000	740,000	-	2,932,750
Private/Donation	121,001	-	5,000	100,000	60,000	-	286,001
Funding Split Total	1,592,486	142,830	160,540	806,000	1,051,851	11,000	3,764,707

# Capital Revolving Fund	2019	2020	2021	2022	2023	2024	Total
Equipment Replacement Fund-PW/Parks	220,000	220,000	220,000	220,000	220,000	220,000	1,320,000
Equipment Replacement Fund-Public Safety	110,000	110,000	110,000	110,000	110,000	110,000	660,000
Equipment Replacement Fund-EMS	-	100,000	100,000	100,000	100,000	100,000	500,000
Equipment Replacement Fund-Facilities	100,000	100,000	100,000	100,000	100,000	100,000	600,000
Equipment Replacement Fund-Public Works	80,000	80,000	80,000	80,000	80,000	80,000	480,000
Capital Revolving Fund Total	510,000	610,000	610,000	610,000	610,000	610,000	3,560,000
Funding Split							
Levy	510,000	610,000	610,000	610,000	610,000	610,000	3,560,000
Funding Split Total	510,000	610,000	610,000	610,000	610,000	610,000	3,560,000

Total Governmental Funds	6,020,039	4,701,919	7,783,722	9,113,790	3,817,653	4,831,327	36,268,450
Funding-Governmental Funds							
Levy	1,100,715	1,426,830	1,345,540	1,224,000	1,415,851	1,281,500	7,794,436
Debt (Including TIFs)	3,647,750	2,780,000	5,375,000	6,680,000	1,390,000	2,539,650	22,392,400
Replacement Funds	346,868	317,408	757,052	584,160	801,672	784,736	3,664,896
Impact Fees	-	-	-	-	-	-	-
Private/Donations/Grants/TIF/Fund Balance	687,001	72,000	7,000	102,000	62,000	2,000	859,001
User Fees	237,705	125,681	299,130	523,630	148,130	223,441	1,557,717
Total Funding-Governmental Funds	6,020,039	4,701,919	7,783,722	9,113,790	3,817,653	4,831,327	36,268,450

Other Major Projects
 Senior Center
 Pool

CAPITAL AND CAPITAL IMPROVEMENTS FINANCE PLAN
(Requested by Departments)
For the Years 2018-2022

ENTERPRISE FUND

30 Water	2019	2020	2021	2022	2023	2024	Total
Water Portion of PW Facility (%)	-	-	720,000	720,000	-	-	1,440,000
Meter Replacement Program	45,000	45,000	-	-	-	-	90,000
Water Main Loop-Tech Park, Kettle Moraine to John Liv (TIF 8)	-	-	-	-	330,000	-	330,000
East View & Elm Street	-	-	-	-	30,800	420,300	451,100
Program Management-Scada Well Houses	150,000	-	-	-	-	-	150,000
Central Pressure Zone-North Pump Station	-	-	-	80,000	1,000,000	-	1,080,000
Mark Dr/Scheele Ct	-	-	-	-	-	60,000	60,000
Well #2 Pump Rehabilitation	-	150,000	-	-	-	-	150,000
Southeast Water Tower in Tech Park (TIF 8)	-	-	-	-	250,000	3,400,000	3,650,000
Water Valve Exerciser	-	-	-	-	40,000	-	40,000
Well House-Chemical Scales	30,000	30,000	-	-	-	-	60,000
Mini Excavator (Portion to PW and Sewer)	16,000	-	-	-	-	-	16,000
Forklift (Portion to PW and Sewer)	-	12,000	-	-	-	-	12,000
Lift Truck (Portion to PW)	-	-	-	-	-	43,000	43,000
Truck	-	-	60,000	-	-	-	60,000
Trailers (Portion to PW and Sewer)	-	4,000	4,000	-	5,000	-	13,000
Service Vehicle (Portion to PW and Sewer)	-	-	-	12,000	13,000	34,000	59,000
Water Total	241,000	241,000	784,000	812,000	1,668,800	3,957,300	7,704,100
Funding Split							
Debt	-	-	720,000	720,000	1,580,000	3,820,300	6,840,300
User Fees	241,000	241,000	64,000	92,000	88,800	137,000	863,800
Private/Donations/TIF	-	-	-	-	-	-	-
Funding Split Total	241,000	241,000	784,000	812,000	1,668,800	3,957,300	7,704,100
35 Storm Sewer	2019	2020	2021	2022	2023	2024	Total
Storm Sewer Portion of PW Facility (%)	-	-	360,000	360,000	-	-	720,000
Gateway Pond Lift Station	25,000	-	-	-	-	-	25,000
Lincoln Street SW Pond	1,500,000	-	-	-	-	-	1,500,000
Storm Water Pond Restoration	200,000	-	200,000	-	-	-	400,000
Manhole WQ Structures	30,000	-	-	-	-	-	30,000
Replace Pan Mower (25% PW and 75% Storm Water)	5,250	-	-	-	-	-	5,250
High Vac Truck	-	-	200,000	200,000	-	-	400,000
Storm Sewer Total	1,760,250	-	760,000	560,000	-	-	3,080,250
Funding Split							
Debt	1,500,000	-	360,000	360,000	-	-	2,220,000
User Fees	260,250	-	400,000	200,000	-	-	860,250
Private/Donations/TIF	-	-	-	-	-	-	-
Funding Split Total	1,760,250	-	760,000	560,000	-	-	3,080,250
40 Sanitary Sewer	2019	2020	2021	2022	2023	2024	Total
Water Portion of PW Facility (%)	-	-	720,000	720,000	-	-	1,440,000
Collection System Repairs	100,000	100,000	100,000	100,000	100,000	100,000	600,000
Collection System Eastside Interceptor	-	3,000,000	-	-	-	-	3,000,000
Meter Replacement Program	45,000	-	-	-	-	-	45,000
Service Vehicles (Portion to PW and Water)	-	-	-	12,000	13,500	17,000	42,500
East View & Elm Street	-	-	-	-	16,400	56,600	73,000
Mini Excavator (Portion to PW and Water)	16,000	-	-	-	-	-	16,000
Mark Dr/Scheele Ct	-	-	-	-	-	30,000	30,000
Forklift (Portion to PW and Water)	-	12,000	-	-	-	-	12,000
Trailers (Portion to PW and Water)	-	4,000	4,000	-	5,000	-	13,000
Sanitary Sewer Total	161,000	3,116,000	824,000	832,000	134,900	203,600	5,271,500
Funding Split							
Debt	-	3,000,000	720,000	720,000	-	-	4,440,000
User Fees	161,000	116,000	104,000	112,000	134,900	203,600	831,500
Private/Donation	-	-	-	-	-	-	-
Funding Split Total	161,000	3,116,000	824,000	832,000	134,900	203,600	5,271,500
Total Enterprise	2,162,250	3,357,000	2,368,000	2,204,000	1,803,700	4,160,900	16,055,850
Funding							
Debt	1,500,000	3,000,000	1,800,000	1,800,000	1,580,000	3,820,300	13,500,300
User Fees	662,250	357,000	568,000	404,000	223,700	340,600	2,555,550
Private/Donations/TIF	-	-	-	-	-	-	-
Total Funding Enterprise	2,162,250	3,357,000	2,368,000	2,204,000	1,803,700	4,160,900	16,055,850

CAPITAL AND CAPITAL IMPROVEMENTS FINANCE PLAN
 (Requested by Departments)
 For the Years 2018-2022

TOTAL GOVERNMENTAL AND ENTERPRISE FUNDS	2019	2020	2021	2022	2023	2024	Total
Total	8,182,289	8,058,919	10,151,722	11,317,790	5,621,353	8,992,227	52,324,300
Funding							
Levy	1,100,715	1,426,830	1,345,540	1,224,000	1,415,851	1,281,500	7,794,436
Debt (Including TIFs)	5,147,750	5,760,000	7,175,000	8,480,000	2,970,000	6,359,950	35,892,700
Replacement Funds	346,868	317,408	757,052	584,160	801,672	784,736	3,664,896
Impact Fees	-	-	-	-	-	-	-
Private/Donations/TIF/Fund Balance	687,001	72,000	7,000	102,000	62,000	2,000	859,001
User Fees	899,955	482,681	867,130	927,630	371,830	564,041	4,113,267
Total Funding	8,182,289	8,058,919	10,151,722	11,317,790	5,621,353	8,992,227	52,324,300

Other Major Projects
 Senior Center
 School Road

TIF 4

**CITY OF VERONA
2019 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 dependent 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. In 2016 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. Total project costs are \$4,035,532.

In 2016 the City completed a new municipal parking lot, at 108 S. Franklin Street, (purchased in 2015 for \$180,000) to serve downtown businesses.

In 2018, the City can only incur project cost through September 22nd. With the estimated increments and the required payments for future obligations the City will not be able to incur any more project costs.

The 2019 budget through 2023 budget will include payments for miscellaneous professional services, pay-as-you-go developer obligations and principal and interest on debt.

**TIF IV (4)
ADOPTED 2019 BUDGET**

	ACTUAL 2017	6/30 ACTUAL 2018	ADOPTED BUDGET 2018	PROJECTED 2018	ADOPTED 2019	% INCR (DECR)
REVENUES						
TIF INCREMENT	\$ 550,460	\$ 633,407	\$ 625,588	\$ 633,407	\$ 687,566	
STATE AID	2,126	-	2,200	2,157	2,209	
PERSONAL PROPERTY AID	-	-	-	-	5,801	
INVESTMENT INCOME	5,414	2,352	1,000	2,752	1,000	
BOND/NOTE PROCEEDS, PREMIUM	705,000	-	-	-	-	
SALE OF PROPERTY	71,675	-	-	-	-	
NOTE PAYMENT	50,472	-	9,339	-	-	
INTEREST ON NOTES	1,855	792	1,490	1,490	1,109	
TOTAL REVENUES	\$ 1,387,002	\$ 636,551	\$ 639,617	\$ 639,806	\$ 697,685	9.08%
EXPENDITURES						
PROF SERVICES-PLANNING / ENGR	\$ 1,799	\$ 18,257	\$ -	\$ 51,906	\$ 26,000	
PROFESSIONAL SERVICES-AUDIT	900	900	900	900	800	
PROFESSIONAL SERVICES-LEGAL	-	-	-	-	-	
ADMINISTRATION	9,592	-	14,000	9,500	9,500	
CONSTRUCTION	2,345,027	-	-	-	-	
DEBT ISSUANCE / PAYING AGENT	19	20	20	20	20	
PAY-GO KB	101,097	-	106,000	107,490	106,000	
LAND ACQUISITION/EASEMENTS	-	-	-	-	-	
DEBT PRINCIPAL	445,000	385,000	445,000	445,000	445,000	
DEBT INTEREST	64,057	96,358	63,136	63,136	49,105	
TOTAL EXPENDITURES	\$ 2,967,491	\$ 500,535	\$ 629,056	\$ 677,952	\$ 636,425	1.17%
TID EQUALIZED VALUE			TAX INCREMENTAL			
INCREASE (INCREMENT)	BASE VALUE		REVENUE COLLECTED			
As of 1/1/2017	As of 1/1/1997		Through 1/1/2018			
\$ 31,730,200	\$ 8,842,400		\$ 7,493,624			

TIF 6

**CITY OF VERONA
2018 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 AVerona 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 late 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. The extension of Liberty Drive to Whalen Road can be funded, if additional development is anticipated.

In 2018, the City will only be able to incur project costs through May 7th. Two projects that were contracted prior to May 7th that will be completed in 2018 and 2019 are the construction of Well 6 for approximately \$3.6 million and signalized intersection at County Highway M and Liberty Drive for approximately \$880,000.

**TIF VI (6)
ADOPTED 2019 BUDGET**

	ACTUAL 2017	6/30 ACTUAL 2018	ADOPTED BUDGET 2018	PROJECTED 2018	ADOPTED 2019	% INCR (DECR)
REVENUES						
TIF INCREMENT	\$ 1,178,168	\$ 831,575	\$ 1,657,232	\$ 1,677,945	\$ 2,043,425	
STATE AID	5,111	-	5,200	5,187	5,312	
PERSONAL PROPERTY AID	-	-	-	-	15,368	
DEVELOPER GUARANTEE	83,338	38,941	28,000	38,941	20,000	
INVESTMENT INCOME	12,984	15,266	3,000	23,266	3,000	
BOND/NOTE PROCEEDS	-	-	-	-	-	
TOTAL REVENUES	\$ 1,279,601	\$ 885,782	\$ 1,693,432	\$ 1,745,339	\$ 2,087,105	23.25%
EXPENDITURES						
PROFESSIONAL SERVICES-ENG	\$ -	\$ -	\$ 20,000	\$ -	\$ -	
PROFESSIONAL SERVICES-AUDIT	2,250	1,000	2,250	1,000	1,000	
PROFESSIONAL SERVICES-LEGAL	-	-	2,000	-	-	
DEVELOPMENT REVENUE OBLIGATION	135,171	-	-	-	-	
ADMINISTRATION	11,132	150	24,500	20,000	20,000	
CONSTRUCTION	63,374	198,936	2,500,000	1,295,226	3,101,372	
DEVELOPER INCENTIVE	-	-	-	-	-	
FINANCING COSTS/REFUNDING	19	138	20	138	20	
DEBT PRINCIPAL	701,777	743,338	833,338	833,338	704,943	
DEBT INTEREST	151,748	80,859	121,742	121,742	98,270	
TOTAL EXPENDITURES	\$ 1,065,471	\$ 1,024,421	\$ 3,503,850	\$ 2,271,444	\$ 3,925,605	12.04%

TID EQUALIZED VALUE		TAX INCREMENTAL
INCREASE (INCREMENT)	BASE VALUE	REVENUE COLLECTED
As of 1/1/2017	As of 1/1/1997	Through 1/1/2018
\$ 94,301,200	\$ 475,200	\$ 8,602,454

TIF 8

**CITY OF VERONA
2019 BUDGET SUMMARY
TAX INCREMENTAL FINANCING DISTRICT #8**

TIF 8 was created January 1, 2017. It consists of 192.55 acres in the southeast portion of the City located east of CTH PB and south of CTH M. Approximately 81 acres of the proposed TID area is currently located within the City's existing Tax Incremental District No. 6. TIF 8 may continue to incur project costs through January 1, 2032 and the district must be dissolved no later than January 1, 2038.

**TIF VIII (8)
ADOPTED 2019 BUDGET**

	ACTUAL 2017	6/30 ACTUAL 2018	ADOPTED BUDGET 2018	PROJECTED 2018	ADOPTED 2019	% INCR (DECR)
REVENUES						
TIF INCREMENT	\$ -	\$ -	\$ -	\$ -	\$ 1,082,544	
STATE AID	-	-	-	-	-	
DEVELOPER GUARANTEE	-	-	-	-	-	
INVESTMENT INCOME	-	-	-	-	-	
BOND/NOTE PROCEEDS	-	-	-	-	-	
TOTAL REVENUES	\$ -	\$ -	\$ -	\$ -	\$ 1,082,544	NA
EXPENDITURES						
PROFESSIONAL SERVICES-ENG	\$ -	\$ -	\$ -	\$ -	\$ -	
PROFESSIONAL SERVICES-AUDIT	-	-	-	-	-	
PROF SERVICES-LEGAL/ADVISOR	22,331	-	5,000	-	-	
DEVELOPMENT REVENUE OBLIGATION	-	-	-	-	-	
ADMINISTRATION	-	150	5,000	150	1,000	
CONSTRUCTION	-	-	-	-	-	
DEVELOPER INCENTIVE	-	-	-	-	-	
FINANCING COSTS/REFUNDING	-	-	-	-	-	
DEBT PRINCIPAL	-	-	-	-	-	
DEBT INTEREST	-	-	-	-	-	
TOTAL EXPENDITURES	\$ 22,331	\$ 150	\$ 10,000	\$ 150	\$ 1,000	NA

TID EQUALIZED VALUE INCREASE (INCREMENT)	BASE VALUE 1/1/2017	TAX INCREMENTAL REVENUE COLLECTED
\$ -	\$ 29,164,700	\$ -

TIF 9

**CITY OF VERONA
2019 BUDGET SUMMARY
TAX INCREMENTAL FINANCING DISTRICT #9**

TIF 9 was created September 25, 2017. It consists of a blighted area comprising 14.283 acres located near the intersection of West Verona Avenue and Legion Street. The District was formed to pay the cost of public infrastructure and to provide incentives necessary to allow redevelopment to occur. The initial project precipitating creation of the TID is "Sugar Creek Commons," a planned nine-acre mixed use development to be located at the southwest corner of West Verona Ave and Legion Street. TIF 9 may continue to incur project costs through September 24, 2039 and the district must be dissolved no later than September 24, 2044.

In 2018, the City borrowed \$1.4 million for potential development based on approval of a developer agreement for public infrastructure for Sugar Creek Commons.

**TIF IX (9)
ADOPTED 2019 BUDGET**

	ACTUAL 2017	6/30 ACTUAL 2018	ADOPTED BUDGET 2018	PROJECTED 2018	ADOPTED 2019	% INCR (DECR)
REVENUES						
TIF INCREMENT	\$ -	\$ -	\$ -	\$ -	\$ 3,939	
STATE AID	-	-	-	-	-	
DEVELOPER GUARANTEE	-	-	-	-	-	
INVESTMENT INCOME	-	-	-	-	-	
BOND/NOTE PROCEEDS	-	-	850,000	1,400,000	-	
TOTAL REVENUES	\$ -	\$ -	\$ 850,000	\$ 1,400,000	\$ 3,939	NA
EXPENDITURES						
PROFESSIONAL SERVICES-ENG	\$ 6,580	\$ -	\$ 200,000	\$ -	\$ -	
PROFESSIONAL SERVICES-AUDIT	-	-	-	-	-	
PROF SERVICES-LEGAL/ADVISOR	16,268	-	20,000	-	-	
DEVELOPMENT REVENUE OBLIGATI	-	-	-	-	-	
ADMINISTRATION	-	289	5,000	289	1,000	
CONSTRUCTION	-	-	650,000	-	1,400,000	
DEVELOPER INCENTIVE	-	-	-	-	-	
FINANCING COSTS/REFUNDING	-	-	30,000	-	-	
DEBT PRINCIPAL	-	-	-	-	-	
DEBT INTEREST	-	-	-	-	57,810	
TOTAL EXPENDITURES	\$ 22,848	\$ 289	\$ 905,000	\$ 289	\$ 1,458,810	NA

TID EQUALIZED VALUE		TAX INCREMENTAL
INCREASE (INCREMENT)	BASE VALUE	REVENUE COLLECTED
As of	As of 1/1/17	Through
\$ -	\$ 5,619,100	\$ -

WATER UTILITY

**CITY OF VERONA
2019 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 pumping demand is 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 2018 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 84 miles of water mains varying in size from 6 inches to 16 inches in diameter, 890 hydrants, 2,600 valves and 4,000 service laterals, and 4,800 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 2018

- Managed and coordinated the construction of water main and service lateral replacement on Shuman and W. Park Lane.
- Managed and coordinated the design of water main extension along CTH M as part of the CTH M transportation expansion project.
- Managed and coordinated the planning study and Public Service Commission (PSC) application for Well 6.
- Managed and coordinated questions and updates to the Water Master Plan completed in 2015.
- Managed and coordinated the construction of water main in the Cathedral Point Phase 8, Kettle Creek North Phase II.
- Managed and coordinated contract execution for the inspection services on the utility's three elevated storage tanks.
- Coordinated, managed, and submitted the 2018 water rate study to the Wisconsin Public Service Commission.
- Managed and coordinated the maintenance required for water main breaks.
- Managed and coordinated ongoing meter change out program.

GOALS AND OBJECTIVES FOR 2019

- Coordinate and manage the implementation of the 2018 water rate study.
- Coordinate and manage the construction of water main extension in CTH M in conjunction with the transportation improvement project.
- Coordinate and manage the construction of well 6.
- Coordinate and manage plans to go to an Advance Metering Infrastructure system with the implementation over the next two years.
- Coordinate and Manage professional services maintenance contract for inspections and improvements to three elevated storage tanks.
- Coordinate and manage the ongoing meter change out program.
- Coordinate and manage the maintenance required for water main breaks.

- Coordinate and manage the construction activity for the Water Utility Audit for Baker Tilly.

PERFORMANCE MEASUREMENT INDICATORS

Activity	2017 Actual	6/30/18 Actual	2018 Estimate	2019 Proposed
Number of Customers	4,799	4,821	4,835	4,900
Total Gallon of Water Sold (annual)	390,000,000	193,500,000	395,000,000	410,000,000
Number of Water Breaks	2	2	4	5
Total Gallons of water pumped (annual)	431,000,000	212,000,000	435,000,000	440,000,000

**WATER UTILITY
ADOPTED 2019 BUDGET**

	ACTUAL 2017	6/30 ACTUAL 2018	ADOPTED BUDGET 2018	PROJECTED 2018	ADOPTED 2019
03-XXXXX					
REVENUES					
42900 INTEREST ON SPEC. ASSMTS.	\$ -	\$ -	\$ -	\$ -	\$ -
INTERGOVERNMENTAL REVENUES	\$ -	\$ -	\$ -	\$ -	\$ -
46451-100 RESIDENTIAL - METERED	\$ 847,397	\$ 429,728	\$ 870,000	\$ 838,000	\$ 870,000
46451-200 COMMERCIAL - METERED	249,676	115,041	225,000	225,000	225,000
46451-300 INDUSTRIAL - METERED	80,424	42,189	75,000	83,000	75,000
46451-400 PUBLIC AGENCIES-METERED	48,019	22,463	45,000	44,000	45,000
46452-100 RESIDENTIAL - UNMETERED	2,887	1,280	4,000	2,500	4,000
46452-200 COMMERCIAL -UNMETERED	608	1,640	8,000	3,200	8,000
46452-300 INDUSTRIAL - UNMETERED	113	-	500	500	500
46452-400 PUBLIC AGENCIES	1,482	-	1,000	1,000	1,000
46453 DELINQUENT CHARGES	5,941	1,572	4,000	3,000	4,000
46454 HYDRANT RENTAL	478,019	478,019	480,000	478,019	500,000
46454-100 HYDRANT RENTAL	10,112	5,134	1,200	10,000	1,200
46454-200 HYDRANT RENTAL COMM.	32,765	16,626	30,000	32,000	30,000
46454-300 HYDRANT RENTAL INDUST.	9,525	4,892	8,000	8,000	8,000
46454-400 HYDRANT RENTAL PUB. AG.	2,904	1,452	2,400	2,400	2,400
46455 IMPACT FEE'S	-	18,630	25,000	33,500	25,000
46902 MISC.REVENUE	-	-	-	-	-
46910 MISC.REVENUE	70,732	101	20,000	18,000	20,000
TOTAL PUBLIC CHARGES	\$ 1,840,602	\$ 1,138,766	\$ 1,799,100	\$ 1,782,119	\$ 1,819,100
48110 INTEREST ON INVESTMENT	\$ 21,403	\$ 23,716	\$ 6,000	\$ 20,000	\$ 20,000
48200 RENTS	119,435	45,573	90,000	120,000	90,000
MISCELLANEOUS REVENUE	\$ 140,838	\$ 69,289	\$ 96,000	\$ 140,000	\$ 110,000
42100 CONTRIBUTIONS REVENUE	\$ 1,916,501	\$ 177,993	\$ 800,000	\$ 295,000	\$ 300,000
OTHER FINANCING SOURCES	\$ 1,916,501	\$ 177,993	\$ 800,000	\$ 295,000	\$ 300,000
TOTAL REVENUES	\$ 3,897,940	\$ 1,386,048	\$ 2,695,100	\$ 2,217,119	\$ 2,229,100

**WATER UTILITY
ADOPTED 2019 BUDGET**

030-5370x	ACTUAL 2017	6/30 ACTUAL 2018	ADOPTED BUDGET 2018	PROJECTED 2018	ADOPTED 2019	% INCR (DECR)
PERSONNEL SERVICES						
110 FULL TIME WAGES	\$ 254,005	\$ 148,063	\$ 292,754	\$ 284,128	\$ 306,309	
111 LONGEVITY PAY	6,145	5,095	4,731	6,208	4,443	
120 PARTIME WAGES	15,585	9,185	29,841	26,000	50,216	
125 OVERTIME WAGES	16,674	16,940	35,000	42,000	36,025	
130 MEDICAL INSURANCE	47,436	29,617	48,253	47,137	50,590	
131 DENTAL INSURANCE	3,133	2,178	2,567	2,332	2,932	
132 SOCIAL SECURITY	9,616	12,417	19,960	14,058	22,607	
133 LIFE INSURANCE	899	363	812	898	985	
134 WI RETIREMENT	40,264	10,614	23,087	19,432	25,179	
135 INCOME CONTINUATION	-	-	-	-	-	
TOTAL PERSONNEL SERVICES	\$ 383,557	\$ 234,471	\$ 457,005	\$ 441,993	\$ 499,286	9.25%
OPERATING EXPENSES						
220 UTILITIES	\$ 101,065	\$ 38,291	\$ 138,700	\$ 97,700	\$ 138,700	
222 PRINTING	1,032	329	1,500	1,450	1,500	
225 COMMUNICATIONS	7,839	3,213	10,000	7,700	10,000	
310 OFFICE SUPPLIES	9,283	2,914	10,000	7,000	16,725	
320 MEMBERSHIP & DUES	3,413	450	3,400	3,400	3,400	
330 TRAVEL	6,900	4,882	11,000	10,400	11,000	
335 EDUCATION	476	1,193	4,200	3,500	4,200	
340 OPERATING SUPPLIES	6,786	3,164	10,200	11,300	10,200	
341 CHEMICALS	13,134	6,118	16,500	16,000	16,500	
350 REPAIR & MAINTENANCE	25,179	8,211	46,500	32,550	46,500	
510 INSURANCE	19,871	16,425	16,919	20,000	22,500	
520 TAX EQUIVALENT	694,045	750,000	750,000	750,000	760,000	
TOTAL OPERATING EXPENSES	\$ 886,023	\$ 835,192	\$ 1,018,919	\$ 961,000	\$ 1,041,225	2.19%
CONTRACTUAL SERVICES						
210 PROFESSIONAL SERVICES	\$ 42,185	\$ 18,800	\$ 135,000	\$ 42,000	\$ 46,000	
240 REPAIR & MAINTENANCE	42,786	14,512	84,600	197,600	195,600	
521 PSC ASSESSMENT	-	1,705	300	2,000	2,000	
530 RENTS & LEASES	1,686	2,614	6,000	5,500	6,000	
625 MAINT OF PUMPING PLANT	-	-	-	-	-	
650 MAINT OF WATER PLANT	0	0	0	0	0	
TOTAL CONTRACTUAL SERVICES	\$ 86,639	\$ 37,631	\$ 225,900	\$ 247,100	\$ 249,600	10.49%
TOTAL OPERATING/MTCE	\$ 1,369,219	\$ 1,107,294	\$ 1,701,824	\$ 1,660,093	\$ 1,790,111	5.19%
OTHER EXPENSES						
403 DEPRECIATION	\$ 852,003	\$ -	\$ 900,000	\$ 875,000	\$ 918,000	
400 BOND DISCOUNT & EXPENSES	4,963	-	-	-	-	
200 INTEREST	88,279	46,213	81,032	81,032	74,702	
210 PAYING AGENT FEES	99	93	100	99	100	
426 NON OPERATING LOSS ON RETIREMENT	54,408	0	0	0	0	
TOTAL OTHER EXPENSES	\$ 996,752	\$ 46,306	\$ 981,132	\$ 956,131	\$ 992,802	
SUBTOTAL BUDGETED EXP	\$ 2,366,971	\$ 1,153,600	\$ 2,682,956	\$ 2,608,224	\$ 2,782,913	3.73%
CAPITAL PURCHASES						
810 OFFICE EQUIPMENT	\$ -	\$ -	\$ 12,500	\$ 5,000	\$ 12,000	
815 OPERATING EQUIPMENT	-	-	-	-	1,350	
820 CONSTRUCTION	-	-	-	-	-	
TOTAL CAPITAL	\$ -	\$ -	\$ 12,500	\$ 5,000	\$ 13,350	6.80%
DEBT SERVICE PRINCIPAL						
100 PRINCIPAL	\$ -	\$ 15,000	\$ 435,000	\$ 435,000	\$ 360,000	
TOTAL DEBT SVCE PRINCIPAL	\$ -	\$ 15,000	\$ 435,000	\$ 435,000	\$ 360,000	-17.24%
TOTAL WATER UTILITY USES	\$ 2,366,971	\$ 1,168,600	\$ 3,130,456	\$ 3,046,224	\$ 3,156,263	0.82%

SEWER UTILITY

**CITY OF VERONA
2019 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 number 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 4,900 customers by maintaining approximately 73 miles sanitary sewer mains ranging in size from four inches to fifteen inches in diameter. The City maintains two pump stations, pump station two located on Epic Lane which serves the Epic Campus and a portion of the Westridge 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 Number 17. Currently approximately 330 million gallons of wastewater per year is conveyed to the Nine Springs Wastewater Plant to be treated at a cost of approximately \$1,200,000 in 2018.

SUMMARY OF ACHIEVEMENTS FOR 2018

- Managed and coordinated the construction of sanitary sewer facilities for the following projects:
 - Cathedral Point Phase 8
 - Kettle Creek North Phase II
 - Downtown Streets Re-construction Phase 2
- Managed and coordinated Downtown Streets Re-construction Phase 2
 - Shuman Street
 - W. Park Lane

- Managed and coordinated the waste water master plan to prepare for system upgrades more specifically the east side interceptor.
- Managed and coordinate adoption of waste water master plan.
- 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.
- Manage and coordinated structural slip lining of aging clay pipe and manholes.
- Managed and coordinated the submission of the 2016 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.
- Managed and coordinated the Sewer Utility 5-year Financial Forecast.
- Managed and coordinated the internal inflow reduction documented along the east side interceptor.
- Coordinated with rate payers and implemented Madison Metropolitan Sewerage District sewer rate increase.

GOALS AND OBJECTIVES FOR 2019

- Manage and coordinate the construction of sanitary sewer facilities in CTH M in conjunction with the transportation improvement project
- Manage and coordinate design and permitting efforts for improvements to the east side interceptor sewer.
- Manage and coordinate the internal inflow reduction documented along the east side interceptor.
- 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 structural slip lining of aging clay pipe and manholes.
- Coordinated with rate payers and implemented Madison Metropolitan Sewerage District sewer rate increase.

PERFORMANCE MEASUREMENT INDICATORS

Activity	2017 Actual	6/30/18 Actual	2018 Estimate	2019 Adopted
Number of Customers	4,799	4,821	4,835	4,900
Miles of Sanitary Sewer maintained	6 Miles	6 Miles	6 Miles	6 Miles
Total Length of Sewer main televised	1.5 Miles	.5 Miles	1 Miles	2 Miles
Total Length of Sewer main repaired	4,097 feet	3,762 feet	3,762 feet	4,000 feet
Total Length of Sewer main replaced	0 feet	0 feet	800 feet	0 feet

**SEWER UTILITY
ADOPTED 2019 BUDGET**

		ACTUAL	6/30 ACTUAL	ADOPTED BUDGET	PROJECTED	ADOPTED
04-xxxxx		2017	2018	2018	2018	2019
42100	CONTRIBUTIONS REVENUE	\$ 1,138,204	\$ 193,223	\$ 375,000	\$ 260,000	\$ 300,000
INTERGOVERNMENTAL REVENUES		\$ 1,138,204	\$ 193,223	\$ 375,000	\$ 260,000	\$ 300,000
46411-100	RESIDENTIAL - METERED	\$ 1,333,837	\$ 672,888	\$ 1,315,000	\$ 1,312,000	\$ 1,325,000
46411-150/200	COMMERCIAL - METERED	585,542	298,156	600,000	582,000	600,000
46411-300	INDUSTRIAL - METERED	83,683	45,863	78,000	89,500	78,000
46411-400	PUBLIC AGENCIES-METERED	72,431	37,732	75,000	73,500	75,000
46413	DELINQUENT CHARGES	9,139	2,783	5,000	5,000	5,000
46415	CONNECTION FEE		30,026	25,000	48,775	25,000
46910	MISC.REVENUE	60,072	2	10,000	5,000	10,000
TOTAL PUBLIC CHARGES		\$ 2,144,704	\$ 1,087,450	\$ 2,108,000	\$ 2,115,775	\$ 2,118,000
48110	INTEREST ON INVESTMENTS	\$ 13,087	\$ 19,384	\$ 3,000	\$ 3,000	\$ 3,000
MISCELLANEOUS REVENUE		\$ 13,087	\$ 19,384	\$ 3,000	\$ 3,000	\$ 3,000
TOTAL REVENUES		\$ 3,295,995	\$ 1,300,058	\$ 2,486,000	\$ 2,378,775	\$ 2,421,000

**SEWER UTILITY
ADOPTED 2019 BUDGET**

	ACTUAL 2017	6/30 ACTUAL 2018	ADOPTED BUDGET 2018	PROJECTED 2018	ADOPTED 2019	% INCR (DECR)
EXPENSES						
PERSONNEL SERVICES						
110 FULL TIME WAGES	\$ 144,872	\$ 79,951	\$ 228,645	\$ 195,000	\$ 239,210	
111 LONGEVITY PAY	1,946	682	4,108	3,967	3,841	
120 PARTIME WAGES	-	-	10,539	-	10,539	
125 OVERTIME WAGES	2,398	1,157	4,000	3,500	13,363	
130 MEDICAL INSURANCE	46,063	28,567	54,709	45,855	36,742	
131 DENTAL INSURANCE	3,891	1,912	3,944	5,338	3,341	
132 SOCIAL SECURITY	11,140	5,522	18,918	16,136	20,422	
133 LIFE INSURANCE	467	243	520	451	565	
134 WI RETIREMENT	19,480	4,715	16,323	14,342	17,485	
135 INCOME CONTINUATION	-	-	-	-	-	
TOTAL PERSONNEL SERVICES	\$ 230,255	\$ 122,748	\$ 341,708	\$ 284,589	\$ 345,508	1.11%
OPERATING EXPENSES						
220 UTILITIES	\$ 7,799	\$ 3,502	\$ 12,000	\$ 10,500	\$ 12,143	
222 PRINTING	835	286	500	800	600	
225 COMMUNICATIONS	3,265	1,452	4,200	3,200	4,200	
240 MOTOR POOL	2,220	1,003	42,000	35,000	42,000	
310 OFFICE SUPPLIES	7,591	2,426	6,000	6,000	15,725	
320 MEMBERSHIP & DUES	2,212	90	2,500	2,200	2,500	
330 TRAVEL	-	-	250	200	250	
335 EDUCATION	40	53	3,000	2,000	3,000	
340 OPERATING SUPPLIES	4,400	3,273	7,300	5,000	7,300	
345 SHARED METER EXPENSE	46,999	-	37,000	34,000	37,000	
350 REPAIR & MAINTENANCE	6,102	1,345	15,000	12,000	15,000	
510 INSURANCE	14,300	10,548	11,232	14,500	14,500	
TOTAL OPERATING EXPENSES	\$ 95,762	\$ 23,978	\$ 140,982	\$ 125,400	\$ 154,218	9.39%
CONTRACTUAL SERVICES						
210 PROFESSIONAL SERVICES	\$ 122,633	\$ 11,095	\$ 51,500	\$ 98,500	\$ 51,500	
240 REPAIR & MAINTENANCE	222,751	3,673	63,500	60,000	68,500	
290 OTHER CONTRACTUAL	1,085,759	287,991	1,306,000	1,197,000	1,290,000	
520 RE TAX EQUIVALENT	14,952	-	12,500	12,000	12,500	
530 RENTS & LEASES	50,962	2,614	45,000	45,000	45,000	
TOTAL CONTRACTUAL SERVICES	\$ 1,497,056	\$ 305,373	\$ 1,478,500	\$ 1,412,500	\$ 1,467,500	-0.74%
TOTAL OPERATING EXPENSES	\$ 1,823,073	\$ 452,099	\$ 1,961,188	\$ 1,822,489	\$ 1,967,226	0.31%
OTHER EXPENSES						
403 DEPRECIATION	\$ 406,279	\$ -	\$ 424,000	\$ 424,000	\$ 426,000	
410 INTEREST	56,484	36,717	64,458	64,458	52,221	
410 MAD. MET. AGRMT.	-	-	-	-	-	
411 MAD. MET. AGRMT.	30,486	33,969	33,969	33,969	33,969	
TOTAL OTHER	\$ 493,248	\$ 70,686	\$ 522,427	\$ 522,427	\$ 512,190	-1.96%
SUBTOTAL BUDGETED EXP	\$ 2,316,322	\$ 522,785	\$ 2,483,615	\$ 2,344,916	\$ 2,479,416	-0.17%
DEBT SERVICE						
29110 PRINCIPAL	\$ -	\$ -	\$ 240,000	\$ 240,000	\$ 235,000	
TOTAL DEBT SERVICE PRINCIPAL	\$ -	\$ -	\$ 240,000	\$ 240,000	\$ 235,000	-2.08%
CAPITAL PURCHASES						
810 OFFICE EQUIPMENT	\$ -	\$ -	\$ 10,000	\$ -	\$ 2,000	
815 OPERATING EQUIPMENT	-	-	-	-	1,500	
820 CONSTRUCTION	-	-	-	-	-	
TOTAL CAPITAL EXPENSES	\$ -	\$ -	\$ 10,000	\$ -	\$ 3,500	-65.00%
TOTAL WASTEWATER UTILITY EXPENSES	\$ 2,316,322	\$ 522,785	\$ 2,733,615	\$ 2,584,916	\$ 2,717,916	-0.57%

**STORM WATER
UTILITY**

**CITY OF VERONA
2019 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 by 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 forty four miles of storm sewer pipe ranging in size from 12 inch to 60 inch. The storm sewer conveyance system connect 2010 storm sewer inlets, four large box culvert structures and more than 60 publically owned storm water detention basins. The utility is also responsible for the inspection of 90 privately owned storm water management facilities to ensure that they are properly maintained to treat storm water as approved by the City.

SUMMARY OF ACHIEVEMENTS FOR 2018

- Managed and coordinated the upkeep for 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.
- Managed and coordinated the permitting process for the anticipated dredging of Silent Street Pond.
- Managed and coordinated the maintenance of following storm water detention facility:
 - Dredging of Silent Street Pond (Near Enterprise Drive)

- Managed and coordinated the construction of storm water conveyance and management facilities:
 - Cathedral Point Phase 8
 - Kettle Creek North Phase II
 - Cross Point Estates (N. Nine Mound Road)
- Managed and coordinated the planning for future maintenance of storm water management facilities:
 - Dredging of Silent Street pond
- Managed and coordinated the unforeseen maintenance activities from increased precipitation throughout the spring, summer, and early fall; largest event was an 11-inch rainfall event that occurred on August 20, 2018.
- Hired a summer engineering intern from UW-Madison to perform storm water maintenance inspections, erosion control inspections, update maintenance schedule, and provide construction inspection for storm water infrastructure.
- Continued the development and record keeping of a historical flooding events and precipitation amounts. File Database will track severity of flooding impacts by creating a record management system utilizing police reports, press releases, evidence, and GIS mapping software. This database will aid staff in properly maintaining or increasing storm sewer infrastructure capacity.
- Coordinated and managed the 2018 rate study. Coordinated and managed ordinance revision for rate increase effective October 1, 2018.

GOALS AND OBJECTIVES FOR 2019

- Manage and coordinate the anticipated permitting process for future maintenance of storm water management facilities:
 - Dredging of Meister pond
 - Installation of catch basins for Harriet Park storm sewer system
- Manage and coordinate the maintenance of storm water management facilities:
 - Dredging of Meister pond
 - Installation of catch basins for Harriet Park storm sewer system
 - Installation of manhole to increase efficiency operations at Gateway Pond for temporary manual pumping installation
- Manage and coordinate the construction of storm water management facilities:
 - Expansion of existing Stony Ridge Circle Pond
 - Construction of new Stony Ridge Circle Pond
- 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. It will assist staff in fulfilling permit requirements to accurately track and maintain activities.
- Manage and coordinate the City Street Sweeping Program.
- Hire a summer engineering intern to perform storm water maintenance inspections, erosion control inspections, update maintenance schedule, and provide construction inspection for storm water infrastructure.
- Continue the development and record keeping of a historical flooding database that will track severity of flooding impacts by creating a record management system utilizing police reports, press releases, evidence and GIS mapping software. This database will aid staff in properly maintaining or increasing storm sewer infrastructure capacity.

PERFORMANCE MEASUREMENT INDICATORS

Activity	2017 Actual	6/30/18 Actual	2018 Estimate	2019 Proposed
Number of Detention Basins	57	57	58	59
Street Sweeping Miles	Approx. 2,076 Miles	Approx. 950 Miles	Approx. 2,000 Miles	Approx. 2,200 Miles
Private Storm Water Basin Inspections conducted	12	10	12	15

**STORM WATER UTILITY
ADOPTED 2019 BUDGET**

	ACTUAL	6/30 ACTUAL	ADOPTED BUDGET	PROJECTED	ADOPTED	%
035-435xx	2017	2018	2018	2018	2019	INCR (DECR)
REVENUES						
43551-100 RESIDENTIAL	\$ 198,663	\$ 100,993	\$ 205,000	\$ 202,000	\$ 242,000	
43551-150 MULTI FAMILY	32,282	16,311	32,000	32,500	\$ 39,000	
43551-200 COMMERCIAL	235,360	118,999	250,000	238,000	\$ 285,000	
43551-300 INDUSTRIAL	34,865	17,439	46,000	45,000	\$ 53,000	
43551-400 PUBLIC AGENCIES	60,430	30,418	60,000	61,000	\$ 73,000	
46413 DELINQUENT CHARGES	1,682	474	1,300	500	1,000	
46910 MISCELLANEOUS REVENUE	17,162	5	2,000	500	500	
48110 INTEREST INCOME	7,493	7,816	2,200	7,800	7,800	
TOTAL OPERATING REVENUE	\$ 587,937	\$ 292,456	\$ 598,500	\$ 587,300	\$ 701,300	17.18%
42100 CONTRIBUTIONS REVENUE	\$ 845,350	\$ -	\$ 400,000	\$ 500,000	\$ 200,000	
OTHER FINANCING SOURCES	\$ 845,350	\$ -	\$ 400,000	\$ 500,000	\$ 200,000	
TOTAL STORM WATER REVENUES	\$ 1,433,288	\$ 292,456	\$ 998,500	\$ 1,087,300	\$ 901,300	-9.73%

**STORM WATER UTILITY
ADOPTED 2019 BUDGET**

	2017 ACTUAL Year End	6/30 ACTUAL 2018	ADOPTED BUDGET 2018	PROJECTED 2018	ADOPTED 2019	% INCR (DECR)
035-54100						
EXPENSES -						
PERSONNEL SERVICES						
110 FULL TIME WAGES	\$ 99,109	\$ 55,266	\$ 117,266	\$ 105,000	\$ 121,073	
111 LONGEVITY PAY	1,101	666	2,141	2,147	2,199	
120 PART TIME WAGES	9,296	4,335	26,500	26,500	26,860	
125 OVERTIME	2,101	2,600	6,800	12,000	13,363	
130 MEDICAL INSURANCE	23,151	12,009	27,172	22,433	25,568	
131 DENTAL INSURANCE	2,126	1,101	2,398	2,152	2,501	
132 SOCIAL SECURITY	8,176	4,186	10,243	10,171	10,540	
133 LIFE INSURANCE	416	233	533	427	493	
134 WI RETIREMENT	14,067	3,571	9,630	7,239	9,834	
135 INCOME CONTINUATION INSURANCE	-	-	-	-	-	
TOTAL PERSONNEL SERVICES	\$ 159,544	\$ 83,967	\$ 202,683	\$ 188,069	\$ 212,431	4.81%
SUPPLIES AND MATERIALS						
222 PRINTING	\$ 675	\$ 383	\$ 700	\$ 600	\$ 700	
240 MOTOR POOL	40,952	-	36,000	36,000	36,000	
310 OFFICE SUPPLIES	6,450	687	7,500	5,000	14,225	
320 MEMBERSHIP & DUES	2,253	200	2,500	2,300	2,500	
330 TRAVEL	-	-	500	350	500	
335 EDUCATION	-	50	500	450	1,600	
340 OPERATING SUPPLIES	6,598	6,307	8,000	9,000	8,100	
350 REPAIR & MAINTENANCE	5,111	2,884	20,000	18,000	20,000	
510 INSURANCE	5,875	3,284	3,387	6,500	7,000	
TOTAL SUPPLIES AND MATERIALS	\$ 67,913	\$ 13,795	\$ 78,087	\$ 78,200	\$ 90,625	14.59%
CONTRACTUAL SERVICES						
210 PROFESSIONAL SERVICES	\$ 89,037	\$ 16,797	\$ 36,000	\$ 35,000	\$ 38,000	
240 REPAIR & MAINTENANCE	6,497	1,958	22,000	20,000	125,000	
TOTAL CONTRACTUAL SERVICES	\$ 95,535	\$ 18,755	\$ 58,000	\$ 55,000	\$ 163,000	181.03%
TOTAL OPERATING EXPENSES	\$ 322,992	\$ 116,517	\$ 339,770	\$ 321,269	\$ 466,056	37.17%
OTHER EXPENSES						
53710-403 DEPRECIATION	\$ 390,191	\$ -	\$ 393,000	\$ 393,000	\$ 410,000	
58200 DEBT INTEREST	23,157	15,840	27,255	27,255	24,637	
58210/58400 DEBT ISSUANCE/FINANCING	2,468	74	0	-	0	
TOTAL OTHER-DEBT	\$ 415,816	\$ 15,914	\$ 420,255	\$ 420,255	\$ 434,637	
TOTAL OPERATING EXPENSES	\$ 738,808	\$ 132,431	\$ 760,025	\$ 741,524	\$ 900,693	18.51%
CAPITAL PURCHASES						
810 OFFICE EQUIPMENT	\$ -	\$ -	\$ 4,000	\$ -	\$ -	
815 OPERATING EQUIPMENT	-	-	-	-	2,850	
820 CONSTRUCTION	-	-	-	-	-	
TOTAL CAPITAL	\$ -	\$ -	\$ 4,000	\$ -	\$ 2,850	
TOTAL STORM WATER UTILITY EXPENSES	\$ 738,808	\$ 132,431	\$ 764,025	\$ 741,524	\$ 903,543	18.26%
DEBT SERVICE PRINCIPAL						
58100 DEBT PRINCIPAL	\$ -	\$ 75,000	\$ 160,000	\$ 160,000	\$ 175,000	
TOTAL DEBT SVCE PRINCIPAL	\$ -	\$ 75,000	\$ 160,000	\$ 160,000	\$ 175,000	
TOTAL STORM WATER UTILITY	\$ 738,808	\$ 207,431	\$ 924,025	\$ 901,524	\$ 1,078,543	16.72%

DEBT SERVICE

**2019 PROPOSED BUDGET
CITY OF VERONA**

Debt (All Funds)

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

In accordance with Wisconsin Statutes, total general obligation indebtedness of the City may not exceed 5% of the equalized value of taxable property within the city's jurisdiction. City policy further restricts our debt limit to 3.75% of equalized value. As of December 31, 2018 total general obligation debt outstanding will be \$55,016,644 or 50.45% of the debt limit set by City policy of \$109,044,244.

Issue	Date of Maturity	Interest Rates	Principal Balance
2010A G.O. Refunding Bonds	08/01/19	3.30%	225,000
2011 G. O. Bonds	06/01/23	2.50%-3.00%	2,710,000
2012A G.O. Bonds	03/01/27	2.75%-3.00%	5,520,000
2013A G.O. Bonds	04/01/30	2.00%-3.25%	4,560,000
2013B G.O. Notes	04/01/23	1.35%-2.10%	1,270,000
2014A G.O. Bonds	06/01/34	3.00%-4.00%	7,150,000
2015A G. O. Notes	06/01/25	2.00%-2.50%	3,380,000
2015B G. O. Bonds	06/01/35	2.00%-3.50%	4,355,000
2016A G. O. Notes	12/01/26	1.45%-2.00%	7,685,000
2017A G.O. Bonds	06/01/37	3.00%-3.15%	4,985,000
2017B G.O. Notes	06/01/27	2.00%-2.25%	2,720,000
2018A G.O. Bonds	06/01/38	3.00%-3.50%	4,850,000
2018B G.O. Notes	06/01/28	2.50%-3.00%	4,700,000
2013 State Trust Fund Loan	03/15/23	2.75%	40,008
2013 State Trust Fund Loan	03/15/23	2.75%	316,636
2015 State Trust Fund Loan	03/15/24	3.50%	-
2015 State Trust Fund Loan	03/15/23	3.25%	550,000
Total G. O. Debt			\$ 55,016,644

The City's outstanding debt and legal debt margin as of 12/31/18 is as follows:

Legal Debt Margin	State of WI	City Policy
2018 Equalized Value	\$ 2,907,846,500	\$ 2,907,846,500
Allowable % of Equalized Value	5.00%	3.75%
Total Allowable Debt Limit as of 12/31/18	\$ 145,392,325	\$ 109,044,244
Less Direct Debt Applicable as of 12/31/18	\$ 55,016,644	\$ 55,016,644
Legal Debt Margin	\$ 90,375,681	\$ 54,027,600
Actual Percentage of Debt Limit as of 12/31/18	37.84%	50.45%

General Debt Service Budget (2017 - 2019)

	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Adopted Budget</u>	<u>2018</u> <u>Projected</u>	<u>2019</u> <u>Adopted</u>
REVENUES				
Property Taxes	\$ 3,264,201	\$ 3,920,532	\$ 3,920,532	\$ 4,374,925
<i>GENERAL Levy</i>	2,957,430	3,592,674	3,592,674	4,044,661
<i>LIBRARY Levy</i>	306,771	327,858	327,858	330,244
LEVY Reduction Sources:				
Impact Fees Police	165,000	165,000	165,000	165,000
Impact Fees Fire	119,249	220,000	220,000	220,000
Impact Fees Library	25,000	25,000	25,000	25,000
Rental of Old Library	30,000	30,000	30,000	30,000
Special Assessments Applied (Locust Bridge)	574,346	210,600	137,906	137,906
Bond Premium new debt	231,006	-	-	-
TIF Close-out Allocation	22,419	-	-	-
Applied Funds-	-	-	-	-
Total Revenues	\$ 4,431,221	\$ 4,571,132	\$ 4,498,438	\$ 4,952,831
EXPENDITURES				
Principal	5,825,006	3,730,008	4,001,212	3,955,000
Interest	1,028,360	1,013,569	1,014,037	1,158,177
Paying Agent Fees	828	900	900	900
Total Expenditures	\$ 6,854,194	\$ 4,744,477	\$ 5,016,149	\$ 5,114,077
Excess (deficiency) of revenues over expenditures	\$ (2,422,973)	\$ (173,345)	\$ (517,711)	\$ (161,246)
OTHER FINANCING SOURCES (USES)				
Proceeds from Refunding	-	-	-	-
Proceeds - Reoffering Premium on New Debt	-	-	161,912	-
Applied from GF Construction Fund	157,003	-	-	-
Discount and Issuance Costs	(128,855)	-	(78,791)	-
Operating transfers in/(out)	-	-	-	-
Total Other Financing Sources (Uses)	28,148	-	83,121	-
Excess (Deficit) of Sources vs. Uses of Funds	(2,394,825)	(173,345)	(434,590)	(161,246)
FUND BALANCE				
Beginning of Year	\$ 3,094,955	\$ 700,130	\$ 700,130	\$ 265,540
End of Year	\$ 700,130	\$ 526,785	\$ 265,540	\$ 104,294

**SCHEDULE OF DEBT SERVICE FOR 2019
AND TOTAL OUTSTANDING INDEBTEDNESS AS OF DECEMBER 31, 2018**

Debt Issue	Issue Amount	2019		2019 Total Principal and Interest	12/31/18		12/31/18 Total Remaining Balance
		Payments			Remaining Balance	Interest	
		Principal	Interest				
DEBT SERVICE FUND (05)							
<i>Library (020)</i>							
2012A G.O. Bonds Janney Montgomery Scott	\$ 2,110,000	\$ 20,000	\$ 44,756	\$ 64,756	\$ 2,020,000	\$ 175,485	\$ 2,195,485
2013A G.O. Bonds Robert W. Baird	155,000	25,000	750	25,750	50,000	1,000	51,000
2016A G.O. Notes Mesirov Financial, Inc	805,000	280,000	2,800	282,800	280,000	2,800	282,800
2017B G.O. Notes Robert W. Baird	110,000	10,000	1,938	11,938	100,000	10,018	110,018
Subtotal Library	\$ 3,180,000	\$ 335,000	\$ 50,244	\$ 385,244	\$ 2,450,000	\$ 189,303	\$ 2,639,303
2010A Bankers Bank G.O. Refunding Bonds	3,185,000	225,000	7,425	232,425	225,000	7,425	232,425
2011 Bankers Bank G.O. Bonds	1,315,000	170,000	13,265	183,265	575,000	24,575	599,575
2012A G.O. Bonds Janney Montgomery Scott	3,300,000	240,000	26,025	266,025	1,225,000	72,012	1,297,012
2013A G.O. Bonds Robert W. Baird	4,440,000	290,000	88,168	378,168	3,630,000	490,966	4,120,966
2013B G.O. Notes UMB Bank	2,460,000	245,000	20,816	265,816	1,270,000	62,192	1,332,192
2014A G.O. Bonds Wells Fargo	8,690,000	390,000	227,812	617,812	7,150,000	2,009,144	9,159,144
2015A G.O. Notes Piper Jaffray & Co.	4,105,000	540,000	58,025	598,025	2,890,000	218,063	3,108,063
2015B G.O. Bonds Robert W Baird	4,765,000	205,000	114,613	319,613	4,355,000	959,081	5,314,081
2016A G.O Notes Mesirov Financial, Inc	5,995,000	660,000	88,515	748,515	5,195,000	366,692	5,561,692
2017A G.O Bonds	5,265,000	195,000	147,300	342,300	4,985,000	1,567,598	6,552,598
2017B G.O Notes	545,000	50,000	9,550	59,550	495,000	47,225	542,225
2018A G.O. Bonds BOK Financial Securities	4,230,000	110,000	181,429	291,429	4,230,000	1,583,439	5,813,439
2018B G.O. Notes BOK Financial Securities	3,190,000	300,000	124,990	424,990	3,190,000	532,090	3,722,090
Subtotal Debt Service Fund	\$ 51,485,000	\$ 3,620,000	\$ 1,107,933	\$ 4,727,933	\$ 39,415,000	\$ 7,940,502	\$ 47,355,502
TOTAL DEBT SERVICE FUND Incl LIBRARY	\$ 54,665,000	\$ 3,955,000	\$ 1,158,177	\$ 5,113,177	\$ 41,865,000	\$ 8,129,805	\$ 49,994,805
PARKS RESTRICTED FUND							
2012A G.O. Bonds Janney Montgomery Scott	\$ 155,000	\$ 5,000	\$ 3,381	\$ 8,381	\$ 155,000	\$ 13,534	\$ 168,534
2013 State Trust Fund 2013148.01	75,000	7,574	1,100	8,674	40,008	3,363	43,371
2016A G.O. Notes Mesirov Financial, Inc	55,000	15,000	150	15,150	15,000	150	15,150
TOTAL PARKS RESTRICTED FUND	\$ 285,000	\$ 27,574	\$ 4,631	\$ 32,205	\$ 210,008	\$ 17,047	\$ 227,055

**SCHEDULE OF DEBT SERVICE FOR 2019
AND TOTAL OUTSTANDING INDEBTEDNESS AS OF DECEMBER 31, 2018**

Debt Issue	Issue Amount	2019		2019 Total Principal and Interest	12/31/18		12/31/18 Total Remaining Balance
		Payments			Remaining Balance	Interest	
		Principal	Interest				
TIF DEBT SERVICE FUNDS							
TIF 4 (080):							
2013A G.O. Bonds Robert W. Baird	620,000	60,000	9,955	69,955	445,000	45,248	490,248
2015A G.O. Notes Piper Jaffray & Co.	760,000	95,000	9,350	104,350	490,000	27,050	517,050
2016A G.O. Notes Mesirow Financial, Inc	1,450,000	195,000	18,650	213,650	1,030,000	52,500	1,082,500
2017B G.O. Notes Robert W. Barid	705,000	95,000	11,150	106,150	605,000	36,950	641,950
Subtotal TIF 4	3,535,000	445,000	49,105	494,105	2,570,000	161,748	2,731,748
TIF 6 (200):							
2011 Bankers Bank G.O. Bonds	2,725,000	295,000	50,988	345,988	1,950,000	151,406	2,101,406
2012A G.O. Bonds Janney Montgomery Scott	1,655,000	240,000	20,700	260,700	975,000	44,150	1,019,150
2013 State Trust Fund 2014011.01	600,000	59,943	8,707	68,650	316,636	26,615	343,251
2015 State Trust Fund 2016057.01	700,000	110,000	17,875	127,875	550,000	53,665	603,665
Subtotal TIF 6	5,680,000	704,943	98,270	803,213	3,791,636	275,836	4,067,472
TIF 9 (200):							
2018B G.O. Notes BOK Financial Securities	1,410,000	-	57,810	57,810	1,410,000	276,210	1,686,210
Subtotal TIF 9	1,410,000	-	57,810	57,810	1,410,000	276,210	1,686,210
TOTAL TIF DEBT SERVICE FUNDS	\$ 10,625,000	\$ 1,149,943	\$ 205,185	\$ 1,355,128	\$ 7,771,636	\$ 713,794	\$ 8,485,430

**SCHEDULE OF DEBT SERVICE FOR 2019
AND TOTAL OUTSTANDING INDEBTEDNESS AS OF DECEMBER 31, 2018**

Debt Issue	Issue Amount	2019		Total Principal and Interest	12/31/18		12/31/18 Total Remaining Balance
		Payments			Principal	Interest	
		Principal	Interest				
PROPRIETARY FUNDS							
Storm Water Utility (035):							
2011 Bankers Bank G.O. Bonds	\$ 560,000	\$ 60,000	\$ 4,190	\$ 64,190	\$ 185,000	\$ 7,729	\$ 192,729
2012A G.O. Bonds Janney Montgomery Scott	575,000	60,000	5,300	65,300	250,000	11,400	261,400
2013A G.O. Bonds Robert W. Baird	275,000	15,000	5,353	20,353	205,000	37,924	242,924
2017B G.O. Notes Robert W. Baird	335,000	30,000	5,887	35,887	305,000	28,894	333,894
2018B G.O. Notes BOK Financial Securities	100,000	10,000	3,907	13,907	100,000	16,057	116,057
Subtotal Storm Water Utility	1,845,000	175,000	24,637	199,637	1,045,000	102,004	1,147,004
Water Utility (030):							
2006 Revenue Bond	360,000	20,000	7,265	27,265	175,000	32,731	207,731
2006 Refunding Revenue Bond	910,000	130,000	8,353	138,353	260,000	11,147	271,147
2012A G.O. Bonds Janney Montgomery Scott	1,205,000	65,000	21,306	86,306	895,000	132,686	1,027,686
2013A G.O. Bonds Robert W. Baird	305,000	15,000	6,095	21,095	230,000	44,665	274,665
2016A G.O. Notes Mesirow Financial, Inc	760,000	70,000	10,445	80,445	610,000	44,027	654,027
2017B G.O. Notes Robert W. Baird	605,000	55,000	10,612	65,612	550,000	52,581	602,581
2018A G.O. Bonds BOK Financial Securities	245,000	5,000	10,626	15,626	245,000	97,321	342,321
Subtotal Water Utility	4,390,000	360,000	74,702	434,702	2,965,000	415,158	3,380,158
Wastewater Utility (040):							
2006 Revenue Bond	1,255,000	70,000	28,633	98,633	685,000	129,946	814,946
2006 Refunding Revenue Bond	190,000	20,000	1,285	21,285	40,000	1,715	41,715
2016A G.O. Notes Mesirow Financial, Inc	690,000	65,000	9,503	74,503	555,000	39,751	594,751
2017B G.O. Notes Robert W. Baird	735,000	70,000	12,800	82,800	665,000	62,850	727,850
2018A G.O. Bonds BOK Financial Securities	375,000	10,000	16,065	26,065	375,000	139,763	514,763
Subtotal Wastewater Utility	3,245,000	235,000	68,286	303,286	2,320,000	374,025	2,694,025
TOTAL PROPRIETARY FUNDS	\$ 9,480,000	\$ 770,000	\$ 167,625	\$ 937,625	\$ 6,330,000	\$ 891,187	\$ 7,221,187
TOTAL CITY DEBT	\$ 75,055,000	\$ 5,902,517	\$ 1,535,618	\$ 7,438,135	\$ 56,176,644	\$ 9,751,833	\$ 65,928,477
Total G.O. Debt	\$ 72,340,000	\$ 5,662,517	\$ 1,490,082	\$ 7,152,599	\$ 55,016,644	\$ 9,576,294	\$ 64,592,938
Total Utility Revenue Bonds	2,715,000	240,000	45,536	285,536	1,160,000	175,539	1,335,539
	\$ 75,055,000	\$ 5,902,517	\$ 1,535,618	\$ 7,438,135	\$ 56,176,644	\$ 9,751,833	\$ 65,928,477