

CITY OF VERONA

2014 BUDGET

**CITY OF VERONA
2014 ADOPTED BUDGET
TABLE OF CONTENTS**

INTRODUCTION / SUMMARY INFORMATION

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

BUDGETS

GENERAL FUND BUDGETS

General Government

Common Council.....	13 - 14
Municipal Court	15 - 17
Administration	18 - 21
Building and Grounds.....	22 - 23

Public Safety

Police Department.....	24 - 38
Emergency Preparedness.....	39

Public Works

Public Works Department	40 - 42
-------------------------------	---------

Culture, Recreation, Education

Recreation.....	43 - 47
Parks	48 - 50

Development

Planning / Zoning	51 - 55
Building Inspection	56 - 66

NON GENERAL FUND BUDGETS

Special Revenue Funds

Library	67 - 86
Refuse and Recycling	87 - 89
Senior Citizens	90 - 93
Urban Forestry	94 - 96
Broadband Telecommunication Regulatory Board	97 - 98
Fitch-Rona EMS District.....	99- 102
Fire Department	103- 108
VEDC.....	109

Construction Funds

Capital Projects.....	110 - 114
<u>Tax Incremental Financing Districts:</u>	
TIF No. 4 - Downtown S. Main Street & E. Verona Avenue.....	115 - 118
TIF No. 6 - Verona Technology Park.....	119 - 122
TIF No. 7 - West Side.....	123- 126

Enterprise Funds

Water Utility.....	127 - 130
Sewer Utility	131 - 134
Storm Water Utility	135 - 138

Debt Service

.....	139 -142
-------	----------



City of Verona

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

MEMORANDUM

TO: Members of the City Council
FROM: Jon Hochkammer, Mayor
DATE: November 8, 2013
RE: City of Verona Recommended Budget for 2014

I am pleased to submit for your consideration and approval, this *City of Verona 2014 Recommended Budget*. In order to give a sense of some of the major elements contained in the budget, I also submit for your review the following 2014 Budget Summary.

Verona continues to grow and is facing an increasing demand for public services. At the same time, the City is facing several financial challenges including increased costs, declining state aids, and limited growth in the property tax base. While development activity has increased over the past year, there will be a lag before the City's operating budget is able to benefit from the increase in tax base. The 2014 Recommended Budget attempts to address the City's most pressing needs while maintaining the City's strong financial position and preparing the City to address additional demands in the future.

After experiencing a citywide rate of annual net new construction growth of 1.2% as of January 1, 2012, the City added \$134,276,200 in net new construction by January 1, 2013, which is an increase of 8.5%. Most of the growth occurred in the City's tax incremental financing (TIF) districts. Verona's total equalized valuation outside its tax incremental financing (TIF) districts grew by \$15,845,000 in 2013, an increase of 1.3%. That is lower than the rate of inflation and in many areas the City is experiencing much higher cost increases. For example, the City is anticipating a 17.3% increase in premiums for the Local Government Property Insurance Fund and about a 9.5% in health insurance costs through the Wisconsin Public Employers Group Health Insurance Program. At the same time, Verona continues to face stagnant or declining state revenues including a \$36,374 (5.2%) decline in General Transportation Aids.

In order to meet these challenges and limit the impact on property taxes, the City has had to make difficult decisions on where to focus its priorities. The 2014 Recommended Budget includes funding for an additional police officer and an additional public works equipment operator. These positions will help contribute to safety in the community by providing additional law enforcement resources and improving the City's ability to conduct snow plowing operations in a timely manner. The Recommended Budget also maintains funding and staffing for other City departments and maintains a balance between limiting the current burden on the taxpayers while protecting the City's long-term fiscal health.

Financial Planning

Long-Term Budgeting Objectives

The City of Verona has developed several long-term budgeting objectives to help guide the development of annual budgets. I am proud to report that the 2014 budget continues to follow these objectives which will help to ensure that the City maintains its excellent fiscal health.

- Maintain service levels for programs that contribute to the high quality of life in Verona and avoid personnel reductions and furloughs that would result in a reduction in services provided to the community.
- Continue to meet the requirements of the Expenditure Restraint Program.
- Limit the use of fund balance and other one-time revenue sources to offset operating shortfalls and to pay for ongoing costs.
- Reduce borrowing by maintaining the City's property tax levy for capital items and the funding of replacement funds.
- Ensure that the City remains competitive in attracting and retaining qualified personnel while balancing the need to limit the cost of City operations.
- Make responsible investments in community facilities and infrastructure to support the needs of the growing community.
- Minimize the impact on City taxpayers by limiting tax rate increases to a modest level that can be sustained over time rather than pushing costs into future budgets.

Multi-Year Budget Planning: Although the City adopts an annual budget, the 2014 Recommended Budget is part of a multi-year financial plan that looks at both immediate funding needs and the long-term impact on the City's financial condition. Each year, the Mayor and Administration work to review and update this multi-year plan which includes projections of the City's growth, revenues and expenses, the status of the City's TIF districts, future staffing projections, and the capital improvement plan.

Contingency

The 2014 Recommended General Fund Budget includes \$25,000 in general contingency funds that are available to finance unanticipated expenditures as well as to help cover any revenue shortfalls. In August of 2013, the City adopted a financial management policy that sets a goal of funding a general contingency at 0.5% of the City's general fund budget, which would be approximately \$35,000. Ideally this contingency would be fully funded in 2014. However, in order to limit the impact on taxpayers, the Recommended Budget includes funding at \$25,000 with the intent to increase the funding to 0.5% of the City's general fund budget in 2015.

Fund Balance

When the City adopted revisions to its financial management policy in August 2013, the target range for the City's undesignated fund balance was increased to a range of 25% to 35% of the subsequent year's general fund expenditures. One of the reasons for the increased range is the concentration of the City's tax base in one property owner, Epic Systems Corporation, which represents about 27% of the property value within Verona. Included in the 2014 Recommended Budget is the use of \$275,000 of undesignated fund balance to fund operations in the City's

general fund, which is the same level used in the 2012 and 2013 budgets. Also included is a one-time payment to the Town of Verona of \$130,392 for the buyout of capital assets from the Verona Fire District. With these allocations, the projected undesignated fund balance at the end of 2013 is \$2,395,314 or 34.5%. The City cannot continue to apply these one-time funds toward operational costs indefinitely. The City's multi-year financial plan includes the allocation of \$275,000 from undesignated fund balance in the 2014 and 2015 budgets with no fund balance applied beginning in 2016. That is projected to reduce the undesignated fund balance to about 27% of general fund expenditures which is within the target range in the financial management policy.

Property Tax Revenue

Property Taxes are the largest source of the City's general revenues comprising approximately 51% of the general fund. The 2014 Recommended Budget includes a non-TIF property tax levy of \$8,504,849. This is an increase of \$351,564 or 4.3% over the 2013 Approved Budget. The total equalized value of all non-TIF property in the City grew by \$15,845,000, an increase of 1.3%. The projected net impact on the City portion of the equalized property tax rate is an increase of 3.0% from \$6.5335 to \$6.7298 per \$1,000 of assessed value. The City conducted a revaluation of all property within the City for the 2013 tax year. Therefore individual properties may see a higher or lower change in City taxes depending on how their assessment change compares to the overall change in assessments.

A state imposed property tax levy limit restricts the amount that municipalities can increase their tax collections to the actual increase in value generated from net new construction plus the net increase in debt service costs and other allowable adjustments. For the 2014 budget, the City's allowable operating levy increase is \$651,835. This includes the impact of net new construction (8.5%), an increase for the closure of TIF District #5, a reduction for the use of a non-base building debt service adjustment in the 2012 tax year, and adjustment for the transfer of service for ambulance insurance from Dane County to the Fitch-Rona EMS District.

Since most of the City's net new construction growth was in TIF Districts, the available tax base to fund operating costs in the 2014 budget is limited with an increase of only 1.3% in non-TIF equalized value. Therefore in order to limit the burden on tax payers, the 2014 Recommended Budget does not utilize all of the available capacity under the state levy limit. The property tax levy proposed in the 2014 Recommended Budget is an increase of \$351,564 which is \$300,271 below the operating levy limit.

	<u>2013 Budget Year</u>	<u>2014 Budget Year</u>
Non-TIF Tax Levy	\$8,153,285	\$8,504,849
Percent Change in Levy	2.1%	4.3%
Projected City Equalized Tax Rate per \$1,000	\$6.5335	\$6.7298
Percent Change in Equalized Mill Rate	1.4%	3.0%

State Aid Programs

After the property tax, state aids are the next largest source of the City's general revenues. The following aid programs represent approximately 15% of the general fund in 2014. This percentage has declined over the past several years as funding for state aid programs

continues to decrease.

State Transportation Aids: In 2014 the City will receive \$669,462 in transportation aid, which is a decrease of \$36,374 or 5.2%. The amount of aid received is calculated based on a formula that includes the City's average expenditures for road projects and maintenance as well as the number of miles of streets in the City. Verona's payment under this program has decreased for the past four years with a total reduction of \$247,508 (27.0%).

Shared Revenues: State Shared Revenues are projected to remain flat in 2013 with a payment of \$132,165, which is a decrease of \$2. Originally this program was intended to redistribute a portion of state collected income and sales tax revenues to municipalities based on a formula that included population and valuation per capita. However, this formula has been suspended for several years and funding of the program has declined in recent state budgets. The City of Verona received a 15% cut to its payment in 2010 and a 14.3% cut in 2012.

Exempt Computer Aid: In 2013 the City of Verona is projected to receive approximately \$24,000 in aid provided based on the value of tax-exempt computer equipment located in the municipality. For 2014, it is anticipated that this revenue will increase to \$44,000. This increase is due to the closure of TIF District #5 and the inclusion of exempt computer aid for property from this district in the City's general fund.

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 2014, the projected payment is \$13,500 which is an increase of \$1,500 from the 2013 level.

Recycling Grant: The State of Wisconsin provides grants to municipalities to help offset the cost of recycling programs. After receiving a \$14,600 decrease in this aid in 2012, the City's payment for 2014 is projected to remain flat at \$22,000.

Expenditure Restraint Program: The State Expenditure Restraint Program provides additional aid to communities that voluntarily limit the growth of their General Fund expenditures to a percentage determined by the amount of new construction growth and inflation. By qualifying for this program with the 2013 budget, Verona will receive a payment in 2014 in the amount of \$176,006. This is a decrease of \$3,923 or 2.2%. State funding for this program has remained flat, but the amount of aid received by each municipality depends on the number of qualifying communities and a formula that considers local tax rates and overall tax base. The 2014 budget again qualifies for this program which will allow the City to receive a payment in 2015.

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 property tax rate. As the water utility has added assets, the amount of this payment has increased. During 2013 several significant assets were added for the utility including well #5 and reservoir, Liberty Business Park phase I, and Cathedral Point and Scenic Ridge improvements. The projected payments for 2014 are \$625,000, which is an increase of \$120,000 or 23.8% over the 2013 level.

Building & Planning Permits: The City collects revenue from building permits and planning applications. The 2013 budget included a significant increase in anticipated building permit revenue bringing the total to \$525,773. However, due primarily to the anticipated start of the Epic Campus 4 project in 2014 rather than 2013, projected revenue in 2013 is \$328,259. The 2014 Recommended Budget includes a revenue estimate of \$515,784, which reflects initial

development of the Epic Campus 4 and 5 projects. This is a decrease of \$9,989 (1.9%) from the 2013 budget.

Recreation Charges: The amount of fees projected for recreation programs is projected at \$211,300 for 2014, which is an increase of \$4,900 (2.4%). This increase is based on increased levels of participation in several programs. Included in the operating budget is a corresponding increase in the cost to accommodate the additional participants.

Investment Income: Interest on the City's general fund investments is projected to remain flat at \$180,000 in 2014. The amount of income received from investments varies significantly based on the interest rates available in the market. While there are some indications that interest rates may be increasing in the future, it is not anticipated that there will be significant changes in investment earnings over the next year.

Public Service Enhancements

The 2014 Recommended Budget maintains the City's commitment to provide effective public services in a cost effective manner. Several additional positions and initiatives have been requested for 2014. Funding all of these would have required almost a 20% increase in the City's property tax levy. While many of these requests have merit, the City cannot afford to do everything in one year without placing a significant burden on taxpayers. The Recommended Budget includes funding for those items that are considered to have the greatest impact on maintaining core services for City residents while limiting the increase in the projected equalized tax rate to 3.0%.

Police Staffing: The 2014 Recommended Budget includes funding for a new police officer. This position will help to support the department's patrol operations and maintain effective coverage as the City continues to grow. The Police Department had also requested the hiring of a second Police Lieutenant position in order to provide additional management and supervision for the Department. While this position was not included in the 2014 Recommended Budget, it is a high priority and should be considered in the future.

Public Works Equipment Operator: Also included in the 2014 Recommended Budget is an additional Public Works Equipment Operator. This position would assist in maintaining public streets and other infrastructure, plowing snow, street sweeping, street painting, and assisting with other department operations. The Public Works Department has not added a full-time staff position since 2006. During the past several years, the City has grown significantly which has strained the City's ability to provide service at the level expected by City residents. Particularly in the area of deicing and snow removal operations, this is a safety issue both for residents and staff.

Fire Department Staffing: Beginning on January 1, 2014 fire protection services will be provided by a City Fire Department. The City and Town of Verona have agreed to the dissolution of the Verona Fire District and entered into a long-term contract for service to be provided to the Town by the City Department. Under the terms of these agreements, the Town is surrendering their interest in the fire station property and has agreed to make annual payments to the City to help pay for the operations and capital equipment needed for the Department. The City has agreed to pay for the cost of constructing a new station to house the City Fire Department and Fitch-Rona EMS. Included in the 2014 Recommended Budget are funds to begin construction of the new facility which is planned to be completed in 2015. The Fire Department also requested funding to begin staffing one position in the evenings during 2014. It is recommended that the City delay that change until 2015 when the new facility is operational.

Library Staffing: The Verona Public Library has requested funding for eight full-time equivalent positions and the remodeling of the staff workspace area at a cost of \$461,269. These positions would assist in keeping up with the demand for circulation and library programming as well as increasing the number of story time sessions and including Sunday library hours. The Verona Public Library has done a great job and their programs are very popular in the community, however no additional staff positions are included in the 2014 Recommended Budget due to the City's fiscal constraints. Funding for additional staff may be considered in future budgets and should be weighed against other City priorities.

Capital Projects and Debt Service

The 2014 budget includes \$9,123,213 of general capital projects funded primary through general obligation capital borrowing. Other sources of revenue include restricted park fees (\$57,000), the use of replacement funds (\$316,200), the application of unspent balances from prior projects (\$310,000), and the capital projects tax levy (\$162,113). The projected balance to be funded through capital borrowing is \$8,587,900. Debt issued for 2014 projects would first be payable in 2015. Principal and interest payments for debt issued in prior years are paid through the debt service fund.

Streets and other transportation improvements represent the largest share of the City's general capital projects for 2014 with \$5,361,972 in projected costs. This includes:

• Mill and Overlay of Existing Streets	\$821,800
• Silent Street Bike Path Connection & Engineering	\$73,500
• CTH M Reconstruction Engineering & Right-of-Way	\$2,700,000
• Verona Avenue Intersection Improvements	\$1,000,000
• Reconstruction of Lincoln Drive	\$485,100
• Replace Railing on Cross-Country Road	\$9,900
• CTH PB Bridge Replacement Engineering	\$14,172
• Traffic Signal Installation (Paoli & Main)	\$175,000
• Badger Mill Creek Trail Connection Engineering	\$82,500

The 2014 Budget includes \$3,250,000 to begin construction of a new Fire and EMS station at the corner of Verona Avenue and Lincoln Street. The City borrowed \$500,000 for this project in 2013 to fund initial architectural and construction manager services. A place holder of \$7,000,000 has been included in the City's capital improvement plan for this project, but that number will need to be updated based on the final space needs analysis and construction estimates based on the schematic design. The project timeline includes completion of a schematic design by the end of 2013 with detailed design work and construction document preparation in early 2014. The City would then be in a position to bid the project in spring 2014 with construction commencing by mid-2014 with completion in late spring 2015.

Other projects for 2014 are \$82,000 for park facilities, \$239,000 for the replacement of equipment for public works and the parks department, \$62,200 for replacement police vehicles, and \$57,100 for other police department equipment replacements, and \$30,941 for EMS capital equipment. A complete list of the specific projects can be found in the Capital Projects section of the budget.

The debt service fund includes the payment of principal and interest on borrowed funds. In 2014 debt payments for principal and interest will total \$6,013,370. Of this amount, \$3,063,941

is general and library debt service, \$43,578 is paid from restricted park fund revenues, \$1,979,511 is paid by TIF district funds, and \$926,340 is supported by the City's water, sewer and storm water utilities. The recommend property tax levy for debt service is \$2,533,481 in 2014 which is an increase of \$79,487 from 2013. The State of Wisconsin sets a legal debt margin at 5% of equalized value for all general obligation debt. As of December 31, 2013 general obligation debt principal outstanding is projected at \$33,508,569 or 39.8% of the State imposed legal debt limit. City policy is more restrictive than the state requirement limiting general obligation debt to 3.75% of equalized value. Additional detail on the City's debt can be found in the debt service section of the budget.

Other Expenditures

Below is a summary of the 2014 Recommended Budget by department. Included in the Recommended Budget is a personnel contingency with funds for a 2% cost-of-living adjustment for general non-union employees. Additional funds are included in the personnel contingency for the settlement of a collective bargaining agreement with the City's sworn non-management police employees and a potential collective bargaining agreement with Fire Department employees. The Library budget also includes funds for a 2% cost-of-living adjustment for library employees.

The **City Council** budget includes funds for the salaries of the Mayor and City Council. The 2014 budget maintains the salaries at the current level of \$7,200 annually for the Mayor and \$36,000 for the eight council members. Included in the City Council budget is \$45,000 for general legal services, which is an increase of \$5,000 to cover an increase in rates for the City Attorney. Also included is \$4,747 for the City's membership dues in the League of Wisconsin Municipalities, \$2,705 for the City's membership in the Dane County Cities and Villages Association, and \$1,650 for the City's Employee Assistance Program. Overall the 2014 City Council budget includes an increase of \$8,192 (8.3%) from 2013.

The **Municipal Court** budget includes funding for the salaries of the Municipal Judge and for a part-time Court Records Clerk at 30 hours per week. The budget includes \$40,000 for prosecuting attorney fees. The 2014 budget is a net increase of \$1,162 (1.1%) from the 2013 level.

The **Administration** budget includes funding for the Administration Office, Elections, and the Assessor. Administration staff includes the City Administrator, Finance Director, City Clerk, Administrative Assistant, and the Accounting Assistant. Staffing levels remain unchanged from 2013. Professional services include support for the accounting, accounts receivable and payroll systems, document management, and audit fees. **Elections** expenditures are projected to increase from \$12,470 in 2014 to \$24,210 due to four anticipated elections in 2014. The **Assessor** budget includes the professional services and support for the contracted City Assessor. Funds were included in 2013 to complete a revaluation of properties within the City. The total assessing budget for 2014 is \$71,214 which is a decrease of \$31,550 due to the completion of the revaluation. Also included in the Administration budget is \$26,300 for the City's annual financial audit and \$20,000 for computer equipment and information technology services. Overall, the Administration budget includes an increase of \$11,740 (2.0%) compared to 2013.

The **Building and Grounds** budget includes utilities, repairs, contracted cleaning services, general maintenance and supplies for the City Services Center. Utility costs are increasing modestly in 2014 by \$2,500 to \$34,000. Funds are also included to support day-to-day building maintenance needs. This task is assigned to one of the building inspection employees.

Estimated repair and maintenance costs are increasing by \$3,300 to \$14,500 as the age of the facility increases. In total, the Building and Grounds budget reflects an increase of \$6,146 or 7.6% from 2013.

The **Police Department** budget supports the activities of the Chief of Police, a Police Lieutenant, three Police Sergeants, a Business Officer Manager, 1.50 Police Records Clerks, and 16 full-time Police Patrol Officers. The budget also includes funding for the School Crossing Guards. The 2014 Recommended Budget includes funding for a new police officer position to bring the number of sworn positions to 22. The Department does not receive any state or federal funding for police officers. However, the City does receive financial support from the Verona Area School District for the Police School Liaison Officer assignment. The recommended Police Budget reflects an increase of \$44,214 (1.6%).

The **Emergency Preparedness** budget exists to cover costs associated with emergency preparedness training. There are no employees dedicated to the Emergency Preparedness budget. The 2014 recommended Emergency Preparedness budget does not include the requested overtime funds as scheduled staff time in other budgets can be used to continue current planning activities. The 2014 Recommended Budget does maintain \$4,240 in operating and capital funds to support planning and training activities.

The **Public Works Department** budget includes funding for the maintenance of City streets and equipment, snow removal, street lighting, and other repairs and operations. The 2014 Recommended Budget includes \$67,866 for an additional equipment operator position. Total personnel costs are budgeted at \$536,856, which is about 49% of the total department budget. Other major items are \$206,362 for street lighting, \$111,000 for fuel and vehicle maintenance, \$74,000 for the purchase of salt and sand, and \$35,000 for the crack-filling program. Overall, the 2014 Public Works budget is an increase of \$104,815 (10.5%) compared to 2013.

The **Park and Recreation Department** budgets includes funding for the replacement of a play structure at Raywood Park, a contribution toward the resurfacing of Verona Area School District tennis courts used by the City's recreation programs, resurfacing the parking lot at Community Park, and the replacement of a Kubota tractor. Funding for these projects will come from a combination of borrowed funds, parkland dedication restricted funds, and the property tax levy. The 2014 Parks operating budget includes a decrease of \$548 (0.1%) compared to 2013.

Due to higher levels of program participation, the Recreation Department budget includes an increase in both the revenues and expenditures for recreation programs. Funding for the Recreation Budget includes an increase of \$7,800 (3.2%) compared to 2013.

The **Planning and Development Department** budget supports the Director of Planning position and a part-time GIS consultant. The Planning Department provides both day-to-day and long-term planning services including urban service area expansions, plat reviews, redevelopment projects, and TIF District development. Additional activities include working with the Town of Verona, City of Madison, City of Fitchburg, Dane County and the Verona Area School District on a variety of planning related issues. Included in the budget is \$11,000 in professional services for the City Engineer to assist in reviewing development proposals and \$5,000 to hire a consultant to assist with a portion of the City's North Neighborhood Plan. The \$6,000 that has been previously budgeted for a GIS intern would be applied toward the cost of a GIS Technician position shared with the City's utilities. The 2014 budget reflects a total decrease of \$13,481 (10.7%).

The **Building Inspection Department** budget supports the activities of two full-time building inspectors, two part-time plan reviewers, and contracted assistance for commercial inspections. A significant portion of the building permit revenues projected in 2014 is related to commercial development including additional proposed office buildings on the Epic campus. The 2014 budget for building permit revenues is \$515,784. This includes \$36,950 for fire plan review fees. Beginning in 2014, fire plan review is anticipated to be conducted by a part-time limited term or contracted position within the Building Inspection department. The 2014 budget includes \$35,000 for this purpose which will be paid through the plan review fees. Overall expenditures are projected to increase by \$42,947 (18.6%).

The 2014 **Library** operating budget expenditures reflect an increase of \$3,919 (0.3%) more than the 2013 budget. The overall cost of personnel services is an increase of \$34,039 (4.6%). This includes a 2% cost-of-living adjustment for library staff and additional adjustments for three positions. Operating expenses are increasing by \$9,332 (3.3%). This includes additional costs for information technology services provided by the South Central Library Service and increased utility costs. The budget for office equipment and library materials is increasing by \$3,560 (2.0%). This includes an additional \$35,000 addition to the library facility replacement plan. Anticipated expenditures from that plan are projected at \$8,000, a decrease of \$43,000 (84.3%) from the prior year. Debt service payments for the library are decreasing by \$65,362 (10.8%) The 2014 Recommended Budget also applies \$80,000 from impact fees, facility donations, and the rental of the former library building to offset debt service costs.

The **Refuse and Recycling** budget activities are under the supervision of the Public Works Department. The City contracts with Waste Management to collect refuse and recyclable materials. Also included in this budget are costs for labor and equipment associated with collecting brush and yard waste and staffing the drop-off center. In 2011, the City conducted a request-for-proposal process for refuse and recycling collection. Waste Management was selected to continue this service through a combination of biweekly automated recycling collection and weekly manual refuse service. The 2014 Recommended Budget reflects a projected increase in the number of homes resulting in additional expenditures of \$55,768 (9.4%). In order to cover increased service costs and a decline in recycled material revenue, the 2014 Recommended Budget includes a \$10 increase in the annual refuse and recycling fee to \$170 per household.

The **Senior Center** operating budget reflects an increase of \$25,351 (7.9%). This is primarily a result of higher costs for nutrition program supplies which include an increase of \$19,300. The per meal cost has increased, but the primary factor behind the additional costs are increased participation in the meal program. The primary funding source for the Senior Services budget is property taxes at \$304,638. Other revenue sources include rental income (\$15,500), delivered meal contributions (\$9,500), and on-site meal contributions (\$12,000). The 2014 budget allocates \$15,500 from the anticipated rental income toward the replacement fund for equipment and furnishings in the facility.

The **Urban Forestry** budget generates most of its funding from street tree fees collected with building permits and the property tax levy. Objectives for 2014 include the planting of 70 trees as well as continued monitoring and the potential treatment of trees for the Emerald Ash Borer. Proposed expenditures total \$22,875 in 2014, which is an increase of \$2,950 (14.8%). This increase is primarily due to an anticipated increase in the number of street trees planned for new homes. The Urban Forestry activity is administered by the Park and Urban Forestry Director with oversight by the Recreation and Forestry Commission.

The **Broadband Telecommunications (BTRB)** budget supports a Cable Broadcast Coordinator. The primary function is to cablecast City Council and Plan Commission meetings as well as other on-air programming. Beginning in 2013, the City also started placing City Council and Plan Commission meetings on YouTube. Funding is included in the 2014 Recommend Budget to increase the Cable Coordinator position from 80% to full-time. Funds are also included for potential redesign of the City's website which would include enhanced features for public interaction and making it easier to update with current content. Funding for the BTRB operations is derived entirely from cable franchise fees.

The **Emergency Medical Services** budget reflects the City's share of the total operating and capital budget for Fitch-Rona EMS District. The Fitch-Rona operating budget totals \$1,933,400 of which \$310,021 is funded by the City of Verona. This is an increase of \$18,811 (6.5%) from 2013. The City's share of the operating levy based on equalized value is 37.7%. In addition the City levies for the cost of renting the Verona EMS facility on Venture Court. The total City of Verona operating budget for EMS services in 2014 is \$366,225.

The Verona Fire District will be dissolved at the end of 2013 and beginning on January 1, 2014 fire protection services will be provided by the City **Fire Department**. The Recommended Budget includes funding for six full-time firefighters plus part-time paid-on-premise and paid-on-call staffing. The total Fire Department operating budget for 2014 is \$951,833. Under the terms of a service agreement, the Town of Verona will provide a payment of \$149,495 toward the operating costs of the department. In addition the Town will make a payment for capital equipment utilization in the amount of \$30,000. Other revenues include \$72,000 for state fire insurance 2% dues and \$2,000 for the Badger Prairie facility. The City of Verona's property tax levy for Fire Department operations is \$728,338. The 2014 Fire Department capital equipment budget includes \$30,000 for turn-out gear, \$5,000 for replacement hose and appliances, and \$3,000 for tools. The City's capital projects budget includes funds to begin the construction of a new Fire and EMS facility.

The 2014 Recommended Budget includes three active Tax Increment Financing (TIF) districts.

TIF 4-Downtown was created in 1996 to promote development and improvements in the downtown business area. Since its creation, TIF 4 value has increased by \$27,190,600. In 2011 the City amended the TIF 4 project plan with two primary changes. First the amendment increased the allowable expenditures from the original project plan of \$2,775,000 to \$7,925,000, an increase of \$5,150,000. The second change allows for TIF project plan improvements to be incurred up to 1/2 mile outside of the TID boundaries. For 2014, TIF increment is projected at \$649,000, which will pay for debt service, TIF Note pay-as-you-go obligations, and administrative costs. The budget also includes \$1,500,000 as a place-holder for potential expenditures related to the implementation of a downtown transportation and corridor study conducted during 2013.

TIF 6-Southeast Verona Technology Park/Liberty Business Park was created in 2000 and reflects a current incremental value of \$31,167,300, which is expected to generate \$744,000 in TIF increment in 2014. The increment will be used to pay for debt service and administrative costs. In 2011, the City entered into a development agreement for phase one of Liberty Business Park. Included in the 2014 budget is \$600,000 for the completion of Liberty Business Park phase one improvements and the potential extension of Liberty Drive north toward Whalen Road.

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

In 2011 Epic completed an expansion of the learning center and began construction of a larger auditorium facility. The Deep Space auditorium was completed in 2013. Epic also completed the three Farm Campus office buildings in 2013. In 2014 Epic is expected to begin construction on up to ten additional office buildings for Campuses 4 and 5 which are located outside of TIF District #7. Additional TIF project costs are expected for the construction of a water reservoir and pump system as well as improvements to Nine Mound Road and the intersection with County Highway PD.

The current incremental value of TIF 7 is \$362,503,000 which is projected to provide \$8,661,000 in tax increment to pay for debt service, TIF pay-as-you go obligations, remaining project costs and TIF administration. The 2014 Recommended Budget includes \$4,000,000 for the acquisition of right-of-way and initial construction of improvements to North Nine Mound Road and the intersection with County Highway PD. Currently, it is projected that TIF District #7 will be able to close in 2015, making the additional tax base available for the City's 2016 budget.

Also included in the Recommended Budget are the City's three utilities: **Water, Sewer, and Storm Water**. These utilities are operated as enterprise funds with the revenues coming primarily from the utility rate payers. There are no property tax levy funds included in the utility budgets. The 2014 Recommended Budget includes converting a part-time GIS intern to a full-time GIS Technician. This position would primarily be funded by the Water, Sewer, and Storm Water Utilities with \$6,000 of support coming from the City's Planning Budget within the General Fund to cover the portion of the time this position would support that department.

Conclusion

This summary along with the departmental narratives that follow in the budget document provide information to understand what is included in the 2014 proposal. Despite facing several challenges, we have put together a budget that maintains City services while responsibly planning for the future and maintaining the City's long-term financial health. This budget accomplishes these goals while limiting the tax rate increase to a modest and sustainable level.



City of Verona

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

BUDGET AMENDMENT SUMMARY

The following table provides a summary of the approved budget amendments with modifications to the 2014 Recommended Budget.

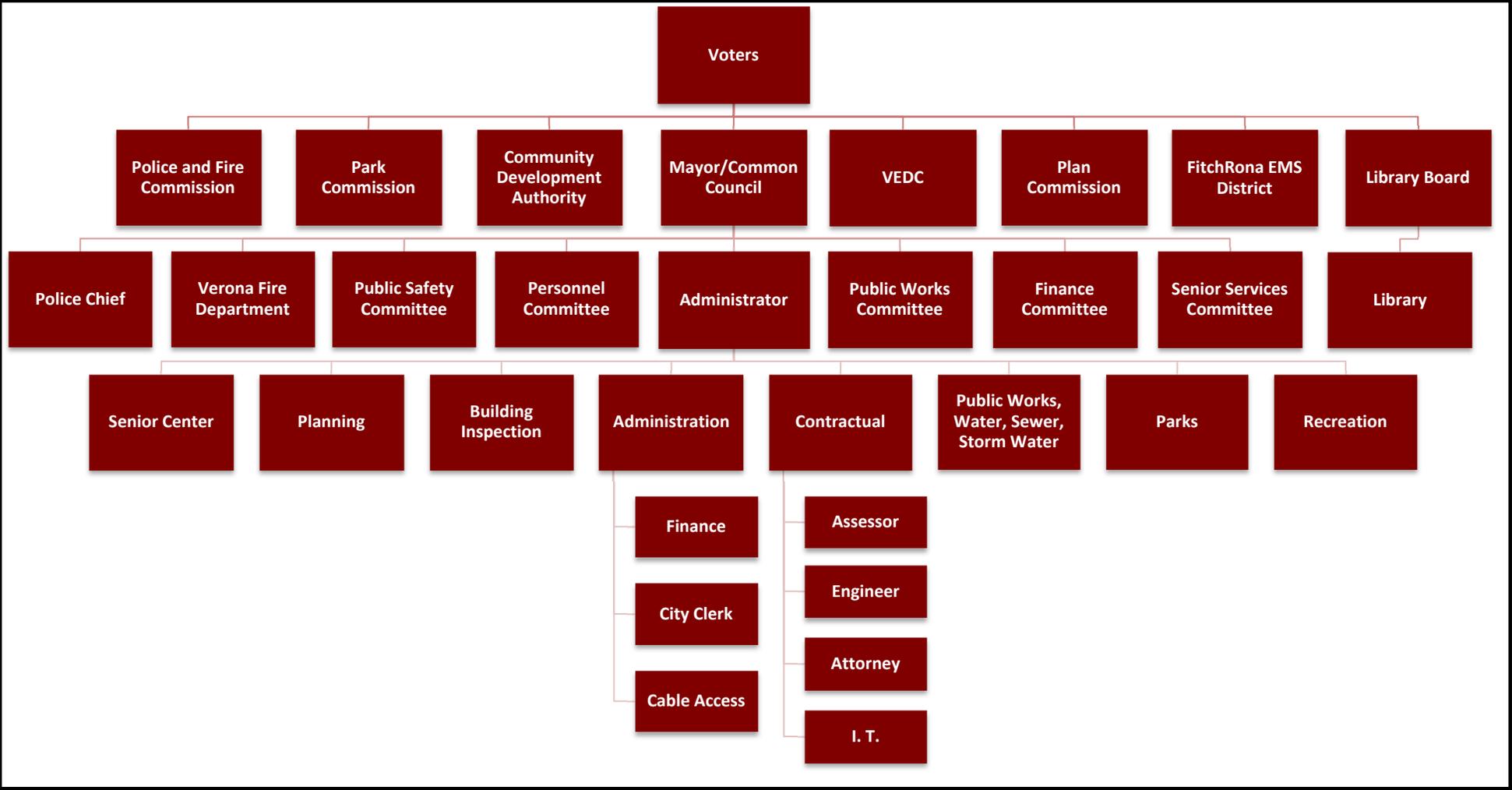
Amendment Number(s)	Description	Expenditure/ Revenue Increase (Decrease)	Property Tax Levy Increase (Decrease)
2014-02, 23	Move \$70,000 for Cathedral Point park phase 1 development from 2015 to 2014. Reduce Westridge park from \$25,000 to \$5,000 in 2014.	\$50,000	\$0
2014-05, 16, 20, 24	Fund a Police Lieutenant in place of a Police Officer. Utilize savings from the progression analysis and delayed hiring.	\$0	\$0
2014-06	Reduce the following department budgets for printing costs: Council \$550, Administration \$500, Police \$850, Public Works \$600.	(\$2,500)	(\$2,500)
2014-12	Add funds to increase the Senior Center administrative support position from 520 to 1,000 hours per year.	\$6,459	\$6,459
2014-14	Remove \$15,000 carryover for a fire/ems consolidation study.	(\$15,000)	\$0
2014-17	Reduce the property tax levy by \$41,278 through the following adjustments: reflect ICI premium holiday, increase title inquiry fees, reduce estimated fuel costs, reduce police recruitment budget, reduce utility and street lighting cost estimates, recognize savings from staff turnover, reduce library operating line items.	Expenditure Reduction (\$37,278) Revenue Increase \$4,000	(\$41,728)
2014-18	Increase the Municipal Court Fee to from \$28 to \$38.	\$7,000	(\$7,000)
2014-21	Add \$25,175 to the Library Budget to hire one additional Library Assistant position (0.5 Full-Time Equivalent)	\$25,175	\$25,175
2014-25	Reflect the net impact of open enrollment adjustments for health insurance.	\$18,450	\$18,450
2014-26	Increase Senior Center Revenues and Expenditures to adjust for an increase in nutrition program meal costs from Dane County.	\$8,000	\$0
		TOTAL LEVY IMPACT	(\$694)

**CITY OF VERONA
2014 BUDGET
CITY OFFICIALS**

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

* *Members of the Finance Committee*

**CITY OF VERONA
ORGANIZATIONAL CHART
2014**



**STAFFING TABLE
2014 ADOPTED BUDGET**

DEPARTMENT	2013 <u>Positions</u>	2013 <u>FTEs</u>	2014 <u>Positions</u>	2014 <u>FTEs</u>
<i>ADMINISTRATION</i>				
Administrator	1	1.00*	1	1.00*
City Clerk	1	1.00*	1	1.00*
Finance Director/Treasurer	1	1.00*	1	1.00*
Administrative Assistant	1	1.00	1	1.00
Accounting Assistant	1	1.00	1	1.00
	5	5.00	5	5.00
<i>MUNICIPAL COURT</i>				
Court Clerk	1	0.75	1	0.75
<i>POLICE DEPARTMENT</i>				
Police Chief	1	1.00	1	1.00
Lieutenant	1	1.00	2	2.00
Sergeant	3	3.00	3	3.00
Uniformed Patrol Officers	13	13.00	13	13.00
Police School Liaison Assignment	1	1.00	1	1.00
Detective Assignment	2	2.00	2	2.00
Business Office Manager	1	1.00	1	1.00
Police Records Clerk	2	1.50	2	1.50
Part-time Patrol Officers	3	0.50	3	0.50
	27	24.00	28	25.00
<i>PUBLIC WORKS</i>				
Public Works Director	1	1.00	1	1.00
Assistant Public Works Director	1	1.00	1	1.00
Street Superintendent	1	1.00	1	1.00
Maintenance Worker	7	7.00	7	7.00
Equipment Operator	1	1.00	2	2.00
GIS Technician	--	---	1	1.00
Water Operator	1	1.00	1	1.00
Office Manager	1	1.00	1	0.60
Administrative Assistant	1	0.60	1	1.00
	14	13.60*	16	15.60*
<i>PARKS</i>				
Parks Director	1	1.00	1	1.00
Grounds Maintenance	3	3.00	3	3.00
	4	4.00	4	4.00

**STAFFING TABLE
2014 ADOPTED BUDGET**

DEPARTMENT	2013 <u>Positions</u>	2013 <u>FTEs</u>	2014 <u>Positions</u>	2014 <u>FTEs</u>
<i>RECREATION</i>				
Recreation Director	1	1.00	1	1.00
	1	1.00	1	1.00
<i>PLANNING/ZONING/BUILDING</i>				
Planner/Zoning Administrator	1	1.00	1	1.00
Building Inspector	2	2.00	2	2.00
	3	3.00*	3	3.00*
<i>SENIOR CITIZEN CENTER</i>				
Director	1	1.00	1	1.00
Outreach/Case Management	1	1.00	1	1.00
Nutrition Aides	3	0.62	3	0.62
Program Assistant	1	1.00	1	1.00
Administrative Support	1	0.30	2	.48
	7	3.92	8	4.10
<i>FIRE DEPARTMENT</i>				
Fire Chief			1	1.00
Deputy Chief			1	1.00
Fire Lieutenant			3	3.00
Firefighter			1	1.00
Part Time (POC / POP)			**	5.60
			6	11.60
<i>BROADBAND TELECOMMUNICATIONS</i>				
<i>REGULATORY BOARD</i>				
Cable Videographer	1	<u>0.80</u>	1	<u>1.00</u>
TOTAL CITY DEPARTMENTS	<u>63</u>	<u>56.07</u>	<u>73</u>	<u>71.05</u>

* Employee salary and fringe benefits are distributed between multiple budgets

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

**STAFFING TABLE
2014 ADOPTED BUDGET**

	2013	2013	2014	2014
	<u>Positions</u>	<u>FTEs</u>	<u>Positions</u>	<u>FTEs</u>
<u>VERONA PUBLIC LIBRARY</u>				
Director	1	1.00	1	1.00
Youth Services	3	2.50	3	2.50
Evening Librarian	1	1.00	1	1.00
Circulation Supervisor	2	2.00	2	2.00
Circulation Assistant	8	4.05	8	4.05
Technical Services	1	1.00	1	1.00
Library Assistant	1	0.50	2	1.00
Summer Library LTE	2	0.46	2	0.46
Pages	<u>12</u>	<u>2.75</u>	<u>12</u>	<u>2.75</u>
TOTAL LIBRARY	<u>31</u>	<u>15.26</u>	<u>32</u>	<u>15.76</u>
TOTAL CITY AND LIBRARY	<u>94</u>	<u>71.33</u>	<u>105</u>	<u>86.81</u>

NOTICE OF PUBLIC HEARING FOR THE 2014 PROPOSED BUDGET FOR THE CITY OF VERONA

Notice is hereby given that on Monday, November 25, 2013 at 7:00 p.m. at the Verona City Hall, located at 111 Lincoln Street, a PUBLIC HEARING on the PROPOSED BUDGET of the City of Verona will be held. The following is a summary of the proposed 2014 budget.

<u>GENERAL FUND</u>	<u>2013 ADOPTED Budget</u>	<u>2013 Estimated</u>	<u>2014 Proposed</u>	<u>2013 Budget vs. 2014 Proposed</u>
REVENUES:				
Taxes:				
General Property Taxes	\$ 3,388,492	\$ 3,380,000	\$ 3,543,692	4.58%
Other Taxes	505,000	532,949	625,000	23.76%
Intergovernmental Revenues	1,053,932	1,056,438	1,035,133	-1.78%
Licenses and Permits	558,773	361,259	548,784	-1.79%
Fines, Forfeitures & Penalties	102,000	93,500	101,500	-0.49%
Public Charges for Services	246,500	244,308	251,400	1.99%
Interest on Investments	180,000	180,000	180,000	0.00%
Miscellaneous Revenues	46,500	119,850	66,500	43.01%
Interfund Transfers/Bond Proceeds	346,803	-	314,991	-9.17%
Applied Funds	275,000	275,000	275,000	0.00%
TOTAL REVENUES	\$ 6,703,000	\$ 6,243,304	\$ 6,942,000	3.57%
EXPENDITURES:				
General Government	\$ 860,753	\$ 845,699	\$ 864,513	0.44%
Public Safety	2,799,024	2,584,232	2,836,533	1.34%
Public Works	998,143	1,026,519	1,102,968	10.50%
Culture & Recreation	703,282	695,219	710,534	1.03%
Conservation & Development	357,399	331,433	386,865	8.24%
Contingency	32,000	-	100,000	212.50%
Insurance (excluding health)/Other Financing Uses	488,303	280,817	476,491	-2.42%
Interfund Transfers-Hydrant Rental	464,096	464,096	464,096	0.00%
TOTAL EXPENDITURES	\$ 6,703,000	\$ 6,228,015	\$ 6,942,000	3.57%

	BALANCE		TOTAL EST.		PROJECTED FUND 2014 PROPOSED	
	JAN. 1, 2013	REVENUES	EXPENDITURES	BALANCE	TAX LEVY	CONTRIBUTION
All Governmental and Proprietary Funds Combined						
General Fund	\$ 2,930,025	\$ 5,968,304	\$ 6,228,015	\$ 2,670,314	\$ 3,543,692	
Special Revenue Funds:						
Library	\$ 177,810	\$ 1,909,362	\$ 1,859,225	\$ 227,947	\$ 1,100,815	
Senior Citizen Center	38,775	380,178	366,271	52,682	304,638	
Refuse and Recycling	26,716	590,804	614,704	2,816	22,794	
Forestry	12,820	28,800	21,000	20,620	7,750	
Cable TV	320,003	85,000	101,959	303,044	-	
Special Revenue Accounts	157,383	425,000	380,000	202,383	-	
VEDC	217,068	5,242	-	222,310	-	
Impact Fees	1,069,424	330,000	215,000	1,184,424	-	
EMS	-	345,282	345,282	-	366,225	
Fire District	-	734,691	734,691	-	692,047	
Subtotal Special Revenue	\$ 2,019,999	\$ 4,834,359	\$ 4,638,132	\$ 2,216,226	\$ 2,494,269	
Internal Service Fund	\$ 227,668	\$ 965,000	\$ 950,000	\$ 242,668	\$ -	
Capital Projects Funds:						
Capital Improvement Program	\$ 2,256,010	\$ 2,850,000	\$ 2,500,000	\$ 2,606,010	\$ 162,113	
Revolving Fund	603,019	232,500	440,000	395,519	230,000	
TIF 4	742,101	595,413	843,209	494,305	-	
TIF 5	577,563	350,000	349,350	578,213	-	
TIF 6	3,452,974	1,379,491	2,349,201	2,483,264	-	
TIF 7	13,518,893	6,663,442	5,397,844	14,784,491	-	
Subtotal Capital Projects Funds	\$ 21,150,560	\$ 12,070,846	\$ 11,879,604	\$ 21,341,802	\$ 392,113	
Debt Service Fund	\$ 457,218	\$ 4,228,560	\$ 4,485,742	\$ 200,036	\$ 2,074,775	
Enterprise Funds:						
Water Utility	\$ 3,370,910	\$ 1,891,907	\$ 1,837,813	\$ 3,425,004	\$ -	
Storm Water Utility	908,617	461,850	566,747	803,720	-	
Wastewater Utility	2,376,608	1,371,500	1,550,208	2,197,900	-	
Subtotal Enterprise Funds	\$ 6,656,135	\$ 3,725,257	\$ 3,954,768	\$ 6,426,624	\$ -	
TOTAL	\$ 33,441,605	\$ 31,792,326	\$ 32,136,261	\$ 33,097,670	\$ 8,504,849	

City's outstanding G.O. Debt at 12/31/13 \$ 33,508,569

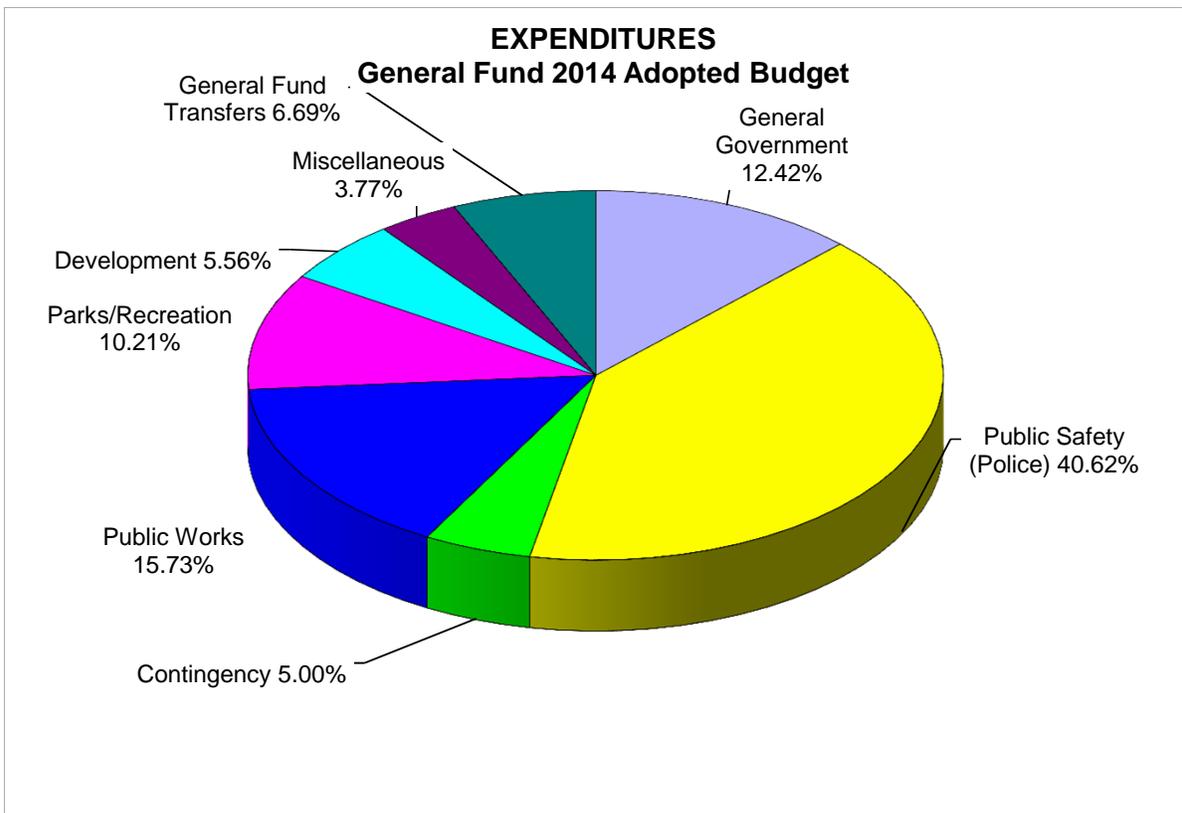
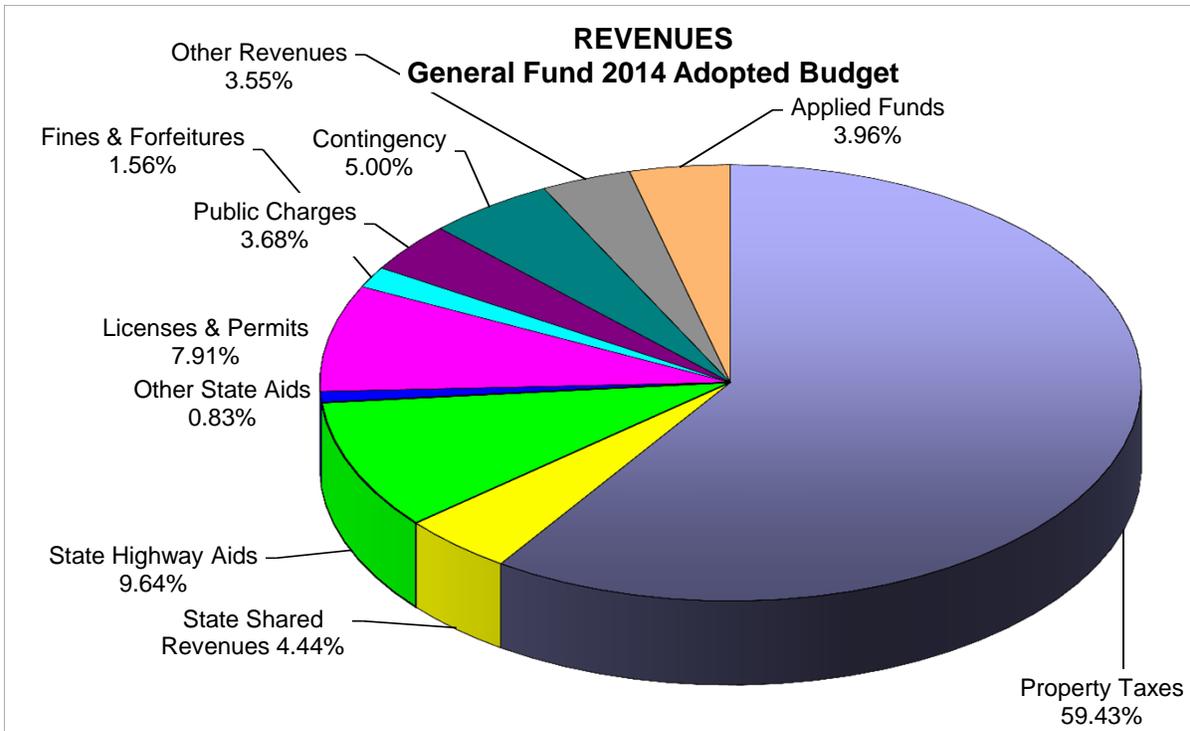
PUBLICATION DATE: 11/07/2013

CITY OF VERONA
REVENUE SUMMARY - General Fund
ADOPTED 2014 BUDGET

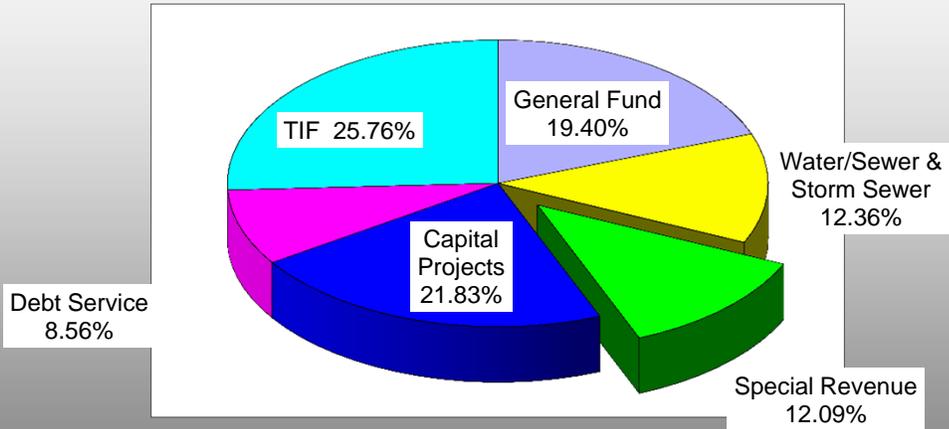
	ACTUAL 2012	ACTUAL 6 Mos 2013	ADOPTED BUDGET 2013	ESTIMATED 2013	ADOPTED BUDGET 2014	AMOUNT INCREASE (DECREASE)	% INCREASE (DECREASE)
GENERAL FUND							
TAXES							
REAL & PERSONAL PROPERTY	\$ 3,234,961	\$ 1,237,830	\$ 3,388,492	\$ 3,380,000	\$ 3,500,410	\$ 111,918	3.30%
REAL ESTATE TAX EQUIVALENT	475,740	505,000	505,000	532,949	625,000	120,000	23.76%
SUBTOTAL	\$ 3,710,701	\$ 1,742,830	\$ 3,893,492	\$ 3,912,949	\$ 4,125,410	\$ 231,918	5.96%
INTERGOVERNMENTAL REVENUES							
STATE SHARED REVENUES	\$ 132,482	\$ -	\$ 132,167	\$ 132,167	\$ 132,165	\$ (2)	0.00%
EXPENDITURE RESTRAINT PAYMENT	184,128	-	179,929	179,929	176,006	(3,923)	-2.18%
EXEMPT COMPUTER AID	21,554	-	24,000	24,765	44,000	20,000	83.33%
STATE HIGHWAY AIDS	784,262	352,918	705,836	705,836	669,462	(36,374)	-5.15%
OTHER STATE AIDS/GRANTS	12,070	13,741	12,000	13,741	13,500	1,500	12.50%
SUBTOTAL	\$ 1,134,496	\$ 366,659	\$ 1,053,932	\$ 1,056,438	\$ 1,035,133	\$ (18,799)	-1.78%
LICENSES & PERMITS							
GEN. LICENSES & PERMITS	\$ 34,715	\$ 32,381	\$ 33,000	\$ 33,000	\$ 33,000	\$ -	0.00%
PLANNING & ZONING PERMITS/FEEES	759,857	108,112	525,773	328,259	515,784	(9,989)	-1.90%
SUBTOTAL	\$ 794,572	\$ 140,493	\$ 558,773	\$ 361,259	\$ 548,784	\$ (9,989)	-1.79%
FINES & FORFEITURES							
MUNICIPAL COURT FINES	\$ 16,453	\$ 8,250	\$ 18,000	\$ 16,500	\$ 28,500	\$ 10,500	58.33%
OTHER FINES & FORFEITURES	65,050	37,346	70,000	67,000	70,000	-	0.00%
PARKING FINES	9,939	7,880	14,000	10,000	10,000	(4,000)	-28.57%
SUBTOTAL	\$ 91,442	\$ 53,476	\$ 102,000	\$ 93,500	\$ 108,500	\$ 6,500	6.37%
PUBLIC CHARGES							
RECREATION	\$ 202,423	\$ 97,279	\$ 206,400	\$ 204,108	\$ 211,300	\$ 4,900	2.37%
POLICE DEPT	285	413	100	1,200	100	-	0.00%
PUBLIC WORKS	117	-	30,000	30,000	30,000	-	0.00%
MISCELLANEOUS	11,537	5,488	10,000	9,000	14,000	4,000	40.00%
SUBTOTAL	\$ 214,362	\$ 103,180	\$ 246,500	\$ 244,308	\$ 255,400	\$ 8,900	3.61%
MISCELLANEOUS REVENUES							
INTEREST ON INVESTMENTS	\$ 226,068	\$ 93,452	\$ 180,000	\$ 180,000	\$ 180,000	\$ -	0.00%
HOTEL/MOTEL ROOM TAX	57,882	12,758	45,000	60,000	65,000	20,000	44.44%
MISCELLANEOUS	11,598	2,176	1,500	59,850	1,500	-	0.00%
SUBTOTAL	\$ 295,548	\$ 108,386	\$ 226,500	\$ 299,850	\$ 246,500	\$ 20,000	8.83%
OTHER FINANCING SOURCES							
FUND BALANCE APPLIED	\$ -	\$ -	\$ 275,000	\$ 275,000	\$ 275,000	\$ -	0.00%
BOND PROCEEDS	-	-	346,803	-	347,273	470	0.14%
OTHER TRANSFERS	-	-	-	-	-	-	N/A
SUBTOTAL	\$ -	\$ -	\$ 621,803	\$ 275,000	\$ 622,273	\$ 470	0.08%
TOTAL GENERAL FUND							
REVENUES	\$ 6,241,121	\$ 2,515,024	\$ 6,703,000	\$ 6,243,304	\$ 6,942,000	\$ 239,000	3.57%

**CITY OF VERONA
EXPENDITURE SUMMARY
2014 BUDGET**

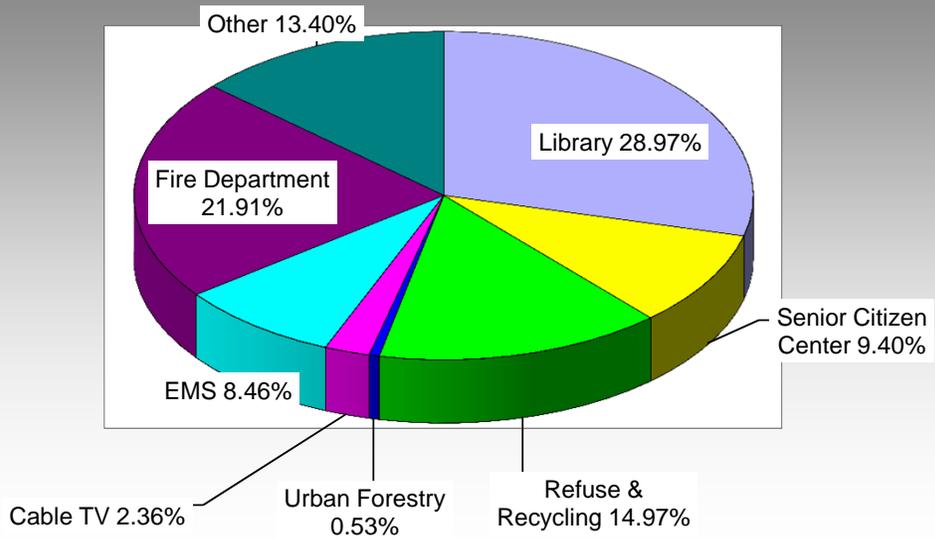
	ACTUAL 2012	ACTUAL 6 Mos 2013	ADOPTED BUDGET 2013	ESTIMATED 2013	ADOPTED 2014	AMOUNT INCREASE (DECREASE)	% INCREASE (DECREASE)
GENERAL GOVERNMENT							
CITY COUNCIL	\$ 78,678	\$ 50,416	\$ 99,075	\$ 109,137	\$ 106,717	\$ 7,642	7.7%
MUNICIPAL COURT	111,356	48,567	103,782	93,596	104,844	1,062	1.0%
ADMINISTRATION	516,684	305,667	576,993	556,053	563,655	(13,338)	-2.3%
BUILDING AND GROUNDS	88,236	38,806	80,903	86,813	87,049	6,146	7.6%
SUBTOTAL	\$ 794,954	\$ 443,456	\$ 860,753	\$ 845,599	\$ 862,265	\$ 1,512	0.2%
PUBLIC SAFETY							
POLICE DEPARTMENT	\$ 2,442,429	\$ 1,244,510	\$ 2,788,039	\$ 2,582,187	\$ 2,815,365	\$ 27,326	1.0%
EMERGENCY PREPAREDNESS	-	478	10,985	2,045	4,280	(6,705)	-61.0%
SUBTOTAL	\$ 2,442,429	\$ 1,244,988	\$ 2,799,024	\$ 2,584,232	\$ 2,819,645	\$ 20,621	0.7%
PUBLIC WORKS							
	\$ 941,264	\$ 537,100	\$ 998,143	\$ 1,026,519	\$ 1,092,046	\$ 93,903	9.4%
CULTURE & RECREATION							
PARKS	\$ 439,352	\$ 218,032	\$ 461,472	\$ 448,050	\$ 459,902	\$ (1,570)	-0.3%
RECREATION	253,704	92,516	241,810	247,169	249,291	7,481	3.1%
SUBTOTAL	\$ 693,056	\$ 310,548	\$ 703,282	\$ 695,219	\$ 709,193	\$ 5,911	0.8%
DEVELOPMENT							
PLANNING	\$ 108,717	\$ 47,832	\$ 126,201	\$ 108,971	\$ 112,383	\$ (13,818)	-11.0%
BUILDING INSPECTION/ZONING	177,651	110,808	231,198	222,462	273,599	42,401	18.3%
SUBTOTAL	\$ 286,368	\$ 158,640	\$ 357,399	\$ 331,433	\$ 385,982	\$ 28,583	8.0%
MISC. AND UNCLASSIFIED							
INSURANCE	\$ 99,939	\$ 109,317	\$ 100,000	\$ 109,317	\$ 120,000	\$ 20,000	20.0%
RETIREE HEALTH INSURANCE	30,000	-	30,000	30,000	30,000	-	0.0%
UNEMPLOYMENT COMP	10,082	3,309	3,500	3,500	3,500	-	0.0%
CONTINGENCY (general and personnel)	15,326	-	32,000	-	100,000	68,000	212.5%
CONTINGENCY (other nonlevy)	-	-	346,803	130,000	347,273	470	0.1%
ROOM TAX	12,030	3,374	8,000	8,000	8,000	-	0.0%
SUBTOTAL	\$ 167,377	\$ 116,000	\$ 520,303	\$ 280,817	\$ 608,773	\$ 88,470	17.0%
GENERAL FUND TRANSFERS							
HYDRANT RENTAL	\$ 464,096	\$ 464,096	\$ 464,096	\$ 464,096	\$ 464,096	\$ -	0.00%
SUBTOTAL	\$ 464,096	\$ 464,096	\$ 464,096	\$ 464,096	\$ 464,096	\$ -	0.00%
GRAND TOTAL - GENERAL FUND							
	\$ 5,789,544	\$ 3,274,828	\$ 6,703,000	\$ 6,227,915	\$ 6,942,000	\$ 239,000	3.57%
ENTERPRISE							
WATER UTILITY	\$ 1,710,216	\$ 953,702	\$ 1,827,103	\$ 1,837,813	\$ 2,084,909	\$ 257,806	14.11%
STORM WATER UTILITY	530,213	109,010	333,585	566,747	613,938	280,353	84.04%
WASTEWATER UTILITY	1,490,497	444,876	1,727,872	1,550,208	1,724,250	(3,622)	-0.21%
SPECIAL REVENUE							
LIBRARY	\$ 1,806,719	\$ 1,237,157	\$ 1,854,299	\$ 1,859,225	\$ 1,815,172	\$ (39,127)	-2.11%
SENIOR CITIZEN CENTER	320,437	163,619	343,787	366,271	406,940	63,153	18.37%
REFUSE AND RECYCLING	561,618	241,830	592,476	614,704	647,882	55,406	9.35%
IMPACT FEES	190,000	215,000	215,000	215,000	310,000	95,000	44.19%
FORESTRY	10,036	7,346	19,925	21,000	22,875	2,950	14.81%
CABLE TELEVISION (BTRB)	53,075	35,800	71,276	68,984	101,959	30,683	43.05%
ROOM TAX	174,175	32,358	130,000	150,000	170,000	40,000	30.77%
SPECIAL ACCOUNTS	311,059	80,196	215,500	230,000	100,000	(115,500)	-53.60%
EMS	321,738	174,076	345,282	345,282	366,225	20,943	6.07%
FIRE DISTRICT	696,770	343,937	687,199	734,691	948,497	261,298	38.02%
VEDC	36,574	-	-	-	-	-	n/a
CAPITAL PROJECTS							
CAPITAL IMPROVEMENT PROGRAM	\$ 2,545,921	\$ 1,158,645	\$ 3,224,153	\$ 2,500,000	\$ 7,500,000	\$ 4,275,847	132.62%
CAPITAL REVOLVING FUND	200,601	143,745	440,307	440,000	312,200	(128,107)	-29.09%
TIF 4	679,355	372,098	2,560,660	843,209	2,013,273	(547,387)	-21.38%
TIF 5	138,298	126,651	146,020	349,350	-	(146,020)	-100.00%
TIF 6	3,254,594	879,300	3,194,595	2,349,201	1,415,376	(1,779,219)	-55.69%
TIF 7	2,305,087	217,108	8,330,518	5,397,844	5,789,907	(2,540,611)	-30.50%
DEBT SERVICE FUND	\$ 3,263,115	\$ 1,790,889	\$ 2,965,409	\$ 4,229,677	\$ 3,063,941	\$ 98,532	3.32%



TOTAL 2014 ADOPTED BUDGETED FUNDS Percent of Total Expenditures



SPECIAL REVENUE FUNDS As Adopted for 2014



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

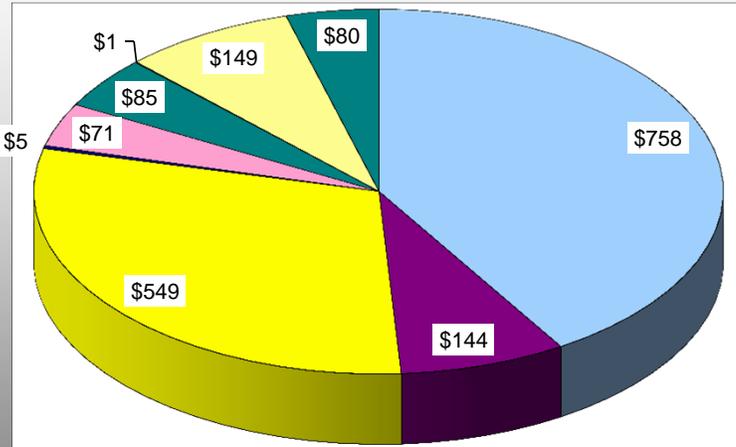
PROPERTY TAX LEVY SUMMARY:	ADOPTED LEVY 2013	ADOPTED LEVY 2014	INCREASE (DECREASE)	% INCREASE (DECREASE)
* GENERAL FUND	\$ 3,388,492	\$ 3,500,410	\$ 111,918	3.30%
LIBRARY	623,009	664,424	41,415	6.65%
* LIBRARY DEBT SERVICE	549,069	458,707	(90,362)	-16.46%
* DEBT SERVICE	1,904,925	2,074,775	169,850	8.92%
REFUSE/RECYCLING	23,684	22,432	(1,252)	-5.29%
SENIOR CITIZENS	300,787	326,940	26,153	8.69%
CAPITAL IMPROVEMENTS-FUND 100	333,038	392,113	59,075	17.74%
FORESTRY	7,800	7,750	(50)	-0.64%
* FIRE DISTRICT	677,199	690,379	13,180	1.95%
* EMS	345,282	366,225	20,943	6.07%
SUBTOTAL BEFORE TIF	\$ 8,153,285	\$ 8,504,155	\$ 350,870	4.30%
TIF LEVY (CITY PORTION)	2,170,758	2,832,065	661,307	30.46%
TOTAL TAX LEVY INCLUDING TIF	\$ 10,324,043	\$ 11,336,220	\$ 1,012,177	9.80%

* Note: Library impact fees (\$10,000), library capital donations (\$40,000) and rental of former library (\$30,000) applied to library debt;
Debt Service reduced by \$250,000 Police Impact Fees, \$50,000 Fire Impact Fees and \$150,000 applied from special assessment revenue.
The General Fund Levy is reduced by \$275,000 applied funds.
Fire Department Levy is reduced by \$36,575 applied from inspection fees. EMS includes City cost to rent the Verona facility

PROPERTY TAX RATE SUMMARY:	ACTUAL TAX RATE 2012	ADOPTED TAX RATE 2013	INCREASE (DECREASE)	% INCREASE (DECREASE)
GENERAL FUND	\$ 2.1190	\$ 2.0915	-2.75%	
LIBRARY	0.3896	0.3970	0.74%	
LIBRARY DEBT SERVICE	0.3434	0.2741	-6.93%	
DEBT SERVICE	1.1912	1.2397	4.85%	
REFUSE/RECYCLING	0.0148	0.0134	-0.14%	
SENIOR CITIZENS	0.1881	0.1954	0.73%	
CAPITAL IMPROVEMENTS	0.2083	0.2343	2.60%	
FORESTRY	0.0049	0.0046	-0.03%	
FIRE DISTRICT	0.4235	0.4125	-1.10%	
EMS	0.2159	0.2188	0.29%	
SUBTOTAL BEFORE TIF	\$ 5.0986	\$ 5.0813	-1.73%	-0.34%
TIF LEVY (CITY PORTION)	1.3575	1.6922	0.3347	24.66%
TOTAL TAX RATE incl TIF (Assessed)	\$ 6.4561	\$ 6.7735	0.31737	4.92%

Assessed Value	\$ 1,599,113,656	\$ 1,673,606,062	\$ 74,492,406	4.66%
Equalized Value	1,580,170,800	1,684,626,200	\$ 104,455,400	6.61%
Assessment Ratio	1.011932821	1.011932821	0.993121429	

**Taxes on Average Assessed Value Home
2014 Adopted Budget**



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

Taxes on a **\$272,000** Average Valued Home
2013 Proposed Taxes \$1,842

**CITY OF VERONA
2014 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 2014 are adopted reflecting an increase of \$7,642 or 7.71%. The primary increase is \$5,000 for legal services to address an increase city attorney rates. The 2014 proposed Council budget also includes \$2,705 for the City's membership dues for the Dane County Cities and Villages Association. In prior years this amount was budgeted under Administration. It is proposed to be moved the Council budget to be consistent with other general City membership including the League of Wisconsin Municipalities and the Verona Area Chamber of Commerce.

STATISTICAL SUMMARY OF MAJOR ACTIVITIES

	2012 Actual	2013 Estimated	2014 Projected
Council and Committee of the Whole Meetings Held	29	30	30
Resolutions Adopted	42	55	60
Ordinances Passed	9	15	15

**VERONA COMMON COUNCIL
ADOPTED 2014 BUDGET**

	ACTUAL	6/30 ACTUAL	ADOPTED BUDGET	PROJECTED	ADOPTED	%
010-51100	2012	2013	2013	2013	2014	INCR (DECR)
PERSONNEL SERVICES						
110 WAGES	\$ 43,200	\$ 21,225	\$ 43,200	\$ 42,638	\$ 43,200	
132 SOCIAL SECURITY	3,305	1,624	3,305	3,262	3,305	
TOTAL PERSONNEL SERVICES	\$ 46,505	\$ 22,849	\$ 46,505	\$ 45,900	\$ 46,505	0.00%
OPERATING EXPENDITURES						
210 PROFESSIONAL SERVICES	\$ 25,013	\$ 20,583	\$ 44,250	\$ 55,000	\$ 49,250	
320 MEMBERSHIP & DUES	4,665	5,087	4,770	5,087	7,962	
335 EDUCATION	90	134	550	150	550	
380 OTHER COMMODITIES	2,405	1,763	3,000	3,000	2,450	
TOTAL OPERATING EXPENDITURES	\$ 32,173	\$ 27,567	\$ 52,570	\$ 63,237	\$ 60,212	14.54%
TOTAL CITY COUNCIL EXPENDITURES	\$ 78,678	\$ 50,416	\$ 99,075	\$ 109,137	\$ 106,717	7.71%

**CITY OF VERONA
2014 BUDGET SUMMARY
MUNICIPAL COURT**

EXECUTIVE SUMMARY

Verona's Municipal Court processes and adjudicates tickets issued by the Verona Police Department for traffic violations (ex: speeding; operating while intoxicated), non-traffic municipal ordinance violations (ex: worthless checks; drug possession; harassing or disorderly conduct) and ordinance violations relating exclusively to juveniles (ex: truancy, underage drinking, tobacco). Annually, there are generally about 30 court sessions (juvenile intake, adult and traffic intake, pre-trials and trial sessions). Court personnel are the Municipal Judge, an elected official, and the Municipal Court Clerk, a 75%-time non-union City employee.

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

The City administration contracts with Stafford Rosenbaum LLP to serve as municipal prosecutor. At the request of the City, "professional services" is shown in the court budget. 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.

STATISTICAL SUMMARY OF MAJOR ACTIVITIES

The municipal court caseload over the past nine years has been generally stable. Volume is showing an increase for 2013 and may increase even further in 2014. Increases occur due to the police department's electronic issuance of tickets, which generally results in more tickets issued; due to the police department's addition of positions; and due to Verona's increasing population and commercial growth.

- In 2002 and 2003, the court was closing an average of just under 1,100 cases annually.
- During 2004-2007, average annual closures numbered about 1,700.
- In 2008 and 2009, court closures exceeded 2,000 cases.
- In 2010 and 2011, over 1,800 cases were closed.
- In 2012, over 1,900 cases were closed.
- For 2013, based on case closures through August, we expect around 2,100 closures.

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

GOALS AND OBJECTIVES FOR 2014

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

The 2012 municipal court revenue was \$81,503. We currently project 2013 municipal court revenue at \$83,500. The court itself does not have specific monetary goals, except to operate in a fiscally responsible manner. However, it may be prudent to consider increasing the municipal court cost component of forfeiture bond amounts. The court cost component has been \$23 for years. Newly enacted State law currently allows a maximum of \$38. The adopted Municipal Court budget includes an increase to \$38 which adds an estimated \$10,500 in revenue.

FIVE YEAR PERSONNEL AND CAPITAL PLANS

The existing five-year requested personnel plan for municipal court shows the Judge and Clerk continued each year. The Clerk's position is listed at 0.75 FTE through 2014 and beginning in 2015 it is listed at 1.0 FTE, as this was thought to be prudent planning for anticipated accumulated workload increases. However, the court now anticipates maintaining the clerk's position at 0.75 FTE through at least 2016.

**MUNICIPAL COURT
ADOPTED 2014 BUDGET**

REVENUE 010-451XX	ACTUAL 2012	6/30 ACTUAL 2013	ADOPTED BUDGET 2013	PROJECTED 2013	ADOPTED 2014	% INCR (DECR)
45110 MUNICIPAL COURT COSTS	\$ 16,453	\$ 8,250	\$ 18,000	\$ 16,500	\$ 28,500	
45125 FINES AND FORFEITURES	65,050	37,346	70,000	67,000	70,000	
TOTAL COURT REVENUE	\$ 81,503	\$ 45,596	\$ 88,000	\$ 83,500	\$ 98,500	11.93%
EXPENDITURES 010-51200						
	ACTUAL 2012	6/30 ACTUAL 2013	ADOPTED BUDGET 2013	PROJECTED 2013	ADOPTED 2014	% INCR (DECR)
PERSONNEL SERVICES						
110 WAGES	\$ 8,540	\$ 4,341	\$ 8,711	\$ 8,711	\$ 8,711	
111 LONGEVITY PAY	267	145	274	390	390	
120 PART TIME WAGES	27,061	14,166	27,448	27,456	27,456	
130 MEDICAL INSURANCE	10,885	5,738	11,476	11,476	12,373	
131 DENTAL INSURANCE	721	324	649	649	694	
132 SOCIAL SECURITY	2,266	1,075	2,788	2,797	2,797	
133 LIFE INSURANCE	86	43	147	147	147	
134 WI RETIREMENT	1,606	952	1,844	1,949	1,949	
135 INCOME CONTINUATION	23	-	100	-	-	
TOTAL PERSONNES SERVICES	\$ 51,455	\$ 26,784	\$ 53,437	\$ 53,575	\$ 54,517	2.02%
OPERATING EXPENDITURES						
210 PROFESSIONAL SERVICES	\$ 51,080	\$ 15,137	\$ 40,000	\$ 30,274	\$ 40,000	
290 OTHER CONTRACTUAL	1,555	685	900	1,370	1,200	
310 OFFICE SUPPLIES	1,373	566	1,800	1,132	1,500	
320 MEMBERSHIP & DUES	140	140	175	140	140	
330 TRAVEL	517	-	650	600	650	
335 EDUCATION	885	865	650	865	865	
450 DATA PROCESSING	4,351	4,390	5,670	5,590	5,722	
TOTAL OPERATING EXPENDITURES	\$ 59,901	\$ 21,783	\$ 49,845	\$ 39,971	\$ 50,077	0.47%
CAPITAL OUTLAY						
810 OFFICE EQUIPMENT	\$ -	\$ -	\$ 500	\$ 50	\$ 250	
TOTAL CAPITAL OUTLAY	\$ -	\$ -	\$ 500	\$ 50	\$ 250	
TOTAL MUNICIPAL COURT EXPENDITURES	\$ 111,356	\$ 48,567	\$ 103,782	\$ 93,596	\$ 104,844	1.02%

**CITY OF VERONA
2014 BUDGET SUMMARY
ADMINISTRATION**

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

EXECUTIVE SUMMARY

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

The adopted 2014 Administration budget reflects an overall decrease of \$13,338 or 2.3% from 2013. Personnel costs are increasing by \$17,782 or 5.5% due primarily to a \$15,324 (24%) increase in health and dental costs. City paid health insurance increased by 9.5% and dental premiums increased by 7%. The balance of the health and dental increase is a result of adding a family policy in 2014 from the 2013 single coverage policy.

The 2014 adopted operating budget reflects a decrease in the amount of \$31,120 (12.3%). The decrease is primarily attributed to a reduction in the assessor line item in the amount of \$31,550, a \$20,000 reduction in professional services offset by a \$11,740 increase in the elections line item. The 2013 assessor budget included the cost of a city-wide revaluation, the 2013 professional services line item included \$15,000 for a Fire and EMS consolidation study. The 2013 elections budget allowed for two elections as compared with four elections budgeted for 2014.

Also included in the adopted 2014 operating expenses are professional services such as support for the City accounting and payroll systems, code updates, weights and measures fees, engineering fees for general City issues, office supplies, repairs and maintenance of office equipment, and leases of the copier.

The recommended 2014 Administration Budget removed \$7,750 part-time wages and associated benefits for the proposed administrative intern position. Also removed is \$15,000 to fund a fire and EMS consolidation study related to Verona, Fitchburg and Oregon.

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, postage, software, and hardware maintenance costs. The 2014 budget reflects the projected costs for four elections compared to two budgeted elections in 2013. New in the 2014 budget is the cost of new election machines to replace the dated Optech Eagles that are currently used. On July 22, 2013 the Common Council approved an Intergovernmental Agreement with Dane County for the reimbursement of half of the costs of the new machines and related accessories.

The anticipated Elections in 2014 are as follows:

- Spring Primary Election, February 18, 2014
- Spring Election, April 1, 2014
- Partisan Primary Election, August 12, 2014
- General Election, November 4, 2014

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 2014 is \$71,214, a decrease of \$31,550 from the 2013 budget, which included costs for a now completed city-wide revaluation. That project was within budget.

STATISTICAL SUMMARY OF MAJOR ACTIVITIES

	2012 Actual	2013 Estimated	2014 Projected
Assessor			
Parcel Count	4,646	4,629	4,700
BOR Objectors	5	1	5
City Clerk			
# of Elections	6	2	4
# of Registered Voters	7,417	7,480	7,650
Liquor Licenses	24	25	26
Operator Licenses	132	130	140
Other Lic. / Permits	43	54	54
Finance			
AP Checks Issued	3,353	3,275	3,300
Payroll Cks / DD	3,154	3,450	3,450
Cash Receipts	2,027	2,200	2,200
Property Tax Pmts	5,423	5,450	5,450
Dog Licenses	714	720	725
City Bond Rating	Aa2	Aa2	Aa2

SUMMARY OF ACHIEVEMENTS FOR 2013

- Negotiated a development agreement for the Wisconsin Brewing Company project in Tax Increment Financing District #6.
- Conducted a recruitment process for the Director of Planning and Development position.
- Transitioned the City's insurance coverage to Cities and Villages Mutual Insurance Company (CVMIC). As part of this transition conducted a City risk assessment process and implemented the first years of a three-year work plan including additional employee training and policy review.
- Assisted in the coordination of a Traffic Impact Study and a series of neighborhood meetings to consider traffic improvements and additional development on the Epic campus.
- Conducted a citywide assessment revaluation in 2013 to bring City property values to within 1% of estimated fair market value. Implemented a new assessing software solution to meet requirements for the electronic transfer of data with the State of Wisconsin and Dane County.
- Recommended revisions to the City's Financial Management Policy that addresses appropriate debt service and fund balance levels in addition to the use of capital levy and replacement funds.
- Coordinated a comprehensive Downtown Corridor Study including holding a series of public meetings to review transportation and development options within the downtown area.

GOALS AND OBJECTIVES FOR 2014

- Oversee the development of the City's North Neighborhood Plan and consider a request for Urban Service Area expansion for this area.
- Continue to work in cooperation with the other governments include the City of Madison, City of Fitchburg, and the Town of Verona to plan for future growth and consider boundary agreements that promote the interests of all municipalities.
- Begin implementation of the Downtown Plan.
- Finalize design and begin construction of a new Fire and EMS facility.
- Continue to plan for and support continued development within the City's TIF Districts and other growth areas.
- Review and update the City's long-term staffing and capital improvement plans to maintain the City's strong financial condition through sound financial practices.
- Implement the use of new election machines and conduct four anticipated elections in 2014.
- Begin utilizing a purchasing card system which would allow for potential rebates on City purchases while improving efficiency.
- Prepare and begin utilization of the Neogov online applicant tracking system which is included in the City's membership with CVMIC.

**ADMINISTRATION
ADOPTED 2014 BUDGET**

		ACTUAL	6/30 ACTUAL	ADOPTED BUDGET	PROJECTED	ADOPTED	%
010-51400		2012	2013	2013	2013	2014	INCR (DECR)
PERSONNEL SERVICES							
110	FULL TIME WAGES	\$ 214,136	\$ 127,688	\$ 222,312	\$ 221,184	\$ 224,014	
111	LONGEVITY PAY	863	611	874	872	1,358	
120	PART TIME WAGES	279	334	850	850	850	
125	OVERTIME WAGES	1,649	105	1,287	600	1,351	
130	HEALTH INSURANCE	46,309	28,648	58,799	58,799	72,617	
131	DENTAL INSURANCE	5,300	2,763	5,596	5,596	7,102	
132	SOCIAL SECURITY	16,288	9,823	17,237	17,100	17,410	
133	LIFE INSURANCE	444	245	757	605	798	
134	WI RETIREMENT	12,638	8,539	14,932	15,252	15,871	
135	INCOME CONTINUATION	187	-	1,065	-	-	
136	FLEX SPENDING ADMIN	1,281	338	1,200	745	1,320	
	TOTAL PERSONNEL SERVICES	\$ 299,374	\$ 179,094	\$ 324,909	\$ 321,603	\$ 342,691	5.47%
OPERATING EXPENDITURES							
210	PROFESSIONAL SERVICES	\$ 5,450	\$ 4,400	\$ 29,250	\$ 14,250	\$ 9,250	
210 051	AUDITOR	29,657	22,043	28,000	22,350	26,300	
210 052	ENGINEER	-	659	800	659	800	
212	ASSESSOR	80,317	54,137	102,764	102,304	71,214	
222	PRINTING	4,741	1,759	4,875	4,875	4,375	
225	COMMUNICATIONS	11,703	5,092	12,550	14,500	19,550	
240	REPAIR/MAINTENANCE SERVICES	26,145	10,972	26,145	25,575	26,145	
295	RECRUITMENT	1,659	7	-	-	-	
310	OFFICE SUPPLIES	9,666	2,899	8,540	9,500	9,750	
320	MEMBERSHIP AND DUES	4,135	4,427	4,300	4,427	1,790	
330	TRAVEL	1,887	715	4,000	3,250	4,900	
335	EDUCATION-TRAINING	1,153	1,122	2,850	2,150	3,050	
340	OPERATING SUPPLIES	2,222	3,243	2,180	1,350	2,180	
440	ELECTIONS	32,636	8,756	12,470	12,470	24,210	
450	DATA PROCESSING	352	192	390	390	400	
530	RENTS AND LEASES	8,998	6,150	7,970	11,400	12,050	
910	UNCOLLECTED TAXES	(3,412)	-	5,000	5,000	5,000	
	TOTAL OPERATING EXPENDITURES	\$ 217,309	\$ 126,573	\$ 252,084	\$ 234,450	\$ 220,964	-12.35%
TOTAL ADMINISTRATION EXPENDITURES		\$ 516,683	\$ 305,667	\$ 576,993	\$ 556,053	\$ 563,655	-2.31%

**CITY OF VERONA
2014 BUDGET SUMMARY
BUILDINGS AND GROUNDS**

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

EXECUTIVE SUMMARY

The 2014 budget for Building and Grounds reflects an increase of \$6,125 or 7.6% from 2013. Some of the major elements of the 2014 budget include the following:

Personnel Services: Included in the Buildings and Grounds budget is funding for a building maintenance job assignment which is currently delegated to one of the City's building inspection employees. The compensation for this assignment is \$6,000 annually. Personnel services are increasing by \$66 which is the increase in WRS retirement contributions.

Operating Expenses: Operating expenses in the 2014 budget are increasing by \$6,125 or 8.3% from 2013. This increase is due to the higher utility costs utility costs as a result of increased fuel prices and utility rates and repair and maintenance services. Another major portion of the operating expenses is the custodial contract for the city service center. The proposed budget for custodial services is \$23,220, the same as 2013.

GOALS AND OBJECTIVES FOR 2013 AND 2014

- Custodial Contract: In late 2012, the City conducted a request for proposal process to rebid janitorial services for City Hall, Verona Public Library, and the Senior Center. The City received five bids, with the low bid submitted by Coverall who was the City's current provider. Under this proposal, the City's cost for janitorial services remained at the same level since 2008. This pricing level will be maintained through 2014. The new agreement also allows the City to purchase janitorial supplies through a third-party vendor at government pricing discounts.
- Record Storage: The City has expanded the use of its electronic document management system in 2013. Several Council Members are now receiving meeting packets electronically and have access to the system. During 2014, the City would like to consider expanded use of the system for financial and planning records. Despite the use of electronic document storage, the City still has a need for maintaining physical records. Shelving materials have been purchased to allow for more efficient use of the election material storage area in 2014. In addition, the City will continue to review the retention period of documents and archive or dispose of physical documents as necessary.
- City Service Center Replacement Plan: One of the City's goals is to establish and fund replacement plans for all City facilities. It has been over five year since the City Hall facility was constructed and while many items are still in good shape, the City should be planning for future maintenance and replacement of items like carpeting, furniture, and mechanical systems. In 2013 the City adopted a revised financial management policy which formally establishes a goal of funding a replacement fund for City Hall, Police, and the Public Works facility. Funding is not included in the 2014 request due to overall budget constraints, but this should be considered as part of the City's future capital plans.

**BUILDING AND GROUNDS
ADOPTED 2014 BUDGET**

	ACTUAL	6/30 ACTUAL	ADOPTED BUDGET	PROJECTED	ADOPTED	% INCR (DECR)
010-51600	2012	2013	2013	2013	2014	
PERSONNEL SERVICES						
110 WAGES	\$ 6,000	\$ 3,000	\$ 6,000	\$ 6,000	\$ 6,000	
132 SOCIAL SECURITY	455	227	459	459	459	
134 WI RETIREMENT	354	200	399	354	420	
TOTAL PERSONNEL SERVICES	\$ 6,809	\$ 3,427	\$ 6,858	\$ 6,813	\$ 6,879	0.31%
OPERATING EXPENDITURES						
220 UTILITIES	\$ 29,790	\$ 14,878	\$ 31,500	\$ 33,500	\$ 34,000	
240 REPAIR & MAINTENANCE	16,633	5,565	11,200	14,500	14,500	
290 CONTRACTUAL SERVICES	26,148	12,770	23,595	24,500	23,670	
340 OPERATING SUPPLIES	8,856	2,166	7,750	7,500	8,000	
TOTAL OPERATING EXPENDITURES	\$ 81,427	\$ 35,379	\$ 74,045	\$ 80,000	\$ 80,170	8.27%
TOTAL BUILDING & GROUNDS EXPENDITURES	\$ 88,236	\$ 38,806	\$ 80,903	\$ 86,813	\$ 87,049	7.60%

**CITY OF VERONA
2014 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 2013 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.

2013 to 2014 COMPARISON

The following represents the significant highlights between the 2013 and proposed 2014 Verona Police Department Operating and Capital Budgets.

Operating:

The request for one additional patrol officer, one additional lieutenant, and a salary adjustment for the Lieutenant Position as well as Cost-of-Living Adjustments (COLA) for represented and non-represented staff are the 2014 operating budget highlights.

The collective bargaining agreement for patrol officers will expire after December 31, 2013 and negotiations have commenced for a successor contract. A 3% COLA has been proposed for non-represented sworn staff, non-represented clerical staff, part-time patrol officers and crossing guard staff.

An increase in staffing levels from 21 sworn staff to 23 is also being requested in 2014. The additional lieutenant will allow for the redistribution of management responsibilities among two lieutenants, as opposed to one, and for an increase in supervisory coverage. One lieutenant will be assigned to manage Field Operations Services and Support Services. The additional lieutenant will be assigned to manage Criminal Investigation Services and Business Office Services. One additional patrol officer will assist the department with keeping pace with the increasing demands that have been placed upon the department with the increase in population and geographical size of our city. The Verona Police Department Staffing Analysis conducted in 2010, and updated in 2013, recommends a minimum of 23 sworn staff in 2014 based upon the growth in population. The requested increase in staffing levels is required to sustain a consistent level of service. Additional details will be provided in the "Five-Year Personnel Plan" and a staffing study.

Capital:

The purchase of two replacement squads, one replacement radar, one new radar, five replacement mobile data computers, five replacement computers, four replacement light bars, four emergency lights for unmarked squads, two new mobile video recorders, additional tactical shields and replacement vests and helmets for squads, 16 new rifles, and four replacement facility surveillance cameras are the 2014 capital budget initiatives.

The two replacement squads will be purchased in 2014 at an estimated cost of \$62,000.

One replacement and one additional radar for a total of \$3,700, including installation, are recommended for 2014.

Funding is being sought to purchase and install five replacement Mobile Data Computers (MDC) at a cost of \$21,000. These computers will be placed in our squad cars and will replace the five oldest models.

The 2014 Capital budget also includes a request to purchase five replacement computers including installation and set-up at a cost of \$15,000.

One additional License Plate Recognition System, at a cost of \$19,900, was first requested in the 2014 budget; however, it was moved to the annual Epic grant request. This 2014 budget request can be removed from the capital budget.

PERFORMANCE MEASUREMENT INDICATORS

Activity	2012 Actual	6/30/13 Actual	Est. 2013
Calls for Service	12,513	5,779	11,558
Accident Reports	150	93	186
Citations Issued	2,152	1,113	2,226
Arrests	260	96	192
Traffic Stops	2,821	1,293	2,586
Part I UCR Data	299	82	164
Property Crimes	349	103	206
Value of Property Stolen	\$185,635	\$36,020	\$72,040
Value of Property Recovered	\$86,302	\$8,477	\$16,954
Liquor Compliance Checks	115	50	100
Parking Tickets Issued	1,514	1,036	1,480
Fuel Purchased	\$47,184.26	\$22,515.50	\$45,031.00
Gallons Purchased	13,719.91	6,515.47	13,030.94
Miles Reported	128,817	73,309	146,618

Note: 2013 Property values may not be up to date due to UCR reporting in progress.

DEPARTMENT
PROGRAM BUDGET
ACCOUNT ORGANIZATION

Police Department
Administrative Services
01-52100-000-601

MISSION

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

2014 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 2014 program initiatives;
7. To train the police officers hired in 2013 and certify them for solo patrol assignments;
8. To reach and maintain full staffing of the police department in 2014, including the necessary budget approval to add one additional patrol officer and one lieutenant;
8. To recruit, hire and train the two new positions for solo patrol assignments in 2014; and
9. Develop and implement a citizen's law enforcement academy in 2014.

SIGNIFICANT PROGRAM CHANGES FROM 2013

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

The request to hire one additional lieutenant to allow for the redistribution of management assignments and an increase in supervisory coverage. This would also require the hiring of a replacement patrol officer to fill the vacancy that is anticipated with the promotion to lieutenant.

The department was unable to maintain department staffing levels due to the resignation of one police officer, the retirement of one officer and one resignation on November 21, 2012. Recruitment for the police officer positions began in December 2012 and allowed for the hiring of three patrol officers; Manzetti resigned April 3, 2012, Grover resigned November 21, 2012, and one newly created in the

2013 budget. Another recruitment commenced in July 2013 and will be used to fill the two vacancies created by Muller's retirement on April 15, 2013 and McReath's resignation on June 27, 2013.

2013 ACHIEVEMENTS

The department coordinated and staffed the 10th Annual Ironman Wisconsin Triathlon on September 8, 2013. This event attracted an estimated 5,000 to 7,000 spectators and presented a significant challenge. Staffing shortages made this event even more challenging. Past events have required various road closures for approximately 10 hours, and 2013 wasn't an exception. This year additional efforts were taken to inform the public of the race route and the road closures. Our efforts appeared to pay dividends as there were fewer conflicts among our residents and visitors. The VPD continued the practice of coordinating this event with other public safety entities throughout Dane County while utilizing the incident command protocol.

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

The number of special events that the department had to coordinate and staff remained steady compared to 2012. Examples included: Hometown Days, Boys and Girls Club of Dane County Bike-a-thon, Ronald McDonald House Run/Walk, Wisconsin Triterium Triathlon, MDA run/walk, the CROP walk against hunger, Nest Fest, the Optimist Chili cook off, two Madison Mud Runs, Bike the Barns, Epic User Group Meetings, Iron Kids Triathlon, Epic Spring Advisory Council, High Visibility OWI Enforcement, and numerous neighborhood block parties.

The 20th Annual National Night Out Against Crime was held on August 6, 2013, with ideal weather and an estimated record crowd attended. It was estimated to be the largest crowd in attendance so far in the history of this event. Ryan Adkins, our community policing specialist was responsible for the planning and coordination of this event and did an outstanding job this year. The scale of this event requires contributions from other VPD staff and this year was no exception. And of course, National Night Out Against Crime would not have been possible without the generosity of our business community and residents. The necessary funds were received through donations to support this crime prevention initiative.

Officers Morris, Witkiewicz and Donnelly were hired in 2013; February 18, June 3, and July 1 respectively. Morris and Witkiewicz completed their field training and are assigned to solo patrol responsibilities. It is anticipated that Officer Donnelly will complete his field training in November, 2013 and be assigned to solo patrol. At the time of this report recruitment is in progress to fill the two vacancies created by Mueller and McReath's resignations. As of the date of this publication these vacancies remain.

On September 9, 2013 Sergeant Jesse Christensen began the Northwestern University School of Police Staff and Command being hosted by the Madison Police Department. This is a 10 week course of instruction for middle or executive level law enforcement managers. November 22 is Christensen's anticipated graduation date and which time all Verona Police Department supervisors will have completed this course.

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.

2014 GOALS

1. To provide police services on an on-going, 24 hours per day basis; with minimum staffing requirements of two officers on duty at all times;
2. To provide staff resources to handle a projected calls for service volume in excess of 11,558 in 2014;
3. To provide each officer with 32 hours of in-service training; and 40 hours of education for individual officer growth and development;
4. To provide staff resources to continue the department's Community Oriented Policing Services (COPS) initiatives, including an active crime prevention presence and uniformed bicycle patrol;
5. To maintain a current staff of Field Training officers;
6. To develop and maintain a pool of certified instructors in the area of "Unified Tactics" to provide the State of Wisconsin minimum instruction to all sworn officers of the department;
7. To hire and train the one new patrol officer and certify him/her for a solo patrol assignment; and
8. To develop and implement VPD's first police K-9 program.

SIGNIFICANT PROGRAM CHANGES FROM 2013

Hire and train our full complement of authorized sworn officers (23), including the one newly proposed position. This will involve the recruiting and hiring of three new officers; one to fill the vacancy created by Mueller's retirement, one to fill the vacancy created by McReath's resignation on June 27, 2013 and one to backfill the promotion to lieutenant; if approved through the 2014 budget.

2013 ACHIEVEMENTS

The department was to meet the minimum staffing goals; however overtime was frequently required due to the unexpected resignations of patrol officers Grover (November 21, 2012) and McReath and the retirement of Mueller.

The police department provided a staffing presence for the Verona Hometown Days Festival June 6 - 9, 2013. The police department was able to provide the desired staffing levels for an event of this magnitude; thus we believe our efforts contributed to a safe and successful event.

On August 6, 2013, our Crime Prevention Program hosted the 20th Annual National Night Out Against Crime Event. This initiative was a success once again, with a record estimated attendance in excess of 2,500 people. National Night Out was possible through the donations to our crime prevention fund by numerous businesses and citizens throughout our community.

The patrol staff assumed responsibility for an estimated 11,558 calls for service in 2013, a decrease from 12,513 in 2012. I attribute the decrease to be directly related to staffing shortages in 2013. A majority of the year we were three - five officers short; rather than two officers short in 2012, thus the number of self-initiated calls for service increased in 2013 compared to 2012.

In 2013 bicycle patrol deployments were kept to a minimum throughout the year due to staffing shortages. However, the bicycles were used for directed patrols targeting specific crime trends and special events on occasion.

DEPARTMENT
PROGRAM BUDGET
ACCOUNT ORGANIZATION

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

MISSION

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

2014 GOALS

1. To supervise and monitor felony and high profile criminal investigations on a priority basis, and assist with those investigations as necessary;
2. To assign, conduct, monitor and supervise all criminal investigations on a priority basis, and provide a case disposition within 30-60 days after having been reported;
3. To plan, implement, monitor and supervise the department's investigative services and court services;
4. To coordinate drug investigations in cooperation with the Dane County Narcotic and Gang Task Force;
5. To serve as the department's direct liaison with other criminal investigation agencies and organizations;
6. To serve as the department's court specialist with the Dane County District Attorney Office and Dane County Circuit Court;
7. To develop crime alerts to increase public awareness to aid in crime prevention;
8. To continue to provide the business community with crime alerts and preventative financial crime information through the Verona Police Department Business Watch electronic mail initiative; and
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.

SIGNIFICANT PROGRAM CHANGES FROM 2013

Officer Matthew Lovell continued to serve as the second detective for the Verona Police Department as a special assignment. Lovell primarily worked the 2:00 p.m. – 10:00 p.m. shift, but was adjusted to work other shifts as needed. Adjusted assignments included: serving a field training officer for newly hired patrol officers, serving as a police school liaison officer and evidence technician. Detective Lovell also occasionally worked patrol assignments throughout 2013 to fill vacant shifts on overtime. Lovell received additional training in criminal investigations to facilitate his continued development as a detective.

2013 ACHIEVEMENTS

This program was able to accomplish, in part, all eight of the 2013 goals. Additional improvements were made with Goal number two; however more improvement is still desired. The department also continued to benefit by having a detective assigned to evening hours which allowed for expanded investigations and opportunities for a detective to become involved in investigations at the onset.

The VPD continued to work on a death investigation in 2013 which occurred in the summer of 2011. After much preparation the case went to trial in February 2013 and resulted in a finding of guilty for 2nd degree reckless homicide.

In 2013, the VPD investigated approximately 9 burglaries, 6 death investigations and 6 sexual assaults, year to date.

A significant amount of time was spent on pre-employment background investigations in 2013 for the position of patrol officer, crossing guard, and assisting other city departments as requested.

In February 2013 the VPD assisted a resident of the State of Colorado who was the victim of identity theft. Detectives were able to determine the stolen identity was used to secure employment at a local custard shop and a suspect was developed through interviews and employment records. The suspect confessed to purchasing a new identity for the purpose of employment. The case was sent to the Dane County District Attorney's Office for prosecution.

In February 2013 the VPD investigated a theft from auto case and recovered the stolen property from a Pawn Shop, using Leads On-Line. A suspect was developed and arrested on a probation hold. When the detective went to interview him he physically resisted arrest, causing minor injuries to the detective. The case was sent to the Dane County District Attorney's Office. Another theft case was investigated in February of 2013 where the property was recovered and the suspect arrested due to the Leads On-line software.

In March of 2013 the VPD investigated the death of an elderly resident at an assisted living facility, after she was found outside deceased. The department worked with the Dane County Medical Examiner's Office, Dane County District Attorney's Office, and the Wisconsin Department of Human Services in an effort to determine if any criminal laws had been violated by the facility or its employees. It was determined no crimes had been committed and the family was considering a civil action.

In March of 2013 the Hometown Pharmacy was robbed of narcotics. Verona detectives joined a regional robbery task force as similar robberies were occurring in neighboring jurisdictions. A suspect was apprehended following a robbery at another pharmacy and confessed to the Verona robbery. The case was sent to the Dane County District Attorney's Office for prosecution.

In April 2014 a burglary occurred at a local church. Verona detectives identified a suspect who had previously asked for money from the church and confirmed his involvement through the DNA testing of blood evidence left at the scene. The suspect was arrested and confessed to the burglary. The case was sent to the Dane County District Attorney's Office for prosecution.

In April and May of 2014 Verona Detectives worked on several drug cases and was able to develop a confidential informant. As a result of their work search warrants were conducted in the Township of Middleton and the City of Fitchburg in an effort to stop the distribution of narcotics.

In May of 2014 the VPD investigated a theft of laptop from the Verona High School. Through leads on-line, a suspect was developed who admitted to pawning the stolen laptop but not stealing it. The case is ongoing.

In July of 2014 the VPD was notified of a suspect committing large-scale retail thefts at Walgreen stores while travelling across the country, including the Walgreen's in Verona and surrounding communities. The suspect was arrested in a western state for committing similar thefts. A VPD detective was assigned and took the lead, organizing all of the cases which occurred within Dane County communities for prosecution through the Dane County District Attorney's Office.

In July of 2014 the VPD responded to several thefts from auto cases in the West ridge neighborhood. An initial suspect was located by patrol staff but they did not have probable cause for an arrest at that time and the suspect provided false identification. A VPD detective was able to confirm the true identity of the suspect through jail photographs and searched for him in Madison. When he located the suspect, he was carrying an ignition key in his pocket which he stated he found. The detective took the key to a dealership to obtain a VIN and determined the key belonged to a stolen car, which was located near his residence. Charges were forward to the Dane County District Attorney's Office.

In August the VPD investigated a theft of video games from a local resident. A couple of suspects were identified through the use of Leads On-line who admitted to their involvement in stealing and pawning the video games.

In September of 2013 a theft of a debit card occurred at a local church. The same suspect from the previous burglary was identified as a possible suspect and later confirmed to be responsible for the theft and multiple unlawful uses of the debit card. The suspect took the debit card to Madison area gas stations and offered to fill up peoples gas tanks for a lesser cash value. The suspect confessed to the crimes and the case was sent to the Dane County District Attorney's Office.

This program continued to work in collaboration with our business community through the E-Watch/Business Watch and Business Contact directory that was updated in 2012. This program allows the department to work with our business community and focus on the prevention of crimes; rather than the traditional reactive approach to policing.

DEPARTMENT
PROGRAM BUDGET
ACCOUNT ORGANIZATION

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

MISSION

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

2014 GOALS

1. To conduct all business transactions generated by department personnel on a timely basis;
2. To provide business office services for all police department transactions in person, fax, computer, teletype, and over the telephone. Provide for a limited communications function during office hours: dispatching, city, county, state, and federal police network communications and all other relevant business office functions normally associated with a professional governmental organization;
3. To provide professional growth and development with attendance at clerical workshops;
4. To maintain our agency's computer interface with the Dane County Public Safety Communications Center area network and the Wisconsin Department of Justice, Transaction for Information and Management for Enforcement (TIME) system;
5. To maintain our current clerical staff to meet the increasing demands of the business office. When fully staffed, the business office should have 2.5 full time equivalent positions and 1 or 2 part-time as needed positions;
6. To maintain the business office hours on a consistent basis from 8:00 a.m. to 10:00 p.m., Monday – Friday;
7. To type all reports within 30 days of dictation;
8. To develop and implement a system for the management of parking citation payments and compliance;
9. To enhance our partnerships with the Cities of Sun Prairie, Fitchburg, Middleton, and Monona concerning our shared records management system – Global Systems/Multiple Public Safety Information Systems (MPSIS);
10. To expand upon the use of our Global Records Management System by implementing a barcode scanning system for property inventory management; and
11. To implement the latest version of TraCS software which was released to agencies in 2013.

SIGNIFICANT PROGRAM CHANGES FROM 2013

The Verona Police Department is in the process of implementing a barcode scanning system for the management of our property inventory. When an officer enters a piece of property into inventory, the officer will assign and label it with a barcode. This barcode will be used to track that particular piece of property throughout the department, courts, and ending with a disposition. This project began in 2013 and will be accomplished in 2014.

Because the Business Office has been able to maintain staffing levels Goal number 7 is being accelerated from 45 to 30 days. This goal is aggressive; however it is attainable if current staffing levels can be maintained.

2012 ACHIEVEMENTS

The Verona Police Department and its MPSIS partners are in the process of developing and testing an interface necessary for the implementation of the DaneCom/P25 narrow banding frequency initiative. This interface will permit effective communication between the Dane County Communications Center and our Global records management system in preparations of the going "live" date of December 3, 2013. This project is of such a large magnitude that Dane County pushed back implementation date for one year. This goal is still quite aggressive, but is also attainable under current conditions.

The police department business office was also able to provide support by working additional hours during special events in 2013 including; Hometown Days, Ironman Triathlon and several critical incidents requiring the answering of local phone calls and preparation of reports.

DEPARTMENT
PROGRAM BUDGET
ACCOUNT ORGANIZATION

Police Department
Support Services
01-52100-000-605

MISSION

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

2014 GOALS

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

SIGNIFICANT PROGRAM CHANGES FROM 2013

The Verona Police Department is not requesting any program changes for support services in 2014.

2012 ACHIEVEMENTS

The Verona Police Department continues to be pleased with the increased management of the school crossing guard function by one of its more talented crossing guards. There were even fewer scheduling and staffing challenges of crossing guards in 2013 compared to 2012. This continued improvement is a result of additional responsibilities that have been accepted by one crossing guard. This program continues to achieve the various day-to-day operational goals as established in this and other program budgets.

Our Police Chaplain continued to serve not only Verona staff, but members of the public as well. There were several situations that arose throughout the year that resulted in the summoning of our chaplain to assist staff with a variety of concerns such as: the death of a loved one, addressing the affects of responding to and investigating a traumatic scene, as well as the everyday stresses of the job. The VPD also continued to receive the benefits of our chaplain's services during patrol officer recruitments; he served as a volunteer during assessment centers. We are grateful to receive so much help from our chaplain who volunteers his time and expertise to our community through the VPD.

Epic Systems provided a grant for \$19,500 that funded the first VPD K-9 program. This grant will allow for the purchase of the dog, training equipment and some of the supplies. The vehicle and remaining supplies will be purchased by the city. The necessary policy and other administrative tasks have not been completed in 2013, thus are goals for 2014.

The number of active Explorers enrolled in the program continued to fluctuate due in part to former members graduating from high school and/or college, and the challenge involved with recruiting new members. Currently, the Verona Explorer post is served by five members in addition to two VPD advisors. In 2013, the Explorers and several officers volunteered their time to prepare and compete at Wisconsin Dells, the Wisconsin State Academy at Volk Field, Wisconsin and at the Dane County competition. The Verona Explorers also assisted field operations with traffic control assignments during the Verona Hometown Days Festival, National Night Out Against Crime, and numerous special events throughout the year. The Explorers also volunteered their time to support Special Olympics of Wisconsin during the annual Polar Plunge in Madison. Advisors Shawn Van Heuklon and Dustin Fehrmann deserve much of the credit concerning the Explorer Program successes in 2013.

Crossing Guards are a function that is managed under Support Services and continues to be a challenge for recruitment. The Verona Police Department is seeking a few more part-time crossing guards to add to their force. Two new shelters were built in 2013 to replace older shelters which were in disrepair. One that was replaced was at Llanos Street and N. Main Street and Cross Country Road and Hemlock Drive.

The facility surveillance system is in need of a significant upgrade for 2014 and quotes for this initiative are currently being sought. It is anticipated that quotes will be received in time to accomplish this endeavor before the 2014 budget is finalized.

**POLICE DEPARTMENT
ADOPTED 2014 BUDGET**

	ACTUAL	6/30 ACTUAL	ADOPTED BUDGET	PROJECTED	ADOPTED	%
010-52100	2012	2013	2013	2013	2014	INCR (DECR)
PERSONNEL SERVICES						
110 FULL-TIME WAGES	\$ 1,233,345	\$ 575,920	\$ 1,374,117	\$ 1,240,139	\$ 1,394,820	
111 LONGEVITY PAY	9,089	4,896	10,167	10,157	11,508	
112 EDUCATIONAL INCENTIVE	40,121	19,043	53,445	39,746	44,375	
120 PART-TIME WAGES	97,501	60,841	103,665	112,872	111,790	
125 OVERTIME WAGES	107,418	62,023	128,918	143,056	130,630	
130 HEALTH INSURANCE	274,288	164,759	305,910	289,747	337,094	
131 DENTAL INSURANCE	27,304	12,140	30,375	25,926	33,574	
132 SOCIAL SECURITY	116,943	57,203	127,781	119,685	129,371	
133 LIFE INSURANCE	1,779	808	1,907	1,629	1,534	
134 WISCONSIN RETIREMENT	231,985	121,545	274,829	252,169	236,549	
135 INCOME CONTINUATION	1,249	-	6,294	-	(10)	
TOTAL PERSONNEL SERVICES	\$ 2,141,022	\$ 1,079,178	\$ 2,417,408	\$ 2,235,126	\$ 2,431,235	0.57%
OPERATING EXPENDITURES						
210 PROFESSIONAL SERVICES	\$ 294	\$ -	\$ 5,520	\$ 1,340	\$ 3,920	
220 UTILITIES	51,693	26,542	53,000	53,000	54,000	
222 PRINTING	1,758	210	6,900	4,375	6,350	
225 COMMUNICATIONS	25,437	12,358	31,238	31,238	31,538	
240 REPAIRS/MAINT. SERVICES	19,055	5,579	27,625	25,600	28,625	
290 OTHER CONTRACTURAL SERVICES	12,117	1,844	20,259	20,259	31,141	
295 RECRUITMENT	7,341	5,668	3,500	7,500	5,100	
310 OFFICE SUPPLIES	5,908	2,457	6,600	6,625	6,900	
320 MEMBERSHIP AND DUES	1,130	1,038	1,915	1,915	1,945	
330 TRAVEL	12,114	2,908	14,835	10,165	15,225	
335 EDUCATION - TRAINING	18,432	8,669	19,890	19,575	20,300	
340 OPERATING SUPPLIES	62,842	37,433	96,895	95,695	91,620	
350 REPAIRS AND MAINTENANCE	17,186	7,633	13,575	13,575	14,475	
450 DATA PROCESSING	52,273	45,450	56,199	56,199	59,415	
530 RENTS AND LEASES	7,218	3,835	7,180	-	7,320	
795 CRIME AND INVESTIGATION	0	0	0	0	1,656	
TOTAL OPERATING EXPENDITURES	\$ 294,798	\$ 161,624	\$ 365,131	\$ 347,061	\$ 379,530	3.94%
CAPITAL OUTLAY						
810 OFFICE EQUIPMENT	\$ 287	\$ -	\$ -	\$ -	\$ 2,000	
815 OPERATING EQUIPMENT	6,323	3,708	5,500	-	2,600	
TOTAL CAPITAL OUTLAY	\$ 6,610	\$ 3,708	\$ 5,500	\$ -	\$ 4,600	-16.36%
TOTAL POLICE EXPENDITURES	\$ 2,442,430	\$ 1,244,510	\$ 2,788,039	\$ 2,582,187	\$ 2,815,365	0.98%

**EMERGENCY PREPAREDNESS
ADOPTED 2014 BUDGET**

		ACTUAL	6/30 ACTUAL	ADOPTED BUDGET	PROJECTED	ADOPTED	%
010-52500		2012	2013	2013	2013	2014	INCR (DECR)
PERSONNEL SERVICES							
111	LONGEVITY PAY	\$ -	\$ -	\$ 141	\$ -	\$ -	
125	OVERTIME WAGES	-	-	7,040	-	-	
132	SOCIAL SECURITY	-	-	549	-	-	
134	WISCONSIN RETIREMENT	-	-	1,315	-	-	
	TOTAL PERSONNEL SERVICES	\$ -	\$ -	\$ 9,045	\$ -	\$ -	-100.00%
OPERATING EXPENDITURES							
222	PRINTING	\$ -	\$ -	\$ 100	\$ -	\$ 100	
225	COMMUNICATIONS	-	478	-	1,845	2,340	
330	TRAVEL	-	-	400	100	400	
335	EDUCATION - TRAINING	-	-	200	100	200	
340	OPERATING SUPPLIES	-	-	500	-	500	
530	RENTS AND LEASES	-	-	240	-	240	
	TOTAL OPERATING EXPENDITURES	\$ -	\$ 478	\$ 1,440	\$ 2,045	\$ 3,780	162.50%
CAPITAL OUTLAY							
810	OFFICE EQUIPMENT	\$ -	\$ -	\$ -	\$ -	\$ -	
815	OPERATING EQUIPMENT	-	-	500	-	500	
	TOTAL CAPITAL OUTLAY	\$ -	\$ -	\$ 500	\$ -	\$ 500	0.00%
TOTAL EMERGENCY PREPAREDNESS EXPENDITURES		\$ -	\$ 478	\$ 10,985	\$ 2,045	\$ 4,280	-61.04%

**2014 REQUESTED BUDGET
CITY OF VERONA
PUBLIC WORKS DEPARTMENT**

MISSION STATEMENT

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

EXECUTIVE SUMMARY

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

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

Personnel costs as adopted totals \$535,034 which is about 49% of the total department budget. Other major items are \$204,362 for street lighting, \$52,500 for fuel and vehicle maintenance, \$74,000 for the purchase of salt and sand, and \$35,000 for the crack-filling program. Overall, the 2014 Public Works budget as adopted reflects an increase of \$93,903 or 9.41% compared to 2013. The significant increase is due to the request for an additional staff person.

The recommended 2014 Public Works budget removes \$11,465 in wages and benefits related to utility staff assigned to public works activities. Also removed is \$4,224 intended to allow for an increase in bicycle striping within the City and \$4,800 to replace a traffic line painter.

STATISTICAL SUMMARY

The City maintains 61 miles of streets including the addition of approximately three mile of new streets as of December 31, 2013.

SUMMARY OF ACHIEVEMENTS FOR 2013

- Coordinated and managed the reconstruction of Epic Lane, relocation of Northern Lights including the construction of a berm to screen Epic Campus from the neighborhood and relocation of the bike trail adjacent to Northern Lights.
- Coordinated and managed the 2013 Capital Street Program. Project costs for the surface treatment of streets were approximately \$182,000.
- Coordinated and managed the 2013 Street Rehabilitation Project with a project cost of approximately \$1,050,000. (Schedule Attached)

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

GOALS AND OBJECTIVES FOR 2014

- Coordinate and manage the 2014 Capital Street Program. Included in this program is \$335,000 to surface treat streets with a pavement life of 10-14 years with a boiler slag and/or pre-coated pea stone. Also included in this program is \$446,000 to totally rehabilitate streets with a pavement life of 24 to 31 years which includes replacement of any deficient curb & gutter, pulverize the existing pavement, undercut any yielding areas, reshape and place 3.5 inches of new bituminous pavement. **(Schedule Attached)**
- Coordinate and manage the planning, design, and right-of-way acquisition for the relocation of Northern Lights and North Nine Mound and the intersection of Nine Mound Road and CTH PD.
- Coordinate and manage crack filling repair of various City Streets utilizing \$85,000 in budgeted funds.
- Coordinate and manage Lincoln Street Reconstruction from Schweitzer Drive to Termini including Oak Ct. and Holiday Ct. utilizing \$485,000 in budgeted funds.

PERFORMANCE MEASUREMENT INDICATORS

Activity	2012 Actual	6/30/13 Actual	Est. 2013	Proposed 2014
Miles of Streets	58.27	58.27	61	63
Miles of Streets Repaved (Mill and Overlay)	1.5	.8	1.8	.75
Miles of Streets Sealed	3.8	3.9	3.9	9.8
Miles of Streets Crack-Filled	3.8	3.9	3.9	9.8
Fuel Purchased Streets	\$36,641	\$24,000	\$41,000	\$56,000
Gallons of Fuel Purchased	9800	6,400	10,900	14,900
Number of Salting Operations	5	6	8	8
Road Salt Used in Tons	1195	1231	1431	1400
Number of Full Plowing Operations	22	25	29	28

**PUBLIC WORKS
ADOPTED 2014 BUDGET**

	ACTUAL	6/30 ACTUAL	ADOPTED BUDGET	PROJECTED	ADOPTED	%
010-53100	2012	2013	2013	2013	2014	INCR (DECR)
PERSONNEL SERVICES						
110 FULL TIME WAGES	\$ 268,504	\$ 179,073	\$ 266,180	\$ 291,000	\$ 315,222	
111 LONGEVITY PAY	6,698	3,827	6,125	6,125	5,875	
120 PART TIME WAGES	4,415	1,441	8,699	4,500	3,794	
125 OVERTIME WAGES	43,986	39,231	40,000	44,000	45,000	
130 MEDICAL INSURANCE	72,622	36,578	76,473	76,473	101,460	
131 DENTAL INSURANCE	7,098	3,065	6,502	6,502	8,733	
132 SOCIAL SECURITY	24,168	17,051	24,556	25,321	28,297	
133 LIFE INSURANCE	920	555	887	887	1,026	
134 WI RETIREMENT	19,260	14,868	21,347	22,012	25,627	
135 INCOME CONTINUATION	340	-	1,599	1,599	-	
TOTAL PERSONNEL SERVICES	\$ 448,011	\$ 295,689	\$ 452,368	\$ 478,419	\$ 535,034	18.27%
OPERATING EXPENDITURES						
220 UTILITIES	\$ 20,066	\$ 11,281	\$ 29,000	\$ 29,000	\$ 27,000	
222 PRINTING	559	121	1,300	1,100	700	
225 COMMUNICATIONS	6,307	2,464	6,800	6,800	7,000	
240 MOTOR POOL	93,057	55,705	96,000	108,000	107,500	
310 OFFICE SUPPLIES	1,396	655	3,250	3,000	3,250	
320 MEMBERSHIP & DUES	411	125	500	800	1,000	
330 TRAVEL	209	-	1,000	500	1,000	
335 EDUCATION	300	-	2,500	2,000	2,500	
340 OPERATING SUPPLIES	86,897	64,458	82,000	84,000	86,000	
350 REPAIR & MAINTENANCE	23,705	7,917	25,500	24,000	25,500	
351 CONSTRUCTION SUPPLIES	11,402	2,188	12,000	10,000	12,000	
TOTAL OPERATING EXPENDITURES	\$ 244,309	\$ 144,914	\$ 259,850	\$ 269,200	\$ 273,450	5.23%
CONTRACTUAL SERVICES						
210 PROFESSIONAL SERVICES	\$ 2,838	\$ 1,070	\$ 8,000	\$ 10,000	\$ 10,000	
240 REPAIR & MAINTENANCE	53,928	13,952	53,000	53,000	53,000	
290 OTHER CONTRACTUAL	2,094	2,213	9,955	5,400	3,200	
420 STREET LIGHTING	184,486	76,502	202,970	200,000	204,362	
530 RENTS & LEASES	5,015	2,760	10,000	8,500	10,000	
TOTAL CONTRACTUAL SERVICES	\$ 248,361	\$ 96,497	\$ 283,925	\$ 276,900	\$ 280,562	-1.18%
CAPITAL OUTLAY						
815 OPERATING EQUIPMENT	583	-	2,000	2,000	3,000	
TOTAL CAPITAL OUTLAY	\$ 583	\$ -	\$ 2,000	\$ 2,000	\$ 3,000	50.00%
TOTAL PUBLIC WORKS EXPENDITURES	\$ 941,264	\$ 537,100	\$ 998,143	\$ 1,026,519	\$ 1,092,046	9.41%

**CITY OF VERONA
2014 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 2014 Recreation Budget includes an overall increase in expenditures of \$7,481 (3.09%). Overall, revenues reflect a slight increase in the amount of \$4,900 as compared with 2013 budgeted revenues. There are no new major initiatives included in this budget request.

SUMMARY OF ACHIEVEMENTS/CHALLENGES

In 2013 the department had the challenge of replacing the Youth Dance Instructor of 12 years and moving forward with the new Dance Instructor. Participation in most programs remained approximately the same. A new Youth Enrichment program was added providing kids science/engineering opportunities.

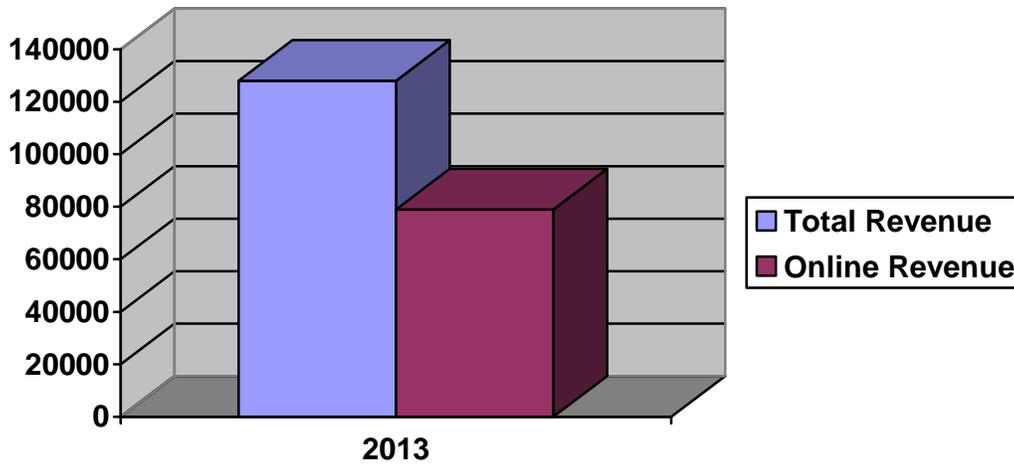
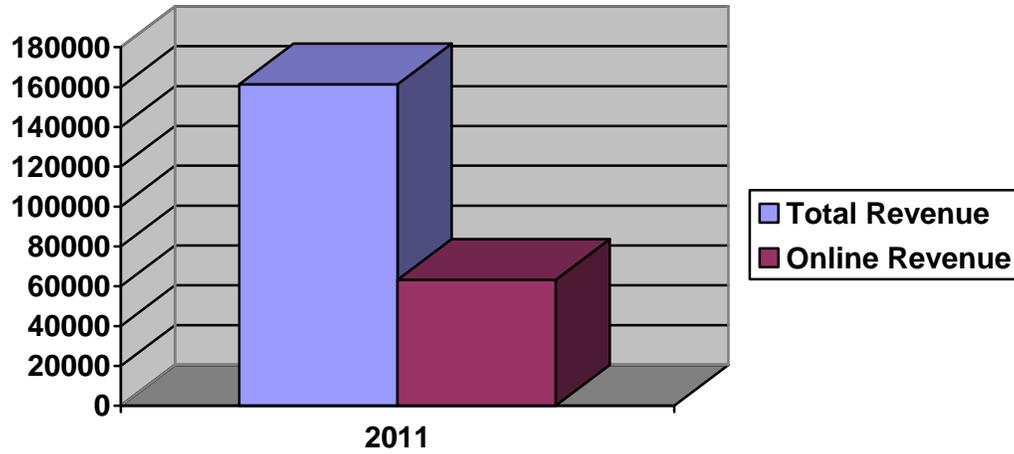
The challenges of 2013 were to maintain the same level of service as previous years with a significantly tighter budget. With increased participation in programs brings increased expenditures.

GOALS and OBJECTIVES

- Continue to explore additional enrichment offerings.
- Continue to explore ways to increase revenues at the Verona Beach.
- Continue to improve and reduce the cost of the recreation brochure through the sale of advertisements.
- Explore the possibility of a Youth Gymnastics and Youth Volleyball program.

Statistical Analysis Online Registrations

There has been a large increase in the percentage of revenues from online registration since the implementation of the online system in late December of 2010. The percentage of revenue from online registrations has gradually increased from 39% (\$63,215 of \$161,282) in 2011 (first full year with online registration) to 62% (\$78,933 of 127,954) as of 8.29.2013.



PERFORMANCE MEASUREMENT INDICATORS

Activity	2012 Actual	Est. 2013	Proposed 2014
Number of Youth Programs	127	144	145
Youth Program Participants	2144	2257	2220
Number of Adult Programs	38	34	38
Adult Program Participants	751	566	751
Days of Beach Operations	75	74	75
Beach Attendance	4731	4671	4800
Total Resident Registrants	2122	2200	2250
Total Non-resident Registrants	773	623	775

**RECREATION
ADOPTED 2014 BUDGET**

		6/30	ADOPTED			
010-467XX	ACTUAL	ACTUAL	BUDGET	PROJECTED	ADOPTED	%
010-485XX	2012	2013	2013	2013	2014	INCR (DECR)
REVENUES						
46721 LITTLE LEAGUE FEES	\$ 8,807	\$ 9,454	\$ 8,800	\$ 9,454	\$ 9,500	
46722 ADULT SOFTBALL FEES	10,203	2,284	7,000	11,500	10,500	
46724 VOLLEYBALL FEES	12,214	142	13,500	13,500	13,500	
46725 SOCCER FEES	14,976	9,597	15,000	15,757	15,700	
46726 MEN'S BASKETBALL FEES	4,265	474	6,000	6,000	6,000	
46727 YOUTH BASKETBALL FEES	10,971	190	11,500	11,500	11,500	
46728 TENNIS FEES	6,645	6,628	6,500	6,500	6,600	
46729 RHAPSODY	785	746	400	1,200	2,200	
46732 INSTRUCTIONAL SOFTBALL FEES	7,935	6,433	10,000	6,573	7,550	
46734 SWIMMING FEES	16,735	4,589	18,000	15,000	17,500	
46736 OTHER RECREATION	2,000	-	1,000	500	500	
46737 PARK RESERVATIONS	9,245	5,589	10,000	11,200	11,200	
46739 CONCESSION STAND	25,557	9,177	21,500	25,500	25,500	
46740 GOLF FEES	463	1,635	400	411	400	
46742 PLAYGROUND PROGRAM	19,208	21,043	22,000	20,922	22,000	
46744 BASEBALL FIELD RESERVATION FEES	2,878	1,431	3,500	3,500	3,500	
46745 AMUSEMENT TICKET FEES	196	897	250	200	250	
46748 FLAG FOOTBALL	18,741	5,285	18,000	17,325	18,000	
46751 ADULT TENNIS LEAGUES	-	-	-	-	-	
46752 INSTRUCTIONAL BASEBALL	1,925	1,376	2,500	1,376	1,500	
46754 DANCE INSTRUCTION	18,065	4,963	21,000	20,000	21,000	
46756 CANOEING	109	710	200	45	100	
46758 BABYSITTING CLINIC	874	1,017	500	500	500	
46760 ADULT YOGA	8,067	2,965	7,000	4,000	4,500	
46761 YOUTH CAMP-SOCCER	732	590	500	445	500	
46762 YOUTH CAMP-BASEBALL	(26)	-	50	-	-	
46765 TRIATHLON	853	64	1,300	1,200	1,300	
TOTAL REVENUES	\$ 202,423	\$ 97,279	\$ 206,400	\$ 204,108	\$ 211,300	2.37%

**RECREATION
ADOPTED 2014 BUDGET**

010-55200	ACTUAL	6/30 ACTUAL	ADOPTED BUDGET	PROJECTED	ADOPTED	%
	2012	2013	2013	2013	2014	INCR (DECR)
PERSONNEL SERVICES						
110 FULL TIME WAGES	\$ 51,448	\$ 26,112	\$ 52,268	\$ 55,600	\$ 64,950	
111 LONGEVITY PAY	1,023	521	1,046	-	1,045	
120 PART TIME WAGES	8,945	3,654	8,619	5,600	-	
120-59 PART TIME CONCESSION STAND	6,451	364	5,125	6,000	6,300	
120-065 PART TIME BEACH	28,476	5,136	27,400	27,400	27,400	
120-067 PART TIME TENNIS	-	-	2,800	1,900	2,045	
120-069 PART TIME INSTRUCTIONAL BASEBALL	-	-	1,700	883	1,140	
120-077 PART TIME INSTRUCTIONAL SOFTBALL	-	1,825	11,088	10,662	7,470	
120-080 PART TIME PLAYGROUND	22,903	2,984	23,400	24,950	24,750	
120-093 PART TIME DANCE	3,831	3,555	10,175	9,500	11,000	
120-095 PART TIME ADULT YOGA	-	1,664	2,800	2,000	1,704	
130 MEDICAL INSURANCE	16,913	7,533	17,326	17,326	22,272	
131 DENTAL INSURANCE	1,435	775	1,859	1,859	2,238	
132 SOCIAL SECURITY	8,953	3,210	7,050	9,000	11,307	
133 LIFE INSURANCE	70	25	78	78	71	
134 WI RETIREMENT	3,527	1,867	4,117	4,117	4,619	
135 INCOME CONTINUATION	55	-	309	309	-	
TOTAL PERSONNEL SERVICES	\$ 154,030	\$ 59,225	\$ 177,160	\$ 177,184	\$ 188,311	6.29%
OPERATING EXPENDITURES						
222 PRINTING	\$ 4,108	\$ 2,700	\$ 4,500	\$ 4,700	\$ 4,700	
320 MEMBERSHIPS	130	130	150	130	130	
335 EDUCATION	450	13	350	50	350	
TOTAL OPERATING EXPENDITURES	\$ 4,688	\$ 2,843	\$ 5,000	\$ 4,880	\$ 5,180	3.60%
SUPPLIES & MATERIALS						
340-059 CONCESSION STAND	\$ 13,948	\$ 4,134	\$ 13,000	\$ 13,000	\$ 13,000	
340-060 MEN'S BASKETBALL	188	-	100	100	100	
340-061 ADULT SOFTBALL	1,582	1,127	1,500	1,400	1,500	
340-062 SOCCER	6,702	3,816	5,300	6,000	6,000	
340-063 LITTLE LEAGUE	2,272	565	2,200	1,285	1,500	
340-064 VOLLEYBALL	278	450	400	450	400	
340-065 BEACH	978	167	1,000	1,200	1,000	
340-066 YOUTH BASKETBALL	2,357	62	2,500	2,500	2,500	
340-067 TENNIS PROGRAM	60	-	150	150	150	
340-069 INSTRUCTIONAL BASEBALL	-	-	100	-	50	
340-078 FLAG FOOTBALL	7,243	-	5,800	6,600	6,500	
340-080 PRE-SCHOOL CAMP	1,834	-	1,500	1,600	1,600	
340-093 DANCE SUPPLIES	7,181	5,943	7,500	7,300	1,200	
TOTAL SUPPLIES & MATERIALS	\$ 44,623	\$ 16,264	\$ 41,050	\$ 41,585	\$ 35,500	-13.52%
CONTRACTUAL SERVICES						
290-060 MEN'S BASKETBALL	\$ 3,171	\$ 1,990	\$ 4,500	\$ 4,500	\$ 4,500	
290-062 SOCCER	564	402	550	550	550	
290-064 VOLLEYBALL	6,876	3,849	6,200	6,500	6,500	
290-066 YOUTH BASKETBALL	4,218	2,187	4,100	3,200	4,100	
290-067 TENNIS PROGRAM	2,734	-	-	-	-	
290-069 INSTRUCTIONAL BASEBALL	1,142	-	-	-	-	
290-077 INSTRUCTIONAL SOFTBALL	12,750	-	-	-	-	
290-078 FLAG FOOTBALL	3,075	-	1,600	2,850	2,900	
290-093 DANCE INSTRUCTION	10,147	4,270	-	4,270	-	
290-095 ADULT YOGA	3,510	-	-	-	-	
290-930 RECREATION REGISTRATION PRM	2,176	1,486	1,650	1,650	1,750	
TOTAL CONTRACTUAL SERVICES	\$ 50,363	\$ 14,184	\$ 18,600	\$ 23,520	\$ 20,300	9.14%
TOTAL RECREATION EXPENDITURES	\$ 253,704	\$ 92,516	\$ 241,810	\$ 247,169	\$ 249,291	3.09%

**CITY OF VERONA
2014 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 2014 parks department budget contains a decrease in expenditures of \$1570 (.003%) compared to the 2013 budget year even though utility and operating expenditures are up slightly from the previous year. The reduction can be attributed to savings in personnel and insurance costs associated with a newly hired employee. The 2014 budget contains no additional staffing or funding initiatives and seeks to maintain services at current levels.

SUMMARY OF ACHIEVEMENTS FOR 2013

- Installed new playground equipment at Prairie View Park
- Began planning for a new park area donated by EPIC Systems
- Constructed a new indoor batting cage facility at Stampfl Field
- Added and replaced many trees at Harriet Park with the help of a generous neighbor

GOALS AND OBJECTIVES FOR 2014

- Replace the playground at Raywood Park
- Begin construction of two new parks in Cathedral Point and near EPIC Systems
- Repave the parking lot at Community Park

STATISTICAL ANALYSIS

The City of Verona has nearly doubled in size over the last 20 years and the park system has grown along with that to meet the needs of an increasingly active population. Our mission as a department is to continue to develop and maintain quality facilities for our residents, but also to provide those facilities at a reasonable cost to the average taxpayer. Community surveys have consistently shown that people are satisfied with the overall quality of our park system and two simple measures of our fiscal responsibility are to compare expenditures to the population growth over time as well as assessed value. Residential growth is what drives the demand for a larger park system while using assessed value takes into account the positive impact of non-residential growth.

<u>Year</u>	<u>Population</u>	<u>Assess Value(000)</u>	<u>Expenditures</u>	<u>Per Capita</u>	<u>Per \$1000</u>
1995	6,200	203,000	\$200,479	\$32.33	\$.99 (parks and rec)
2000	7,052	373,702	\$234,058	\$33.19	\$.63
2005	9,000	695,925	\$291,624	\$32.40	\$.41
2010	10,619	1,464,720	\$446,317	\$42.03	\$.30
2014	11,400	TBD	\$451,063	\$39.57	

PERFORMANCE MEASUREMENT INDICATORS

Activity	2012 Actual	6/30/13 Actual	Est. 2013	Proposed 2014
Number of City Parks	21	21	21	22
Total Acres of Parks Mowed	113	113	113	119
Park Shelter Reservations	183	95	190	190
Miles of Trails and Bike paths Maintained	5.45	5.45	5.45	5.75
Total Fuel Purchased	\$21,759	\$11,312	\$23,500	\$23,000
Off Road Fuel Purchased	\$13,472 (62%)	\$7,209 (64%)	\$15,000 (64%)	\$14,000 (61%)

**PARKS
ADOPTED 2014 BUDGET**

	ACTUAL	6/30 ACTUAL	ADOPTED BUDGET	PROJECTED	ADOPTED	%
010-55300	2012	2013	2013	2013	2014	INCR (DECR)
PERSONNEL SERVICES						
110 FULL TIME WAGES	\$ 205,451	\$ 102,201	\$ 211,012	\$ 209,000	\$ 206,861	
111 LONGEVITY PAY	5,068	2,730	5,738	5,650	5,657	
120-068 PART TIME MAINTENANCE	19,938	10,210	27,625	25,000	27,125	
125 OVERTIME WAGES	13,284	8,930	10,500	13,500	12,500	
130 MEDICAL INSURANCE	49,364	25,624	51,719	40,000	45,500	
131 DENTAL INSURANCE	5,765	2,217	5,086	4,000	3,426	
132 SOCIAL SECURITY	17,830	9,378	19,498	18,500	19,289	
133 LIFE INSURANCE	418	209	641	500	482	
134 WI RETIREMENT	13,412	7,553	14,879	14,000	15,612	
135 INCOME CONTINUATION	179	-	1,074	1,050	-	
TOTAL PERSONNEL SERVICES	\$ 330,709	\$ 169,052	\$ 347,772	\$ 331,200	\$ 336,452	-3.26%
OPERATING EXPENDITURES						
220-069 COMMUNITY PARK UTILITIES	\$ 26,956	\$ 8,302	\$ 23,200	\$ 23,500	\$ 23,750	
220-070 HARRIET PARK UTILITIES	2,006	914	2,200	2,100	2,250	
220-071 LEGION STREET UTILITIES	4,636	823	3,300	3,000	3,500	
220-072 BEACH UTILITIES	2,057	414	2,000	2,050	2,050	
222 PRINTING	34	-	100	100	100	
225 COMMUNICATIONS	5,297	2,268	5,700	5,800	5,950	
310 OFFICE SUPPLIES	712	521	1,500	1,500	1,500	
320 MEMBERSHIPS	193	942	500	950	1,000	
330 TRAVEL	-	-	50	50	100	
335 EDUCATION	-	-	300	200	300	
340 OPERATING SUPPLIES	14,523	10,101	16,500	16,000	16,000	
340-073 ICE SHELTER SUPPLIES	83	-	600	300	400	
340-074 FORESTRY SUPPLIES	303	-	1,700	1,500	2,050	
350 REPAIR & MAINTENANCE SUPPLIES	27,324	15,796	25,000	27,000	28,250	
351 CONSTRUCTION SUPPLIES	7,752	55	5,950	6,000	6,600	
TOTAL OPERATING EXPENDITURES	\$ 91,876	\$ 40,136	\$ 88,600	\$ 90,050	\$ 93,800	5.87%
CONTRACTUAL SERVICES						
240 REPAIR & MAINTENANCE SERVICES	\$ 12,343	\$ 6,773	\$ 20,300	\$ 22,000	\$ 24,800	
290 OTHER CONTRACTUAL	-	299	-	-	-	
530 RENTS & LEASES	4,424	1,772	4,800	4,800	4,850	
TOTAL CONTRACTUAL SERVICES	\$ 16,767	\$ 8,844	\$ 25,100	\$ 26,800	\$ 29,650	18.13%
TOTAL PARKS EXPENDITURES	\$ 439,352	\$ 218,032	\$ 461,472	\$ 448,050	\$ 459,902	-0.34%

**CITY OF VERONA
2014 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 originally proposed 2014 Planning and Development budget reflects an overall increase of \$30,045 or 23.81% from 2013. A decrease of \$1,965 is proposed for personnel services. Operating costs are increasing by \$31,010 or by 92.7% primarily for professional services which include funding for engineering consulting services and other outside experts on development related issues. Capital outlay reflects a proposal of \$1,000 to purchase a tablet. Cost of the City Planner position is allocated 90% to the Planning budget and 10% to Tax Increment Financing (TIF) districts. This allocation is a reflection of the time spent assisting with the planning and administering the City's TIF projects.

The adopted 2014 Planning Budget allocates a total of 20% of the Planner's wages and benefits to TIF Districts which is an additional 10% as compared to the 2013 budget or a total additional reallocation of \$8,026. Also removed from the originally proposed budget is funding for professional services totaling \$32,000 which includes a planning consultant to assist with the North Neighborhood Plan (\$15,000) an environmental consultant to assist with an Urban Service Area Amendment for the North Neighborhood (\$12,000) and a reduction in engineering costs for planning reviews (\$5,000). Other decreases from the originally proposed budget include a reduction of \$337 for income continuation insurance, removing \$2,500 for the Planner to attend a national conference and \$1,000 for the purchase of an electronic tablet. It may be possible to purchase this item at the end of 2013.

As adopted the Planning Department budget reflects a decrease of \$13,818 or 10.9%.

- The Department of Planning and Development will continue planning for future growth and working with property and business owners, developers, and others on proposed development and redevelopment projects.
- The Department of Planning and Development will continue working with a wide variety of other departments and agencies to represent the City and advance the City's goals. Examples include: The Verona Area School District (VASD); the Verona Area Chamber of Commerce (VACC); the Madison Area Transportation Planning Board-Metropolitan Planning Organization (TPB-MPO); and Madison's Metro Transit.
- The Department will focus on creating and implementing the North Neighborhood Plan for anticipated growth north of the current city limits. Due to storm water management challenges, this planning work will be in collaboration with the Public Works Department and the City Engineer.
- The Department will focus on implementing the Downtown Transportation and Corridor Study Plan by working with developers, business owners, and other city departments.
- The Department will continue working to advance urban service area proposals through the CARPC and DNR review process.
- The Department will continue to regularly meet with property owners, businesses, and prospective developers on a variety of sites and potential development projects;
- The Department will continue to provide customer service to walk-in and call-in citizens on a wide variety of zoning, planning, and community development questions;

GOALS AND OBJECTIVES FOR 2014

1. Continue to process requests and proposals for urban service area expansions, annexations, extraterritorial and city land divisions (plats and CSMs), zoning map amendments, site plans, conditional use permits, planned unit developments, zoning text amendments and variances.
2. Continue updating data for the GIS System and producing maps for the police, EMS, city clerk, and other city departments as requested.
3. Implement the Comprehensive Plan, including making any necessary revisions or amendments to the plan as needed, including the completion of the drafted North Neighborhood Plan.
4. Continue to update the department's on-line application materials and information to increase public awareness of planning and development activities.
5. Improve Code regulations within the City by reviewing development Ordinances and making recommendations for improvements.

FIVE YEAR PERSONNEL PLANS

The Five-Year Personnel Plan for the Department of Planning and Development is to maintain one full-time Director of Planning and a part-time GIS technician. The Department also plans to continue contracting with outside consultants for: Engineering and Environmental Planning for Urban Service Area (USA) amendments. No additional staffing needs are anticipated.

PERFORMANCE MEASUREMENT INDICATORS

Activity	2012 Actual	6/30/13 Actual	Est. 2013	Proposed 2014
Site Plans Reviewed	7	9	N/A	12
Planned Development Applications	3	1	N/A	5
Certified Survey Maps (CSM)	3	5	N/A	7
Conditional Use Permits	8	1	N/A	6
Ordinance Amendments	2		N/A	3
Annexation Requests	0	1	N/A	3
Zoning Map Amendment Applications	1	1	N/A	3
Plat Reviews	0		N/A	1
Initial Reviews	12	9	N/A	18

**PLANNING AND ZONING
ADOPTED 2014 BUDGET**

	ACTUAL	6/30 ACTUAL	ADOPTED BUDGET	PROJECTED	ADOPTED	%
010-444xx/449xx	2012	2013	2013	2013	2014	INCR (DECR)
REVENUES						
44410 PLAT REVIEW FEES	\$ 1,100	\$ 1,900	\$ 900	\$ 2,500	\$ 2,500	
44420 BOARD OF APPEALS	-	-	300	-	300	
44430 CHANGE OF ZONING FEES	300	600	600	900	900	
44440 CONDITIONAL USE FEES	2,500	2,100	900	1,500	1,500	
44460 SITE PLAN REVIEW	900	600	900	2,400	3,000	
44470 PLANNED USE DEVELOPMENT	600	300	300	1,500	1,500	
44480 ANNEXATION FEE	-	300	300	300	900	
44900 OTHER REGULATORY PERMITS/FEES	25	-	100	-	300	
TOTAL REVENUES	\$ 5,425	\$ 5,800	\$ 4,300	\$ 9,100	\$ 10,900	153.49%

**PLANNING AND ZONING
ADOPTED 2014 BUDGET**

	ACTUAL	6/30 ACTUAL	ADOPTED BUDGET	PROJECTED	ADOPTED	%
010-56400	2012	2013	2013	2013	2014	INCR (DECR)
PERSONNEL SERVICES						
110 FULL-TIME WAGES	\$ 67,828	\$ 23,364	\$ 65,362	\$ 55,000	\$ 56,000	
111 LONGEVITY	655	-	654	-	-	
130 HEALTH INSURANCE	14,514	4,980	15,302	15,024	16,498	
131 DENTAL INSURANCE	1,722	387	1,549	1,162	1,658	
132 SOCIAL SECURITY	5,218	1,787	5,050	4,369	4,284	
133 LIFE INSURANCE	88	27	112	66	73	
134 WISCONSIN RETIREMENT	3,550	1,554	4,390	4,000	3,920	
135 INCOME CONTINUATION	74	-	342	-	-	
TOTAL PERSONNEL SERVICES	\$ 93,649	\$ 32,099	\$ 92,761	\$ 79,621	\$ 82,433	-11.13%
OPERATING EXPENDITURES						
210 PROF. SERV. COMP PLAN CONSULTAI	\$ -	\$ 4,998	\$ 2,000	\$ 5,000	\$ 5,000	
210 050 ATTORNEY	-	-	-	-	-	
210 052 ENGINEER	6,855	8,330	7,000	17,000	11,000	
210 053 GIS SYSTEM	400	-	600	-	-	
210 056 USA PLANNING	425	-	4,000	-	-	
222 PRINTING	313	96	1,200	700	1,000	
225 COMMUNICATIONS	586	240	600	600	600	
290 OTHER CONTRACTUAL-GIS INTERN	1,058	1,378	6,000	3,500	6,000	
310 OFFICE SUPPLIES	1,483	454	3,000	1,000	3,000	
320 MEMBERSHIP AND DUES	937	-	2,100	450	500	
330 TRAVEL	1,421	88	1,600	400	500	
335 EDUCATION - TRAINING	1,092	149	4,340	700	850	
340 OPERATING SUPPLIES	498	-	1,000	-	1,500	
TOTAL OPERATING EXPENDITURES	\$ 15,068	\$ 15,733	\$ 33,440	\$ 29,350	\$ 29,950	-10.44%
CAPITAL OUTLAY						
810 OFFICE EQUIPMENT	\$ -	\$ -	\$ -	\$ -	\$ -	
815 OPERATING EQUIPMENT	-	-	-	-	-	
TOTAL CAPITAL OUTLAY	\$ -	\$ -	\$ -	\$ -	\$ -	
TOTAL PLANNING EXPENDITURES	\$ 108,717	\$ 47,832	\$ 126,201	\$ 108,971	\$ 112,383	-10.95%

**CITY OF VERONA
2014 BUDGET SUMMARY
BUILDING INSPECTION DEPARTMENT**

MISSION STATEMENT

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

EXECUTIVE SUMMARY

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

The Department's 2014 proposed budget is aimed at maintaining current service levels and increasing the Department's efficiency. There are slight increases for operating expenditures for items such as mileage expenditures (as the City continues to expand), services (such as phone costs) and durable goods for the Department. The 2014 budget also includes \$3,367 in maintenance agreement fees for the Building Inspection iWorq permitting software, and \$1,700 for expansion of the plan examination area. Overall the 2014 building inspection budget includes an expenditure increase of \$18,272 or 18.3% over 2013. The increase is primarily made up of additional part-time plan review services and employee benefit increases.

Estimated 2014 revenues are again challenging to forecast, as there are several projects which have either been submitted for review or have been mentioned to be coming. Epic Systems has indicated that they will begin construction of Campus 4 and 5 beginning in the fall of 2013. Permit revenues are projected at \$467,934 in 2014, which is slightly lower than the 2013 budgeted level.

Even though the current budget is primarily aimed at maintaining current service levels, over the course of 2014 and beyond, the Department will continue to undertake additional projects. Some of these initiatives are:

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

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

Statistical Summary of Major Activities

Epic Systems has continued construction in 2013. Substantial projects of note are:

- Campus 3: Called the “Farm Campus”, this farm themed group of buildings totaling over 750,000 square feet was started in March, 2012, and was substantially complete in June.
- Deep Space Auditorium: The construction of this project began January of 2012, and is to be usable for UGM 2013. With a total area of over 600,000 square feet it is larger in area than the Kohl Center. Deep space will hold approximately 11,000 people in the main seating bowl and has a future balcony which will seat another 3,000. The estimated construction cost is over \$300 million.
- There have been 7 additional “minor” projects which have taken place in 2013.
 - Five office remodel in the Learning Center.
 - Testing area infill in the Epicenter.
 - Six office infill in Building I.
 - Addition to Utility Building 1 and 2 (Electrical & Geothermal distribution).
 - Relocation of storage building from Farm Campus to the Richardson Farm.

Other major projects of note for 2013:

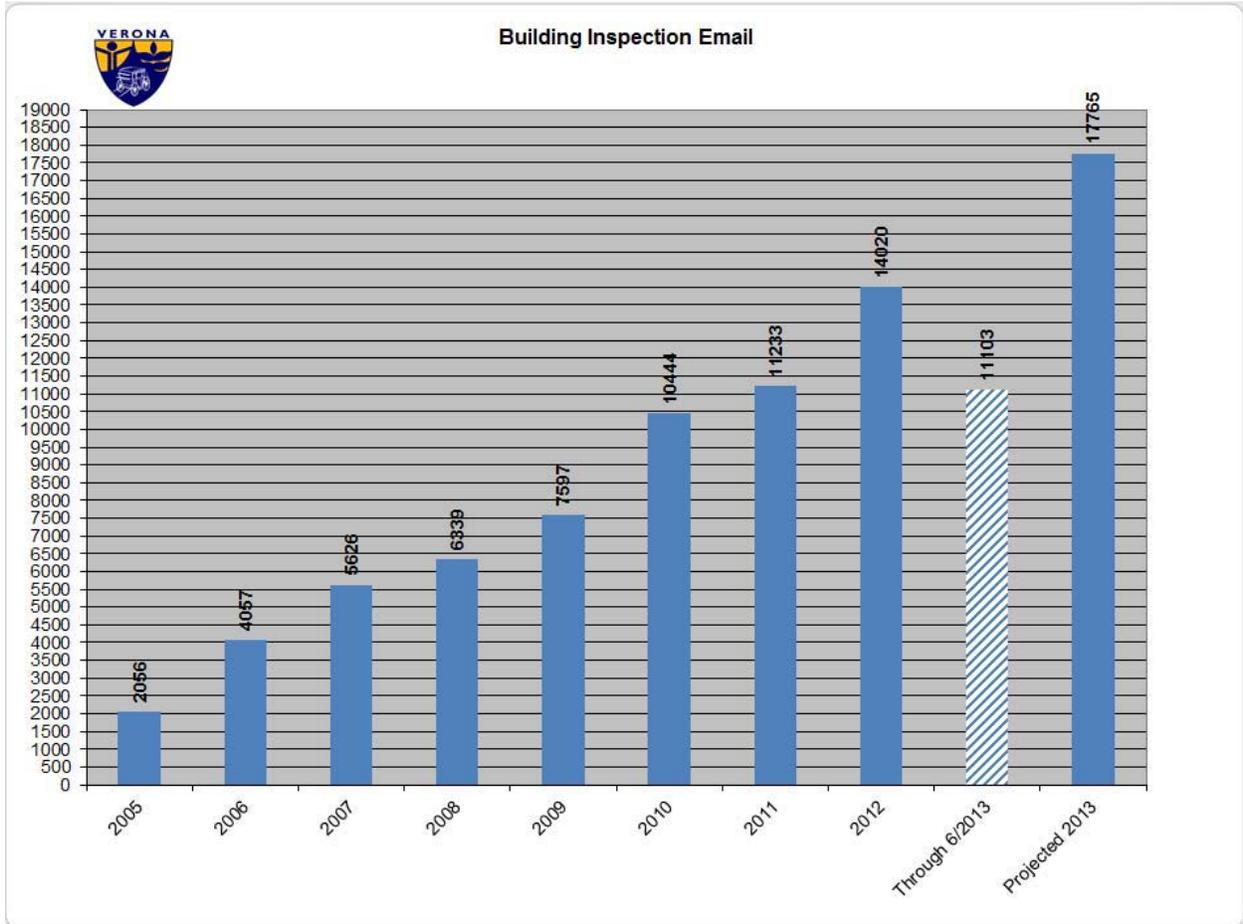
- Wisconsin Brewing Company
 - New \$1,880,000 brewery which began in October, 2012 and is scheduled for completion in the fall of 2013.
- Siena Ridge Apartments
 - Five apartment buildings with 96 total units which began in June, 2012. As of June 30, three of the five buildings (60 units) are complete and occupied.
- West End Apartments
 - The 53 unit apartment building which began in November, 2011 was complete on June 20, 2012.
 - The 33 unit apartment building which began in September, 2012 was complete on June 4, 2013.
 - The 20 unit apartment building which began in February, 2013, has an anticipated complete date of late July/August, 2013.
- Kwik Trip Stores
 - \$640,000 addition and upgrade to the E. Verona Avenue store.
 - \$1,000,000 upgrade to the CTH PB store for the addition of Compressed Natural Gas sales.
- PC Nametag
 - \$1,000,000 addition to the facility’s warehouse and offices.
- Para Enterprises
 - Two new self-storage warehouses valued at \$400,000.

New housing starts are on par with the same period in 2011. The number of overall permits decreased slightly, however Code Enforcement Cases has tripled.

The Department has tracked various “Calls for Service” since May, 2005. The following charts detail these services:

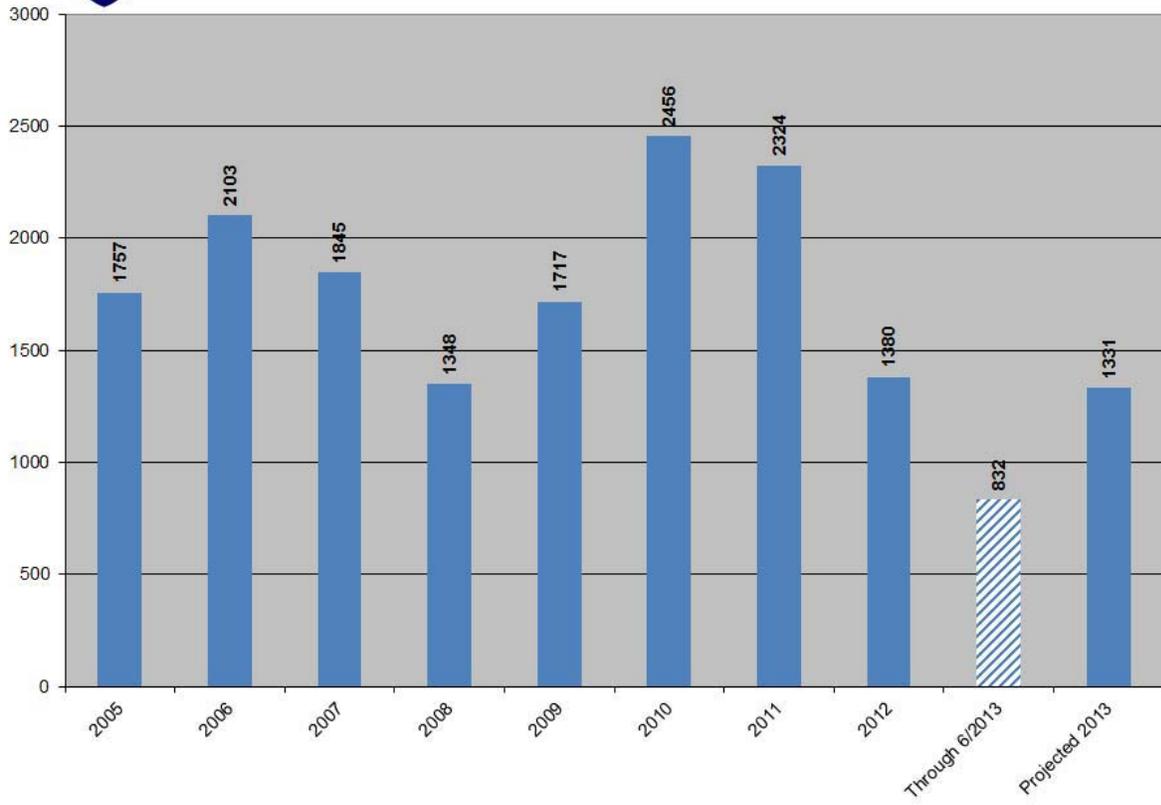
- Emails sent and received by the Department
- Voice mails received by the Department
- Permits and Code Cases issued by the Department

- Inspections performed by the Department
- Meetings Attended by the Department



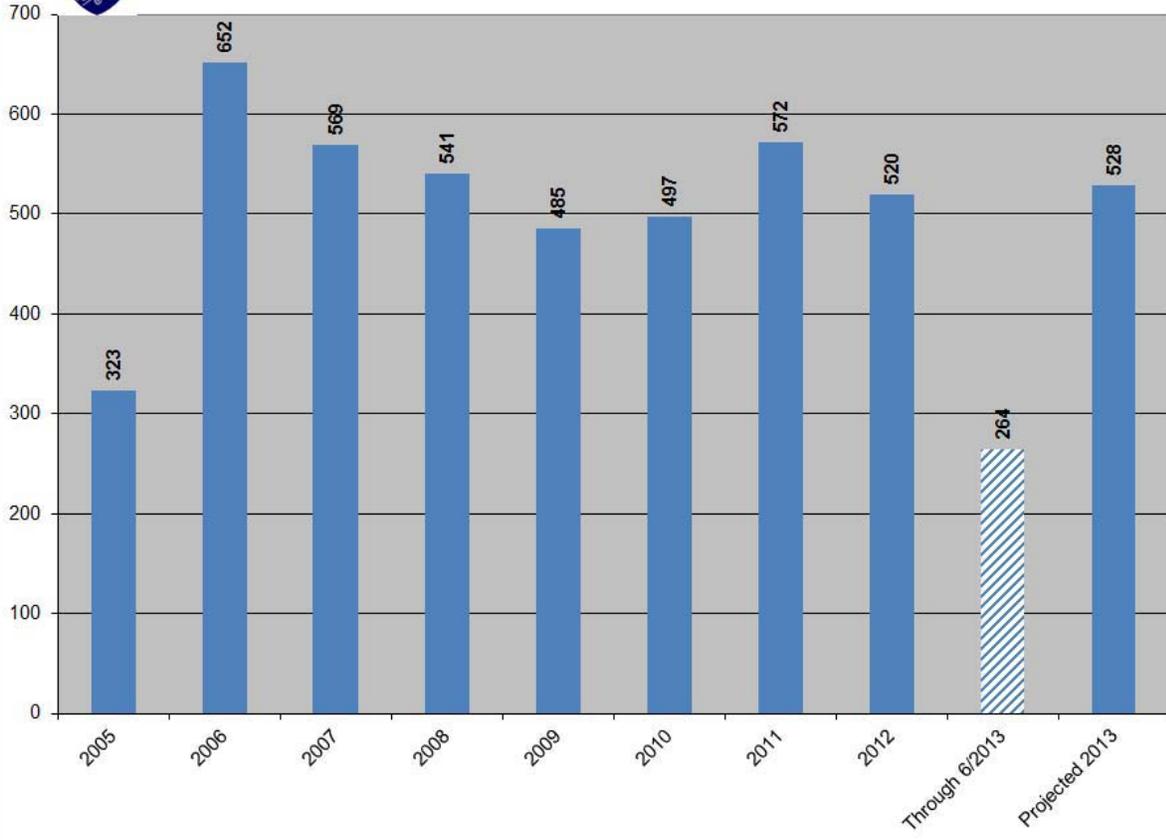


Building Inspection Voice Mail



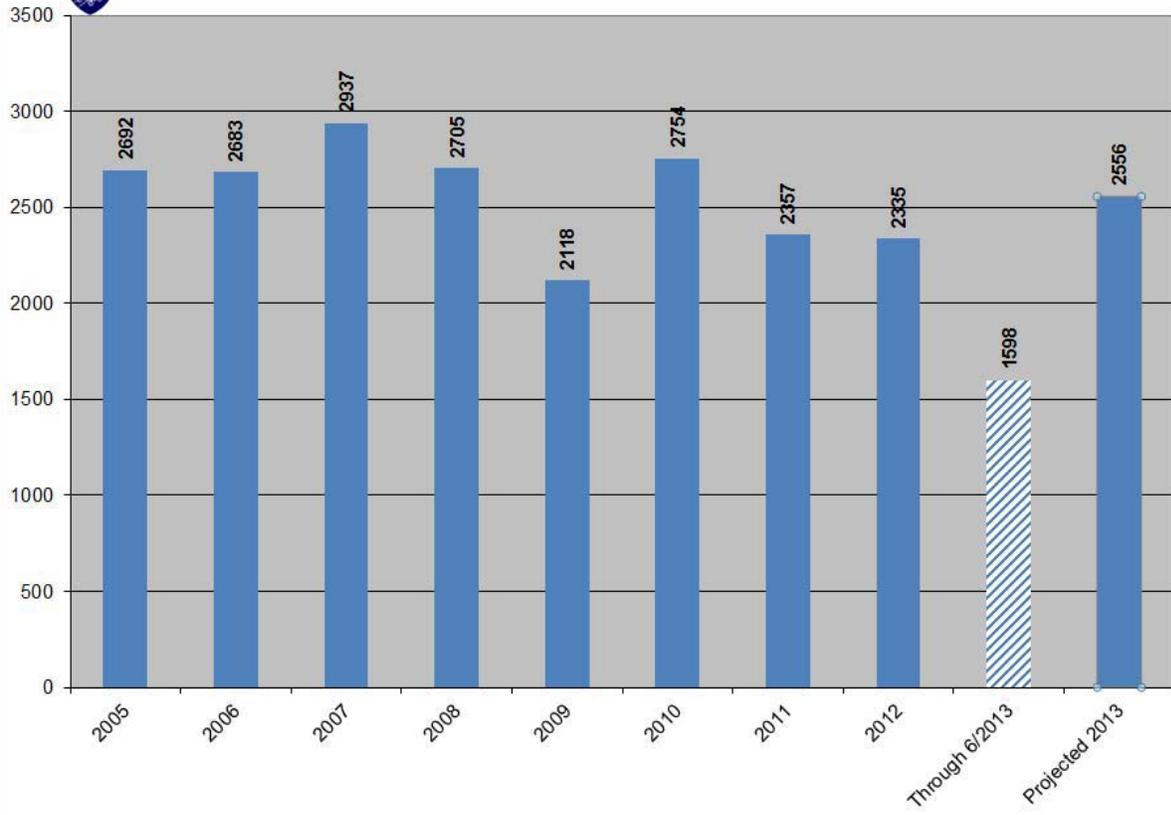


Building Inspection Permits/Cases



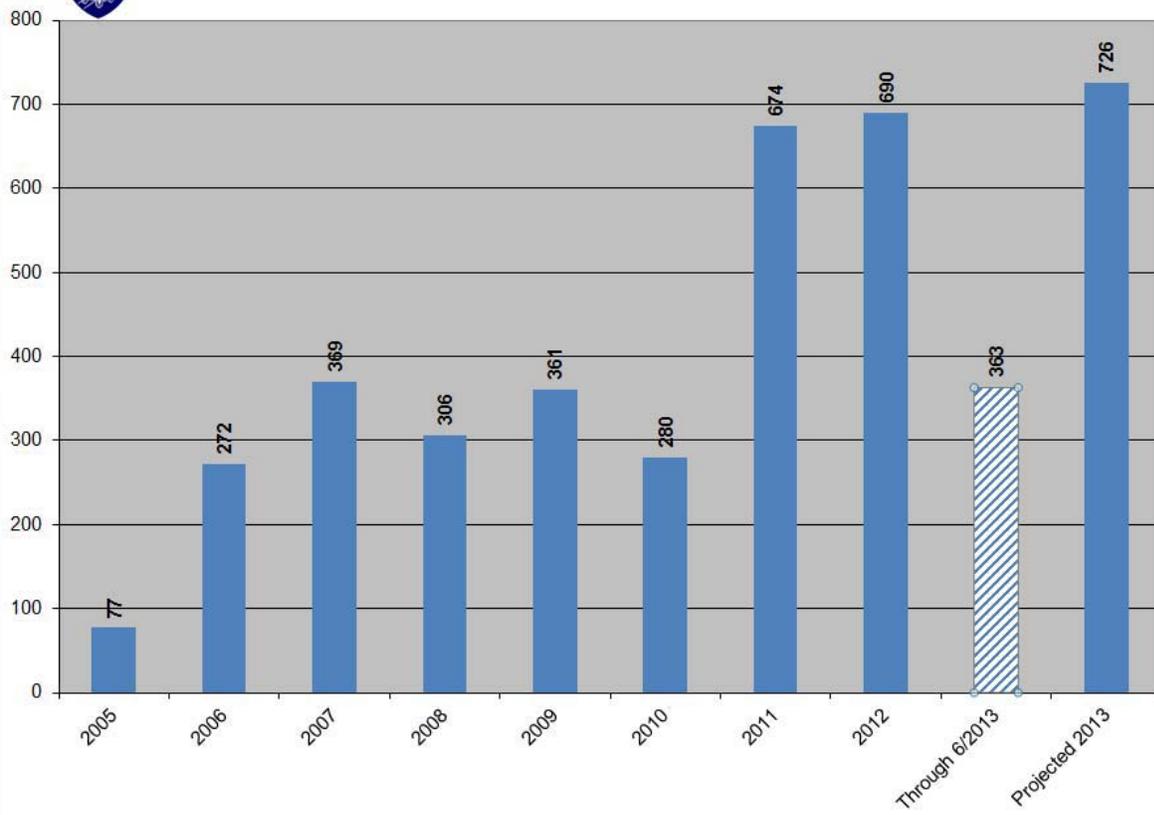


Building Inspection Field Inspections





Building Inspection Meetings



Summary of Achievements/Challenges for 2013-2014

Achievements

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

Challenges

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

Goals and Objectives for 2014

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

Budget Initiative Requests

PERFORMANCE MEASUREMENT INDICATORS

Activity	2012 Actual	6/30/13 Actual	Est. 2013	Proposed 2014
Permits Issued	448	207	370	403
Permit Fees	\$645,380	\$91,332	\$266,039	\$383,934
Plan Review Fees	\$109,051	\$11,280	\$53,120	\$84,000
Plans Reviewed-Commercial	104	101	242	250
Field Inspections (Permits)	2313	1563	2504	2750
Code Enforcement Cases	22	35	52	70
Inspections (Code Enforcement)	31	67	101	137
Meetings/Training	690	363	765	840
Staff Miles driven	9,200	5,389	10,775	11,250

Permits Issued By Year	2004	2005	2006	2007	2008	2009	2010	2011	2012	2000- 2012 Ave
Single Family	58	106	90	80	32	26	52	52	64	74
Duplex	9	9	3	0	1	1	2	2	1	5
3-4 Unit	2	5	0	0	0	0	0	0	2	3
5+ Unit	0	3	5	1	0	0	0	0	5	3
Commercial	16	14	11	6	9	15	2	2	22	11
Misc	321	335	358	444	402	333	378	378	403	347
TOTAL	406	472	467	531	444	375	434	434	497	442
Permit/Review Fees (In Thousands)	\$308	\$438	\$363	\$314	\$143	\$206	\$187	\$166	\$754	\$265

**BUILDING INSPECTION
ADOPTED 2014 BUDGET**

	ACTUAL	6/30 ACTUAL	ADOPTED BUDGET	PROJECTED	ADOPTED	Change %
010-443XX	2012	2013	2013	2013	2014	INCR (DECR)
REVENUES						
44310 Building Permits	\$ 213,560	\$ 32,567	\$ 141,487	\$ 92,427	\$ 129,052	
44320 Electrical Permits	113,692	17,330	75,813	43,511	69,027	
44330 Plumbing Permits	108,514	16,744	75,030	49,946	64,334	
44340 Early Start Permits	4,050	1,050	2,450	2,481	2,450	
44350 HVAC Permits	108,547	16,230	74,320	38,761	62,524	
44360 Erosion Control Permit	97,017	7,411	63,859	38,913	56,547	
44370 Plan Review	109,051	11,280	88,514	53,120	84,000	
44901 Fire System Review	-	-	-	-	36,950	
Total Revenues	\$ 754,431	\$ 102,612	\$ 521,473	\$ 319,159	\$ 504,884	-3.18%

**BUILDING INSPECTION
ADOPTED 2014 BUDGET**

010-56300	ACTUAL 2012	6/30 ACTUAL 2013	ADOPTED BUDGET 2013	PROJECTED 2013	ADOPTED 2014	% INCR (DECR)
PERSONNEL SERVICES						
110 FULL-TIME WAGES	\$ 96,249	\$ 56,473	\$ 98,047	\$ 98,047	\$ 98,047	
111 LONGEVITY	647	489	1,398	1,398	1,390	
120 PART TIME WAGES	12,224	5,362	22,000	13,750	54,505	
130 HEALTH INSURANCE	29,027	15,302	30,604	30,604	32,995	
131 DENTAL INSURANCE	2,717	1,223	2,445	2,445	2,616	
132 SOCIAL SECURITY	8,214	4,732	7,607	7,607	11,777	
133 LIFE INSURANCE	178	89	182	182	199	
134 WISCONSIN RETIREMENT	5,680	3,788	6,614	6,614	6,960	
135 INCOME CONTINUATION	126	-	542	-	-	
TOTAL PERSONNEL SERVICES	\$ 155,062	\$ 87,458	\$ 169,439	\$ 160,647	\$ 208,489	23.05%
OPERATING EXPENDITURES						
210 PROF. SERV.	\$ 3,360	\$ 14,720	\$ 42,100	\$ 42,100	\$ 42,100	
225 COMMUNICATIONS	1,982	702	2,500	2,435	2,500	
290 OTHER CONTRACTUAL SERVICES	-	3,367	3,367	3,367	3,367	
310 OFFICE SUPPLIES	2,144	947	2,000	2,000	2,000	
320 MEMBERSHIP AND DUES	622	204	650	650	650	
330 TRAVEL	5,792	1,596	5,967	6,088	6,357	
335 EDUCATION - TRAINING	1,746	1,188	1,750	1,750	1,750	
340 OPERATING SUPPLIES	3,076	626	3,425	3,425	3,675	
TOTAL OPERATING EXPENDITURES	\$ 18,722	\$ 23,350	\$ 61,759	\$ 61,815	\$ 62,399	1.04%
CAPITAL OUTLAY - GENERAL FUND						
810 OFFICE EQUIPMENT	\$ 3,867	\$ -	\$ -	\$ -	\$ -	
815 OPERATING EQUIPMENT	-	-	-	-	2,711	
TOTAL CAPITAL OUTLAY	\$ 3,867	\$ -	\$ -	\$ -	\$ 2,711	
TOTAL BUILDING/ZONING EXPENDITURES	\$ 177,651	\$ 110,808	\$ 231,198	\$ 222,462	\$ 273,599	18.34%

**2014 REQUESTED BUDGET
CITY OF VERONA
VERONA PUBLIC LIBRARY**

MISSION STATEMENT

Our Mission:

Build community by bringing a world of knowledge together.

Core Values:

Continuous Improvement

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

Enthusiasm

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

Outstanding Reputation

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

Literacy

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

EXECUTIVE SUMMARY

2013 has been a very exciting, productive, and challenging year. Without a doubt, the biggest highlight is being named 2013 Wisconsin Library of the Year, a distinction that recognizes exemplary service. Library staff have worked tremendously hard to provide this level of service. It is an honor they well deserve.

Locally, the library was recognized for its value to the community through the success of the fundraising campaign for the *1,000 Books Before Kindergarten* program. This is one example of the library's increased focus on fundraising in 2013.

For the seventh consecutive year the summer reading program set a record for participation with 2,171 children participating. The library hosted numerous local and regional art exhibits, as well as national traveling NEH grant-funded exhibitions like *Manifold Greatness: The Creation and Afterlife of the King James Bible* and *Lincoln, the Constitution, and the Civil War*. An NEH grant-funded national book discussion series *Let's Talk About it: Muslim Journeys* was also conducted.

In 2013, the library also focused on health and fitness because of a grant awarded by Epic. The programs, activities, and materials provided from this grant for patrons of all ages were very well received by the community. This focus on fitness tied in nicely with how the year began, as the library once again helped the community host the USA Cyclocross Championships.

Collaborations with other city departments, in city events, or with other organizations in the city were new in 2013, and patrons appreciated it greatly. The library staffed a booth at National Night Out, marched in the

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

The library also modernized its organizational structure. It added a middle management tier, with Team Leads acting as Department Heads. The hierarchical organizational structure provides the library with a necessary structure to move forward, to think strategically, and to be more nimble to adjust to patrons' needs. Some progress was made in strategic planning and challenged assumptions to produce change to better serve the community.

The success and productivity of 2013 have come with some major challenges. The most pervasive is coping with being short staffed. The demand for service has outpaced our ability to adequately staff the library. The library operates on a skeleton crew. This pace and intensity have staff at a breaking point. Winning Library of the Year has helped staff morale, but it is still suffering. To cope with the inadequate staffing, the library counts on staff to work extra hours as needed to fill in for staff absences due to required meetings, sickness, or vacation. A cycle has developed where comp-time is earned by staff filling in, but that comp-time earned must be taken as time off eventually, which requires someone else to earn more comp-time. This has been a challenge to schedule and staff the library, and it adds to the stress and declining staff morale. Additionally, even when all staff are present, tasks that need to be accomplished are not getting done or done well, creating a backup effect. As an example, books purchased in June sat on a shelf until late August when the Cataloging Librarian could find time to get them processed for public use because she was too busy working the public service desk to do it sooner. This is especially of note because she is one of the fastest catalogers I have come across. These items should have been on the shelf during the summer library program, but the other demands kept that from happening.

Short staffing also impacts the ability of the library to plan for the future. The new organizational hierarchy has put a spotlight on this inadequacy. Attempts at strategic meetings with management staff have been mixed. The time necessary to dedicate to management level tactical duties, much less strategic thinking, is not available. Most managers spend the majority of their time covering a service desk. Furthermore, as library service has grown, the library's stake in regional library system and statewide issues has increased, and with it the role and responsibilities of the director and other staff acting in administrative roles. Finding time to deal with these important big picture issues that impact the library's ability to serve the public is a challenge.

In 2014, more staffing is necessary to maintain the level of service now offered and expected. Demand for service has outpaced the ability to supply it. We have kept up with demand though this year, but overstretched our resources. We must cut back or get the appropriate staffing necessary. Without more staffing, the service level will decline; programming will need to be cut and hours open to the public reduced. Over the past five years, the library has done everything it can to creatively address the need for staffing while maintaining the level of service the community demands. It has employed and maximized RFID technology the past three-plus years. It has hired low-wage-level Library Pages to take on as much work as possible. It has maximized its volunteer corps. It has tried using temporary workers. We have done everything possible to get around the need for more professional staff, but the time has come where there are no more ways around this problem. The 2014 budget presents a short-view and long-view. It requests staffing necessary to maintain current levels of service and avoid reduced hours and/or programming.

Furthermore, per the request of citizens and numerous Alderpersons, the 2014 budget presents what would be necessary to achieve year-round weekly story times and Sunday hours. These have been longstanding goals of the library since the current facility opened seven years ago. The 2014 budget requests additional positions to achieve both those goals.

Revenue:

The library appropriation request of the City of Verona increases significantly, but that is because of the near-view need for staffing to maintain current service levels and the long-view need to achieve the initiative to add Sunday hours.

The Dane County appropriation increases in 2014. While state law allows counties to reimburse libraries for service at a rate of 70% of the cost of service, all signs point to Dane County payments at 100%. While county funding continues to grow, recall that it is a statutory reimbursement for non-resident use based on circulation. Being a reimbursement, it is naturally behind. 2012 figures are used to pay for 2014 services.

Additional revenue in 2014 comes from applying funds from the Facility and Equipment Replacement Reserve to pay for major planned maintenance.

A modest increase will be seen from adjacent county appropriations as well as from fines and taxes.

The revenue needed for Debt Service decreased considerably due to the Finance Department's efforts to refinance.

Expenditures:

The lion's share of the increase is the addition of positions and addition of hours to existing positions. Tier 1 staffing additions of 3.95 FTEs are the minimum required to restore morale and continue without reductions in service. These include: 3 half-time Library Assistants, 1 full-time Youth Services Librarian, 1 full-time Office Manager, 2 existing employees increasing from 832 hours/year to 1040 hours/year, and 1 existing employee increasing from 520 hours/year to 1040 hours/year. While 70 more story times would be put in place, Tier 1 additions still will fall short of the highly demanded year-round story time. This is addressed in the Tier 2 additions.

Tier 2 additions would provide staffing to fully meet the current needs of patrons in the current hours. It would guarantee meeting the demand for year-round story time. 140 new story time sessions would be put in place, ending the practice of 5 weeks off and 5 weeks on for story time preparation/presentation. These include: 1 full-time Reference Librarian and 1 full-time Youth Services Librarian totaling 2.0 FTEs, in addition to the Tier 1 positions.

Tier 3 staffing additions are the minimum additions to guarantee Sunday hours (four hours). These include: 3 half-time Library Assistants and 2 part-time Library Pages totaling 1.9 FTEs, in addition to the Tier 1 and Tier 2 positions.

It might be possible to open Sunday hours (four hours) with all Tier 1 and Tier 2 positions added. Doing so, however, will likely keep us in the same staffing shortage situation. Thus, not addressing the morale issues.

It should be noted that while WRS and insurance plan coverage is calculated at worst-case-cost scenario of family plan election for all additional staffing requests, it is likely that the part-time positions (including the existing staff who will receive additional hours) will not elect insurance coverage. The employee contribution of 50%-62% of the premium at the assigned pay rate is likely unaffordable. Additionally, for the new part-time hires, there is a strong possibility that many of the half-time positions will not get WRS or health insurance benefits anyway, unless they were formerly employed by a WRS participating employer.

Other increases include a COLA increase of 3% (or the \$.25/hour increase every 6 months for Library Pages with a ceiling of \$9.00).

Specific positions that increase above are: the Library Director based on performance and comparables, one existing Reference Librarian as this employee was moved to this role in 2013 with the agreement that a graduated pay increase over two years would happen (2014 is the second half of that increase), and the Youth Services Team Lead/Assistant Director (this position, based on comparables, is underpaid for one of the job titles, let alone the two combined).

The majority of the non-personnel portion of the budget stays neutral. Increases are typically only due to increased cost for service and not because of additions to services with one exception. The Public Library Association Conference is held biennially. A number of staff members need to attend. It is in Indianapolis so costs for travel (account 330) and education (account 335) increase. The copier lease (account 530) increases because in 2013, the library assumed the more costly lease of the city hall copier, allowing city hall to get the new copier it needed. The library needed a new copier, so it was a win-win for both buildings. Payments to South Central Library System increase because the cost of IT services and LinkCAT increase as well as the standard 5% increase to the RFID maintenance contract (account 450). Payments for refunds to patrons who pay for an item thought lost but then return it increase (account 380). This refund account is an in/out account so the increase is not actually felt as revenue is added in equal amount. Communications (account 225) decreases due to a drop of TDS as an inadequate provider of bandwidth. Office Supplies (account 310) is at zero and Other Contractual (account 290) is reduced. The expenses from each are moved to Operating Supplies (account 340) because we are no longer under contract for janitorial supplies and we now buy our own. We cannot operate without them. Paper and toner are cross-functional as office supplies and are also necessary to operate. Moving these streamlines the bill paying process. Lastly, prices for magazine and newspaper subscriptions increased (account 815508) as did prices for databases and e-book subscriptions (account 815506).

PERFORMANCE MEASUREMENT INDICATORS

All 2013 Projected figures are 6/30/13 x 2 unless historical data proves a better model. Also, Proposed 2014 data reflects an increase over 2013 that would be commensurate with opening four Sunday hours weekly. Proposed 2014 data assumes all 2014 requests are fulfilled.

	Activity	2012 Actual	6/30/13 Actual	2013 Projected	Proposed 2014
1	Days open	303	152	304	356
2	Hours open per year	3,220	1,614	3,228	3,436

The library is open 6 days a week, Monday – Saturday, with a total of 63 hours per week. Holidays and random snow closures account for minor variances from year to year. In addition to the hours the library is open, the library is staffed at least one hour before it is open and 15 minutes after it closes to the public. The increase in days open for 2014 is a projection of Sunday hours were they realized. Significant additional staffing would be necessary to do so. The library has explored options like closing early or opening later during a week day to shift the work to Sunday, but the strong demand for service during the week makes those options unfeasible.

	Activity	2012 Actual	6/30/13 Actual	2013 Projected	Proposed 2014
3	Items Checked-out	582,658	295,766	591,532	633,963
4	<i>Average check-outs per day</i>	1,923	1,946	1,946	1,781
5	<i>Average check-outs per hour</i>	181	183	183	185
6	Items Returned	890,349	565,158	1,130,316	1,198,822
7	<i>Items Returned per day</i>	2,938	3,718	3,718	3,367
8	<i>Items Returned per hour</i>	277	350	350	349
9	Total Circulation (in & out)	1,473,007	860,924	1,721,848	1,832,785
10	<i>Total Circulation per day</i>	4,861	5,664	5,664	5,148
11	<i>Total Circulation per hour</i>	457	533	533	533

The library has been especially busy this year. Check-outs are up from the prior year. The small cumulative 1.55% drop we experienced when the Fitchburg Public Library opened in July 2011 (never approaching the 30% reduction as predicted by the Fitchburg Public Library) has been regained and surpassed. Additionally, it should be noted that check-outs are not the only measure regarding circulation performance. Items Returned contributes significantly to the workload on staff. Note that returned items are higher than check-outs. This is because of the items we send to and receive from other libraries. Staff perform a lot of back room work to ensure patrons successfully receive the items they need. The RFID materials sorter has helped to handle 70% of the Items Returned, taking out 2 to 3 human steps for each item it can sort. But staff is still required to get the items back on the shelf or on hold for the next patron. The sorter also cannot handle the transfer of materials from one library to another. Providing these services takes a tremendous amount of staff time and effort. While 80% usage of self-checkout has maximized checkout efficiency and revolutionized the flow of patrons in and out of the facility, the machines cannot interact with patrons who have problems with fines, assign a new library card, find lost children, help find a book, deal with problem patrons, handle material damages and specialized equipment requests, process/catalog items, reserve items, help patrons with computer issues, etc. Staff are necessary to address patron issues. Working the Service Desk is a tremendously stressful position. It is the heart of the library's service, the first point of contact, and the place where complaints and problems are dealt with. More staffing is needed now to maintain the levels of service the public currently receives. Additionally, Sunday hours can only be realized with appropriate staffing levels to manage the increased hours and work.

	Activity	2012 Actual	6/30/13 Actual	2013 Projected	Proposed 2014
12	Patron Visits	228,940	115,386	230,772	247,627
13	<i>Average visits per day</i>	756	759	759	696
14	<i>Average visits per hour</i>	70	71	71	72

Patron visits are on the rise as well. Over 1.7 million visits have occurred in the 7 years the library has been open. While it was understood the library would be busy, it was not expected to be this busy. A greater number of visits is significant because it impacts patron services. Building maintenance increases and so, too, do the incidental patron interactions like lost children, bumps on kids' heads, lost cell phones, helping find assistance for locked keys in a patron's car, announcements that a car's headlights are on in the parking lot, etc. These

things cannot be measured but add to the overall busyness of the library and the overall stress level of being understaffed.

	Activity	2012 Actual	6/30/13 Actual	2013 Projected	Proposed 2014
15	Children’s Program Attendance	22,594	10,440	26,879	31,000
16	<i>Children’s Programs</i>	<i>509</i>	<i>276</i>	<i>552</i>	<i>700</i>
17	Teen Program Attendance	2,102	414	2,100	3,000
18	<i>Teen Programs</i>	<i>67</i>	<i>29</i>	<i>71</i>	<i>80</i>
19	Adult Program Attendance	2,571	941	3,500	3,700
20	<i>Adult Programs</i>	<i>79</i>	<i>39</i>	<i>88</i>	<i>100</i>
21	Total Program Attendance	27,267	11,795	32,479	37,700
22	<i>Total Programs</i>	<i>655</i>	<i>344</i>	<i>711</i>	<i>880</i>

Program offerings and attendance have increased this year. Programming is a rich portion of what the library does. Ask anyone what you like about the library and chances are you’ll hear about the programs. A considerable amount of community analysis, planning, scheduling, execution, and evaluation goes into programming. On average, each program requires three staff hours from conception to execution, and there is an additional one to two hours of staff time involved in marketing each program. Currently, 5-week rotations of on and off periods exist so the Youth Services staff can prepare during off weeks and then present during on weeks. With the staffing requested, the library would be able to meet the demand for year-round weekly story time, which would equate to 140 more story time programs annually.

	Activity	2012 Actual	6/30/13 Actual	2013 Projected	Proposed 2014
23	Reference	23,905	13,333	26,666	32,000
24	<i>Average reference per day</i>	<i>79</i>	<i>88</i>	<i>88</i>	<i>90</i>
25	Directionals	4,194	2,246	4,492	5,200
26	<i>Directionals per day</i>	<i>14</i>	<i>15</i>	<i>15</i>	<i>15</i>

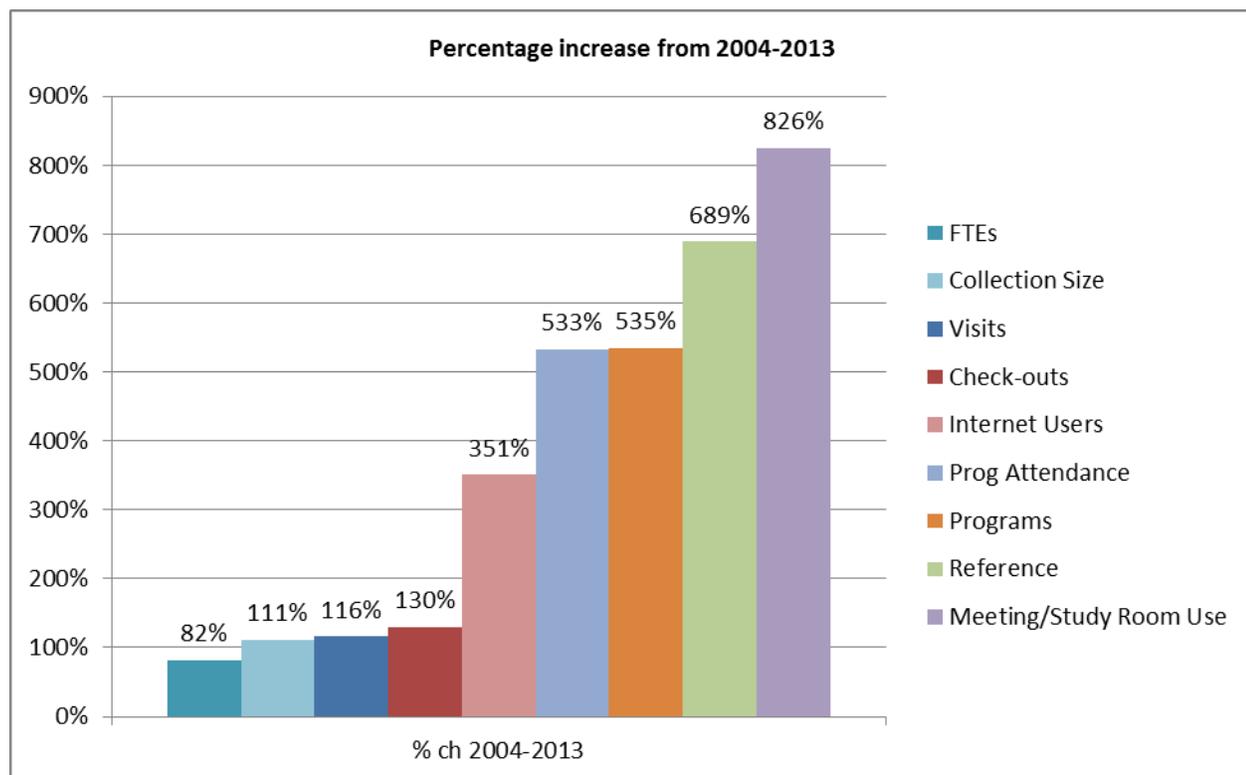
Reference transactions have increased in 2013. Reference transactions can take a few minutes or be as long as many days. Included in Reference work are things like: helping patrons with computer issues; finding books, articles, or authors; providing reading suggestions, scholarly research, or exam proctoring; e-reader instruction; research training; etc. General internet searches have provided the public with the ability to find answers to simple reference questions themselves. What has backfilled, though, has been more in-depth questions at the reference desk that require more research. The internet has given the public a lot of basic information that has allowed them to develop deeper curiosities about more subjects that are not easily found on the internet.

	Activity	2012 Actual	6/30/13 Actual	2013 Projected	Proposed 2014
27	Internet Users	49,910	58,519	117,038	127,200
28	<i>Internet Users per day</i>	<i>165</i>	<i>385</i>	<i>385</i>	<i>357</i>
29	Website hits	98,066	51,671	103,342	111,733
30	<i>Website hits per day</i>	<i>324</i>	<i>340</i>	<i>340</i>	<i>314</i>
31	Database uses	14,749	13,683	27,366	33,000

Internet users have increased considerably in 2013. This is because of the enterprise wireless system installed at the end of 2012. The public relies on the library as its source for an internet connection. The library website continues to be used by patrons to find out what programs we have in store, to sign up for emailed book review newsletters, or to utilize the databases the library subscribes to. Database usage is up considerably as well. As the Google sphere becomes bigger, it's becoming more difficult to find accurate, vetted, authoritative in-depth information. People turn to databases to ensure they can trust the information they are getting.

	Activity	2012 Actual	6/30/13 Actual	2013 Projected	Proposed 2014
34	Meeting/Study Room Uses	3,693	2,314	4,628	5,004
35	<i>Meeting/Study Room Uses per day</i>	<i>12</i>	<i>15</i>	<i>15</i>	<i>14</i>
32	Items Added	12,480	6,575	13,150	13,500
33	Fundraising/Grant writing	\$34,416	\$25,817	\$47,300	\$50,000

Meeting and Study Room use has increased in 2013. The library has five rooms available to the public. This means that with 15 uses per day, statistically the room occupancy is maxed out. People can use the rooms for 4 hours a day. If everyone uses their allotted maximum time, only three uses of each room is possible (and less during the two days of the week when we are open fewer than 12 hours per day). There are many days where this is not just statistically true. Due to generous donations, we are able to add 30% more items than what the budget can afford. Some of those donations come in the form of books and DVDs while others are monetary. The library has focused on specific fundraising efforts in 2013. Specifically, the *1000 Books Before Kindergarten* initiative did very well, as have grant-writing awards for programs and exhibits.



While staffing (represented by FTEs or Full-Time Equivalents) has increased over 10 years, it has not kept pace with the demand for services. The demand for services has surpassed the staffing level ability to provide the quantity of services the public needs at the quality it expects. Service is performed by people. To meet the

demand for service, the library needs the proper number of professionals to provide the services the community demands. Over the past five years, the library has done everything it can to creatively address the need for staffing while maintaining the level of service the community demands. It has employed and maximized RFID technology the past three-plus years. It has hired low-wage-level Library Pages to take on as much work as possible. It has maximized its volunteer corps. It has tried using temporary workers. We have done everything possible to get around the need for more professional staff, but the time has come where there are no more ways around this problem.

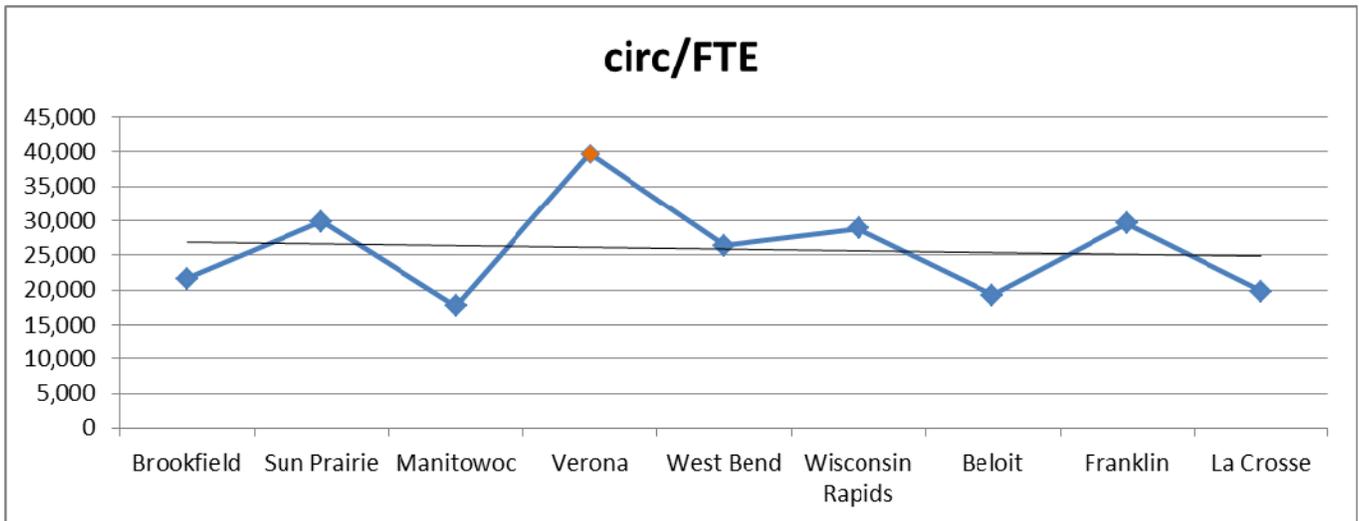
Furthermore, if the original service vision of when the building was completed seven years ago is to be regained, the library will need staffing increases to fulfill the demand for Sunday hours.

City	Programs	Program Attendance	FTEs	Circulation	circulation/FTE	Programs/FTE	Program Attendance/FTE
Middleton	598	19,642	23.35	776,132	33,239	26	841
Sun Prairie	407	22,750	22.45	670,133	29,850	18	1,013
Verona	655	27,267	14.66	582,658	39,745	45	1,860
Fitchburg	432	10,653	17.5	375,584	21,462	25	609

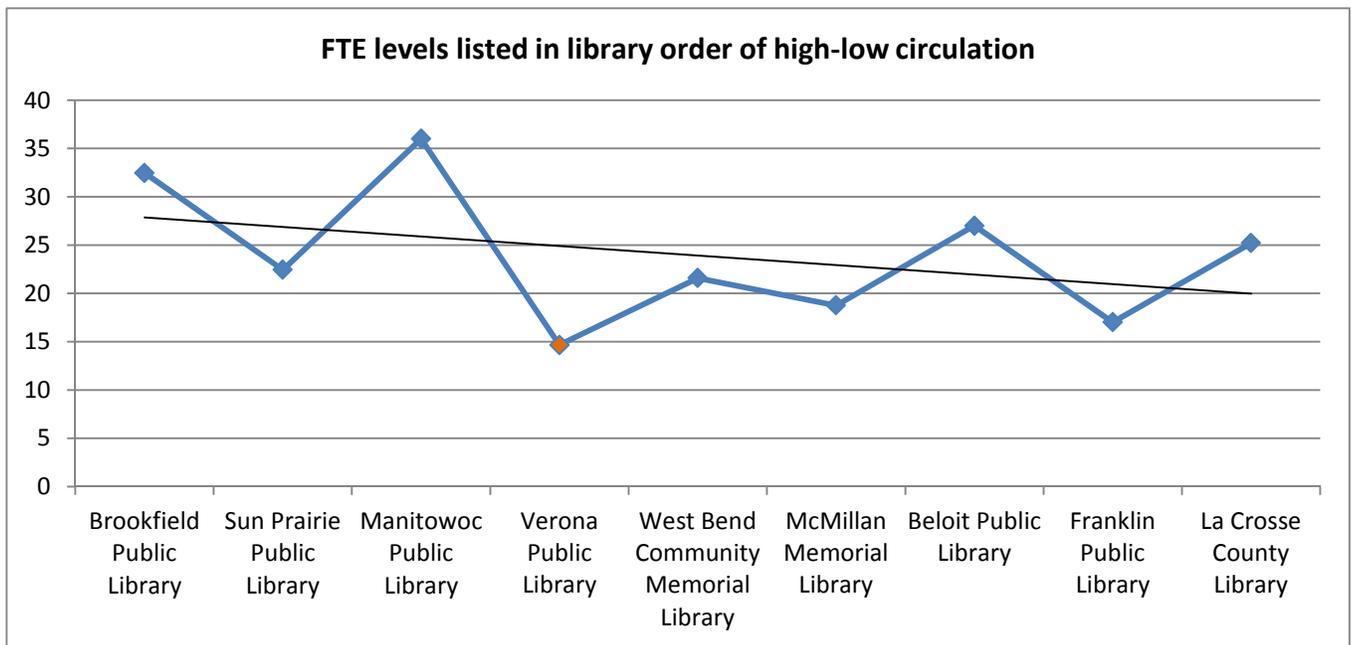
Middleton, Sun Prairie, Fitchburg and Verona are comparable locally. All four have the same RFID sorters, and all four do similar levels of business. The difference is the number of employees that Verona does that business with. An additional difference is that in response to public demand, Verona offers a richer level of service with the well-attended programs it provides. Verona has been awarded, year after year, nationally traveling grant funded exhibits. None of the other libraries in Dane County have been awarded one. Also, Verona’s children’s programming is superior. Only Verona offers the successful *1,000 Books Before Kindergarten* program. And Verona better meets the need for effective children’s literacy instruction through story times that have mostly right-sized attendances by offering 14-18 sessions per week. The other libraries offer only 8 or fewer sessions per week, yet do so with more staffing. Consequently, other libraries either do not have the same demand for story time as Verona, or as in Sun Prairie, story time sessions can be overcrowded and have 50-100 kids in them. This is not an effective size for instruction. Verona is starting to experience this with Toddler Story Time as those programs regularly have 50-60 in attendance. Looking to the near and distant future, it’s apparent that the direction for service Verona is headed in is positive, but it is also apparent that we do not have the staff to maintain this positive level of service in the short- or long-term.

Only because of the hard work, dedication, and innovation of library personnel were we able to win the Library of the Year award. Without more staffing, the service level will decline first in quality and then followed shortly in quantity. As community population grows, uncontrollable passive service demand (checking out/in books, processing holds, shelving items, booking meeting and study rooms, etc.) grows with it. Controllable, active services (story times, programming, exhibits, outreach to senior and daycare facilities, computer training, e-book/tablet assistance, proctoring tests, added value services, being in local parades, booths at National Night Out, etc.) will need to be reduced to keep up with passive demands.

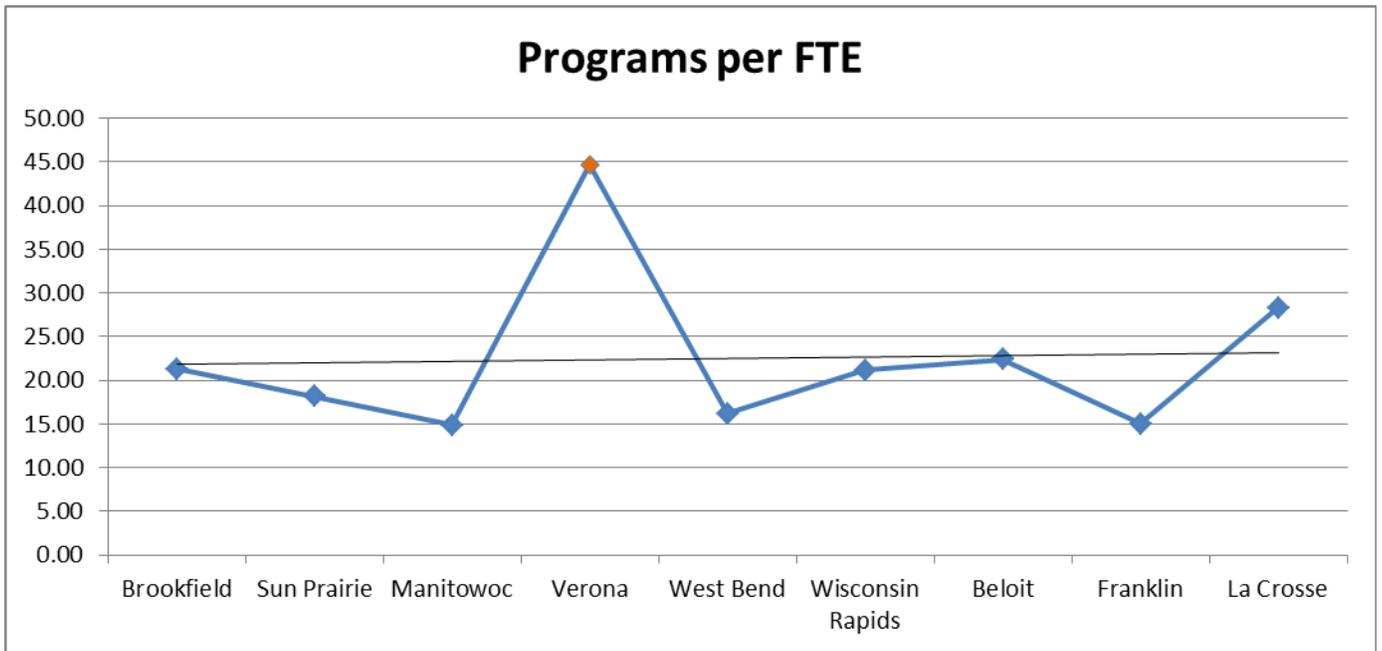
Passive service demand already outpaces the staffing needed to appropriately serve patrons at this level of usage. The libraries on this graph below compare the circulation per FTE to the trend line average of libraries that do similar levels of business to Verona.



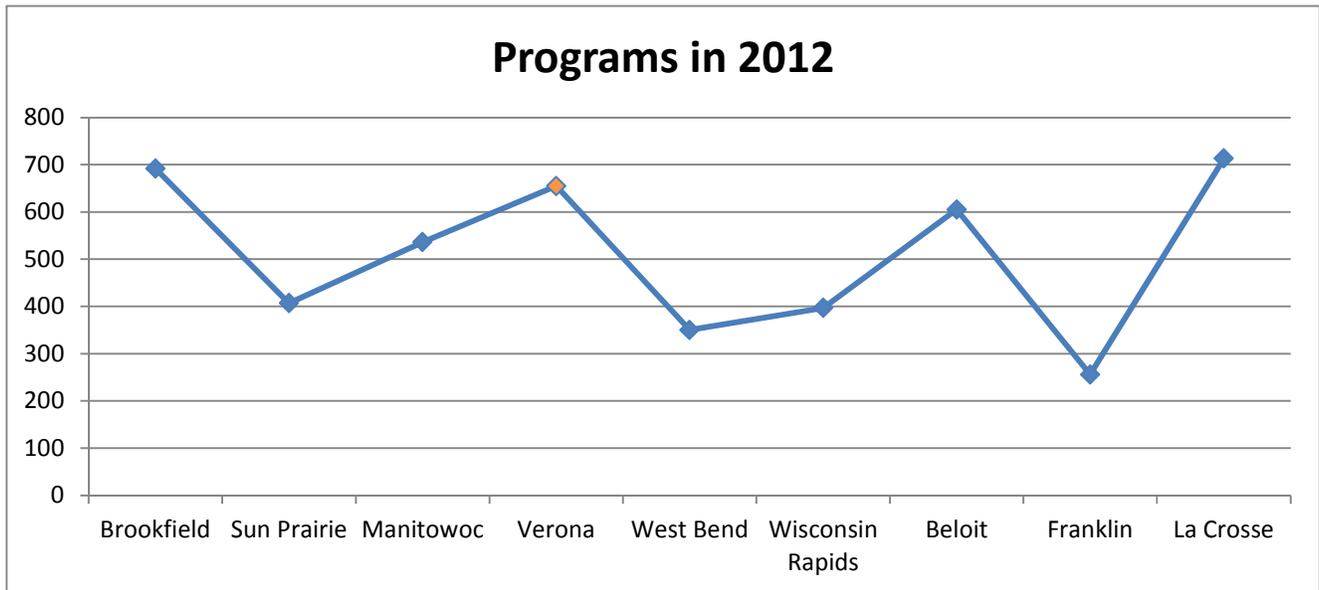
Notice that the libraries except Verona are on or near that line. This is a sign of a library that is understaffed. If we were slightly above it, we'd be efficient. Being far above indicates a situation that is ready to break. Many of the libraries above also have the same RFID technology, so RFID is not a factor. The fact that we've been able to put out the level of service we have for so long is a testament to their work ethic and quality. However, there is a limit to it, and we are certainly at it.



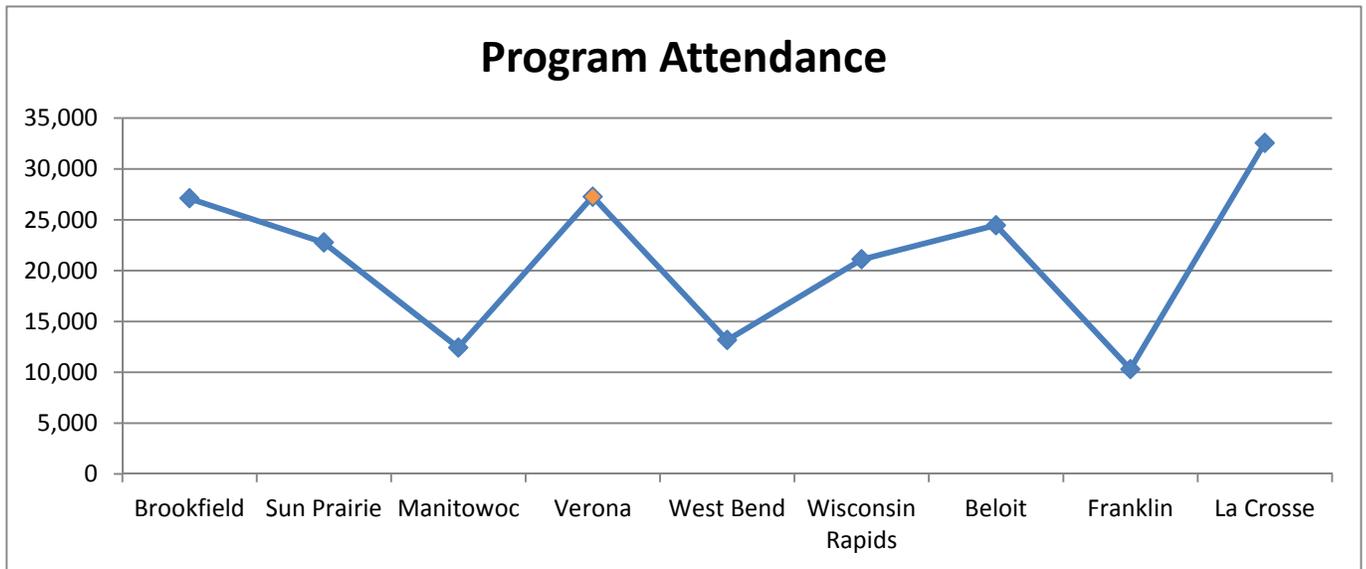
Similarly, staffing levels are not close to the trend for what it takes to run a library with this level of usage. Again, if we were slightly below this line, we'd be efficient. But 10 FTEs below indicates a problem situation that has been developing for years and needs to be fixed before it breaks.



Current program offerings per staff member are twice that of libraries that have similar usage as Verona. This is not because we are offering too many programs. The library is only offering the programming level to fill the demand from the community.



I have not included trendlines for the Programs in 2012 and Program Attendance graphs as they are not workload measures as raw data. Rather, they are demand indicators. Demand for programs varies from community to community. Note that Verona is on the higher side of program offerings. That is only because the demand for programming is high, as made evident in the graph below. Verona is second in program attendance among these libraries of similar service offerings.



Current Youth Services staff complete an average of 240 programs each, and each program takes 3-4 hours to plan, prepare, and execute. That leaves little time for other mission-critical work like collection development, patron assistance, and literacy instruction. 30% of Verona’s population are minors and another 24% of the population are the age of young families. The demand for children’s programming is and will remain high for decades. In fact, the demand outpaces possible attendance. While we now offer drop-in story times, parents have self-regulated because they can see that a room of 30 kids is pushing the limits of story time effectiveness and capacity of the room. The real demand would require 140 more story times offered to achieve year-round weekly story time, which far exceeds what current staffing levels can handle.

To continue meeting the needs of our community regarding programming and other library services related to circulation, the library will need at least the Tier 1 staffing additions. Without these additions, the potential for a reduction in programming and hours of operation is high. Reducing hours to the public would be the only thing that gives us the flexibility we need to address the staffing issues as it’s the only thing that makes manhours available in the Circulation Team where they are most needed. With 182 manhours per week currently available, the service desk needs 2 people at a minimum for coverage for 63 hours weekly, which leaves only 2 hours per person to do the other critical off desk tasks that need to take place, and that’s if there are no staff absences. For instance, we cannot hold planning meetings to discuss policy, procedure, or issues because we can’t get desk coverage. Finding time to order new titles and process donations is scarce, and new items sit waiting to be cataloged.

If it came to an hours reduction, we would likely reduce Saturdays to 4 hours. Cutting a little off each day doesn’t work because we still need at least 4 people to open and 4 to close each day regardless of if we open an hour later or close an hour earlier. Only a block of time helps reduce the staffing need.

Other potential reductions or eliminations would include outreach to daycares, senior citizens, the food pantry, and to the schools. For 2013, as of September 20th, this accounts for 4,378 exposures to the library, books, and reading for people young and old who otherwise do not have the ability to come to the library. Seniors bound to care facilities are visited monthly. Daycare outreach serves children of working parents who do not have the opportunity to bring them to story time. Food Pantry outreach connects an underserved population to the library and facilitates the opportunity to fold them into the community. Illiteracy and low academic achievement are tied together with poverty, and the Food Pantry outreach are exposures to break that

connection. The library outreach and story times help close the achievement gap before children enter school. As research shows, the earlier instruction begins, the better.

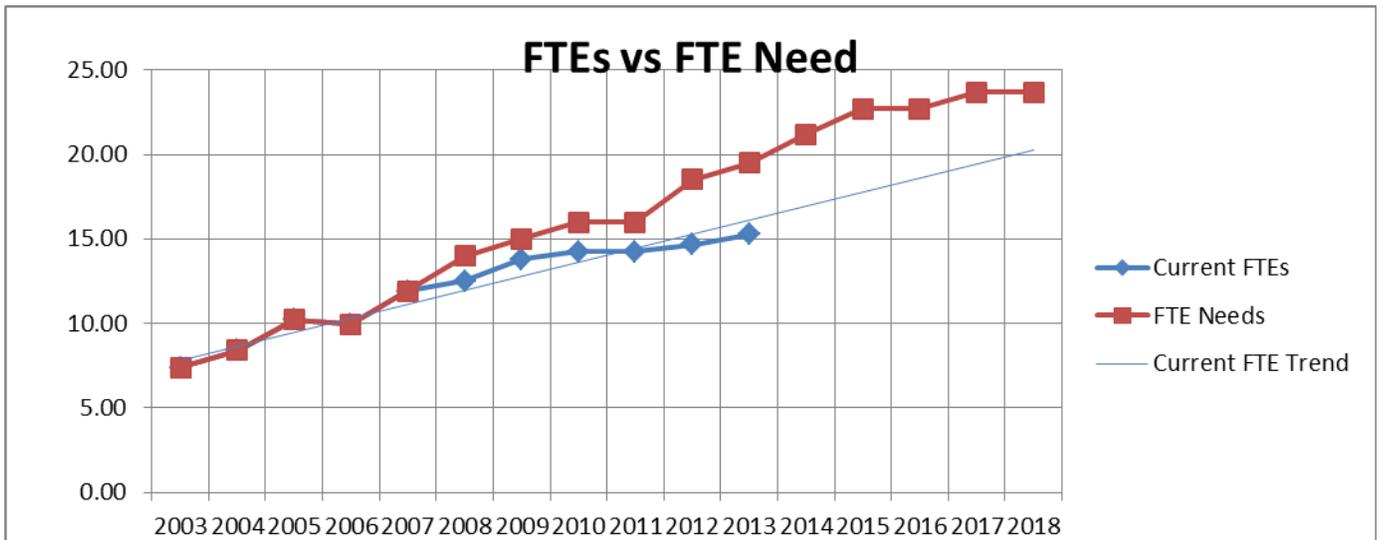
Unfortunately, a reduction of one or two storytimes may also be needed if the above is not enough, as it comes down to staffing the service desks. There are only 100 weekly hours of manpower in the Youth Services Team currently. The service desk must be covered 63 hours per week. That leaves 37 hours between 3 people to do story times, planning, preparing, book buying, collection maintenance, etc. Each program alone takes roughly 3 hours from conception to completion.

Events like the Hometown Parade and National Night Out where the public is happy to see us represent the community would likely be cut. At National Night Out alone we saw 2,000 people at an event that pulls the community together.

Last but not least, grant exhibits would likely scale back or stop. Roughly \$35,000 in grant funding was brought in for additional educational and enrichment programs and events for the community. Each exhibit with ancillary programs brings thousands of people to the library. Exhibits also attract many visitors from outside our community who then spend money in the community. Additionally, these prestigious events tie the community together by opening discussion and dialog on topics so we can learn from each other and about each other.

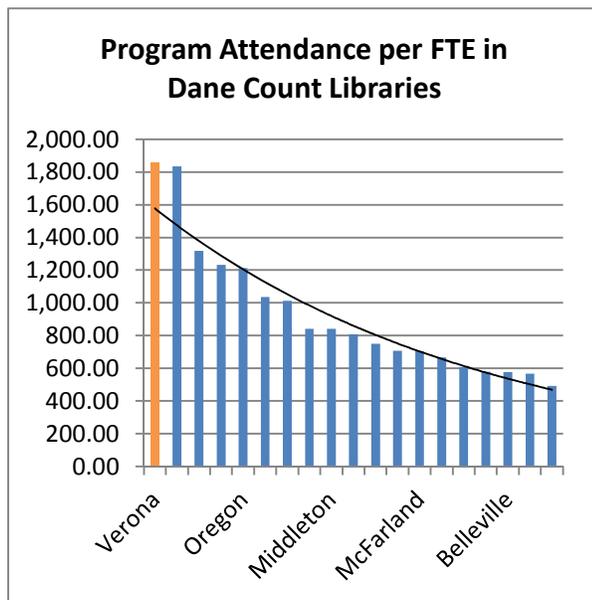
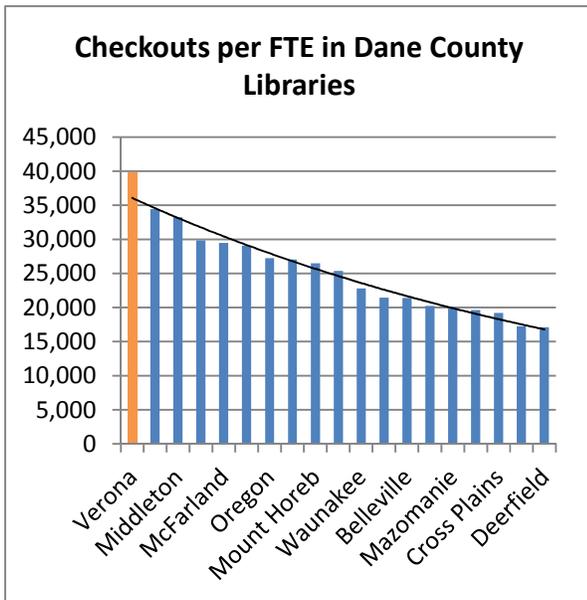
The reality is that loss of service would not be good for the community, nor would it be good for staff morale. Reversing the situation from the public praising the library to complaining about it because of hours reductions and loss of programming will have negative impacts on the community and on library staff. Furthermore, while the workload would decrease, these are highly trained, skilled, and motivated people who are mission focused. They really care about providing the best service to the community. Therefore, reducing service will feel like a failure to them. So if the Tier 1 staffing additions are not provided, there is a real risk we will lose award-winning staff. They will leave either because the workload is overbearing or because they can feel like a winner elsewhere rather than like a failure here. There are library jobs out there. All it takes is one person to leave and then a snowball effect can happen. Worse yet, if we lose one or more key staff person(s), then the damage is really deep. We lose institutional and tacit knowledge, community relationships, and local experience. Even if replaced with a highly qualified veteran librarian, it takes years to build that level of knowledge and relationships to accurately determine and provide for community needs. Even learning about the library facility itself is time-consuming. It takes at least a year to fully understand where each type of item resides and how the catalog functions, during which time, personal interactions with the public are not as robust.

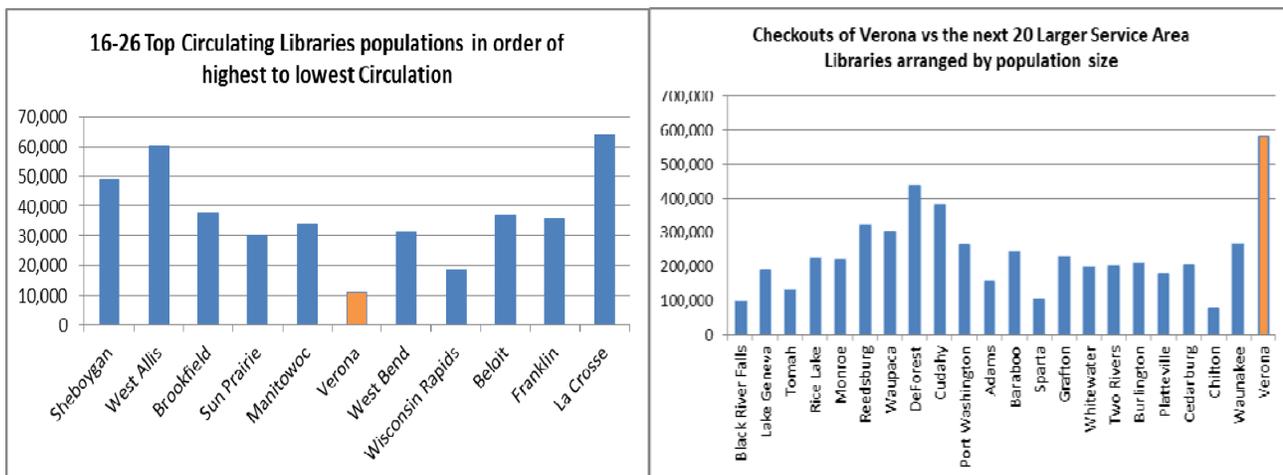
Furthermore, bear in mind that loss of hours also means loss of circulation, which is the key factor in the county funding formula. If circulation drops, less county funding will be appropriated. That leaves the city with an inevitable increase of the tax levy to fund the library at a higher percentage but with fewer services than are offered now.



If staffing continues to grow at the current rate, it will be 5 or more years before staffing is at a level adequate to maintain the services provided today. In that time, as described above, passive services will outpace the ability to offer active services, weakening the library’s role to connect people to the community. Furthermore, Sunday hours would also be at least 5 years away. During that time, Verona residents will continue to need to go elsewhere to get essential library services. The library is losing Verona users to neighboring communities on Sundays. Providing Sunday hours would provide for the needs of Verona residents who need the library to look for work, study for school, spend time with their family, or to use the library as they would during the week.

In Dane County, Verona ranks #1 in Checkouts per FTE and Program Attendance per FTE. These graphs below are provided to show that it is not a fluke or statistical trick that these same measures were so high when compared to libraries outside of our system area that do roughly the same level of business as we do. As trend lines indicate, Verona staff surpass, by abnormally high numbers, the workload per staff of their Dane County cohorts.





Additionally, these graphs indicate how size of city and service area are inaccurate measures for comparison. Cities of all sizes do well and poorly and are funded well and poorly. A better measure of comparison to see the strengths and weaknesses of the library is to compare with libraries doing similar levels of business as done above.

Summary of Achievements and Challenges for 2013

2013 has been a very exciting and productive year. Without a doubt, the biggest highlight is being named 2013 Wisconsin Library of the Year, a distinction that recognizes exemplary service. Library staff have worked tremendously hard to provide this level of service. It is an honor they well deserve.

For the seventh consecutive year, the summer reading program set a record for participation, with a total of 2,171 children and teens participating. Additionally, over 6,000 kids attended 80 special weekly events and programs. This keeps kids busy, out of trouble, and provides the opportunity to maintain or improve their reading skills over the summer. Research shows that kids lose reading ability over the summer and teachers need to spend a quarter of the year catching them up when they return to school. What's worse is that this is cumulative. This can add up to two years of ability loss by 6th grade for kids who do not read over the summer. Additionally, research shows that teachers notice that students who read over the summer have a much more positive outlook on reading and learning during the school year. The summer library program contributes directly to the high-quality schools in Verona.

Similarly, the *1000 Books Before Kindergarten* program has been a resounding success. It is an example of the library's dedication to fundraising this year, having raised \$10,000 to fund this initiative. We have over 670 kids already enrolled and a 12 have completed it already. The program is for children who are not yet in 5K. Research shows that if a child is exposed to 1000 books or more before kindergarten, he or she has the best chance to learn to read in kindergarten. It encourages parents' dedication to reading to their child, and similar to the summer library program, it gives kids a boost in literacy when entering the school system. We have heard from parents already about how successful this program has been with their child. Many children who have completed it are reading as they enter kindergarten.

The library hosted numerous local and regional art exhibits, as well as national traveling NEH grant-funded exhibitions like *Manifold Greatness: The Creation and Afterlife of the King James Bible and Lincoln, the Constitution, and the Civil War*. An NEH grant-funded national book discussion series *Let's Talk About it: Muslim Journeys* was also conducted. Patrons expect the library to have these learning environments. We get asked all the time about what big exhibit is coming next.

The library also focused on health and fitness because of a grant awarded by Epic. The programs, activities, and materials provided from this grant for patrons of all ages were very well received by the community. Of particular popularity were the New Food Fridays, where kids and parents got to try new, healthy foods and learn about nutrition. Additionally, offering fitness and nutrition classes at the library was a huge hit. Patrons could participate in boot camps, couch to 5Ks, a walking club, lunch 'n learns, and/or nutritionist-guided shopping at Millers to jumpstart their health and fitness literacy.

The year began as the library once again helped the community host the USA Cyclocross Championships. We received rave reviews from visitors and locals alike. More than one visitor commented on how they were not sure about coming back because they knew they lucked out with the weather the first year. However, they decided to come because they remembered the library was beautiful and a great place to warm up, check email, or just relax, not something they were used to having near a cyclocross course. Additionally, the library enjoyed hosting the visitors and directing them to local establishments for food, gas, lodging, recreation, and bike repair.

Collaborations with other city departments, in city events, or with other organizations in the city were new in 2013, and patrons appreciated it greatly. Having a booth at National Night Out was fantastic and got a lot of positive feedback from the community about the library that night. The library also marched in the Hometown Days Parade. We also collaborated with the high school to bring more computer instruction to patrons. Juniors and seniors are trained to teach public library patrons how to use iPads, Macbooks, and Chromebook applications. This partnership is an effort to extend the school district's dual Mac/PC environment into the library and the broader community. Patrons' knowledge of both platforms provides them greater opportunities for education, employment, and communication. We also have collaborated with local businesses. We host the Books 'n Booze book discussion at Pasquals. Navigant, a local engineering consulting firm, partnered with us to first provide a STEM Fair that was very popular. Navigant then sponsored us in its international company-wide corporate challenge that earned the Friends of the Library \$5,000. Lastly, we presented a business-database-searching workshop to the Chamber of Commerce membership.

To better serve the community, the library upgraded its presentation technology to include updated HD projectors, audio, and easy to use controls in existing and new areas of the library.

In 2013 we were able to eliminate story time sign-up. It has saved on staff time, and the public responded welcomingly to it. One downside is that some story times have had up to 60 people in them. This is twice as many as what can be considered an effective audience size to forward literacy. Not requiring sign-up, however, has allowed more families to utilize story time to get their child(ren) reading ready. The high numbers of attendees underscores the need for year-round weekly story time sessions. However, the library continues to be unable to offer year-round story time. Five-week rotations of on and off periods exist so the Youth Services staff can prepare during off weeks and then present the quality story times expected during on weeks. With both the Tier 1 and Tier 2 staffing requests, the library would be able to offer more story times or year-round story time equating to 70 to 140 more story times respectively, annually.

The library has more than 120 volunteers, ranging from teens to senior citizens. This is a great achievement as it solidifies the library's place in the community. When 70 teens willingly sign up for summer volunteerism because they recall doing the summer library program as kids and want to help out, we know we've done something right. Additional volunteers are used to mend or repair damaged items, weed the grounds, dust shelves, shift collections, and do the pick-lists. Without them, we would not be able to operate. However, it is a challenge to train and manage this many people, many of whom volunteer 2 hours per week or less. The additional challenge is ensuring the tasks they do are not breaking privacy laws set forth in the Wisconsin State Statutes Chapter 43.

Administratively, the library has modernized its Mission Statement and adopted Core Values. In addition to developing these guides, it has set forth to adhere to them. It established a new set of goals and objectives with action steps as well as measures to evaluate how well it is meeting those goals. This process and the adherence to it has provided more focus and a better direction for the library, which has proven to provide positive results.

The library also modernized its organizational structure. It added a much needed middle management tier, with Team Leads acting as Department Heads. The hierarchical organizational structure provides the library with a necessary structure to move forward, to think strategically, and to be more nimble to adjust to patrons' needs. Some progress was made in strategic planning and challenging assumptions to produce change to better serve the community. The new organizational structure has vastly improved the focus of library service. However, it also puts a spotlight on the inadequacies that were already there. The challenge has been that without adequate staffing, true departments are impossible. There is a lot of crossover, which makes for situations where some employees have two or three managers, depending on what role they are playing. Cross training is good so there is a backup when needed, but it is detrimental to an organization when it is done purely out of operational necessity. Many people are doing more than one job at the library. When people cannot focus on their own job because they are doing the job of others because of staffing shortages, that hurts productivity, burns staff out, and does a disservice to patrons because a culture of constant crisis management exists. Rather than having the time and resources to plan and attack problems from a position of strength so crisis is averted or minimized, only time exists to react to problems. A reactive rather than proactive organization is unhealthy, prone to mistakes, inefficient, and costly, and it cannot maintain proper services for the people it serves.

The most pervasive challenge as alluded to above is coping with being short staffed. The demand for service has outpaced our ability to adequately staff the library. The library operates on a skeleton crew. This pace and intensity have staff at a breaking point. Winning Library of the Year has helped staff morale somewhat, but it is still suffering. To cope with the inadequate staffing, the library counts on staff to work extra hours to fill in for staff absences due to required meetings, sickness, or vacation. Without enough staff in the building, it is unsafe to remain open with the volume of people we see. The result is that a cycle has developed where comp-time is earned by staff filling in, but that comp-time earned must be taken as time off eventually, which requires someone else to earn more comp-time. This has been a challenge to schedule and staff the library, and it adds to the stress and declining staff morale. No library employee feels like they are able to catch up with work much less get ahead of anything. Working this closely and this intensely with the public is stressful. With the current staff levels, it becomes even more stressful because there is no assurance that your time off the public desk (or your day off for that matter) will be there on any given day. Staffing at this level requires constant attention to ensure the service desk has coverage to remain open. It's not a matter of keeping up because we are already behind. It's a matter of survival. Having a staff that feels every day is a survival situation brings additional challenges.

Staffing shortages also impact the ability of the library to plan for the future. Most managers spend the majority of their time covering a service desk or on tactical operational issues rather than managerial or strategic issues. Furthermore, as library service has grown, the library's stake in regional library system and statewide issues has increased, and with it the role and responsibilities of the director and other staff acting in administrative roles. Finding time to deal with these important big picture issues that impact the library's ability to serve the public is a challenge. Issues like acquiring adequate bandwidth, maintaining catalog performance, monitoring state laws regarding funding, and updating materials delivery are just some of the many issues that have needed increased attention over time.

Goals and Objectives for 2014

The library's goals for 2014 are to continue to serve the city of Verona at the level that won the 2013 Library of the Year award. To do so will require additional staffing. Over the past five years, the library has done

everything it can to creatively address the need for staffing while maintaining the level of service the community demands. It has employed and maximized RFID technology the past three-plus years. It has hired low-wage-level Library Pages to take on as much work as possible. It has maximized its volunteer corps. It has tried using temporary workers. It has added small amounts of hours to existing staff. The library has done everything possible to get around the need for more professional staff, but the time has come where there are no more ways around this problem. The 2014 budget requests Tier 1 staffing level increases to maintain current levels of service and prevent reductions in service and Tier 2 staffing level increases (in addition to Tier 1) to fully meet the current needs of patrons in the current hours, which is a combination of what has been denied in previous years and what is currently needed. Both Tier 1 and 2 options would achieve the objective to reach or make strides toward providing year-round weekly story time.

Additionally, the library's goal is to reach or make strides toward providing Sunday hours. Tier 3 staffing levels (in addition to Tier 1 and Tier 2) are requested in the 2014 budget to illustrate what is necessary to achieve this goal, be it in 2014 or beyond. Achieving these goals would fulfill the original service plan when the building was built seven years ago. The community wanted these services then, and it continues to want them. Putting them off longer is not fair to the community that helped build the library with the expectation that these services would be in place. Since that time, even more residents use the library, with 85% of the community holding an active library card.

Specifically, the goals set forth in 2013 that will be carried forward into 2014 are:

- Utilize technology to serve our community. A technologically literate community is one that thrives in school, employment, civic engagement, and creativity.
- Engage our community. We believe we help people become Veronans rather than just people who live in Verona. The library helps build the community by giving it the resources and outlet to share with and learn from each other. Also, providing constructive activities helps build a safe community.
- Improve the customer experience connecting to reading. Research shows that a community that reads and maintains or improves literacy along the entire age spectrum is a learned community and is more likely to be safe with less crime.
- Find alternative funding for superior public services. As we have in the past, we would continue to fundraise to bring new services or exhibits to the community.

Budget Initiative Requests

As stated above, significant additional staffing is needed. The staffing requests are placed in tiers that accomplish separate but related goals. To maintain current service levels, Tier 1 requests include 1.5 FTEs of Part-time Library Assistants, 1 FTE Full-time Youth Services Librarian, 1 FTE Full-Time Office Manager, and a 0.45 FTE total increase of three existing staff members. Total FTEs = 3.95

To fully meet the current needs of patrons within the current hours and provide year-round weekly story times, Tier 2 requests include 1 FTE Full-time Youth Services Librarian and 1 FTE Reference Librarian, in addition to the Tier 1 positions. Total FTEs = 2.0

It might be possible to open Sunday hours with all Tier 1 and Tier 2 additions.

To guarantee Sunday hours, Tier 3 requests include 1.5 FTE of Part-time Library Assistants and 0.4 FTE Part-time Library Pages, in addition to the Tier 1 and Tier 2 positions. Total FTEs = 1.9

Five-Year Personnel and Capital Plans

While the library has additional staffing needs in an IT Coordinator and Marketing/Webmaster positions, it does not request them in the 2014 budget as the goals are for tangible service maintenance and upgrades in the form

of story times increases and Sunday hours. However, it should be known that these are needs that will likely not subside as IT is a major portion of the library infrastructure and it becomes more important as public demand for IT grows daily. Similarly, patrons use the website more often. The library website is a rich and deep level of the service that the library provides the community. It changes daily and the need grows to have a professional on staff to focus on managing and updating it. It is understood that the city plans to look at a redesign of its site and it has asked the library to join. While the library has talked with the possible vendor in question, the cost to the library at this time does not make it feasible because it does not solve the daily management need the library has.

Modernizing the organizational structure gave the focus to look at the inefficiencies in the workspace. Staff perform multiple functions that many times conflict with each other in the one-room workspace that is available. Making calls to patrons, booking and negotiating pricing for programmers and performers, and making calls to vendors and for repair of equipment or facilities; grant writing; working on publicity language or marketing strategy; detail-oriented book cataloging and processing; counting and processing fine revenues, and processing the holds and transit items with loud receipt printers are all being done in the same room. All of these tasks require focus, some more intensely than others, and some require silence if not privacy.

The library is in need of redesigning and re-equipping its backroom staff workspace to meet the current and future needs so staff can work effectively and efficiently.

Currently, there are few semi-private areas and no private offices in which to conduct meetings or have privacy or quiet to focus on work. The space is very small, and everything from low-level noisy functions like item delivery, check-in, item processing, etc. to high-level functions like cataloging, marketing, program planning, grant writing, fundraising, etc. all happen in the same space at the same time.

The room was designed to fill the needs of our staff at the time as they were understood. We have grown, and the services we provide and the responsibilities of the library and staff have grown. The workspace needs to reflect that.

Additionally, the Youth Services office has 3 people crammed in a 12- by 15-foot office. There are times during summer when they are all here with the LTEs and some of them must work on the floor because we do not have available desk space.

Currently, library staff must compete with the public to use the meeting/study rooms for meetings. Also, there is no space available for managers to address personnel situations privately that is not in the full view of the public in the glass-walled study rooms. With no offices other than the director's, it makes managing difficult and minimizes Team Lead Managers' authority.

The real solution would be to use the small plot of land off of the Youth Services area to build an administrative wing. Managers would have offices and a staff meeting room. Perhaps some additional study rooms for public use could be added. This would be a considerable expense that would need planning and investigation before a dollar amount could even be requested.

Instead, the library requests \$25,000 in the Capital Improvement Plan Budget as a placeholder for 2015 to at least remodel the back room. This is based on one rough bid for the project to get an idea of how much it could cost. I'd like to take 2014 to do an assessment of our needs now and going forward. If we find the minimal remodel would not suffice, then we would explore a bigger expansion off the back where we have land and revisit the Capital Improvement Plan budget in 2015.

**LIBRARY
ADOPTED 2014 BUDGET**

	ACTUAL	6/30 ACTUAL	ADOPTED BUDGET	PROJECTED	ADOPTED	%
020-4XXXX	2012	2013	2013	2013	2014	INCR (DECR)
REVENUES						
41110 TAX LEVY OPERATIONS	\$ 585,210	\$ 623,009	\$ 623,009	\$ 623,009	\$ 664,424	
41110 TAX LEVY DEBT SERVICE	554,116	549,069	549,069	549,069	458,707	
43570 SOUTH CENTRAL LIBRARY SYSTEM	1,440	475	-	1,575	-	
43720 DANE COUNTY	415,108	445,389	441,894	445,389	466,765	
43722 DC FACILITY REIMBURSEMENT	73,001	88,870	88,870	88,870	90,292	
45140 FINES/FORFEITURES	31,683	15,858	28,000	28,000	28,400	
46193 COPIES	3,019	1,709	3,000	3,200	3,000	
46194 FAX	1,063	604	800	1,200	1,000	
46910 MISCELLANEOUS	12,072	13,760	13,657	13,760	14,584	
48110 INTEREST INCOME	2,658	-	-	-	-	
48200 RENTS	8	-	-	-	-	
48500 GRANTS AND GIFTS	4,723	14,560	-	17,705	-	
48501 GRANTS AND GIFTS-MCF	250	-	-	-	-	
48502 GRANTS AND GIFTS-EPIC	20,000	-	-	20,000	-	
48503 GRANTS AND GIFTS-LSTA	675	-	-	-	-	
48902 DONATIONS	8,876	800	-	8,697	-	
48903 MEMORIALS	-	1,520	-	1,520	-	
Applied-Library Replacement Reserves	-	-	51,000	52,368	8,000	
49200 TRF FROM OTHER FUNDS (APPLY TO DEBT)	65,000	55,000	55,000	55,000	80,000	
TOTAL LIBRARY REVENUES	\$ 1,778,902	\$ 1,810,623	\$ 1,854,299	\$ 1,909,362	\$ 1,815,172	-2.11%

**RECREATION
ADOPTED 2014 BUDGET**

	ACTUAL	6/30 ACTUAL	ADOPTED BUDGET	PROJECTED	ADOPTED	%
010-55200	2012	2013	2013	2013	2014	INCR (DECR)
PERSONNEL SERVICES						
110 FULL TIME WAGES	\$ 51,448	\$ 26,112	\$ 52,268	\$ 55,600	\$ 64,950	
111 LONGEVITY PAY	1,023	521	1,046	-	1,045	
120 PART TIME WAGES	8,945	3,654	8,619	5,600	-	
120-59 PART TIME CONCESSION STAND	6,451	364	5,125	6,000	6,300	
120-065 PART TIME BEACH	28,476	5,136	27,400	27,400	27,400	
120-067 PART TIME TENNIS	-	-	2,800	1,900	2,045	
120-069 PART TIME INSTRUCTIONAL BASEBALL	-	-	1,700	883	1,140	
120-077 PART TIME INSTRUCTIONAL SOFTBALL	-	1,825	11,088	10,662	7,470	
120-080 PART TIME PLAYGROUND	22,903	2,984	23,400	24,950	24,750	
120-093 PART TIME DANCE	3,831	3,555	10,175	9,500	11,000	
120-095 PART TIME ADULT YOGA	-	1,664	2,800	2,000	1,704	
130 MEDICAL INSURANCE	16,913	7,533	17,326	17,326	22,272	
131 DENTAL INSURANCE	1,435	775	1,859	1,859	2,238	
132 SOCIAL SECURITY	8,953	3,210	7,050	9,000	11,307	
133 LIFE INSURANCE	70	25	78	78	71	
134 WI RETIREMENT	3,527	1,867	4,117	4,117	4,619	
135 INCOME CONTINUATION	55	-	309	309	-	
TOTAL PERSONNEL SERVICES	\$ 154,030	\$ 59,225	\$ 177,160	\$ 177,184	\$ 188,311	6.29%
OPERATING EXPENDITURES						
222 PRINTING	\$ 4,108	\$ 2,700	\$ 4,500	\$ 4,700	\$ 4,700	
320 MEMBERSHIPS	130	130	150	130	130	
335 EDUCATION	450	13	350	50	350	
TOTAL OPERATING EXPENDITURES	\$ 4,688	\$ 2,843	\$ 5,000	\$ 4,880	\$ 5,180	3.60%
SUPPLIES & MATERIALS						
340-059 CONCESSION STAND	\$ 13,948	\$ 4,134	\$ 13,000	\$ 13,000	\$ 13,000	
340-060 MEN'S BASKETBALL	188	-	100	100	100	
340-061 ADULT SOFTBALL	1,582	1,127	1,500	1,400	1,500	
340-062 SOCCER	6,702	3,816	5,300	6,000	6,000	
340-063 LITTLE LEAGUE	2,272	565	2,200	1,285	1,500	
340-064 VOLLEYBALL	278	450	400	450	400	
340-065 BEACH	978	167	1,000	1,200	1,000	
340-066 YOUTH BASKETBALL	2,357	62	2,500	2,500	2,500	
340-067 TENNIS PROGRAM	60	-	150	150	150	
340-069 INSTRUCTIONAL BASEBALL	-	-	100	-	50	
340-078 FLAG FOOTBALL	7,243	-	5,800	6,600	6,500	
340-080 PRE-SCHOOL CAMP	1,834	-	1,500	1,600	1,600	
340-093 DANCE SUPPLIES	7,181	5,943	7,500	7,300	1,200	
TOTAL SUPPLIES & MATERIALS	\$ 44,623	\$ 16,264	\$ 41,050	\$ 41,585	\$ 35,500	-13.52%
CONTRACTUAL SERVICES						
290-060 MEN'S BASKETBALL	\$ 3,171	\$ 1,990	\$ 4,500	\$ 4,500	\$ 4,500	
290-062 SOCCER	564	402	550	550	550	
290-064 VOLLEYBALL	6,876	3,849	6,200	6,500	6,500	
290-066 YOUTH BASKETBALL	4,218	2,187	4,100	3,200	4,100	
290-067 TENNIS PROGRAM	2,734	-	-	-	-	
290-069 INSTRUCTIONAL BASEBALL	1,142	-	-	-	-	
290-077 INSTRUCTIONAL SOFTBALL	12,750	-	-	-	-	
290-078 FLAG FOOTBALL	3,075	-	1,600	2,850	2,900	
290-093 DANCE INSTRUCTION	10,147	4,270	-	4,270	-	
290-095 ADULT YOGA	3,510	-	-	-	-	
290-930 RECREATION REGISTRATION PRM	2,176	1,486	1,650	1,650	1,750	
TOTAL CONTRACTUAL SERVICES	\$ 50,363	\$ 14,184	\$ 18,600	\$ 23,520	\$ 20,300	9.14%
TOTAL RECREATION EXPENDITURES	\$ 253,704	\$ 92,516	\$ 241,810	\$ 247,169	\$ 249,291	3.09%

**CITY OF VERONA
2014 BUDGET SUMMARY
REFUSE & RECYCLING**

EXECUTIVE SUMMARY

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

Waste Management provides weekly unlimited refuse collection and biweekly automated recycling collection. From January through March the Public Works staff collects brush including Christmas trees at curbside once a month. April through December the Public Works staff collects brush at curb side on the second and fourth week of the month. Annual leaf collection begins the middle of October and runs through the end of November. Waste Management sponsors a free E-Waste disposal at the Public Works Drop Off Site in October to City of Verona residents. In addition the City provides E-Waste disposal at the drop off site to City residents for a fee. The special charge for refuse and recycling will increase to from \$160 to \$170 per year in 2014.

STATISTICAL SUMMARY

The City estimates collecting 1200 tons of cardboard, newsprint, magazines and mixed paper, aluminum and steel containers, plastics, and mixed glass in 2014 at a projected cost of \$160,000. Each year city staff collects approximately 1300 tons of yard waste and brush for an estimated cost of \$256,300. In 2013, the City recycled an estimated 4.5 tons of waste tires, 2,500 gallons of waste oil, and 16,000 pounds of electronic devices, 7 tons of major appliances and 2000 pounds of lead acid batteries. The department also estimates the collection of 2,350 tons of refuse from one to four unit residential properties at a cost of \$351,000. It is anticipated that the City will receive \$22,000 in recycling grant funds in 2014.

SUMMARY OF ACHIEVEMENTS FOR 2013

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

GOALS AND OBJECTIVES FOR 2014

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

PERFORMANCE MEASUREMENT INDICATORS

Activity	2012 Actual	6/30/13 Actual	Est. 2013	Proposed 2014
Number of Brush pick-up cycles	26	13	26	26
Tons of Yard Waste/Brush collected	1121	750	1200	1300
Tons of Refuse Collected	2308	1500	2338	2350
Tons of Recyclable Materials collected	1104	575	1150	1200
Tons of E-Waste	6.75	4	7.5	8
Recycling Grant Revenue	\$21,950	\$21,979	\$21,979	\$22,000

**REFUSE AND RECYCLING
ADOPTED 2014 BUDGET**

	ACTUAL	6/30 ACTUAL	ADOPTED BUDGET	PROJECTED	ADOPTED	%
060-4xxxx	2012	2013	2013	2013	2014	INCR (DECR)
REVENUES						
41110 REAL ESTATE TAXES	\$ 38,527	\$ 23,684	\$ 23,684	\$ 23,684	\$ 22,432	
43511 RECYCLING GRANT	21,950	21,979	22,000	22,000	22,000	
46422 NEW HOMES	2,537	416	1,200	1,000	1,200	
46430 SOLID WASTE DISPOSAL	545,640	541,120	553,920	541,120	599,250	
46903 LARGE ITEM PICKUP	4,668	2,366	3,000	3,000	3,000	
46910 MISC REVENUE	357	210	-	-	-	
49300-18 FUND BALANCE APPLIED	-	-	5,000	-	-	
TOTAL REVENUES	\$ 613,679	\$ 589,775	\$ 608,804	\$ 590,804	\$ 647,882	6.42%

12/31/12 Fund Balance	\$26,716	12/31/13 Est Fund Bal	\$2,816
2013 projected revenue	590,804	2014 projected revenue	647,882
2013 projected expend	(614,704)	2014 projected expend	(647,882)
12/31/13 Projected	\$2,816	12/31/14 Projected	\$2,816
Fund Balance	\$2,816	Fund Balance	\$2,816

**REFUSE AND RECYCLING
ADOPTED 2014 BUDGET**

	ACTUAL	6/30 ACTUAL	ADOPTED BUDGET	PROJECTED	ADOPTED	%
060-53900	2012	2013	2013	2013	2014	INCR (DECR)
PERSONNEL SERVICES						
110 FULL TIME WAGES-RECYCLING	\$ 67,443	\$ 16,872	\$ 68,390	\$ 68,391	\$ 68,391	
111 LONGEVITY PAY	312	143	590	590	570	
120 PART TIME WAGES	3,558	1,225	3,700	3,000	3,700	
130 MEDICAL INSURANCE	14,514	7,533	22,599	22,599	24,747	
131 DENTAL INSURANCE	995	448	1,376	1,376	1,883	
132 SOCIAL SECURITY	5,464	1,395	5,560	5,560	5,559	
133 LIFE INSURANCE	60	30	121	121	109	
134 WI RETIREMENT	4,182	1,132	4,587	4,587	4,827	
135 INCOME CONTINUATION	-	-	342	342	-	
TOTAL PERSONNEL SERVICES	\$ 96,528	\$ 28,778	\$ 107,265	\$ 106,566	\$ 109,786	2.35%
OPERATING EXPENDITURES						
222 PRINTING	\$ -	\$ -	\$ 500	\$ 500	\$ 500	
240-036 BRUSH CHIPPER	1,717	263	3,000	2,000	2,000	
310 OFFICE SUPPLIES	731	-	500	500	750	
340 OPERATING SUPPLIES	773	1,432	1,500	1,700	2,000	
TOTAL OPERATING EXPENDITURES	\$ 3,221	\$ 1,695	\$ 5,500	\$ 4,700	\$ 5,250	-4.55%
CONTRACTUAL SERVICES						
53920 REFUSE COLLECTION	\$ 294,956	\$ 138,946	\$ 335,702	\$ 333,469	\$ 351,073	
53921 RECYCLING COLLECTION	153,704	62,665	124,009	149,969	159,773	
53930 SOLID WASTE DISPOSAL	13,209	9,746	20,000	20,000	22,000	
TOTAL CONTRACTUAL SERVICES	\$ 461,869	\$ 211,357	\$ 479,711	\$ 503,438	\$ 532,846	11.08%
TOTAL REFUSE AND RECYCLING	\$ 561,618	\$ 241,830	\$ 592,476	\$ 614,704	\$ 647,882	9.35%

**CITY OF VERONA
2014 REQUESTED BUDGET
SENIOR CENTER**

MISSION STATEMENT

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

EXECUTIVE SUMMARY

Owned and operated by the City of Verona, the Verona Senior Center in its current location at 108 Paoli Street, is designed to accommodate both healthy, active adults as well as more frail elders who are living independently but coping with a variety of limitations. The Verona Senior Center combines services with programs and activities to be a 'one stop shop' for adults and their families and caregivers in the Verona area. The 10,800 square foot facility is on the site of the former Public Works building, appropriately repurposing a piece of City owned property situated in a residential neighborhood

Of the more than sixteen hundred adults 60 years of age or more living in the City of Verona, approximately 40% of them have regular contact with the Verona Senior Center with many more involved on a limited basis, for example for a particular service or program only. We also have regular participants from Middleton, Mt Horeb, west Madison, and as far away as Dodgeville. Thirty-five per cent of participants are between the ages of 61 and 70, while a robust 16% of regular participants are over the age of 86. Females comprise 70% of our participants. Over the past 5 years we have seen a consistent growth in participation of about 8% annually, countered by an almost equal natural attrition of individuals who leave the area, move into a structured living environment, or terminate for health reasons.

The Verona Senior Center is one of the longest continuously operating Elderly Nutrition Program sites in Dane County, having provided a nutritious lunch for both congregate and home-bound diners for over 40 years. The Senior Center provides subsidized van transportation within the City of Verona as well as managing a roster of volunteer drivers to assist folks in getting to medical appointments outside of the City. An on-site Case Manager assists older adults, their families and caregivers with finding and monitoring the services necessary for maintaining independence, and a Nurse has office hours weekly to do blood pressure, glucose and weight checks and offer nutrition and health consultations. The Nurse also facilitates a monthly Diabetes Discussion Group and regularly does patient education on a variety of topics. The VSC hosts both Caregivers and Parkinson's support groups for all ages, and a monitored walking program to support the independence of older persons with some limitations.

Instruction in Tai Chi, Yoga, range of motion, floor balls, beginning and intermediate movement classes, a walking group, Arthritis Prescription exercise, and beginning strength training are provided in a safe and supportive environment. The Verona Senior Center is also the leader in developing Wii Bowling as a competitive sporting event among area senior centers, and has two Bocce courts on its campus. Errands are run and meals delivered via a specially designed NEV (neighborhood electric vehicle) purchased entirely through donations. The Senior Center also sponsors day trips, musical entertainment, movies, lectures, and arts and crafts classes, and provides a variety of volunteer opportunities to assist older adults in remaining actively engaged in the life of the community. The Senior Center has a weekly Classic Country concert that is one of the most popular music events in the area, and has added an evening of Country Gospel one night a month. The Senior Center is also host site for University of Wisconsin Engineering students who design and construct a minimum of (3)

projects per semester on a shared cost basis that enhance the utility of various programs. Adults 60 years and more living in the City of Verona are given registration preference but the full array of activities and services are available to anyone of any age as space allows. Most activities are planned and conducted by the participants themselves with the support of Senior Center staff.

Highlights of 2013

- Furnishing and dedication of the Serenity Garden at the rear of the building
- Continued expansion of every exercise class; addition of Zumba Gold
- Growth of the weekly Classic Country program
- Addition of an evening Country Gospel program once a month
- Negotiated safe walking space for persons with limitations
- Began Parkinson's Support Group
- Held evidence based 'Stepping On' fall prevention course
- Installation of laminated flooring to enhance utility and appearance of exercise space and Reception area

Goals and Objectives for 2014

Our primary goals and objectives for the coming year include:

- **Goal:** Continue to implement a succession plan to address retirement of current Director
- **Objective:** Expand existing staff opportunities to acquire administrative skills and cross train to provide for continuity of services
- **Budget Note:** This Goal will shift focus of training dollars already budgeted

- **Goal:** Begin replacing worn and inappropriate furnishings around an internal remodeling plan
- **Objective:** Protect the investment made in the Senior Center and maintain it as a safe, inviting, contemporary, convenient, and efficient destination
- **Budget Note:** Apply Center rental revenue to repair and replacement schedule

- **Goal:** Enhance and expand 'Aging Mastery' program
- **Objective:** Continue a goal oriented program to expand ongoing participation in an array of activities to focus young seniors attention on aging issues 'sooner rather than later'
- **Budget Note:** This goal will clarify, enhance and provide direction to program planning

Budget Initiative Requests

- Increase the hours for the part-time administrative support from 520 to 1,000 hours per year: \$6,459.
- Transportation for special events: \$4,800.
- Increase funding for the facility replacement plan to accommodate the replacement of flooring in 2014: \$10,500.

These requests are not included in the Recommended Budget due to limited funds. They may be considered for inclusion in future budgets.

Personnel

It has become imperative to have a consistent staff presence at the Reception Desk. We will begin in 2014 with a request for 3 hours, 5 days a week, 8:00 – 10:30 am. This Administrative Assistant will ensure that ongoing input to the data base is accurate and timely, class and program registrations and payments are recorded appropriately, rooms are set up for the day's schedule, and information is disseminated correctly. The wage for this position will be \$12.50 per hour, no benefits provided

**SENIOR CENTER
ADOPTED 2014 BUDGET**

	ACTUAL	6/30 ACTUAL	ADOPTED BUDGET	PROJECTED	ADOPTED	%
070-4xxxx	2012	2013	2013	2013	2014	INCR (DECR)
REVENUES						
41110 PROPERTY TAXES	\$ 276,090	\$ 300,787	\$ 300,787	\$ 300,787	\$ 326,940	
43741 GRANTS	-	1,000	-	-	-	
48200 RENTS	16,350	6,700	1,000	-	-	
48700 DELIVERED MEAL CONTRIBUTIONS	10,032	4,866	8,000	9,500	13,000	
48701 ON SITE MEAL CONTRIBUTIONS	10,919	5,339	12,000	12,000	16,500	
48907 DONATIONS	25,800	-	22,000	22,000	22,000	
48200 RENTAL CONTRIB FOR FACILITIES RESERVES	-	-	15,500	15,500	15,500	
49300 FUND BALANCE APPLIED	-	-	-	20,391	21,000	
TOTAL SENIOR REVENUES	\$ 339,191	\$ 318,692	\$ 359,287	\$ 380,178	\$ 414,940	15.49%

**SENIOR CENTER
ADOPTED 2014 BUDGET**

	ACTUAL	6/30 ACTUAL	ADOPTED BUDGET	PROJECTED	ADOPTED	Change %
070-54500	2012	2013	2013	2013	2014	INCR (DECR)
PERSONNEL SERVICES						
110 FULL-TIME WAGES	\$ 110,423	\$ 69,933	\$ 134,332	\$ 134,332	\$ 134,332	
111 LONGEVITY	1,464	769	1,546	1,546	1,546	
120 PART-TIME WAGES	8,776	4,657	18,544	13,500	25,838	
130 HEALTH INSURANCE	22,531	18,091	27,164	27,415	39,623	
131 DENTAL INSURANCE	2,328	1,497	2,884	3,537	3,786	
132 SOCIAL SECURITY	9,107	5,718	11,812	11,812	12,370	
133 LIFE INSURANCE	568	274	597	558	576	
134 WISCONSIN RETIREMENT	6,218	4,514	9,036	9,036	9,512	
135 INCOME CONTINUATION	-	-	642	-	-	
TOTAL PERSONNEL SERVICES	\$ 161,415	\$ 105,453	\$ 206,557	\$ 201,736	\$ 227,583	10.18%
OPERATING EXPENDITURES						
210 PROFESSIONAL SERVICES	\$ -	\$ -	\$ 520	\$ 520	\$ 520	
220 WATER/SEWER	1,262	-	1,230	1,230	1,272	
220 GAS/ELECTRIC	16,947	7,476	16,000	16,000	16,780	
224 POSTAGE	302	-	1,200	400	500	
225 COMMUNICATIONS	6,078	3,771	4,485	5,535	6,100	
290 OTHER CONTRACTUAL	5,478	2,662	6,100	5,600	6,660	
295 RECRUITMENT	1,533	-	-	-	1,600	
310 OFFICE SUPPLIES	6,163	2,070	4,550	3,450	3,500	
320 MEMBERSHIP AND DUES	1,476	322	875	625	625	
330 TRAVEL	5,001	1,508	5,435	3,100	4,000	
335 EDUCATION - TRAINING	368	581	2,235	1,750	2,100	
340 NUTRITION SUPPLIES	13,003	4,775	10,300	9,400	11,600	
342 NUTRITION SUPPLIES (FOOD)	23,268	12,679	22,000	33,000	48,000	
350 REPAIR/MAINTENANCE SUPPLIES	7,125	411	9,100	2,925	7,400	
352 BUILDING MAINTENANCE	21,418	10,409	19,800	20,300	21,800	
510 INSURANCE	5,072	5,000	5,000	5,000	5,000	
530 RENTS AND LEASES	3,732	1,273	4,800	3,200	4,000	
TOTAL OPERATING EXPENDITURES	\$ 118,226	\$ 52,937	\$ 113,630	\$ 112,035	\$ 141,457	24.49%
CAPITAL OUTLAY						
810 OFFICE EQUIPMENT REPLACEMENT	\$ 2,280	\$ 1,129	\$ 600	\$ 1,800	\$ 2,500	
815 OPERATING EQUIPMENT	28,496	4,100	1,000	5,100	5,900	
TOTAL CAPITAL OUTLAY	\$ 30,776	\$ 5,229	\$ 1,600	\$ 6,900	\$ 8,400	425.00%
SUBTOTAL OPERATING EXPENDITURES	\$ 310,417	\$ 163,619	\$ 321,787	\$ 320,671	\$ 377,440	17.29%
GRANT/DONATION FUNDED EXPENDITURES						
380 OTHER GRANT/DONATION FUNDED	\$ 10,020	\$ -	\$ 22,000	\$ 22,000	\$ 22,000	
FACILITY REPLACEMENT FUND						
815 FACILITY EQP / FACILITY REFURBISHMENT	\$ -	\$ -	\$ -	\$ 23,600	\$ 15,500	
TOTAL SENIOR CENTER EXPENDITURES	\$ 320,437	\$ 163,619	\$ 343,787	\$ 366,271	\$ 414,940	20.70%

**CITY OF VERONA
2014 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 has traditionally been to plan and plant street trees in new subdivisions. New housing starts are projected to remain fairly steady in 2014 so approximately 50 new trees will need to be planted to keep pace with residential growth. In addition to new trees it is projected that 20 existing street trees will need to be removed and replaced. Emerald Ash Borer continues to be a looming threat but has not yet been detected in Dane County so no expense is projected due to that in 2014.

Expenditures in 2014 are proposed to increase by \$2,950 (15%) but are partially offset by a projected increase in revenue of \$1,700 (7%). The tax levy funded portion of the budget will decrease by \$50 to \$7,750

SUMMARY OF ACHIEVEMENTS FOR 2013

- Planted approximately 50 new street trees throughout the City.
- Received Tree City USA award for the 18th consecutive year.

GOALS AND OBJECTIVES FOR 2014

- Plant 70 new street trees throughout the City.
- Continue removal and replacement of poor condition park trees
- Monitor for the emergence of Ash Borer in the area and treat trees accordingly
- Receive our 19th annual Tree City USA award.

PERFORMANCE MEASUREMENT INDICATORS

Activity	2012 Actual	6/30/13 Actual	Est. 2013	Proposed 2014
Total Number of City Trees	2200 (est.)	2260	2320	2400
Number of Street/ ROW Trees	1275	1330	1370	1430
Number of Park/ City Property Trees	925	930	950	970
Number of Additional Trees Planted	60	50	70	75
Number of Trees Trimmed	200	25	200	250

**URBAN FORESTRY
ADOPTED 2014 BUDGET**

		ACTUAL	6/30 ACTUAL	ADOPTED BUDGET	PROJECTED	ADOPTED	%
120-4xxxx		2012	2013	2013	2013	2014	INCR (DECR)
REVENUES							
41110	PROPERTY TAXES	\$ 7,850	\$ 7,800	\$ 7,800	\$ 7,800	\$ 7,750	
46810	STREET TREE FEES	22,932	12,178	16,250	21,000	18,000	
	TOTAL REVENUES	\$ 30,782	\$ 19,978	\$ 24,050	\$ 28,800	\$ 25,750	7.07%

**URBAN FORESTRY
ADOPTED 2014 BUDGET**

		ACTUAL	6/30 ACTUAL	ADOPTED BUDGET	PROJECTED	ADOPTED	%
		2012	2013	2013	2013	2014	INCR (DECR)
OPERATING EXPENDITURES							
290	OTHER CONTRACTUAL	\$ 1,575	\$ 1,000	\$ 2,500	\$ 2,700	\$ 2,500	
340	OPERATING SUPPLIES	-	-	300	300	250	
353	STREET TREE EXPENDITURES	8,461	6,346	12,125	13,000	15,125	
354	ASH TREE REPLACEMENT	-	-	5,000	5,000	5,000	
	TOTAL OPERATING EXPENDITURES	\$ 10,036	\$ 7,346	\$ 19,925	\$ 21,000	\$ 22,875	14.81%
TOTAL URBAN FORESTRY		\$ 10,036	\$ 7,346	\$ 19,925	\$ 21,000	\$ 22,875	14.81%

**CITY OF VERONA
2014 BUDGET SUMMARY
BROADBAND TELECOMMUNICATIONS**

MISSION STATEMENT

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

EXECUTIVE SUMMARY

The Broadband Telecommunications (BTRB) budget reflects the operation of VHAT-12 and the City of Verona Web Site. These duties are coordinated by a Cable Coordinator and a part-time position assignment for maintenance of the City website. The 2014 Recommended Budget proposes to increase the Cable Coordinator hours from 0.80 FTE to a 1.0 FTE full-time position. This would provide additional time for this position to continue providing City Council and Plan Commission meetings on YouTube as well as film additional community events. Personnel services costs are \$11,803 higher in 2014 as compared with 2013 primarily due to the increased hours for the Cable Coordinator position. The 2014 Recommended Budget also includes \$30,000 for a potential upgrade and enhancement to the City's website. The BTRB budget is funded exclusively through cable television franchise fees with no funds coming from the City's property tax levy. Revenues are projected to be \$85,000 in 2014 which is a \$7,000 increase over the 2013 budget and comparable to the 2013 updated projection.

GOALS AND OBJECTIVES

VHAT-12 City of Verona

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

City of Verona Web Site

- Enhance the utilization of the website for providing information on City services to the public and develop a system to maintain regular update 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.
- Examine the potential for using social media and on-line video to provide additional communication with the public.

**BTRB
ADOPTED 2014 BUDGET**

REVENUE 130-4xxx	6/30		ADOPTED		ADOPTED 2014	% INCR (DECR)
	ACTUAL 2012	ACTUAL 2013	BUDGET 2013	PROJECTED 2013		
44150 CABLE FRANCHISE	\$ 81,089	\$ 22,292	\$ 78,000	\$ 85,000	\$ 85,000	
TOTAL BTRB REVENUE	\$ 81,089	\$ 22,292	\$ 78,000	\$ 85,000	\$ 85,000	8.97%
EXPENDITURES						
130-55700	6/30		ADOPTED		ADOPTED 2014	% INCR (DECR)
	ACTUAL 2012	ACTUAL 2013	BUDGET 2013	PROJECTED 2013		
PERSONNEL SERVICES						
110 FULL-TIME WAGES	\$ -	\$ -	\$ -	\$ -	\$ 40,851	
111 LONGEVITY	\$ 322	\$ 174	\$ 619	\$ 500	\$ 817	
120 PART TIME WAGES	37,854	20,017	38,166	39,000	5,250	
130 HEALTH INSURANCE	4,452	2,419	4,839	4,839	6,627	
131 DENTAL INSURANCE	-	-	-	-	470	
132 SOCIAL SECURITY	2,717	1,489	2,967	3,022	3,589	
133 LIFE INSURANCE	108	54	108	108	236	
134 WISCONSIN RETIREMENT	2,242	1,343	2,580	2,233	3,284	
135 INCOME CONTINUATION	-	-	162	-	200	
TOTAL PERSONNEL SERVICES	\$ 47,695	\$ 25,496	\$ 49,441	\$ 49,702	\$ 61,324	24.03%
OPERATING EXPENDITURES						
225 COMMUNICATIONS	\$ 84	\$ 45	\$ 190	\$ 100	\$ 190	
290 OTHER CONTRACTUAL	2,995	847	4,500	3,500	3,300	
310 OFFICE SUPPLIES	-	-	1,550	500	1,550	
320 MEMBERSHIPS & DUES	195	195	195	195	195	
330 TRAVEL	-	-	250	-	250	
335 EDUCATION/TRAINING	-	-	500	-	500	
340 OPERATING SUPPLIES	216	166	2,650	2,000	2,650	
510 INSURANCE	1,890	2,000	2,000	1,837	2,000	
TOTAL OPERATING EXPENDITURES	\$ 5,380	\$ 3,253	\$ 11,835	\$ 8,132	\$ 10,635	-10.14%
CAPITAL OUTLAY						
815 OPERATING EQUIPMENT	\$ -	\$ -	\$ -	\$ 3,650	\$ -	
TOTAL CAPITAL OUTLAY	\$ -	\$ -	\$ -	\$ 3,650	\$ -	
TOTAL BTRB BUDGET	\$ 53,075	\$ 28,749	\$ 61,276	\$ 61,484	\$ 71,959	17.43%
55701						
CAPITAL OUTLAY (from restricted fund balance)						
815 OPERATING EQUIPMENT	\$ -	\$ 7,051	\$ 10,000	\$ 7,500	\$ 30,000	
TOTAL BTRB EXPENDITURES	\$ 53,075	\$ 35,800	\$ 71,276	\$ 68,984	\$ 101,959	43.05%

**CITY OF VERONA
2014 BUDGET SUMMARY
FITCH-RONA EMS DISTRICT**

EXECUTIVE SUMMARY

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

The 2014 Fitch-Rona operating budget totals \$1,933,400 of which \$310,021 is funded by the City of Verona. This is an increase of \$18,810 or 6.46% from the 2013 budget level. Much of the increase is due to the City of Verona being responsible for a greater share of the District's expenses. In 2013, the City of Verona's equalized value increased at a higher rate than the City of Fitchburg and the Town of Verona. As a result, the City of Verona's share of district costs has increased from 36.7% in 2013 to 37.7% in 2014. The City of Verona's total tax levy for EMS operations is \$366,225 which includes the net cost of leasing the facility for the Verona station. The 2014 Recommended Budget includes an increase in the loaded mileage charge from \$15.00 to \$18.00 per mile.

2014 Apportioned Fitch-Rona EMS District Budget

The total operating budget of the District is \$1,933,400. The expenses are offset by \$1,101,886 in projected revenues to be received from the services provided by the District. The cost of services will be as follows:

Resident Transport	\$800
Non-Resident Transport	\$850
No Transport	\$100 - \$400
Cost per loaded mile	\$18.00/mile

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

City of Verona	37.73403%	\$310,021
City of Fitchburg	56.08215%	\$460,769
Town of Verona	6.18382%	\$50,806

STATISTICAL SUMMARY

- After three years of declining run volume the expectation for 2013 is a 7.8% increase over the prior year. The projection for 2014 is a slight increase over 2013's estimate
- Projected ambulance call volume by station in 2013 are:

Fitchburg Station (Rescue 44)	59.4%
Verona Station (Rescue 45)	40.4%
Back-Up (Rescue 46)	0.2%
- Projected ambulance calls by municipality in 2013 are:

City of Fitchburg	62.9%
City of Verona	27.6%
Town of Verona	2.3%
Other	7.2%

GOALS AND OBJECTIVES

Medical Direction

The Advanced Life Support (ALS) Consortium that came together in 2010 created a single Medical Director for all participating Dane County ALS departments. Currently Dr. Michael Lohmeier is the Medical Director for these departments. In 2013, Dr. Michael Mancera was hired as an Assistant Medical Director. Additionally, we have a medical resident, Dr. Megan Gussick, who is working with Fitch-Rona on data gathering and staff training.

Medical Protocols and Procedures

In 2013, Dane County Emergency Medical Services took the recently approved ALS protocols from 2011 and combined them with BLS protocols. This compilation made it so we have one protocol set for every 911 ambulance service in the County. Skill sets are much more clearly based on level of licensure which is a benefit to receiving hospitals. Our new county-wide protocols were approved at the state level and were put into practice in September of 2013.

Medical Community Involvement

In addition to our Paramedic intern program Fitch-Rona continues to be involved and support the local teaching centers in Dane County. In 2013, Fitch-Rona mentored 13 paramedics from the Mercy Hospital Paramedic Program. Additionally we added two volunteer Paramedics that attended MATC so they could gain valuable ambulance experience. These volunteers also work for the Verona Fire Department.

Community Outreach Programs

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

- AED placement and support program

- Community Events
 - Verona Mud Run
 - Berbee Derbee
 - Ironman Triathlon
 - IronKids Triathlon
 - EPIC User Group Meeting

- Athletic Event Stand-by
 - High School Football
 - High School Track

- CPR, CCR and AED training for police, dispatchers, fire fighters and municipal staff

- Advisory Committees for area EMS training centers

**EMS
ADOPTED 2014 BUDGET**

	2013 Forecast as of 6/30/13	2013 Approved Budget	Adopted 2014 Budget	Percent Change
Revenues				
Run Income	1,077,328	1,013,965	1,101,886	8.7%
Services Sub-Total	1,077,328	1,013,965	1,101,886	8.7%
City of Fitchburg	450,984	450,984	460,769	2.2%
City of Verona	291,211	291,211	310,021	6.5%
Town of Verona	50,830	50,830	50,806	0.0%
Municipalities Sub-Total	793,025	793,025	821,596	3.6%
Project Donations	-	-	-	
Interest Income	1,229	1,299	1,009	-22.3%
Misc. Income	1,700	1,700	1,900	11.8%
Funds Applied from Reserve	31,573	7,990	7,010	-12.3%
Misc. Sub-Total	34,502	10,989	9,919	-9.7%
Total Revenues	1,904,855	1,817,979	1,933,400	6.3%
Expenses				
Salaries & Wages	848,107	807,936	841,602	4.2%
Scheduled Overtime	168,014	183,554	212,923	16.0%
Unscheduled Overtime	35,438	41,400	55,502	34.1%
Soc.Sec.&Medicare Taxes	80,957	79,016	84,917	7.5%
Retirement Plan	151,806	146,471	158,527	8.2%
Miscellaneous Benefits	2,639	3,520	3,590	2.0%
Health & Dental Ins.	167,479	199,282	206,104	3.4%
Worker's Comp. Ins.	52,200	52,200	54,590	4.6%
Income Continuation	-	2,040	2,220	8.8%
Unreserved Fund - Sick Time	-	-	-	
Medical Director Annual Fee	66,000	33,990	35,010	3.0%
Salary Sub-Total	1,572,640	1,549,409	1,654,985	6.8%
Oil, Gas & Lube	24,100	24,450	24,450	0.0%
Tune-up & Repair	20,548	26,150	24,000	-8.2%
Medical Supplies	47,744	48,000	48,000	0.0%
Office Supplies	1,828	2,150	1,750	-18.6%
Postage	396	400	450	12.5%
Public Education	711	800	1,000	25.0%
Staff Training	4,800	6,750	6,500	-3.7%
Staff Support	4,120	6,500	6,500	0.0%
Uniforms	4,000	4,000	5,200	30.0%
Personnel Recruitment	3,500	4,010	3,630	-9.5%
Subscriptions & Dues	750	1,000	1,000	0.0%
Admin Space Lease	3,724	3,724	3,724	0.0%
Facilities Furnishings	1,264	1,500	1,200	-20.0%
Utilities	4,317	4,500	4,500	0.0%
Telephone	7,933	7,750	7,500	-3.2%
Radio Equipment	1,934	2,500	3,800	52.0%
Radio Maintenance	1,240	3,500	3,000	-14.3%
Medical Equipment	4,926	5,500	5,000	-9.1%
Medical Equipment Maint.	2,266	2,250	2,750	22.2%
EMT Safety Equipment	1,000	2,750	2,000	-27.3%
Training Equipment	1,428	1,850	1,750	-5.4%
Office Equipment	2,710	3,100	2,750	-11.3%
Office Equipment Maint.	348	348	348	0.0%
Computer Support	12,862	11,000	11,500	4.5%
FAP Project Expenses	-	-	-	
Accounting Fees	11,500	17,250	9,500	-44.9%
Legal Fees General	8,000	8,000	8,000	0.0%
Legal Fees-Labor Contract	8,316	-	-	n/a
Unreserved Funds - Labor Contract	-	-	8,000	n/a
Property Insurance	4,513	5,000	11,500	130.0%
Billing Service	64,640	60,838	66,113	8.7%
Paramedic Intern Program	3,000	3,000	3,000	0.0%
Misc. Expense Sub-Total	258,418	268,570	278,415	3.7%
TOTAL EXPENSES	1,831,058	1,817,979	1,933,400	6.3%

**CITY OF VERONA
2014 BUDGET SUMMARY
VERONA FIRE DISTRICT**

EXECUTIVE SUMMARY

The Verona Fire District was created in 1974 to meet the fire protection needs of the City of Verona, the Town of Verona and the portion of the Town of Springdale located in the Verona School District. The District is governed by a Fire District Commission comprised of representatives from each of the member municipalities. In 2013 the District employed six full-time firefighters including a full-time Fire Chief and a part-time staff of paid-on-premise and paid-on-call firefighters.

Beginning in 2011, the City and Town of Verona entered into a new inter-municipal agreement that governs the operation of the Fire District. The District also began staffing the station twelve hours a day, seven days a week with additional part-time paid-on-premise staffing during eight of those twelve hours. In 2012, the full-time Assistant Chief position was taken off the 12-hour shift rotation and put on an 8-hour per day, Monday through Friday schedule, leaving 12-hour shifts to be filled by part-time staff. In addition, part-time staffing was increased from 8 hours per day to 10 hours per day.

In 2013 we were able to hire an additional full-time Firefighter bringing the total to six, including the full-time Fire Chief, and to increase the part-time staffing from 10 to 12 hours per day. In addition the Department may begin staffing a part-time driver at the station between 6:00 p.m. and 6:00 a.m. as funds allow.

As of December 31, 2013, the Verona Fire District will be dissolved and the City of Verona will start the new City operated Fire Department on January 1, 2014.

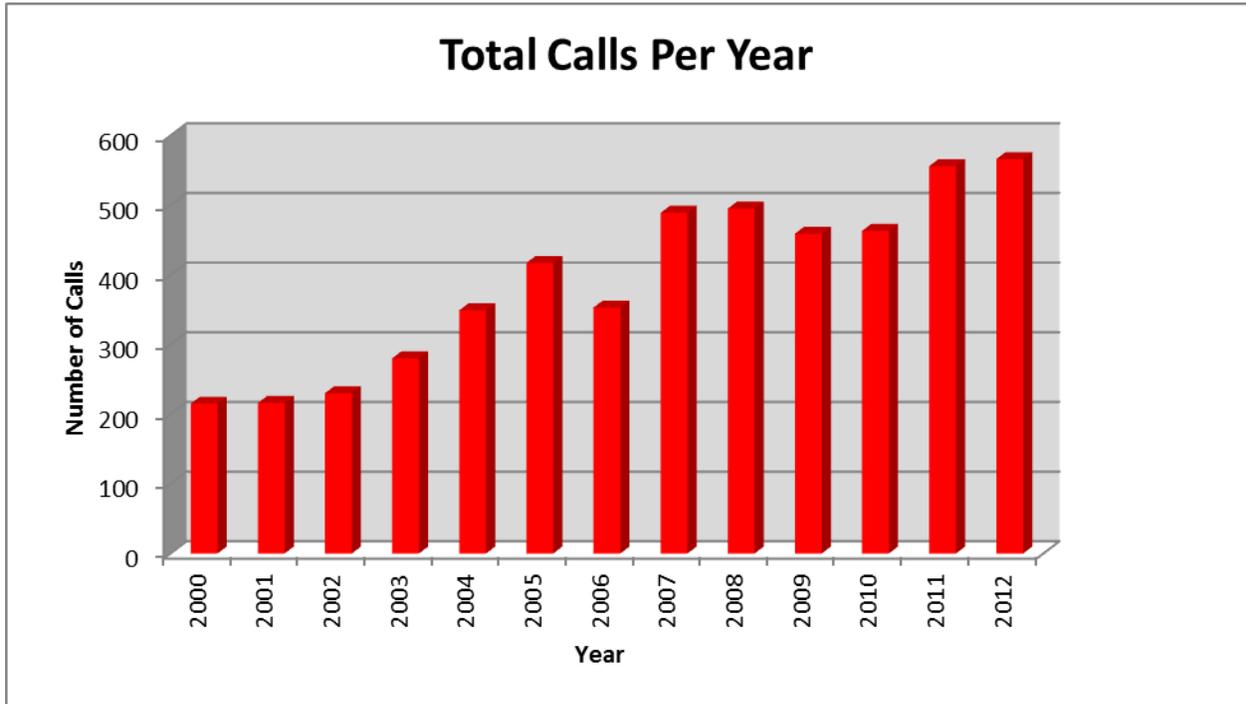
Overall the City of Verona's 2014 operating levy for the Fire Department is \$726,954 which is an increase of \$1,024 or .14% over the 2013 levy. This increase reflects the additional costs in the Fire Department Budget allocated between the City of Verona and the Town of Verona based on population, equalized value and calls for service. For the 2014 budget, the City of Verona is responsible for 82.97% of the operating budget. Beginning in 2014 the capital equipment purchases will be funded by the City. The Fire Department requested \$24,200 in 2014 for the replacement of ATV-1 and trailer.

The adopted budget delays the 24 hour staffing, administrative support staff, additional paid on call staffing hours and the ATV-1 and trailer replacement. Also removed is the length-of-service award program and professional services consulting. The budget as adopted reflects an increase of \$32,524 or 3.54%.

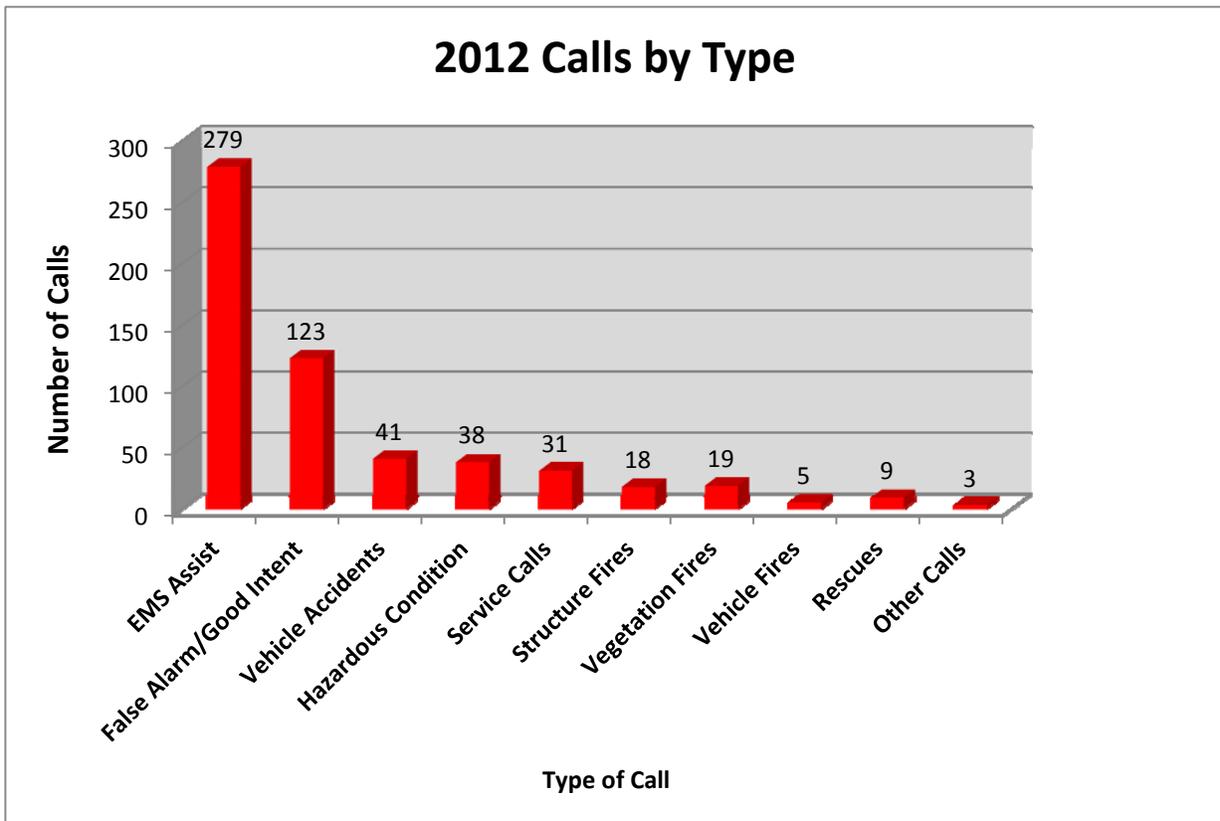
STATISTICAL SUMMARY

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

Total Calls per Year



2011 Calls by Type



PERFORMANCE MEASUREMENT INDICATORS

Activity	2012 Actual	6/30/13 Actual	Est. 2013	Proposed 2014
Total Calls	566	283	591	618
City of Verona Calls	407	225	491	508
Town of Verona Calls	99	39	100	110
Mutual Aid Calls	56	17	55	60
Fire Responses	287	117	306	323
EMS Assist Responses	279	166	285	295
Fire Inspections Completed	952	523	1,050	1124
Total Vehicle Mileage	Not Recorded	Not Recorded	Not Recorded	Not Recorded
Fuel Purchased	\$15,424.03	\$6,282.43	\$14,000.00	\$15,000.00
Gallons Purchased	4,103.54	2,309.04	4,200.00	4,500.00

GOALS AND OBJECTIVES

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

Identify and Address Departmental Personnel Needs

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

Maintain a Timely Schedule for the Replacement of Apparatus Fleet

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

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

- Work with the design team to build a station that will fit the needs of fire and EMS both now and into the future.
- Consider the long-term needs of the community that the new station will serve.

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 2014 BUDGET**

175-4xxxx	Fire District				Fire Dept	Change % INCR (DECR)
	ACTUAL 2012	6/30 ACTUAL 2013	ADOPTED BUDGET 2013	PROJECTED 2013	ADOPTED 2014	
REVENUES						
41110 TAX LEVY	\$ 705,846	\$ 369,479	\$ 725,930	\$ 713,415	726,954	
41500 BADGER PRAIRIE	2,000	2,000	2,000	2,000	2,000	
43420 FIRE DUES	63,973	-	60,000	65,501	72,000	
43522 GRANTS/DONATIONS	104,390	105	-	50,670	-	
43750 TOWN OF VERONA CONTRIB	129,223	63,356	126,711	126,711	149,211	
44901 FIRE PROT SYST PERMIT FEES	-	-	-	-	-	
48110 INTEREST INCOME	1,008	314	3,000	-	-	
48900 MISCELLANEOUS	20,110	2,486	-	-	-	
48301 SALE OF PROPERTY	1,721	-	-	2,000	-	
APPLIED FUNDS	-	-	-	-	-	
TOTAL REVENUES	\$ 1,028,271	\$ 437,740	\$ 917,641	\$ 960,297	\$ 950,165	3.54%

	<u>City</u>	<u>Town</u>	<u>Total</u>
Population (2013)	11,162	1,973	13,135
Percent	84.98%	15.02%	100.00%
EV (1/1/13)	1,684,626,200	276,075,000	1,960,701,200
Percent	85.92%	14.08%	100.00%
Fire Calls(2010,2011,2012)	1,096	309	1,405
Percent	78.01%	21.99%	100.00%
		51.09%	divided by 3
			17.03%
Operating Exp	\$ 905,890		
Operating Capital	44,275		
Fire Other Revenues	(74,000)		
	\$ 876,165		\$ 876,165
			Town Calculated Share \$ 149,211

**FIRE DEPARTMENT
ADOPTED 2014 BUDGET**

175-52200	Fire District				Fire Dept	% INCR (DECR)	
	ACTUAL	6/30	ADOPTED	PROJECTED	ADOPTED		
	2012	2013	2013	2013	2014		
PERSONNEL SERVICES							
110	FULL TIME WAGES	\$ 264,273	\$ 148,170	\$ 303,667	\$ 357,044	\$ 336,578	
111	LONGEVITY PAY	-	-	-	-	-	
120	PART TIME WAGES-ADMIN	-	-	-	-	-	
120 001	PART TIME WAGES-POC	46,560	20,881	55,000	45,000	50,000	
120 002	PART TIME WAGES-POP	133,165	55,423	105,900	86,000	110,400	
125	OVERTIME WAGES	31,442	8,263	20,000	22,000	19,800	
130	HEALTH INSURANCE	59,533	34,926	72,362	72,362	79,243	
131	DENTAL INSURANCE	-	-	-	-	6,839	
132	SOCIAL SECURITY	36,295	17,804	37,070	39,018	39,533	
133	LIFE INSURANCE	4,938	4,637	5,350	5,350	6,530	
134	WI RETIREMENT	61,020	29,254	63,056	64,000	37,141	
135	INCOME CONTINUATION	49	-	1,636	-	-	
140	UNEMPLOYMENT CLAIMS	73	-	1,600	1,500	-	
145	MOVING ALLOWANCE	4,000	-	-	-	-	
150	LOSA	5,250	-	10,000	-	-	
	TOTAL PERSONNEL SERVICES	\$ 646,598	\$ 319,358	\$ 675,641	\$ 692,274	\$ 686,064	1.54%
OPERATING EXPENDITURES							
210	PROFESSIONAL SERVICES	\$ -	\$ -	\$ -	\$ 855	\$ 1,000	
210 050	PROFESSIONAL SERVICES-ATTORNEY	1,838	74	5,000	3,000	5,000	
210 051	PROFESSIONAL SERVICES-AUDIT	6,500	4,487	6,500	6,650	6,800	
220	UTILITIES	16,284	8,566	19,610	17,935	20,750	
222	PRINTING	-	-	-	-	-	
225	COMMUNICATIONS	6,310	2,514	5,400	5,524	8,591	
240	REPAIR/MAINTENANCE SERVICES	60,703	20,808	57,585	68,428	62,525	
290	OTHER CONTRACTUAL	-	-	-	-	-	
295	RECRUITMENT	1,531	230	2,000	1,700	2,000	
310	OFFICE SUPPLIES	9,476	3,167	6,650	5,900	6,700	
320	MEMBERSHIP AND DUES	2,027	600	2,000	1,819	1,760	
330	TRAVEL	-	-	-	2,847	3,700	
335	EDUCATION-TRAINING	12,381	5,877	19,200	7,525	14,600	
340	OPERATING SUPPLIES	14,385	4,910	18,600	5,900	9,000	
345	UNIFORM ALLOWANCE	5,480	2,848	7,500	5,577	8,500	
350	REPAIR/MAINTENANCE SUPPLIES	-	-	-	-	-	
375	FUEL	15,424	6,282	10,000	14,000	15,000	
380	OTHER COMMODITIES	-	-	-	4,572	5,000	
450	DATA PROCESSING SUPPORT	2,395	705	3,555	5,005	5,250	
510	INSURANCE	27,458	2,546	27,000	35,030	39,950	
530	RENTS AND LEASES	3,671	2,206	3,700	3,700	3,700	
	TOTAL OPERATING EXPENDITURES	\$ 185,863	\$ 65,820	\$ 194,300	\$ 195,966	\$ 219,826	13.14%
CAPITAL OUTLAY - GENERAL FUND							
810	OFFICE EQUIPMENT	\$ -	\$ -	\$ -	\$ -	\$ 6,275	
815	OPERATING EQUIPMENT	102,505	36,748	47,700	94,344	38,000	
820	FACILITIES-FIRE TRNG CTR/FAC NEEDS	38,650	44,377	-	50,670	-	
	TOTAL FIRE DEPT OP CAPITAL OUTLAY	\$ 141,155	\$ 81,125	\$ 47,700	\$ 145,014	\$ 44,275	N/A
TOTAL FIRE DEPARTMENT EXPENDITURES		\$ 973,616	\$ 466,303	\$ 917,641	\$ 1,033,254	\$ 950,165	3.54%

**CITY OF VERONA
2014 BUDGET SUMMARY
VERONA ECONOMIC DEVELOPMENT COMMISSION**

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

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

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

VERONA ECONOMIC DEVELOPMENT COMMISSION ADOPTED 2014 BUDGET						
	ACTUAL	6/30 ACTUAL	ADOPTED BUDGET	PROJECTED	ADOPTED	% INCR (DECR)
	2012	2013	2013	2013	2014	
REVENUES						
INVESTMENT INCOME	\$ 983	\$ 392	\$ 1,100	\$ 780	\$ 780	
NOTE PAYMENT	1,763	1,544	3,120	3,120	3,247	
INTEREST ON NOTES	896	686	1,342	1,342	1,215	
TRANSFERS FROM OTHER FUNDS	250,000	-	-	-	-	
TOTAL REVENUES	\$253,64	\$ 2,622	\$ 5,562	\$ 5,242	\$ 5,242	-0.06%
EXPENDITURES						
PROFESSIONAL SERVICES-LEGAL	\$ 574	\$ -	\$ -	\$ -	\$ -	
VEDC LOANS	36,000	-	-	-	-	
TOTAL EXPENDITURES	\$ 36,574	\$ -	\$ -	\$ -	\$ -	n/a
LOAN RECIPIENT(S)		LOAN AMOUNT	ISSUE DATE	MATURITY DATE		
EDELWEISS CHEESE AUTHENTIC WISCONSIN, LLC		\$ 36,720	6/1/2012	5/1/2022		

**CITY OF VERONA
2014 BUDGET SUMMARY
CAPITAL IMPROVEMENTS**

MISSION STATEMENT

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

EXECUTIVE SUMMARY

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

The City has also established equipment replacement revolving funds for information technology equipment and public works, parks and public safety vehicles. The equipment replacement funds are designed to eliminate the need to borrow for the replacement of equipment. The funds are budgeted for on a consistent annual basis creating reserves that are available as pieces of equipment need to be replaced. This budget excludes Water, Sewer and Storm Water projects that are not funded with tax levy dollars. Not included in this budget, but as a part of the overall goal to be able to replace equipment and maintain facilities without increasing our debt requirements, the City created a reserve in 2012 designated for Library furnishings and building replacement budgeted for on an annual basis as a part of the Library levy. Beginning with the 2013 budget, the City created a reserve designated for Senior Center furnishing and facility replacement funded by Senior Center rental income. The City's Financial Management Policy also identifies a goal of establish replacement funds for other City facilities.

One of the City's long-term financial goals is to reduce the need for borrowing through the establishment of replacement funds and shifting funding to the capital projects levy. As a result of the economic slowdown and lack of growth the City of Verona had to scale back the level of expenditures it had previously committed to capital programs including street, parks, and public safety projects. The 2014 Recommended Budget increases the City's capital and replacement fund levy by \$59,075 over the 2013 Budget for a total of \$392,113. Additional increases are projected in future budgets in order to reduce the City's long-term borrowing costs by cash funding replacement and maintenance items.

2014 PROPOSED CAPITAL PROJECTS

A. Administration and Public Facilities

The Administration and Public Facilities capital budget includes a placeholder of \$7,000,000 for the construction of a new Fire and EMS facility at the corner of Lincoln Street and Verona Avenue. This estimated will need to be updated based on the final space needs analysis and schematic designs. The City borrowed \$500,000 for this project in 2013 and additional borrowing of \$3,250,000 is projected for both 2014 and 2015, although these amounts will need to be updated based on the project budget and construction schedule. The 2014 Recommended Budget also maintains funding for the City's information technology replacement fund at \$40,000 per year.

B. Public Works

General Street Program: The 2014 Recommended Budget includes \$10,673,804 in City-funded transportation related improvements. This includes \$5,000,000 as a place holder for potential TIF District #7 improvements to North Nine Mound Road and the intersection with CTH PD. Additional projects funded through the City's property tax levy of borrowing include:

• Mill and Overlay of Existing Streets	\$821,800
• Silent Street Bike Path Connection & Engineering	\$73,500
• CTH M Reconstruction Engineering & Right-of-Way	\$2,884,280
• Verona Avenue Intersection Improvements	\$1,000,000
• Reconstruction of Lincoln Drive	\$485,100
• Replace Railing on Cross-Country Road	\$9,900
• CTH PB Bridge Replacement Engineering	\$141,724
• Traffic Signal Installation (Paoli & Main)	\$175,000
• Badger Mill Creek Trail Connection Engineering	\$82,500

Development: The 2014 Recommended Budget includes a placeholder of \$795,000 for potential downtown redevelopment costs related to TIF District #4. Projects for the TIF District could be funded through a combination of TIF funds or TIF supported borrowing.

Equipment: The Public Works Department proposes to use equipment replacement funds in the amount of \$213,000 to replace three service vehicles (\$74,000), a skid steer shared with sewer and water (\$7,000), and a Volvo Loader (\$132,000).

C. Parks

The capital improvement budget for 2014 related to Parks totals \$158,000. Included is \$25,000 to replace the Raywood Playground, a \$25,000 contribution toward improvements at the Verona Area School District tennis courts, and \$5,000 for planning and preparation work for a park in the Meister subdivision. Other expenses include \$2,000 for the annual lease payment for the 18 acres of county land east of Community Park and \$5,000 for the hometown trail system. The development of a park in Cathedral Point was accelerated to begin in 2014 with a budget of \$70,000. Equipment replacements in 2014 include \$26,000 to replace a Kubota 4200 tractor.

D. Police Department

The City maintains a fleet of marked and un-marked police patrol vehicles. Included in the 2014 capital budget are expenditures of \$62,200 from the public safety equipment replacement fund to replace two squads and related equipment. The intent is that when one of the department's oldest vehicles reaches the end of its useful life it would be retired resulting in no net change in the number of police vehicles. Other items funded by replacement fund reserves include \$15,000 for computers and related equipment. The proposed budget also includes \$21,000 for the purchase of mobile data computers, \$9,800 for facility cameras, \$7,600 for in squad and portable video cameras, and \$3,700 for radar units funded by capital cash levy. The replacement of squad car light bars and rifles is proposed to be delayed until 2015.

E. EMS District

The EMS District 2014 capital plan includes \$72,000 for replacement medical equipment and \$10,000 for replacement protective gear. The City's share of the EMS capital budget is 37.73% or \$30,941. The computer equipment and protective gear is funded through the capital levy.

F. **Fire Department**

The Fire Department requested \$24,200 in 2014 for the replacement of ATV-1. These funds are not included in the Recommended Budget as the replacement of this item is proposed to be delayed until a future year.

G. **Equipment Replacement Fund**

The 2014 Adopted Capital Budget maintains the funding for the public works/parks equipment replacement fund at \$180,000 and the public safety equipment replacement fund at \$50,000. There is also \$40,000 budgeted for computer and other information technology equipment replacement as part of the Administration capital projects.

Capital Projects - Fund 100

Department Category/Description	2014		ADOPTED 2014	Levy	Debt	User Fees/ Restricted	Revolving Fund	
	Originally Proposed						Equipment Replacement	TIF/Trade-in Grants/Private
SPACE NEEDS/BUILDING IMPROVEMENTS:								
Public Facilities								
Fire Station Building Project	\$ 3,250,000	\$ 3,250,000	\$ -	\$ 3,250,000	\$ -	\$ -	\$ -	\$ -
Total Public Facilities	\$ 3,250,000	\$ 3,250,000	\$ -	\$ 3,250,000	\$ -	\$ -	\$ -	\$ -
ADMINISTRATION:								
Equipment								
City Hall Computer Fund for System/Network Upgrades	\$ 40,000	\$ 40,000	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -
Total Admin Equip	\$ 40,000	\$ 40,000	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL ADMININ & PUBLIC FACILITIES	\$ 3,290,000	\$ 3,290,000	\$ 40,000	\$ 3,250,000	\$ -	\$ -	\$ -	\$ -
PUBLIC WORKS								
Transportation								
Mill and Overlay	\$ 821,800	\$ 821,800	\$ -	\$ 821,800	\$ -	\$ -	\$ -	\$ -
Silent Street/North Jefferson/N. Main Street	73,500	73,500	-	73,500	-	-	-	-
Relocate Nine Mound Rd Tickers Tr/CTH PD	5,000,000	5,000,000	-	-	-	-	-	5,000,000
CTH M & CTH PD Intersection	2,884,280	2,884,280	-	2,700,000	-	-	-	184,280
Verona Avenue Intersection Improvements	1,000,000	1,000,000	-	1,000,000	-	-	-	-
Lincoln St/Schweitzer/Terminal	485,100	485,100	-	485,100	-	-	-	-
Replace Railing on Cross Country Road	9,900	9,900	9,900	-	-	-	-	-
Bridge Old PB/Badger Mill (in City)	60,000	60,000	6,000	-	-	-	-	54,000
Bridge Old PB/Badger Mill (currently in Town)	81,724	81,724	8,172	-	-	-	-	73,552
Traffic Signals for Paoli intersection	175,000	175,000	-	175,000	-	-	-	-
Badger Mill Bike Trail / Whalen to Military Trail	82,500	82,500	-	82,500	-	-	-	-
Subtotal PW Transportation	\$ 10,673,804	\$ 10,673,804	\$ 24,072	\$ 5,337,900	\$ -	\$ -	\$ -	\$ 5,311,832
Development								
Downtown Redevelopment TIF IV Phase I - III	\$ 795,000	\$ 795,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 795,000
Subtotal Downtown Redevelopment	\$ 795,000	\$ 795,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 795,000
Equipment								
Service Vehicle Replacements (3) 1998; 2004; 2008	\$ 74,000	\$ 74,000	\$ -	\$ -	\$ -	\$ -	\$ 74,000	\$ -
Skid Steer Replacement-440 (shared with Sewer & Water)	7,000	7,000	-	-	-	-	7,000	-
Volvo Loader 3 C.Y. & Snow Eqp Replacement (2009 Loader)	132,000	132,000	-	-	-	-	132,000	-
Material Screening	35,000	-	-	-	-	-	-	-
Subtotal PW Equipment	\$ 248,000	\$ 213,000	\$ -	\$ -	\$ -	\$ -	\$ 213,000	\$ -
Total Public Works	\$ 11,716,804	\$ 11,681,804	\$ 24,072	\$ 5,337,900	\$ -	\$ -	\$ 213,000	\$ 6,106,832

Capital Projects - Fund 100

Department Category/Description	2014		ADOPTED		Revolving Fund		
	Originally Proposed	2014	Levy	Debt	User Fees/ Restricted	Equipment Replacement	TIF/Trade-in Grants/Private
<u>PARKS</u>							
Leisure Facilities							
Replace Raywood Playground	\$ 25,000	\$ 25,000	\$ 12,500	\$ -	\$ 12,500	\$ -	\$ -
Develop Park in Cathedral Point	-	70,000	-	-	70,000	-	-
Assist Funding VASD Tennis Court improvements/expansion	25,000	25,000	12,500	-	12,500	-	-
Hometown Trail System	5,000	5,000	-	-	5,000	-	-
Lease Payment on 18 acres	2,000	2,000	-	-	-	-	2,000
Master Plan / grade and seed Epic Park	25,000	5,000	-	-	5,000	-	-
Surface and Restripe Ceniti Park	32,000	-	-	-	-	-	-
Subtotal Parks Facilities	\$ 114,000	\$ 132,000	\$ 25,000	\$ -	\$ 105,000	\$ -	\$ 2,000
Equipment							
Replace Kubota 4200	\$ 26,000	\$ 26,000	\$ -	\$ -	\$ -	\$ 22,000	\$ 4,000
Subtotal Parks Equipment	\$ 26,000	\$ 26,000	\$ -	\$ -	\$ -	\$ 22,000	\$ 4,000
Total Parks	\$ 140,000	\$ 158,000	\$ 25,000	\$ -	\$ 105,000	\$ 22,000	\$ 6,000
<u>POLICE</u>							
Equipment							
Squad Replacements	\$ 62,200	\$ 62,200	\$ -	\$ -	\$ -	\$ 62,200	\$ -
Mobile Data Computers	21,000	21,000	21,000	-	-	-	-
Computers	15,000	15,000	-	-	-	15,000	-
Facility Cameras	9,800	9,800	9,800	-	-	-	-
Squad Lightbars and Emergency Lights	22,300	-	-	-	-	-	-
Videos In-Squad & Portable	7,600	7,600	7,600	-	-	-	-
Radars	3,700	3,700	3,700	-	-	-	-
Rifles	15,200	-	-	-	-	-	-
Tactical Shields & Vests for Squads	19,100	-	-	-	-	-	-
License Plate Recognition System	19,900	-	-	-	-	-	-
Total Police	\$ 195,800	\$ 119,300	\$ 42,100	\$ -	\$ -	\$ 77,200	\$ -
<u>EMS (city share 37.734%):</u>							
Equipment							
Protective Gear (\$10,000)	\$ 3,773	\$ 3,773	\$ 3,773	\$ -	\$ -	\$ -	\$ -
Medical Equipment (\$72,000)	27,168	27,168	27,168	-	-	-	-
Total EMS	\$ 30,941	\$ 30,941	\$ 30,941	\$ -	\$ -	\$ -	\$ -
<u>FIRE DEPT</u>							
Equipment							
ATV - 1 and Trailer Replacement	\$ 24,200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Subtotal Fire Equipment	\$ 24,200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Fire	\$ 24,200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Equip Replacement Revolving Fund -PW/Parks	\$ 190,000	\$ 180,000	\$ 180,000	\$ -	\$ -	\$ -	\$ -
Equip Replacement Revolving Fund - Public Safety	60,000	50,000	50,000	-	-	-	-
GRAND TOTAL	\$ 15,647,745	\$ 15,510,045	\$ 392,113	\$ 8,587,900	\$ 105,000	\$ 312,200	\$ 6,112,832

**CITY OF VERONA
2014 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 Brunzell Lumber site which was acquired by the City in 2000. Approximately \$320,000 was used for the construction of public infrastructure related to the site (Railroad and Franklin Street improvements, public parking, etc.), \$575,000 was loaned to the Alexander Company for construction of a mixed-use retail/residential project on the site, and \$185,000 has been applied to develop a public plaza/veteran's memorial area in the bike trail corridor on the west side of Main Street. Work on the Alexander project began in summer, 2003 and was completed in summer, 2004. Work on the public plaza was completed in 2005 with a construction budget of \$350,000.

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

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

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

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

In 2006, the City approved a \$450,000 grant along with a \$1 million pay-as-you-go TIF bond to complete what is known as the "Keller/Burke" project. The first phase of the project created 28 residential condominium units. The next phase will result in 4000 square feet of commercial space on the west side of Main Street south of the bike trail. The pay-as-you-go TIF bond is not an indebtedness of the City; rather, the funds will be paid to the developer from increment generated from the projected \$5.4 million development. While the Bond payment schedule started in 2007, the first significant payment (from the project's increment value) was realized in 2008.

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

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

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

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

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

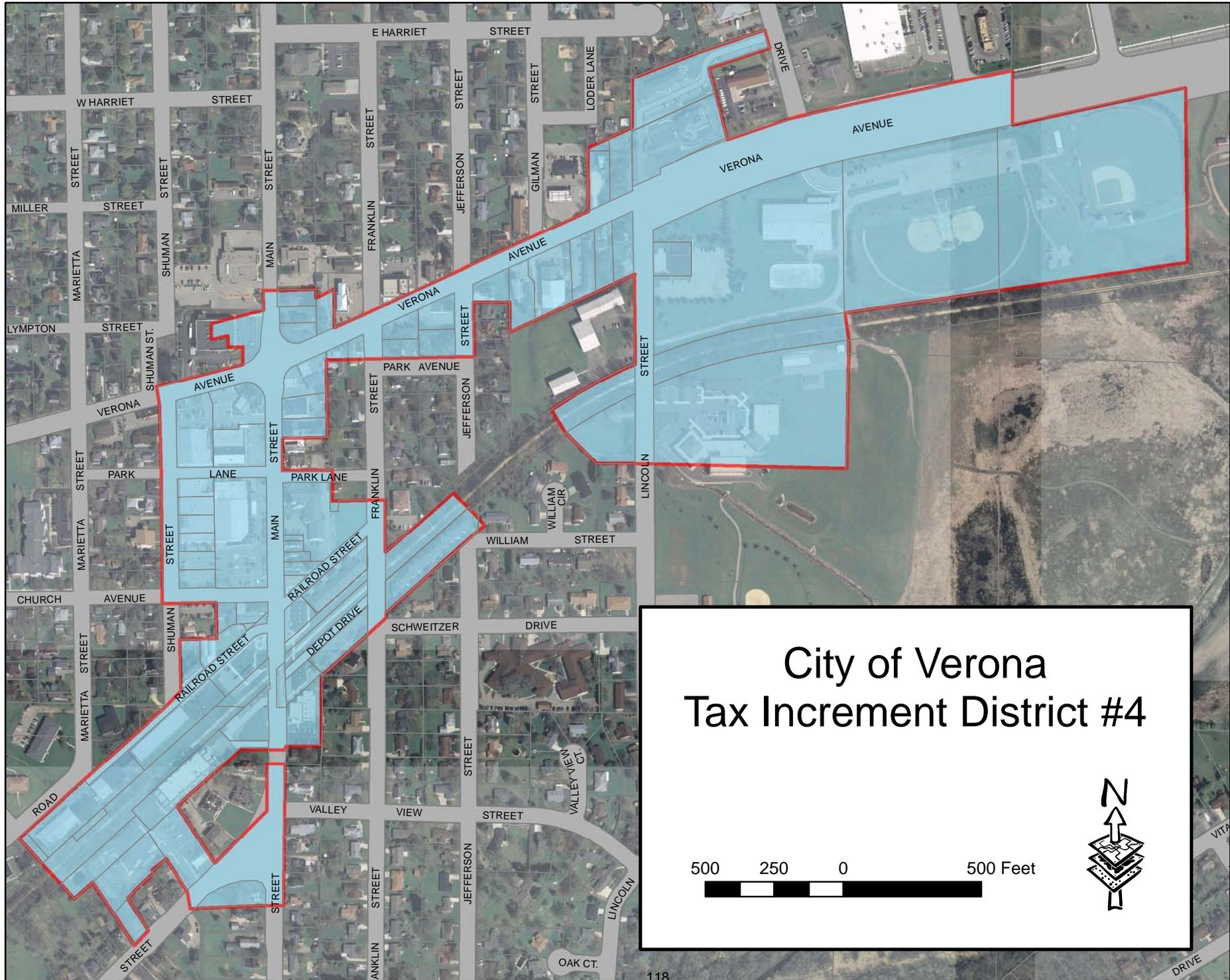
In 2012, the City conducted a request-for-proposal process for a comprehensive downtown transportation and corridor study. The 2013 budget includes up to \$100,000 to funds this study plus potential optional components or follow-up items. Also included in the 2013 budget is \$1,855,000 as a "place-holder"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

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

**TIF IV
ADOPTED 2014 BUDGET**

	ACTUAL 2012	6/30 ACTUAL 2013	ADOPTED BUDGET 2013	PROJECTED 2013	ADOPTED 2014	% INCR (DECR)
REVENUES						
TIF INCREMENT	\$ 625,319	\$ 574,368	\$ 572,000	\$ 574,368	\$ 649,000	
STATE AID	4,432	-	4,700	4,913	5,500	
INVESTMENT INCOME	3,822	1,680	4,000	3,200	3,000	
BOND/NOTE PROCEEDS	-	-	795,000	-	1,000,000	
NOTE PAYMENT	9,154	5,872	7,649	9,735	7,960	
INTEREST ON NOTES	3,137	1,645	3,180	3,197	2,869	
TOTAL REVENUES	\$ 645,864	\$ 583,565	\$ 1,386,529	\$ 595,413	\$ 1,668,329	20.32%
EXPENDITURES						
PROF SERVICES-PLANNING / ENGR	\$ 7,077	\$ 48,684	\$ 100,000	\$ 100,000	\$ 50,000	
PROFESSIONAL SERVICES-AUDIT	300	300	875	1,300	900	
PROFESSIONAL SERVICES-LEGAL	4,558	-	1,000	1,500	1,000	
ADMINISTRATION	12,686	150	11,750	13,000	13,500	
CONSTRUCTION	-	-	1,855,000	150,000	1,500,000	
DEBT ISSUANCE COSTS	-	-	55,000	-	-	
PAY-GO KB	124,680	-	106,000	132,355	106,000	
ECONOMIC DEVELOPMENT LOAN	85,000	-	-	-	-	
DEBT PRINCIPAL	366,780	256,317	366,780	366,780	292,555	
DEBT INTEREST	78,274	54,326	78,274	78,274	49,318	
TOTAL EXPENDITURES	\$ 679,355	\$ 359,777	\$ 2,574,679	\$ 843,209	\$ 2,013,273	-21.80%

TID EQUALIZED VALUE		TAX INCREMENTAL
INCREASE (INCREMENT)	BASE VALUE	REVENUE COLLECTED
As of 1/1/2013	As of 1/1/1997	Through 1/1/2013
\$ 27,190,600	\$ 8,842,400	\$ 5,242,984



**CITY OF VERONA
2014 BUDGET SUMMARY
TAX INCREMENTAL FINANCING DISTRICT #6**

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

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

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

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

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

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

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

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

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

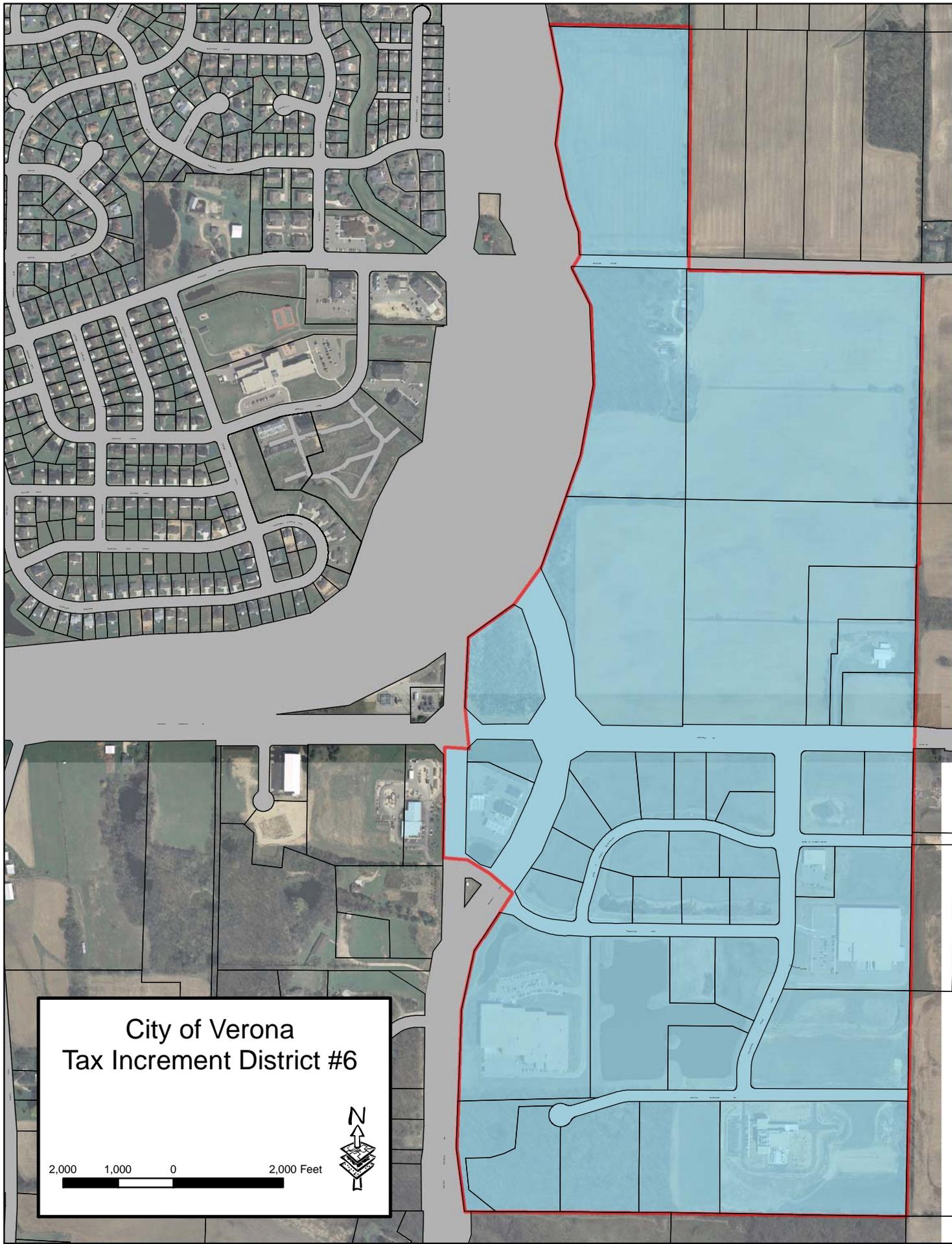
In 2012 \$1,655,000 was borrowed to partially advance refund the 2004 CDA Lease Revenue Bonds and to refinance the 2005 Bonds.

The City borrowed \$600,000 from the state trust fund 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. Work on this project will be completed in 2014. The 2014 budget also includes \$600,000 for the potential further extension of Liberty Drive to the north to Whalen Road.

**TIF VI
ADOPTED 2014 BUDGET**

	ACTUAL 2012	6/30 ACTUAL 2013	ADOPTED BUDGET 2013	PROJECTED 2013	ADOPTED 2014	% INCR (DECR)
REVENUES						
TIF INCREMENT	\$ 741,361	\$ 765,384	\$ 763,000	\$ 765,384	\$ 744,000	
STATE AID	3,158	-	2,000	2,107	2,100	
DEVELOPER GUARANTEE	-	-	-	-	-	
INVESTMENT INCOME	15,243	5,855	16,000	12,000	12,000	
BOND/NOTE PROCEEDS	-	-	600,000	600,000	-	
TOTAL REVENUES	\$ 759,762	\$ 771,239	\$ 1,381,000	\$ 1,379,491	\$ 758,100	-45.10%
EXPENDITURES						
PROFESSIONAL SERVICES-ENG	\$ -	\$ -	\$ 3,500	\$ 1,000	\$ 2,000	
PROFESSIONAL SERVICES-AUDIT	413	300	8,000	1,500	8,000	
PROFESSIONAL SERVICES-LEGAL	15,615	1,634	2,500	2,000	2,000	
DEVELOPMENT REVENUE OBLIGATIC	100,262	-	100,000	102,606	105,000	
ADMINISTRATION	19,183	287	18,000	19,500	20,000	
CONSTRUCTION	542,161	450	1,940,000	1,100,000	600,000	
DEVELOPER INCENTIVE	-	-	600,000	600,000	-	
FINANCING COSTS/REFUNDING	217,500	19	-	-	-	
DEBT PRINCIPAL	360,000	280,000	350,000	350,000	514,247	
DEBT INTEREST	244,599	91,470	172,595	172,595	164,129	
TOTAL EXPENDITURES	\$ 1,499,733	\$ 374,160	\$ 3,194,595	\$ 2,349,201	\$ 1,415,376	-55.69%

TID EQUALIZED VALUE		TAX INCREMENTAL
INCREASE (INCREMENT)	BASE VALUE	REVENUE COLLECTED
As of 1/1/2013	As of 1/1/1997	Through 1/1/2013
\$ 31,167,300	\$ 475,200	\$ 4,761,571



City of Verona
Tax Increment District #6

2,000 1,000 0 2,000 Feet



**CITY OF VERONA
2014 BUDGET SUMMARY
TAX INCREMENTAL FINANCING DISTRICT #7**

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

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

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

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

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

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

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

Planning is continuing for improvements to North Nine Mound Road and the intersection with CTH PD. In the fall 2013, the City authorized survey and preliminary design work for these improvements. The 2014 budget includes \$5,000,000 to acquire right-of-way and begin construction. It is anticipated that these improvements will be completed in 2015.

**TIF VII
ADOPTED 2014 BUDGET**

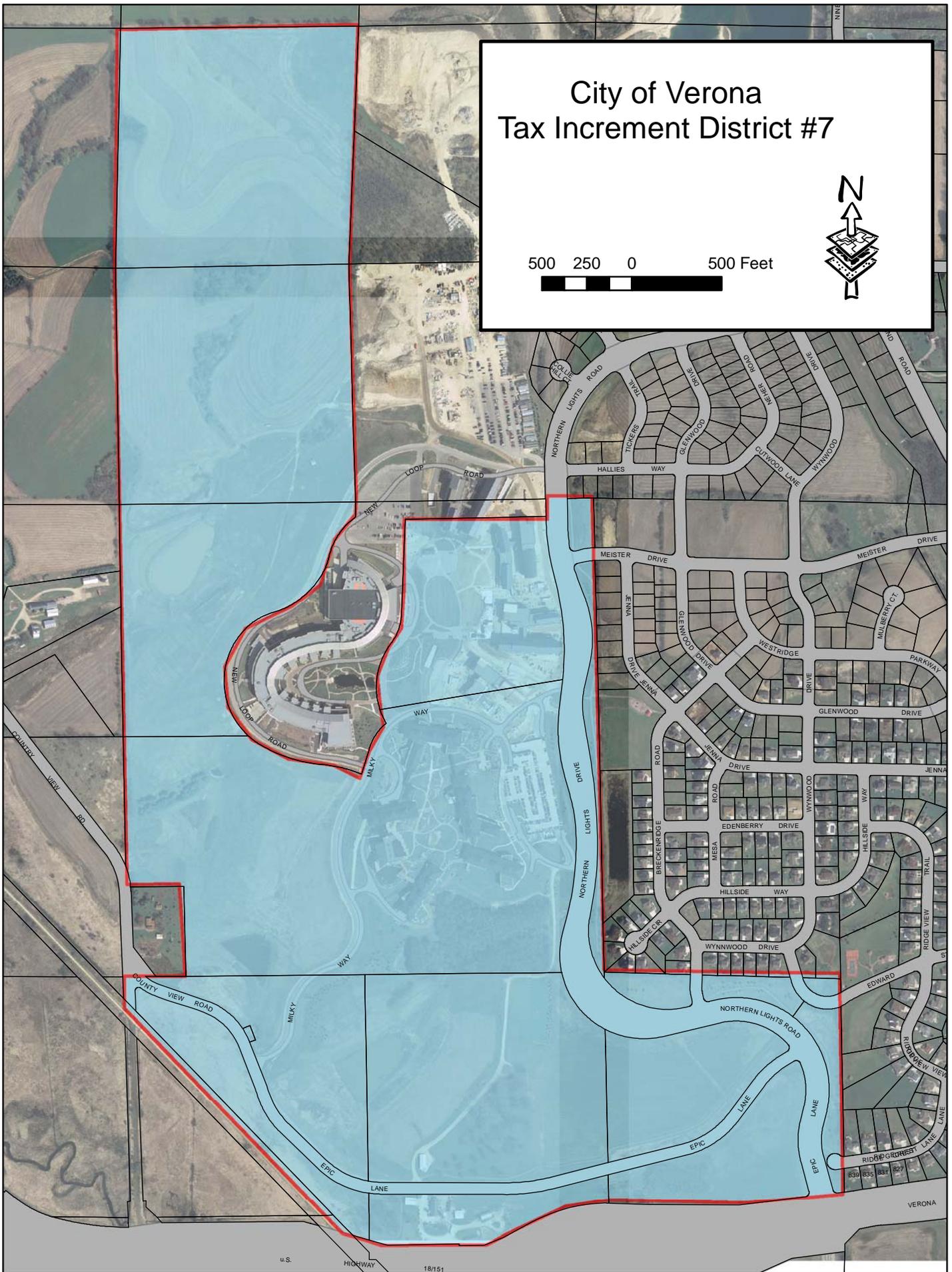
	ACTUAL 2012	6/30 ACTUAL 2013	ADOPTED BUDGET 2013	PROJECTED 2013	ADOPTED 2014	% INCR (DECR)
REVENUES						
TIF INCREMENT	\$ 5,928,334	\$ 3,174,689	\$ 6,330,000	\$ 6,349,378	\$ 8,661,000	
STATE AID EXEMPT COMPUTER	187,071	-	260,028	269,064	274,000	
INVESTMENT INCOME	51,787	25,231	45,000	45,000	45,000	
MISC / TRANSIT	-	-	-	-	-	
BOND/NOTE PROCEEDS	-	-	-	-	-	
TOTAL REVENUES	\$ 6,167,192	\$ 3,199,920	\$ 6,635,028	\$ 6,663,442	\$ 8,980,000	35.34%
EXPENDITURES						
PROFESSIONAL SERVICES-ENG	\$ 769,023	\$ 1,864,224	\$ 800,000	\$ 170,000	\$ 250,000	
PROFESSIONAL SERVICES-AUDIT	300	300	3,500	3,000	3,500	
PROFESSIONAL SERVICES-LEGAL	2,512	8,653	4,000	9,000	18,000	
PLANNER/BUILDING INSPECTION	22,751	-	22,100	18,000	30,000	
ADMINISTRATION	13,238	150	17,000	14,000	14,500	
CONSTRUCTION	-	-	6,000,000	3,700,000	5,000,000	
TIF NOTE	692,550	-	675,225	675,225	657,900	
PAYING AGENT FEES	726	-	800	726	800	
DEBT PRINCIPAL	478,400	-	503,400	503,400	533,400	
DEBT INTEREST	325,587	152,109	304,493	304,493	281,807	
TOTAL EXPENDITURES	\$ 2,305,087	\$ 2,025,436	\$ 8,330,518	\$ 5,397,844	\$ 6,789,907	-18.49%

TID EQUALIZED VALUE		TAX INCREMENTAL
INCREASE (INCREMENT)	BASE VALUE	REVENUE COLLECTED
As of 1/1/2013	As of 1/1/1997	Through 1/1/2013
\$ 362,503,000	\$ 320,400	\$ 32,269,586

City of Verona Tax Increment District #7



500 250 0 500 Feet



**CITY OF VERONA
2014 BUDGET SUMMARY
WATER UTILITY**

MISSION STATEMENT

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

EXECUTIVE SUMMARY

The City's water source is ground water from deep sandstone aquifers. The average daily pumpage requirements are 1,200,000 gallons per day. The Water Utility is a self supporting enterprise; 100% of the expenses are paid by the Utility customers through quarterly bills. The Utility routinely monitors drinking water to comply with Federal and State laws. The following is a list of contaminants required and tested for in the last five years.

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

Included in the 2014 budget is to change out water meters to the radio read system.

STATISTICAL SUMMARY

The Water Utility is responsible for maintaining approximately 70.5 miles of water mains varying in size from 6 inches to 16 inches in diameter, 806 hydrants, 2,160 valves and 3,631 service laterals, and 4,319 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 2013

Managed and coordinated the construction of Well # 5, Pump Station and Reservoir located on the Epic Campus for a total cost of \$4,100,000.

Managed and coordinated the construction of water main through the Liberty Business Park providing service to the park and an additional distribution line to the Verona Technology Park south of CTH M.

GOALS AND OBJECTIVES FOR 2014

- Coordinate and manage plans to go to an Advance Metering Infrastructure system with the implementation over the next five years.
- Coordinate and manage the construction of water main and service lateral replacement on Lincoln Street, Holiday Ct. and Oak Ct.
- Coordinate and manage the construction activity for the Water Utility Audit for Baker Tilly.

PERFORMANCE MEASUREMENT INDICATORS

Activity	2012 Actual	6/30/13 Actual	Est. 2013	Proposed 2014
Number of Customers	4249	4309	4319	4379
Total Gallon of Water Sold	444,747,000	225,000,000	446,000,000	450,000,000
Number of Water Breaks	7	9	11	9
Total Gallons of water pumped	523,996,000	250,000,000	526,000,000	530,000,000

**WATER UTILITY
ADOPTED 2014 BUDGET**

03-xxxxx	ACTUAL	6/30 ACTUAL	ADOPTED BUDGET	PROJECTED	ADOPTED
	2012	2013	2013	2013	2014
REVENUES					
42900 INTEREST ON SPEC. ASSMTS.	\$ -	\$ -	\$ -	\$ -	\$ -
43530 BUILD AMERICA BOND REBATE	19,138	-	5,489	5,011	5,489
INTERGOVERNMENTAL REVENUES	\$ 19,138	\$ -	\$ 5,489	\$ 5,011	\$ 5,489
46451-100 RESIDENTIAL - METERED	\$ 695,142	\$ 299,866	\$ 630,000	\$ 640,000	\$ 650,000
46451-200 COMMERCIAL - METERED	366,779	189,226	360,000	400,000	410,000
46451-300 INDUSTRIAL - METERED	70,509	32,080	72,000	66,000	67,000
46451-400 PUBLIC AGENCIES-METERED	51,560	18,839	44,000	45,000	45,000
46452-100 RESIDENTIAL - UNMETERED	2,980	1,707	2,500	3,000	3,000
46452-200 COMMERCIAL -UNMETERED	91,076	-	20,000	70,000	70,000
46452-300 INDUSTRIAL - UNMETERED	2,858	468	-	2,000	2,000
46452-400 PUBLIC AGENCIES	3,081	-	-	3,000	3,000
46453 DELINQUENT CHARGES	7,463	2,868	5,500	5,600	5,600
46454 HYDRANT RENTAL	464,096	464,096	464,096	464,096	464,096
46454-100 HYDRANT RENTAL	1,707	874	2,000	1,700	1,700
46454-200 HYDRANT RENTAL COMM.	25,603	13,347	27,000	27,000	29,000
46454-300 HYDRANT RENTAL INDUST.	10,554	5,326	12,000	11,000	11,000
46454-400 HYDRANT RENTAL PUB. AG.	2,420	1,210	2,500	2,500	2,500
46455 IMPACT FEE'S	-	16,524	22,000	22,000	22,000
46910 MISC.REVENUE	35,737	6,351	300	10,000	10,000
TOTAL PUBLIC CHARGES	\$ 1,831,565	\$ 1,052,782	\$ 1,663,896	\$ 1,772,896	\$ 1,795,896
48110 INTEREST ON INVESTMENT	\$ 13,236	\$ 1,227	\$ 14,000	\$ 14,000	\$ 14,000
48120 INTEREST INCOME BOND	\$0	\$0	\$0	\$0	\$0
48200 RENTS	117,233	43,659	113,000	100,000	100,000
MISCELLANEOUS REVENUE	\$ 130,469	\$ 44,886	\$ 127,000	\$ 114,000	\$ 114,000
42100 CONTRIBUTIONS REVENUE	\$ 2,363,048	\$ 16,040	\$ -	\$ 4,000,000	\$ 2,100,000
OTHER FINANCING SOURCES	\$ 2,363,048	\$ 16,040	\$ -	\$ 4,000,000	\$ 2,100,000
TOTAL REVENUES	\$ 4,344,220	\$ 1,113,708	\$ 1,796,385	\$ 5,891,907	\$ 4,015,385

**WATER UTILITY
ADOPTED 2014 BUDGET**

030-5370x	ACTUAL	6/30 ACTUAL	ADOPTED BUDGET	PROJECTED	ADOPTED	%
	2012	2013	2013	2013	2014	INCR (DECR)
PERSONNEL SERVICES						
110 FULL TIME WAGES	\$ 153,070	\$ 92,233	\$ 205,375	\$ 195,691	\$ 217,611	
111 LONGEVITY PAY	4,998	2,055	5,436	4,748	5,181	
120 PARTIME WAGES	11,651	5,881	11,751	20,038	19,781	
125 OVERTIME WAGES	20,390	14,461	15,000	20,038	21,000	
130 MEDICAL INSURANCE	29,616	42,925	31,541	31,541	40,117	
131 DENTAL INSURANCE	2,391	854	2,228	2,228	2,949	
132 SOCIAL SECURITY	6,774	8,618	17,706	18,759	20,163	
133 LIFE INSURANCE	745	342	727	727	615	
134 WI RETIREMENT	10,077	6,767	15,393	15,393	18,451	
135 INCOME CONTINUATION	-	-	760	760	774	
TOTAL PERSONNEL SERVICES	\$ 239,712	\$ 174,136	\$ 305,917	\$ 309,923	\$ 346,642	13.31%
OPERATING EXPENSES						
220 UTILITIES	\$ 124,947	\$ 53,238	\$ 132,100	\$ 129,200	\$ 136,100	
222 PRINTING	1,329	-	1,000	1,000	1,000	
225 COMMUNICATIONS	4,688	3,257	5,700	6,000	6,300	
310 OFFICE SUPPLIES	9,838	1,923	8,000	10,000	10,000	
320 MEMBERSHIP & DUES	3,362	2,437	2,700	3,000	3,650	
330 TRAVEL	8,355	2,544	9,100	8,500	9,000	
335 EDUCATION	860	709	3,000	2,000	3,000	
340 OPERATING SUPPLIES	2,655	2,532	7,900	6,700	7,700	
341 CHEMICALS	19,663	6,132	24,000	21,000	22,000	
350 REPAIR & MAINTENANCE	38,430	24,152	31,000	36,200	38,000	
510 INSURANCE	10,793	9,990	9,990	11,000	12,000	
520 TAX EQUIVALENT	475,740	505,000	475,000	532,948	625,000	
TOTAL OPERATING EXPENSES	\$ 700,660	\$ 611,914	\$ 709,490	\$ 767,548	\$ 873,750	23.15%
CONTRACTUAL SERVICES						
210 PROFESSIONAL SERVICES	\$ 19,465	\$ 33,262	\$ 56,000	\$ 55,000	\$ 94,750	
240 REPAIR & MAINTENANCE	67,911	63,662	105,365	76,500	131,000	
521 PSC ASSESSMENT	-	-	1,500	-	-	
530 RENTS & LEASES	1,254	1,385	2,500	3,000	2,500	
TOTAL CONTRACTUAL SERVICE!	\$ 88,630	\$ 98,309	\$ 165,365	\$ 134,500	\$ 228,250	38.03%
TOTAL OPERATING/MTCE	\$ 1,029,002	\$ 884,359	\$ 1,180,772	\$ 1,211,971	\$ 1,448,642	22.69%
OTHER EXPENSES						
403 DEPRECIATION	\$ 491,494	\$ -	\$ 515,000	\$ 500,000	\$ 525,000	
400 BOND DISCOUNT & EXPENSES	30,453	-	-	-	-	
200 INTEREST	159,169	69,282	131,231	125,742	111,167	
210 PAYING AGENT FEES	98	61	100	100	100	
TOTAL OTHER EXPENSES	\$ 681,214	\$ 69,343	\$ 646,331	\$ 625,842	\$ 636,267	
SUBTOTAL BUDGETED EXP	\$ 1,710,216	\$ 953,702	\$ 1,827,103	\$ 1,837,813	\$ 2,084,909	14.11%
CAPITAL PURCHASES						
810 OFFICE EQUIPMENT	\$ -	\$ -	\$ 13,000	\$ 6,427	\$ 6,000	
815 OPERATING EQUIPMENT	-	-	258,000	210,000	251,000	
TOTAL CAPITAL	\$ -	\$ -	\$ 271,000	\$ 236,427	\$ 509,000	87.82%
DEBT SERVICE PRINCIPAL						
100 PRINCIPAL	\$ 1,507,388	\$ 313,829	\$ 313,829	\$ 313,829	\$ 340,365	
TOTAL DEBT SVCE PRINCIPAL	\$ 1,507,388	\$ 313,829	\$ 313,829	\$ 313,829	\$ 340,365	8.46%
TOTAL WATER UTILITY USES	\$ 3,217,604	\$ 1,267,531	\$ 2,411,932	\$ 2,388,069	\$ 2,934,274	21.66%

**CITY OF VERONA
2014 BUDGET SUMMARY
SEWER UTILITY**

MISSION STATEMENT

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

EXECUTIVE SUMMARY

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

STATISTICAL SUMMARY

The Sewer Utility is responsible for serving approximately 4,319 customers by maintaining approximately 68 miles sanitary sewer mains ranging in size from four inches to fifteen inches in diameter. The City maintains one pump station located on Epic Lane which serves the Epic Campus and a portion of the Meister subdivision. All of the remaining collection flows by gravity to Pump Station # 17. Currently approximately 334 million gallons of wastewater per year is conveyed to the Nine Springs Wastewater Plant to be treated at a cost of approximately \$800,000 annually.

SUMMARY OF ACHIEVEMENTS FOR 2013

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

- Managed and coordinated the submission of the 2012 Wisconsin Department of Natural Resources Compliance Maintenance Annual Report with a Grade A rating.
- Managed and coordinated the construction activity for the Sewer Utility Audit for Baker Tilly.
- Manage and coordinate the construction of sanitary sewer facilities in the Liberty Business Park.

GOALS AND OBJECTIVES FOR 2014

- 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.

PERFORMANCE MEASUREMENT INDICATORS

Activity	2012 Actual	6/30/13 Actual	Est. 2013	Proposed 2014
Number of Customers	4249	4309	4319	4379
Miles of Sanitary Sewer maintained	5	6	6	6
Total Length of Sewer main televised	3	6	6	6
Total Length of Sewer main repaired/replaced	250	600	600	600
Wastewater gallons pumped/treated per day	915,000	950,000	970,000	980,000

**SEWER UTILITY
ADOPTED 2014 BUDGET**

		ACTUAL	6/30 ACTUAL	ADOPTED BUDGET	PROJECTED	ADOPTED
04-xxxxx		2012	2013	2013	2013	2014
42100	CONTRIBUTIONS REVENUE	\$ 1,104,756	\$ 27,445	\$ 100,000	\$ 75,000	\$ 75,000
	INTERGOVERNMENTAL REVENUES	\$ 1,104,756	\$ 27,445	\$ 100,000	\$ 75,000	\$ 75,000
46411-100	RESIDENTIAL - METERED	\$ 835,092	\$ 373,153	\$ 800,000	\$ 775,000	\$ 800,000
46411-200	COMMERCIAL - METERED	451,908	222,118	430,000	445,000	450,000
46411-300	INDUSTRIAL - METERED	44,185	23,248	54,000	47,000	49,000
46411-400	PUBLIC AGENCIES-METERED	49,101	24,703	55,000	50,000	50,000
46413	DELINQUENT CHARGES	8,801	3,540	8,000	8,000	8,000
46415	CONNECTION FEE	-	28,099	30,000	34,000	20,000
46910	MISC.REVENUE	9,651	6,115	1,000	6,500	5,000
	TOTAL PUBLIC CHARGES	\$ 1,398,738	\$ 680,976	\$ 1,378,000	\$ 1,365,500	\$ 1,382,000
48110	INTEREST ON INVESTMENTS	\$ 6,118	\$ 553	\$ 5,000	\$ 6,000	\$ 6,000
	MISCELLANEOUS REVENUE	\$ 6,118	\$ 553	\$ 5,000	\$ 6,000	\$ 6,000
	TOTAL REVENUES	\$ 2,509,612	\$ 708,974	\$ 1,483,000	\$ 1,446,500	\$ 1,463,000

**SEWER UTILITY
ADOPTED 2014 BUDGET**

	ACTUAL 2012	6/30 ACTUAL 2013	ADOPTED BUDGET 2013	PROJECTED 2013	ADOPTED 2014	% INCR (DECR)
EXPENSES						
PERSONNEL SERVICES						
110 FULL TIME WAGES	\$ 113,027	\$ 47,144	\$ 138,894	\$ 138,894	\$ 153,261	
111 LONGEVITY PAY	2,091	865	2,864	2,864	3,173	
120 PARTIME WAGES	-	90	5,940	-	9,256	
125 OVERTIME WAGES	1,548	1,785	-	2,200	2,500	
130 MEDICAL INSURANCE	38,220	19,073	32,874	32,874	41,409	
131 DENTAL INSURANCE	3,276	1,394	2,587	2,587	3,315	
132 SOCIAL SECURITY	8,577	3,783	11,298	11,298	12,866	
133 LIFE INSURANCE	379	186	380	380	356	
134 WI RETIREMENT	6,869	3,314	9,427	9,427	11,773	
135 INCOME CONTINUATION	-	-	743	743	873	
TOTAL PERSONNEL SERVICES	\$ 173,987	\$ 77,634	\$ 205,007	\$ 201,267	\$ 238,782	16.48%
OPERATING EXPENSES						
220 UTILITIES	\$ 6,497	\$ 2,906	\$ 12,450	\$ 9,000	\$ 10,950	
222 PRINTING	-	-	500	200	200	
225 COMMUNICATIONS	3,403	1,459	3,500	3,500	4,000	
240 MOTOR POOL	5,539	6,052	10,000	12,000	12,000	
310 OFFICE SUPPLIES	8,719	1,866	6,000	5,500	6,000	
320 MEMBERSHIP & DUES	2,162	2,162	1,900	2,162	2,400	
330 TRAVEL	-	48	300	200	200	
335 EDUCATION	-	-	1,000	500	1,000	
340 OPERATING SUPPLIES	2,258	2,032	4,500	3,500	4,500	
345 SHARED METER EXPENSE	24,428	-	109,500	27,000	28,000	
350 REPAIR & MAINTENANCE	3,284	13,350	5,000	15,000	15,000	
510 INSURANCE	8,348	7,500	7,500	8,400	8,400	
TOTAL OPERATING EXPENSES	\$ 64,638	\$ 37,375	\$ 162,150	\$ 86,962	\$ 92,650	-42.86%
CONTRACTUAL SERVICES						
210 PROFESSIONAL SERVICES	\$12,264	\$24,595	\$44,500	\$35,000	\$26,000	
240 REPAIR & MAINTENANCE	16,444	74,136	52,100	84,000	73,000	
290 OTHER CONTRACTUAL	650,776	188,137	698,365	730,000	862,511	
520 RE TAX EQUIVALENT	8,602	-	8,500	8,700	8,800	
530 RENTS & LEASES	28,549	1,385	32,000	36,000	54,000	
TOTAL CONTRACTUAL SERVICES	\$ 716,635	\$ 288,253	\$ 835,465	\$ 893,700	\$ 1,024,311	22.60%
TOTAL OPERATING EXPENSES	\$ 955,260	\$ 403,262	\$ 1,202,622	\$ 1,181,929	\$ 1,355,743	12.73%
OTHER EXPENSES						
403 DEPRECIATION	\$ 278,274	\$ -	\$ 275,000	\$ 290,000	\$ 300,000	
410 INTEREST	87,045	41,614	78,279	78,279	68,507	
410 MAD. MET. AGRMT.	123,971	-	123,971	-	-	
411 MAD. MET. AGRMT.	45,947	-	48,000	-	-	
TOTAL OTHER	\$ 535,237	\$ 41,614	\$ 525,250	\$ 368,279	\$ 368,507	-29.84%
SUBTOTAL BUDGETED EXP	\$ 1,490,497	\$ 444,876	\$ 1,727,872	\$ 1,550,208	\$ 1,724,250	-0.21%
DEBT SERVICE						
29110 PRINCIPAL	\$ 275,805	\$ 279,355	\$ 253,770	\$ 253,770	\$ 260,785	
TOTAL DEBT SERVICE PRINCIPAL	\$ 275,805	\$ 279,355	\$ 253,770	\$ 253,770	\$ 260,785	2.76%
CAPITAL PURCHASES						
810 OFFICE EQUIPMENT	\$ -	\$ 6,427	\$ -	\$ 8,400	\$ 3,000	
815 OPERATING EQUIPMENT	-	21,111	-	22,000	22,000	
TOTAL CAPITAL EXPENSES	\$ -	\$ 27,538	\$ -	\$ 30,400	\$ 25,000	n/a
TOTAL WASTEWATER UTILITY EXPENSES	\$ 1,766,302	\$ 751,769	\$ 1,981,642	\$ 1,834,378	\$ 2,010,035	1.43%

**CITY OF VERONA
2014 BUDGET SUMMARY
STORM WATER UTILITY**

MISSION STATEMENT

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

EXECUTIVE SUMMARY

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

STATISTICAL SUMMARY

The Storm Water Utility is responsible for the maintenance and improvements of over thirty eight miles of storm sewer pipe ranging in size from 12 inch to 60 inch that connect over 3,060 storm sewer inlets and over 760 catch basin, two large box culvert structures and more than 35 storm water detention basins. The utility is also responsible for the inspection of 70 privately owned storm water basins to ensure that they are properly maintained to treat storm water as approved by the City.

SUMMARY OF ACHIEVEMENTS FOR 2013

- Managed and coordinated the Global Position System Locations Project of storm water Infrastructure and public storm water detention basins.
- Continue the development of the Whalen Road Pond and providing an educational opportunity for UW Grad students and Glacier Edge Elementary Science classes.
- Continue to collect data from two Water Action Volunteer monitoring stations on the Badger Mill Creek in cooperation with the Upper Sugar River Watershed Association. The data gathered at these monitoring stations will be used to evaluate the value of storm water quality modifications to the Lincoln Street storm water channel.
- Manage and coordinate the construction of the Lincoln Street storm water channel restoration and the replacement of the existing culverts on Lincoln Street with a new structure that will pass the 100 year rain event.

GOALS AND OBJECTIVES FOR 2014

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

PERFORMANCE MEASUREMENT INDICATORS

Activity	2012 Actual	6/30/13 Actual	Est. 2013	Proposed 2014
Number of Detention Basins	35	37	37	37
Private Storm Water Basin Inspections conducted	72	0	10	20

**STORM WATER UTILITY
ADOPTED 2014 BUDGET**

	ACTUAL	6/30 ACTUAL	ADOPTED BUDGET	PROJECTED	ADOPTED	% INCR (DECR)
035-435xx	2012	2013	2013	2013	2014	
REVENUES						
43530 BUILD AMERICA BOND REBATE	\$ 8,445	\$ -	\$ 5,023	\$ 4,586	\$ 4,586	
INTERGOVERNMENTAL REVENUES	\$ 8,445	\$ -	\$ 5,023	\$ 4,586	\$ 4,586	-8.70%
43551-100 RESIDENTIAL	\$ 158,875	\$ 80,280	\$ 162,000	\$ 162,000	\$ 165,000	
43551-200 COMMERCIAL	171,731	91,697	176,000	190,000	200,000	
43551-300 INDUSTRIAL	44,084	21,867	49,000	46,000	48,000	
43551-400 PUBLIC AGENCIES	58,354	29,328	59,000	59,000	59,000	
46413 DELINQUENT CHARGES	1,766	703	2,000	1,450	1,500	
46910 MISCELLANEOUS REVENUE	11	7	-	-	-	
48110 INTEREST INCOME	3,362	326	1,000	3,400	3,400	
TOTAL OPERATING REVENUE	\$ 438,183	\$ 224,208	\$ 449,000	\$ 461,850	\$ 476,900	6.21%
42100 CONTRIBUTIONS REVENUE	\$ 32,375	\$ -	\$ -	\$ 35,000	\$ 35,000	
OTHER FINANCING SOURCES	\$ 32,375	\$ -	\$ -	\$ 35,000	\$ 35,000	
TOTAL STORM WATER REVENUES	\$ 479,003	\$ 224,208	\$ 454,023	\$ 501,436	\$ 516,486	13.76%

**STORM WATER UTILITY
ADOPTED 2014 BUDGET**

	2012 ACTUAL Year End	6/30 ACTUAL 2013	ADOPTED BUDGET 2013	PROJECTED 2013	ADOPTED 2014	% INCR (DECR)
035-54100						
EXPENSES -						
PERSONNEL SERVICES						
110 FULL TIME WAGES	\$ 77,507	\$ 26,892	\$ 77,460	\$ 80,453	\$ 83,778	
111 LONGEVITY PAY	1,545	606	1,934	1,858	2,141	
120 PART TIME WAGES	6,048	2,601	13,200	13,200	22,225	
130 MEDICAL INSURANCE	15,820	8,211	16,447	15,820	23,427	
131 DENTAL INSURANCE	1,800	813	1,620	1,801	2,288	
132 SOCIAL SECURITY	6,211	2,295	6,965	6,932	7,583	
133 LIFE INSURANCE	315	183	475	445	384	
134 WI RETIREMENT	4,558	1,836	6,158	5,069	7,570	
135 INCOME CONTINUATION INSURANCE	-	-	404	397	458	
TOTAL PERSONNEL SERVICES	\$ 113,804	\$ 43,437	\$ 124,663	\$ 125,975	\$ 149,854	20.21%
SUPPLIES AND MATERIALS						
222 PRINTING	\$ -	\$ -	\$ 500	\$ 500	\$ 500	
240 MOTOR POOL	35,000	-	35,706	35,706	35,706	
310 OFFICE SUPPLIES	5,122	2,363	5,000	5,500	6,500	
320 MEMBERSHIP & DUES	2,162	2,162	1,700	2,162	2,162	
330 TRAVEL	12	-	500	200	500	
335 EDUCATION	-	-	1,000	500	1,000	
340 OPERATING SUPPLIES	2,326	2,862	3,500	6,000	6,000	
350 REPAIR & MAINTENANCE	8,927	17,744	16,000	19,000	18,000	
510 INSURANCE	593	-	700	700	700	
TOTAL SUPPLIES AND MATERIALS	\$ 54,142	\$ 25,131	\$ 64,606	\$ 70,268	\$ 71,068	10.00%
CONTRACTUAL SERVICES						
210 PROFESSIONAL SERVICES	\$ 27,112	\$ 17,490	\$ 54,350	\$ 26,000	\$ 32,300	
240 REPAIR & MAINTENANCE	398	2,014	20,000	10,000	20,000	
TOTAL CONTRACTUAL SERVICES	\$ 27,510	\$ 19,504	\$ 74,350	\$ 36,000	\$ 52,300	-29.66%
TOTAL OPERATING EXPENSES	\$ 195,456	\$ 88,072	\$ 263,619	\$ 232,243	\$ 273,222	3.64%
OTHER EXPENSES						
53710-403 DEPRECIATION	\$ 292,093	\$ -	\$ 304,000	\$ 300,000	\$ 310,000	
58200 DEBT INTEREST	39,773	20,873	34,304	34,304	30,516	
58400 DEBT ISSUANCE/FINANCING	2,891	65	-	200	200	
TOTAL OTHER-DEBT	\$ 334,757	\$ 20,938	\$ 338,304	\$ 334,504	\$ 340,716	
TOTAL OPERATING EXPENSES	\$ 530,213	\$ 109,010	\$ 601,923	\$ 566,747	\$ 613,938	2.00%
CAPITAL PURCHASES						
810 OFFICE EQUIPMENT	\$ -	\$ -	\$ 1,500	\$ 1,500	\$ 1,500	
815 OPERATING EQUIPMENT	-	-	1,000	1,000	1,000	
820 CONSTRUCTION	-	361	20,000	255,000	300,000	
TOTAL CAPITAL	\$ -	\$ 361	\$ 22,500	\$ 257,500	\$ 302,500	
TOTAL STORM WATER UTILITY EXPENSES	\$ 530,213	\$ 109,371	\$ 624,423	\$ 824,247	\$ 916,438	46.77%
DEBT SERVICE PRINCIPAL						
58100 DEBT PRINCIPAL	\$ 343,849	\$ 115,000	\$ 115,000	\$ 115,000	\$ 115,000	
TOTAL DEBT SVCE PRINCIPAL	\$ 343,849	\$ 115,000	\$ 115,000	\$ 115,000	\$ 115,000	
TOTAL STORM WATER UTILITY	\$ 874,062	\$ 224,371	\$ 739,423	\$ 939,247	\$ 1,031,438	

**2014 ADOPTED BUDGET
CITY OF VERONA**

Debt (All Funds)

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

In accordance with Wisconsin Statutes, total general obligation indebtedness of the City may not exceed 5 % of the equalized value of taxable property within the city's jurisdiction. City policy further restricts our debt limit to 3.75% of equalized value. As of December 31, 2013 total general obligation debt outstanding will be \$ 33,508,569 or 53.04% of the debt limit set by City policy of \$63,173,483.

Issue	Date of Maturity	Interest Rates	Principal Balance
2004 G.O. Refunding Notes	06/01/16	2.76%	335,000
2005 G.O. Bonds	02/01/19	3.91%	2,150,000
2006 G.O. Notes	02/01/16	4.30%	435,000
2007 G.O. Notes	06/01/15	4.10%	795,000
2007 G.O. Bonds **	09/01/26	4.18%	325,000
2008 G.O. Notes	06/01/18	3.96%	845,000
2008 G.O. Bonds	09/01/28	4.53%	3,485,000
2010A G.O. Refunding Bonds	08/01/19	2.23%	2,875,000
2011 G.O. Bonds	06/01/23	2.60%	4,375,000
2012A G.O. Bonds	03/01/27	2.02%	8,720,000
2013A G.O. Bonds	04/01/30	2.41%	5,795,000
2013B G.O. Notes	04/01/23	1.72%	2,460,000
2004 State Trust Fund Loan	03/15/14	4.00%	64,448
2007 State Trust Fund Loan	03/15/16	5.25%	174,121
2013 State Trust Fund Loan	03/15/23	2.75%	75,000
2013 State Trust Fund Loan	03/15/23	2.75%	600,000

** Note: *Partial Advance Refunded in 2013*

Total G.O. Debt **\$33,508,569**

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

Legal Debt Margin	State of WI	City Policy
2013 Equalized Value:	\$1,684,626,200	\$1,684,626,200
allowable % of Equal. Value	<u>5.00%</u>	<u>3.75%</u>
Allowable Debt Limit as of 12/31/13	\$84,231,310	\$63,173,483
Less Direct Debt Applicable as of 12/31/13	<u>\$33,508,569</u>	<u>\$33,508,569</u>
LEGAL DEBT MARGIN	\$50,722,741	\$29,664,914
Actual Percent of Debt Limit as of 12/31/13	39.78%	53.04%
Direct Debt Burden as of 12/31/13	1.99%	

General Debt Service Budget (2012 - 2014)

	<u>2012</u> <u>Actual</u>	<u>2013</u> <u>Adopted Budget</u>	<u>2013</u> <u>Projected</u>	<u>2014</u> <u>Adopted</u>
REVENUES				
Property Taxes	\$ 2,505,632	\$ 2,453,994	\$ 2,453,994	\$ 2,533,481
<i>GENERAL Levy</i>	1,949,115	1,904,925	1,904,925	2,074,775
<i>LIBRARY Levy</i>	556,517	549,069	549,069	458,706
LEVY Reduction Sources:				
Impact Fees Police	175,000	200,000	200,000	250,000
Impact Fees Fire	-	-	-	50,000
Impact Fees Library	15,000	15,000	15,000	10,000
Capital Donations Library	10,000	10,000	10,000	40,000
Rental of Old Library	30,000	30,000	30,000	30,000
Special Assessments Applied	10,000	190,000	190,000	150,000
BAB Rebate/Bond Premium 2012 new debt	34,279	66,065	66,065	-
Applied Funds-Library Cap Projects	10,000	-	-	-
Total Revenues	\$ 2,789,911	\$ 2,965,059	\$ 2,965,059	\$ 3,063,481
EXPENDITURES				
Principal	2,401,585	2,224,072	3,484,072	2,386,443
Interest	848,231	740,987	745,145	677,038
Paying Agent Fees	460	350	460	460
Total Expenditures	\$ 3,250,276	\$ 2,965,409	\$ 4,229,677	\$ 3,063,941
Excess (deficiency) of revenues over expenditures	\$ (460,365)	\$ (350)	\$ (1,264,618)	(460)
OTHER FINANCING SOURCES (USES)				
Proceeds from 2012 G.O. Bonds	2,664	-	-	-
Proceeds from Refunding	399,851	-	1,263,501	-
Proceeds - Reoffering Premium on New Debt 2012	66,065	(66,065)	(66,065)	-
Applied from GF Construction Fund	(20,000)	(190,000)	(190,000)	(150,000)
Discount and Issuance Costs	-	-	-	-
Operating transfers in/(out)	10,000	-	-	-
Total Other Financing Sources (Uses)	458,580	(256,065)	1,007,436	(150,000)
Excess (Deficit) of Sources vs. Uses of Funds	(1,785)	(256,415)	(257,182)	(150,460)
FUND BALANCE				
Beginning of Year	\$ 459,003	\$ 457,218	\$ 457,218	\$ 200,036
End of Year	\$ 457,218	\$ 200,803	\$ 200,036	\$ 49,576

SCHEDULE OF DEBT SERVICE FOR 2014
AND TOTAL OUTSTANDING INDEBTEDNESS AS OF DECEMBER 31, 2013

Debt Issue	Issue Amount	2014 Payments		2014 Total Principal and Interest	12/31/13 Remaining Balance		12/31/13 Total Remaining Balance
		Principal	Interest		Principal	Interest	
DEBT SERVICE FUND (05)							
<i>Library (020)</i>							
2005 Morgan Keegan G.O. Bond	\$ 4,535,000	\$ 230,000	\$ 52,142	\$ 282,142	\$ 1,535,000	\$ 178,706	\$ 1,713,706
2010A Bankers Bank G.O. Refunding Bonds	985,000	165,000	10,790	175,790	505,000	22,860	527,860
2012A G.O. Bonds Janney Montgomery Scott	2,110,000	15,000	47,006	62,006	2,100,000	406,766	2,506,766
2013A G.O. Bonds Robert W. Baird	155,000	15,000	3,768	18,768	155,000	12,568	167,568
Subtotal Library	\$ 7,785,000	\$ 425,000	\$ 113,706	\$ 538,706	\$ 4,295,000	\$ 620,900	\$ 4,915,900
2004 State Trust Fund (02005055.01)	183,000	23,923	957	24,880	23,923	956	24,879
2004 Refunding Note	2,247,150	30,450	3,152	33,602	97,150	5,846	102,996
2005 Morgan Keegan G.O. Bond	1,576,000	99,000	14,902	113,902	459,000	45,410	504,410
2006 Northland Securities G.O. Note	845,000	115,000	14,344	129,344	395,000	26,457	421,457
2007 J.P. Morgan G.O. Note	2,210,000	345,000	22,857	367,857	730,000	30,750	760,750
2007 Robert W. Baird G.O. Bond	3,835,197	123,070	10,666	133,736	257,675	16,050	273,725
2008 UMB Bank G.O. Note	1,220,000	150,000	32,915	182,915	845,000	105,025	950,025
2008 Robert W. Baird G.O. Bond	3,580,000	140,000	140,925	280,925	3,230,000	1,272,873	4,502,873
2010A Bankers Bank G.O. Refunding Bonds	3,185,000	375,000	41,240	416,240	1,655,000	145,005	1,800,005
2011 Bankers Bank G.O. Bonds	1,315,000	90,000	25,245	115,245	1,190,000	133,090	1,323,090
2012A G.O. Bonds Janney Montgomery Scott	3,300,000	200,000	78,225	278,225	3,045,000	366,138	3,411,138
2013A G.O. Bonds Robert W. Baird	4,440,000	45,000	135,124	180,124	4,440,000	1,026,710	5,466,710
2013B G.O. Notes UMB Bank	1,950,000	225,000	42,780	267,780	2,460,000	215,513	2,675,513
TOTAL DEBT SERVICE FUND Incl LIBRARY	\$ 37,671,347	\$ 2,386,443	\$ 677,038	\$ 3,063,481	\$ 23,122,748	\$ 4,010,723	\$ 27,133,471
PARKS RESTRICTED FUND							
2005 Morgan Keegan G.O. Bond	\$ 364,000	\$ 16,000	\$ 3,960	\$ 19,960	\$ 116,000	\$ 13,330	\$ 129,330
2006 Northland Securities G.O. Note	100,000	10,000	1,488	11,488	40,000	2,762	42,762
2012A G.O. Bonds Janney Montgomery Scott	155,000	-	3,456	3,456	155,000	30,816	185,816
2013 State Trust Fund 2013148.01	75,000	6,674	2,000	8,674	75,000	11,742	86,742
TOTAL PARKS RESTRICTED FUND	\$ 694,000	\$ 32,674	\$ 10,904	\$ 43,578	\$ 386,000	\$ 58,650	\$ 444,650

SCHEDULE OF DEBT SERVICE FOR 2014
AND TOTAL OUTSTANDING INDEBTEDNESS AS OF DECEMBER 31, 2013

Debt Issue	Issue Amount	2014 Payments		2014 Total Principal and Interest	12/31/13 Remaining Balance		12/31/13 Total Remaining Balance
		Principal	Interest		Principal	Interest	
<u>TIF DEBT SERVICE FUNDS</u>							
TIF IV (08):							
2004 State Trust Fund Loan	\$ 310,000	\$ 40,525	\$ 1,620	\$ 42,145	\$ 40,525	\$ 1,620	\$ 42,145
2007 State Trust Fund Loan	450,000	55,100	9,141	64,241	174,121	18,603	192,724
2007 Robert W. Baird G.O. Bond	729,803	26,930	2,334	29,264	67,325	3,950	71,275
2008A Lease Revenue Bond (Refunds 1997A)	160,000	20,000	2,410	22,410	80,000	5,615	85,615
2008B Lease Revenue Bond (Refunds 1997B)	390,000	45,000	9,429	54,429	195,000	22,584	217,584
2010A Bankers Bank G.O. Refunding Bonds	625,000	100,000	6,670	106,670	310,000	14,415	324,415
2013A G.O. Bonds Robert W. Baird	<u>620,000</u>	<u>5,000</u>	<u>17,714</u>	<u>22,714</u>	<u>620,000</u>	<u>113,681</u>	<u>733,681</u>
Subtotal TIF IV	3,284,803	292,555	49,318	341,873	1,486,971	180,468	1,667,439
TIF V (11):							
2008A Lease Revenue Bond (Refunds 1997A)	710,000	85,000	10,600	95,600	350,000	24,940	374,940
2008B Lease Revenue Bond (Refunds 1997B)	<u>350,000</u>	<u>40,000</u>	<u>8,455</u>	<u>48,455</u>	<u>175,000</u>	<u>19,772</u>	<u>194,772</u>
Subtotal TIF V	1,060,000	125,000	19,055	144,055	525,000	44,712	569,712
TIF VI (20):							
2004 Lease Revenue Bond	2,900,000	200,000	13,875	213,875	425,000	18,712	443,712
2006 Refunding Revenue Bond	730,000	85,000	18,143	103,143	480,000	50,734	530,734
2010A Bankers Bank G.O. Refunding Bonds	610,000	75,000	10,160	85,160	405,000	34,145	439,145
2011 Bankers Bank G.O. Bonds	2,725,000	95,000	67,848	162,848	2,725,000	470,180	3,195,180
2012A G.O. Bonds Janney Montgomery Scott	1,655,000	-	44,700	44,700	1,655,000	237,500	1,892,500
2013 State Trust Fund 2014011.01	<u>600,000</u>	<u>59,247</u>	<u>9,403</u>	<u>68,650</u>	<u>600,000</u>	<u>86,501</u>	<u>686,501</u>
Subtotal TIF VI	9,220,000	514,247	164,129	678,376	6,290,000	897,772	7,187,772
TIF VII (25):							
2002 Lease Revenue Bond (exempt)	7,200,000	425,000	242,844	667,844	4,655,000	1,300,519	5,955,519
2003 Lease Revenue Bond (exempt)	1,750,000	105,000	37,428	142,428	950,000	178,534	1,128,534
2008 Robert W. Baird G.O. Bond	<u>50,150</u>	<u>3,400</u>	<u>1,535</u>	<u>4,935</u>	<u>36,550</u>	<u>8,301</u>	<u>44,851</u>
Subtotal TIF VII	9,000,150	533,400	281,807	815,207	5,641,550	1,487,354	7,128,904
TOTAL TIF DEBT SERVICE FUNDS	<u>\$ 22,564,953</u>	<u>\$ 1,465,202</u>	<u>\$ 514,309</u>	<u>\$ 1,979,511</u>	<u>\$ 13,943,521</u>	<u>\$ 2,610,306</u>	<u>\$ 16,553,827</u>

SCHEDULE OF DEBT SERVICE FOR 2014
AND TOTAL OUTSTANDING INDEBTEDNESS AS OF DECEMBER 31, 2013

Debt Issue	Issue Amount	2014 Payments		2014 Total Principal and Interest	12/31/13 Remaining Balance		12/31/13 Total Remaining Balance
		Principal	Interest		Principal	Interest	
PROPRIETARY FUNDS							
Storm Water Utility (035):							
2011 Bankers Bank G.O. Bonds	\$ 560,000	\$ 55,000	\$ 9,093	\$ 64,093	\$ 460,000	\$ 45,107	\$ 505,107
2012A G.O. Bonds Janney Montgomery Scott	575,000	50,000	12,800	62,800	520,000	62,400	582,400
2013A G.O. Bonds Robert W. Baird	275,000	10,000	8,624	18,624	275,000	70,958	345,958
Subtotal Storm Water Utility	1,410,000	115,000	30,517	145,517	1,255,000	178,465	1,433,465
Water Utility (030):							
2003 Revenue Bond	330,000	33,765	3,244	37,009	105,926	5,953	111,879
2004 G.O. Refunding Note	204,750	-	-	-	-	-	-
2005 Morgan Keegan G.O. Bond	160,000	20,000	1,050	21,050	40,000	1,400	41,400
2006 Revenue Bond	360,000	20,000	11,423	31,423	275,000	81,580	356,580
2006 Refunding Revenue Bond	910,000	85,000	26,148	111,148	665,000	108,621	773,621
2008 Refunding Revenue Bond (Refunds 1998)	1,155,000	115,000	21,049	136,049	630,000	60,427	690,427
2008 Robert W. Baird G.O. Bond	244,850	6,600	9,633	16,233	218,450	96,076	314,526
2012A G.O. Bonds Janney Montgomery Scott	1,205,000	45,000	28,981	73,981	1,165,000	264,566	1,429,566
2013A G.O. Bonds Robert W. Baird	305,000	15,000	9,639	24,639	305,000	81,684	386,684
Subtotal Water Utility	4,874,600	340,365	111,167	451,532	3,404,376	700,307	4,104,683
Wastewater Utility (040):							
2003 Revenue Bond	745,000	76,235	7,321	83,556	239,073	13,433	252,506
2004 Refunding Note	947,850	74,550	7,718	82,268	237,850	14,314	252,164
2006 Revenue Bond	1,255,000	45,000	40,186	85,186	950,000	309,998	1,259,998
2006 Refunding Revenue Bond	190,000	15,000	5,339	20,339	135,000	20,559	155,559
2007 J.P. Morgan G.O. Note	250,000	30,000	2,050	32,050	65,000	2,767	67,767
2008 Refunding Revenue Bond (Refunds 1998)	185,000	20,000	3,492	23,492	105,000	10,105	115,105
2012A G.O. Bonds Janney Montgomery Scott	80,000	-	2,400	2,400	80,000	7,200	87,200
Subtotal Wastewater Utility	3,652,850	260,785	68,506	329,291	1,811,923	378,376	2,190,299
TOTAL PROPRIETARY FUNDS	\$ 9,937,450	\$ 716,150	\$ 210,190	\$ 926,340	\$ 6,471,299	\$ 1,257,148	\$ 7,728,447
TOTAL CITY DEBT	\$ 70,867,750	\$ 4,600,469	\$ 1,412,441	\$ 6,012,910	\$ 43,923,568	\$ 7,936,827	\$ 51,860,395
Total G.O. Debt	\$ 51,547,750	\$ 3,185,469	\$ 951,055	\$ 4,136,524	\$ 33,508,569	\$ 5,704,741	\$ 39,213,310
Total Utility Revenue Bonds	5,860,000	495,000	136,345	631,345	3,584,999	661,410	4,246,409
Total Lease Revenue Bonds	13,460,000	920,000	325,041	1,245,041	6,830,000	1,570,676	8,400,676
	\$ 70,867,750	\$ 4,600,469	\$ 1,412,441	\$ 6,012,910	\$ 43,923,568	\$ 7,936,827	\$ 51,860,395