

DEPARTMENT BUDGET REQUESTS

Fiscal Year 2015

January 1, 2015 – December 31, 2015



COMMON COUNCIL:

Mayor Kurt Sonnentag

District 1 Alder Miriam Share

District 2 Alder Gurdip Brar

District 3 Alder JoAnna Richard

District 4 Alder James Wexler

District 5 Alder Howard Teal

District 6 Alder Susan West

District 7 Alder Hans Hilbert

District 8 Alder Mark Sullivan



City of Middleton, Wisconsin

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Middleton, WI 53562

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Mike Davis,

City Administrator

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City of Middleton 2015 Budget

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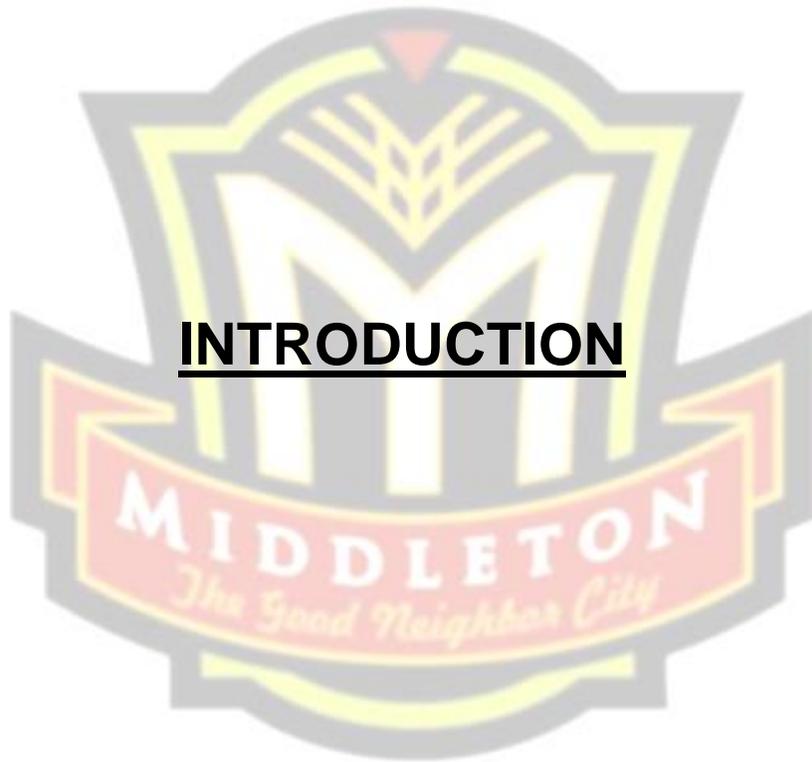
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Capital Budgets

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INTRODUCTION



**OFFICE OF THE CITY ADMINISTRATOR & DIRECTOR OF
COMMUNITY DEVELOPMENT**

BUDGET TRANSMITTAL LETTER

To: Mayor Kurt Sonnentag & Common Council Members
From: Mike Davis
Date: September 2, 2014
Subject: FY 2015 Department Budget Requests

On behalf of City staff, I am forwarding to you the 2015 department budget requests. Capital Budget requests summaries are included in this document. Detail pages are available on the City's website.

As requested by the Finance Committee, 2015 department base operating budget requests are the lesser of either total 2013 actual operating expenses or total 2014 operating budgets. 2015 base operating requests are referred to as the "Lower of Calculation" in this document. Adjustments to these base requests are contained in requested decision items. Departmental decision items are provided in each department section when such adjustments occur.

Other materials in the 2015 department request budget document are similar to 2014. New tables and graphs have been added to clarify specific aspects, such as General Fund debt service.

As City Administrator, I wish to thank all department directors and budget staff, particularly John Lehman and Dan Nelson, for their devoted time and work in developing their 2015 budget requests. These are challenging times. Citizen desires for services have and will always exceed available resources. Within these realities department requests show a continuance of quality services to all City of Middleton residents to the maximum extent possible. In addition the 2015 department requests are cognizant of feedback and comments provided by the Middleton community through the 2014 Citizens' Survey, the results of which are located in the appendix of this document. The 2014 Citizens' Survey provided both the Administration and Common Council valuable input in the development of the 2015 budget. So too will the 2014 Citizens' Survey provide meaningful material in the construction of the 2015 budget. We are again grateful for having this important information from our citizens.

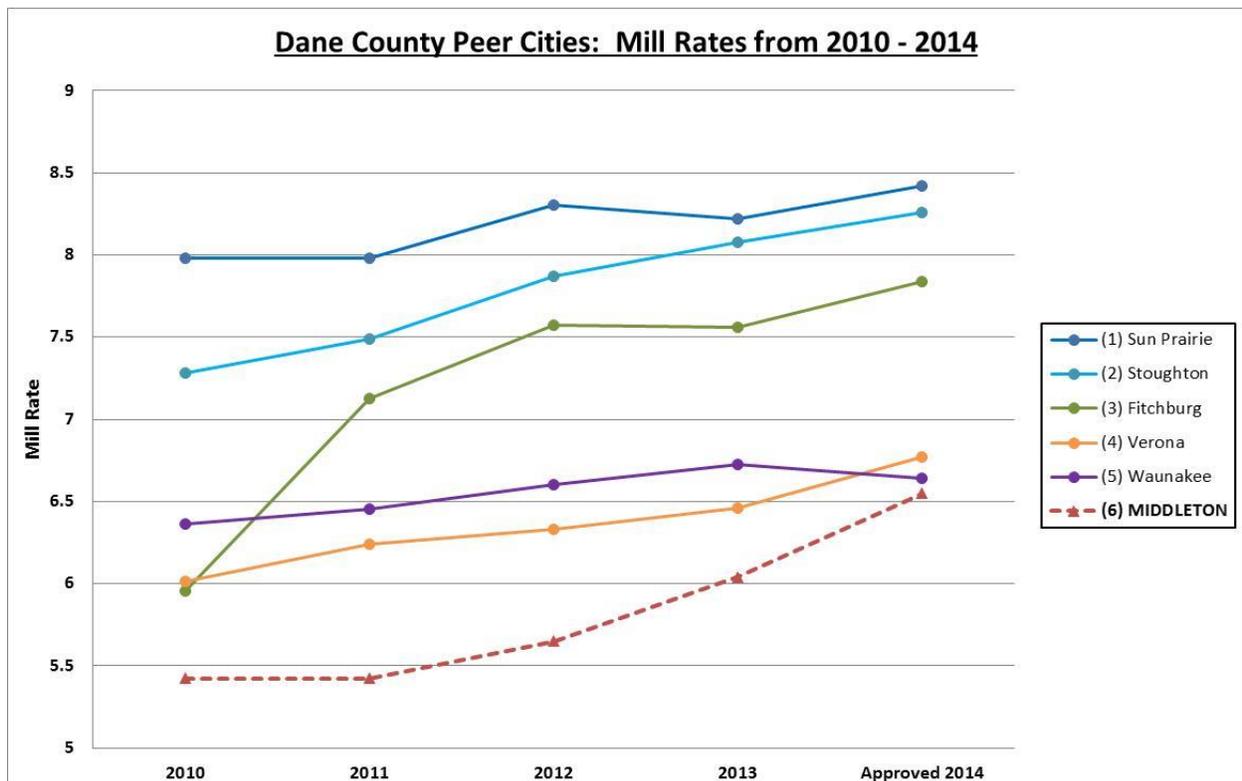
Also provided in the budget document are several comparison charts we have used to illustrate how Middleton fares with respect to Dane County and with comparable municipalities in Wisconsin. The charts showing per capita costs for the residential component of the tax base will provide Middleton residents with more relevant comparison information.



City of Middleton 2015 Budget

Dane County Mill Rate Comparisons

Dane County Peer Cities Analysis: Budget / Financial History - 2014 Mill Rate Highest to Lowest							
Municipality	Budget Info.	2010	2011	2012	2013	Approved 2014	2010 - 2014 Variance
(1) Sun Prairie	Mill Rate	7.9786	7.9791	8.3022	8.22	8.42	5.53%
	Levy	\$19,079,129	\$19,074,902	\$19,074,902	\$19,074,902	\$19,074,902	-0.02%
	Value (millions)	\$2,444	\$2,496	\$2,398	\$2,411	\$2,370	
(2) Stoughton	Mill Rate	7.28	7.49	7.87	8.08	8.26	13.46%
	Levy	\$6,878,235	\$6,997,555	\$7,136,138	\$7,136,381	\$7,316,543	6.37%
	Value (millions)	\$968	\$963	\$955		\$885	
(3) Fitchburg	Mill Rate	5.955	7.127	7.575	7.56	7.84	31.65%
	Levy	\$14,420,054	\$16,881,610	\$18,517,049	\$18,524,680	\$19,710,072	36.69%
	Value (millions)	\$2,540	\$2,490	\$2,444	\$2,450	\$2,513	
(4) Verona	Mill Rate	6.0154	6.2386	6.3322	6.46	6.77	12.54%
	Levy	\$7,276,413	\$7,801,781	\$7,988,246	\$8,153,285	\$8,504,849	16.88%
	Value (millions)	\$1,465	\$1,562	\$1,594	\$1,599	\$1,674	
(5) Waunakee	Mill Rate	6.3605	6.4554	6.605	6.724	6.64	4.39%
	Levy	\$7,819,436	\$8,068,062	\$8,365,416	\$8,532,724	\$8,484,969	8.51%
	Value (millions)	\$1,274	\$1,293				
(6) MIDDLETON	Mill Rate	5.4238	5.4238	5.65	6.04	6.55	20.76%
	Levy	\$12,093,032	\$12,020,000	\$13,403,494	\$13,581,442	\$15,046,560	24.42%
	Value (millions)	\$2,654	\$2,617	\$2,371	\$2,247	\$2,300	





City of Middleton 2015 Budget

Community Profile

BACKGROUND

The City of Middleton is situated just west of the state capitol, Madison. Although the area was first platted in 1836, Middleton did not become a City until 1963.

In the 1980s, the grain elevators and other blighted remnants of the old railroad days were replaced with a downtown renovation project. Residential developments in Fox Ridge, Stonefield, Orchid Heights, and other areas of the city added thousands of new citizens. In the 1990s, residential development continued with the addition of North Lake and Middleton Hills, which features Frank Lloyd Wright inspired architecture.

The City of Middleton has utilized the development strategy known as tax increment financing as an incentive to promote non-residential development in specifically selected areas of the City. In the new millennium, by using the tax increment financing tool Middleton has sustained its well-planned growth with continued downtown renovations and the addition of the Greenway Station retail center and commercial offices just east of the city-owned Pleasant View Golf Course.

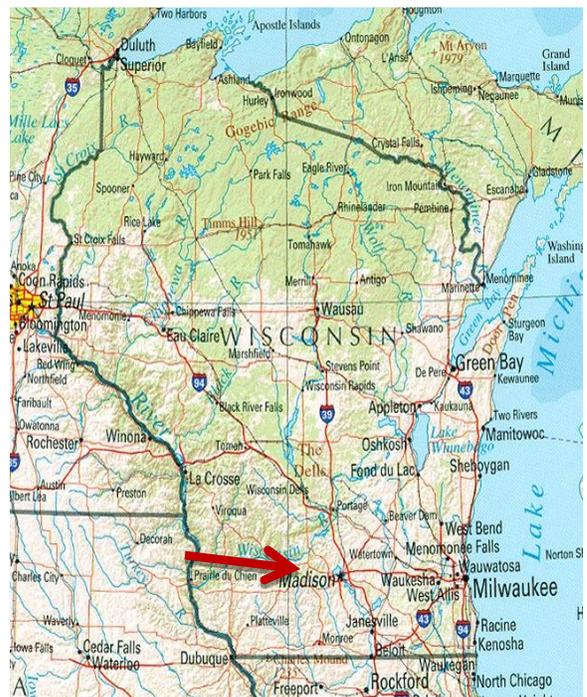
Tax Increment Financing District # 3 (TID # 3) was created in 1993 with a base value of \$63,401,800. According to the Wisconsin Department of Revenue as of 2014 TID # 3 increment value totals \$392,478,800.

The city also has maintained green space and recreational areas. Approximately 25 percent of the land within the city limits is open space, which includes 22 parks and 25 conservancy areas encompassing 1,100 acres. The quality of life in Middleton—often called the Good Neighbor City—was nationally recognized in 2007 when

Money® magazine named it “The Best Place to Live” in the U.S.A.

The City of Middleton is located at the intersection of Highways 12 and 14 in Dane County, Wisconsin, and encompasses 8.1 square miles. One can reach Middleton from Interstate 39/90 and then traveling 15 miles west on Wisconsin Highway 12/18.

HIGHWAY MILES TO MAJOR CITIES	
Milwaukee, WI.....	92
Chicago, IL.....	156
Minneapolis, MN.....	262
Des Moines, IA.....	296
Indianapolis, IN.....	336
St. Louis, MO.....	368
Omaha, NE.....	435
Cleveland, OH.....	500

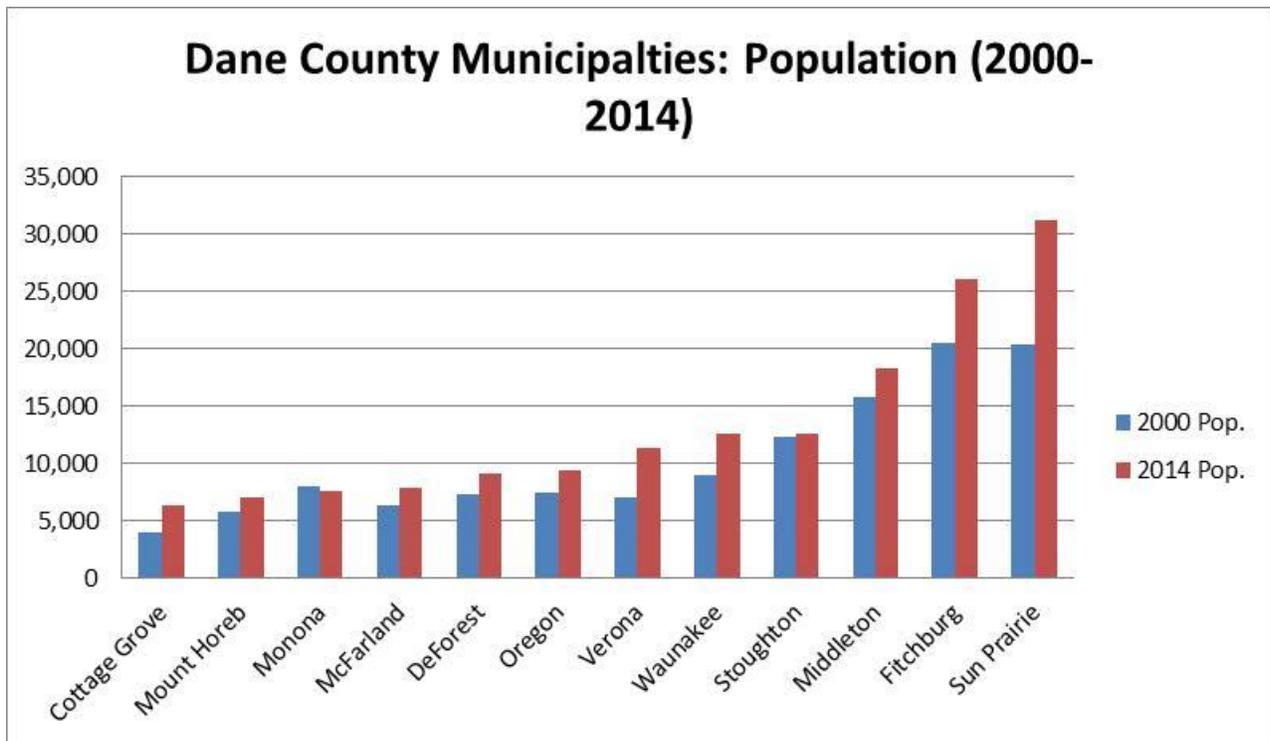




Community Profile

Dane County Municipalities: Population (2000-2014)

Municipality	2000 Pop.	2014 Pop.	Growth Rate
Cottage Grove	4,059	6,322	55.75%
Mount Horeb	5,860	7,088	20.96%
Monona	8,018	7,573	-5.55%
McFarland	6,416	7,902	23.16%
DeForest	7,368	9,129	23.90%
Oregon	7,514	9,420	25.37%
Verona	7,052	11,343	60.85%
Wausaukee	8,995	12,622	40.32%
Stoughton	12,354	12,641	2.32%
Middleton	15,770	18,323	16.19%
Fitchburg	20,501	26,090	27.26%
Sun Prairie	20,369	31,213	53.23%





Community Profile

**CITY OF MIDDLETON
DEMOGRAPHIC STATISTICS
TEN YEAR HISTORY**

YEAR	POPULATION *	Madison Statistical Area UNEMPLOYMENT RATE #
2004	16,415	3.4%
2005	16,677	3.3%
2006	16,749	3.4%
2007	16,838	3.6%
2008	16,979	3.6%
2009	17,281	6.2%
2010	17,442	6.0%
2011	17,484	5.3%
2012	17,903	4.4%
2013	18,146	4.9%
2014 (Estimate)	18,323	4.9%

* US Census Bureau, Population and Housing Unit Estimates; WI Dept. of Administration (8/20/13)

US Department of Labor, Bureau of Labor Statistics (8/28/13) [Madison Metropolitan Statistical Area]



City of Middleton 2015 Budget

Community Profile

GOVERNMENT

The government of the City of Middleton is organized and constituted under Wisconsin Statute Chapter 62 providing for a Mayor and Aldermanic Plan with a Common Council composed of the Mayor and eight (8) Alderpersons, one (1) from each district. The Mayor is elected to a three-year term. Alders are elected to staggered two-year terms. The City Administrator is appointed by the Mayor subject to confirmation by the Common Council for a definite term, subject to removal by three-fourths (3/4) vote of all members of the Common Council for cause. The Common Council sets the City's policy and direction, and the City Administrator is tasked with the responsibility for carrying out Council policies and administering day-to-day operations. Department directors are appointed by the Common Council.

COMMUNITY FACILITIES

Middleton offers a broad range of community facilities including an airport, aquatic center, regional parks, numerous bike trails, library, senior center, performing arts center, and historical museum.

The City is proud to be home to the National Mustard Museum as well as Greenway Station, an upscale, outdoor shopping experience with 35 national retailers and locally owned stores.

The crown jewel of our community is the Pheasant Branch Conservancy. This wetland is located on the City's eastern boundary on the northwest side of Lake Mendota. The conservancy features natural springs and seeps which flow into Pheasant Branch Creek and Lake Mendota at a rate of 1,800 gallons of water per minute. The northern portion of the conservancy is owned and maintained by Dane County Parks, while the remaining southern portion is owned and maintained by the City of Middleton. The oak savannas, prairies, and wetlands of the conservancy are home to an abundance of native vegetation and wildlife species including the endangered Blanding's turtle. In 1996, the Northern Lake Mendota Regional Plan was developed to serve as a master plan for managing the Pheasant Branch

Conservancy. This plan will be used to develop nature-based recreational opportunities for residents and provide restoration guidance. A self-guided interpretive trail system is being developed which will allow visitors to enjoy the area and will link the conservancy to a county-wide greenway corridor. This natural setting offers a quiet refuge for wildlife viewers, hikers, and bird watchers.

EDUCATION

The City of Middleton belongs to the Middleton-Cross Plains Area School District. There are six elementary schools, two middle schools, one senior high school, and one alternative senior high school in the district. The District had an enrollment of 6,654 students in 2013-2014.

The University of Wisconsin-Madison (UW) is located less than six miles east of Middleton, and the main campus of Madison Area Technical College (MATC) is located just thirteen miles east of the City.

MEDICAL

The City of Middleton is the home to the University of Wisconsin Medical Foundation, as well as Meriter Health Services.

LARGEST EMPLOYERS (2014 Estimates)

PPD (Bio-Pharmaceutical) (685)
UW Medical Foundation (650)
Springs Window Fashions (605)
Electronic Theatre Controls (584)
Spectrum Brands (560)
American Girl (546 FT; 300 Seasonal)
Veterans Health Administration (350)
West Corporation (340)
Humana (306)
Capitol Indemnity Corporation (250)

CLIMATE

The City of Middleton is located on the western shore of Lake Mendota in southern Wisconsin. It is part of the Madison metropolitan area, which is best known for the presence of the four successive lakes of the Yahara River. The Yahara River eventually flows to the Rock River—a tributary of the Mississippi River. Average temperatures range from the 20s in the winter to the 80s in the summer.



City of Middleton 2015 Budget

Boards, Committees, & Commissions

Public Works Committee

Robert Pofahl
Charles Nahn
Kerrie Schueffner
Gary Rylander
Bob Lyons
JoAnna Richard (Alder)
Howard Teal (Alder)
Shawn Stauske (Staff)

Finance Committee

Susan West (Alder)
Howard Teal (Alder)
Mark Sullivan (Alder)
JoAnna Richard (Alder)
John Lehman (Staff)

Personnel/Negotiating Committee

Jim Wexler (Alder)
JoAnna Richard (Alder)
Susan West (Alder)
Mike Davis (Staff)

License & Ordinance Committee

JoAnna Richard (Alder)
Susan West (Alder)
Hans Hilbert (Alder)
Charles Foulke (Staff)

Commission on Aging

Bonnie Verberkmoes
Claudia Miska
Sarah Larkin
Donna Parisi
Richard Brye
Vera Bauman

Aging Commission Cont'd

Doris Schroeder
Gladys Simon
Susan West (Alder)
Jill Kranz (Staff)

Airport Commission

Rob Conhaim
Ray Fey
James Hallick
Chris Priebe
Christopher Dan Geocariss
Gurdip Brar (Alder)
Howard Teal (Alder)
Mike Davis (Staff)
Mark Opitz (Staff)

Arts Committee

Susi Hassert
Rob Conhaim
Megan Thumm Mackey
Phil Nelson
Patricia Adler
Karisa Johnson
Annette Knapstein
Christopher Laurent
Miriam Share (Alder)
Abby Attoun-Tucker (Staff)

Board of Review

Kurt Fuszard
Ronald Braem
Bob Jambois
Doug Zwank
Ron Grosse

Board of Review Cont'd

Julie Brunett
Paul Musser (Staff)

Building Committee

Kurt Sonnentag (Mayor)
Susan West (Alder)
Mike Davis (Staff)

Community Development Authority

Duane Barmore
Hank Simon
Jon DiPiazza
Carol Jensen
Luke Fuszard
Kurt Sonnentag (Mayor)
Jim Wexler (Alder)
Mike Davis (Staff)
Eileen Kelley (Staff)
Miriam Share (Alder)

Conservancy Lands Committee

Jeff Mayers
Priscilla Lehman
Greg Krantz
Matt Richards
Mark Sullivan (Alder)
Howard Teal (Alder)
Susan West (Alder)
Penni Klein (Staff)



City of Middleton 2015 Budget

Boards, Committees, & Commissions

Emergency Medical Services

Commission

Dan Williams
Joel Fait
Michael Lohmeier, M.D.
Paul Connell
Art Meinholz
Kim Jack
Jim Wexler (Alder)
Steve Wunsch (Staff)

Emergency Preparedness Committee

Kurt Sonnentag (Mayor)
Susan West (Alder)
Mike Davis (Staff)
Charles Foulke (Staff)
Shawn Stauske (Staff)
Steve Wunsch (Staff)

Fire Commission

Julie Brunette
Howard Teal (Alder)

Landmarks Commission

Richard Blaschke
Francis Pohlkamp Jr.
Katie Schmitz
Marilyn Burke
Kathy Olson
Eric Baker
Kelly Chambers
Abby Attoun-Tucker (Staff)

Library Board

Joan Gillman
Christopher Clay
Jeremiah Tucker
Angela Blank
Deb Smith
Anne Irish
Lisa Helmuth
Steve Soeteber
Miriam Share (Alder)
Pamela Westby (Staff)

Parks, Recreation & Forestry

Commission

Leif Hubbard
Dave Baltes
Anna Biermeier
Kimberly Bishop
Tony Rosen
Kitty Tyson
Mark Sullivan (Alder)
Penni Klein (Staff)

Pedestrian, Bicycle & Transit

Committee

Jesse Boyett Anderson
Jim Peters
Chuck Nahn
Doris Schroeder
Tom Wohlleber
Hans Hilbert (Alder)
Gurdip Brar (Alder)
Mark Opitz (Staff)

Plan Commission

Duane Barmore
Edward Elskamp
Jim Wexler
Cynthia Zellers
Leif Hubbard
Kurt Sonnentag (Mayor)
Hans Hilbert (Alder)
Eileen Kelley (Staff)

P.V. Golf Course Advisory Committee

Terry Turner
Janet Lord
Jeff Dunn
Tom Scott
Lou Reilly
Hans Hilbert (Alder)
Mark Sullivan (Alder)
Jeremy Cabalka (Staff)

Police Commission

Patrick Finnerty
Moses Altsech
Brian Kobinsky
Paul Kinne
Patrick Sheehan
Charles Faulke (Staff)

Public Safety Committee

Tony Peterson
William Zeinemann
William Byers
Peggy Frickenstein
Jon DiPiazza
Miriam Share (Alder)
Charles Faulke (Staff)



City of Middleton 2015 Budget

Boards, Committees, & Commissions

Sustainability Committee

Deb Saeger
Angela Carey
Kristine Koenig
Kathy Olson
Miriam Share
Spencer Schumacher
Michael Byrne
Lee Schwartz
Kyle White
JoAnna Richard (Alder)
Abby Attoun-Tucker (Staff)

TID #5 Joint Review Board

Kurt Sonnentag (Mayor)
Mike Davis (Staff)

Tourism Commission

Van Nutt
Mike Hinesh
Cindy Foley
Zoe Schuler
Cory Mace
Hans Hilbert (Alder)
Val Steel (Staff)
Stephanie Goth (Staff)

Water Resources Management Commission

Matthew Richards
Warren Gebert
Kenneth Potter
James Robertson
David Baltes
Jim Bachhuber

Water Resources Management Commission (Contd.)

Hans Hilbert (Alder)
Gary Huth (Staff)

Workforce Housing Committee

Kelly Edwards
Rob Bergenthal
Mike Hershberger
Kurt Paulsen
Elizabeth Klatt
Steve Hansen
JoAnna Richard (Alder)
Mike Davis (Staff)
Abby Attoun-Tucker (Staff)

Commission on Youth

William Byers
Ron Biendseil
Kathy Nieber-Lathrop
Bill Deno
Amy Arntsen
Gurdip Brar (Alder)
Charles Foulke (Staff)
Megan Meyer (Staff)

Zoning Board of Appeals

John D. Wegenke
Martin Burkholder
Steve Olson
Mark Wohlferd
Shayna W. Borakove
Timothy Samuelson (Alternate)
Paul Raisleger (Alternate)
Scott Ellarson (Staff)
Mark Opitz (Staff)

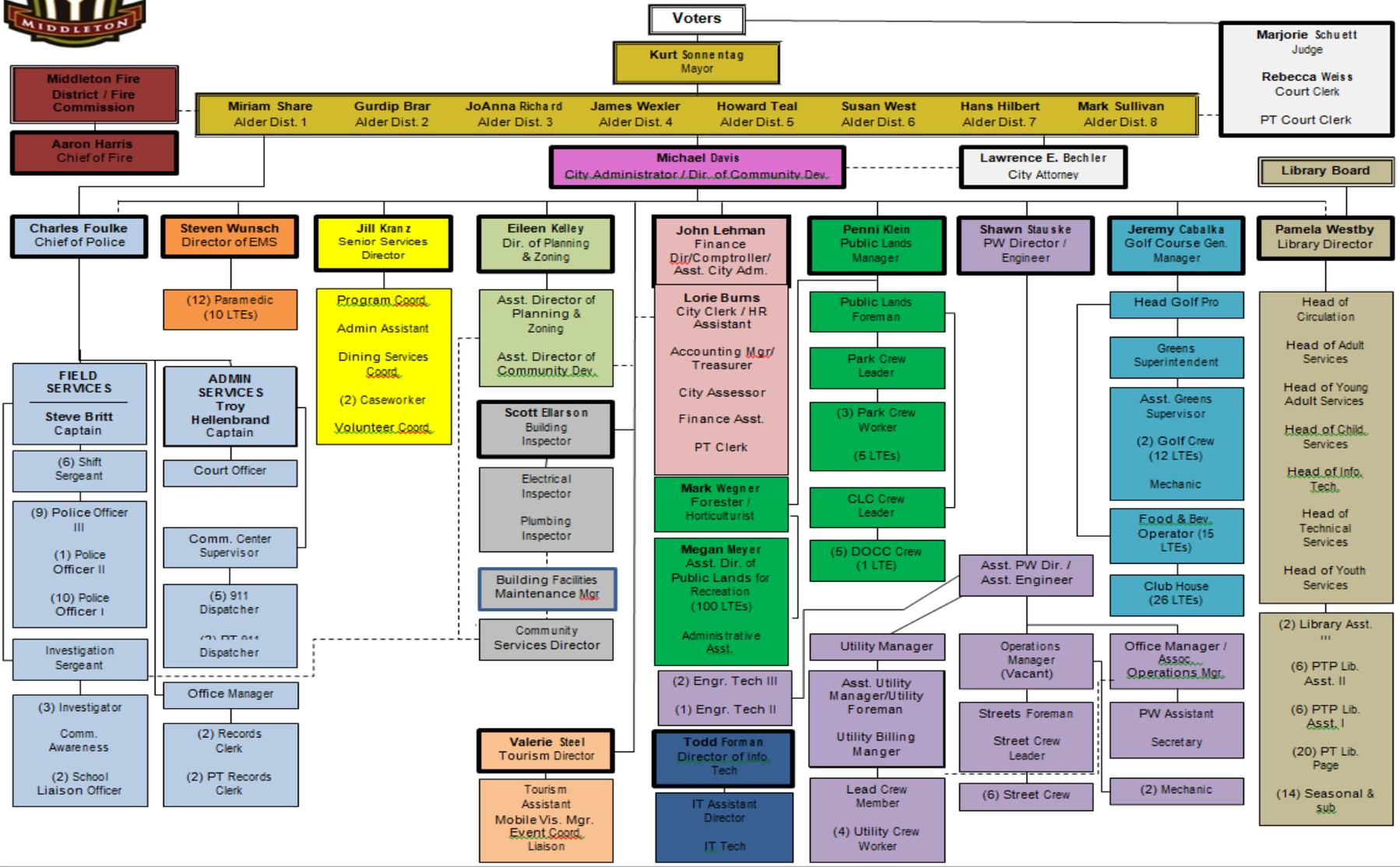


City of Middleton 2015 Budget



CITY OF MIDDLETON – ORGANIZATIONAL CHART

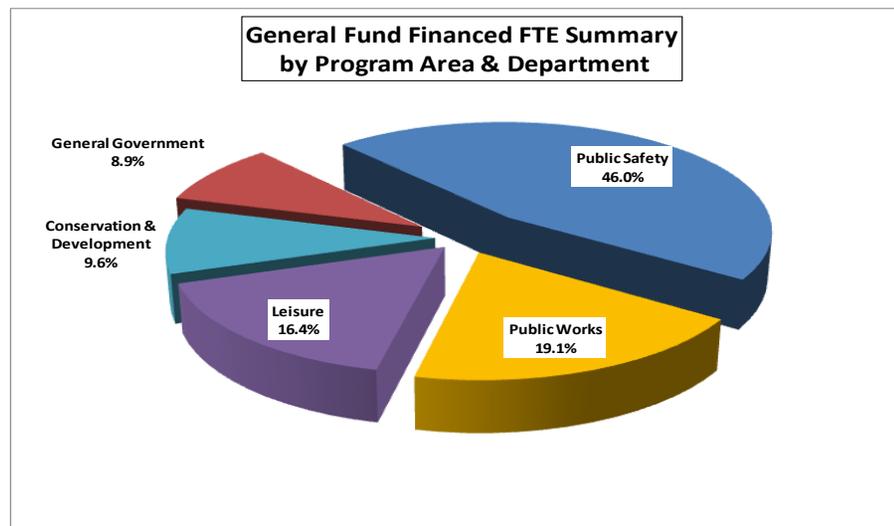
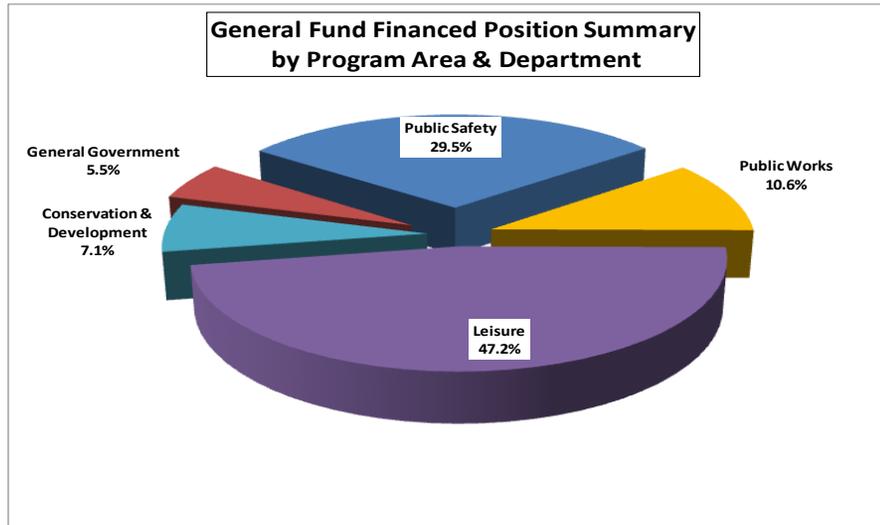
UPDATED September 5, 2014





Positions by Program Area and Department

Program Areas	2015 Current Authorized	
	Positions	FTE
General Government	14	12.5
Public Safety	75	64.25
Public Works	27	26.75
Leisure	120	22.93
Conservation & Development	18	13.35
Tourism	4	2.5
Library	62	15.8
Golf	68	TBD
Utilities	8	8
Total	396	166.08
	2015 Current Authorized	
General Government	Positions	FTE
Administrator	2	1.5
Finance	6	5.5
Court	3	2.5
Information Services	3	3
Total	14	12.5
Public Safety		
Police	47	45.5
EMS	23	14
Building Inspection	5	4.75
Total	75	64.25
Public Works	27	26.75
Leisure		
Senior Center	7	5.38
Recreation	113	17.55
Library	62	15.8
Total	182	38.73
Conservation & Development		
Planning	3	3
Forestry	1	1
Parks	9	7.75
Conservancy Lands	5	1.6
Total	18	13.35
Tourism	4	2.5
Golf	68	TBD
Utilities	8	8



NOTE: One position = 2,080 staff hours. 1 Full-time Equivalent (FTE) = 2,080 staff hours. .5 FTE = 1,040 staff hours.



City of Middleton 2015 Budget

Estimated Mill Rate for 2015 Based on Requests (Excludes lottery & first dollar credits) (Estimated Assessment Ratio-Exact Known Mid-November 2014) City Mill Rate

	Budget			Variance 2015-2014	Percent Change
	2015	2014	2013		
Levy Requirement Calculation					
Debt Service	\$ 4,784,269	\$ 4,317,190	\$ 3,439,156	\$ 467,079	10.82%
All other operations	11,559,294	10,729,370	10,142,286	829,924	7.74%
Total Levy Requirement	\$ 16,343,563	\$ 15,046,560	\$ 13,581,442	\$ 1,297,003	8.62%

Mill Rate Calculation					
TID Out Equalized Value	\$ 2,429,497,400	\$ 2,403,776,600	\$ 2,313,022,801	\$ 25,720,800	1.07%
Assesment Ratio (Estimate for 2015)	95.60%	95.53%	97.16%	0.07%	
Assessed Value	\$ 2,322,599,514	\$ 2,296,327,786	\$ 2,247,261,250	\$ 26,271,728	1.14%
Mill Rate Use					
Debt Service	\$ 2.06	\$ 1.88	\$ 1.53	\$ 0.18	9.57%
Other Operations	4.98	4.67	4.51	0.31	6.64%
Total Mill Rate	\$ 7.04	\$ 6.55	\$ 6.04	\$ 0.49	7.48%

Mill Rate Per \$100,000 Assessed Value Property					
Debt Service	\$ 206.00	\$ 188.00	\$ 153.00	\$ 18.00	9.57%
Other Operations	498.00	467.00	451.00	31.00	6.64%
Total	\$ 704.00	\$ 655.00	\$ 604.00	\$ 49.00	7.48%
% of City Tax Bill					
Debt Service	29%	29%	23%	1%	
Other Operations	71%	71%	69%	-1%	



City of Middleton 2015 Budget

General Fund Revenue & Expense Summary

	Actual 2012	Budget 2013	Actual 2013	Budget 2014	Actual thru Aug 31, 2014	Lower of Calculation	Requested Budget 2015
REVENUES							
Property Tax Levy	\$ 13,404,292	\$ 13,581,442	\$ 13,590,104	\$ 15,046,560	\$ 15,046,561	\$ 14,982,772	\$ 16,343,563
Other Taxes	949,951	821,600	975,776	852,283	306,157	852,283	853,283
Special Assessments	108,274	96,000	125,324	90,000	(3,709)	90,000	90,000
Intergovernmental Revenue	2,207,630	2,025,427	2,015,429	1,845,156	1,533,786	1,845,156	1,882,070
Licenses & Permits	723,409	522,100	784,784	519,000	406,985	519,000	521,400
Fines & Forfeitures	280,513	315,000	291,296	310,000	200,970	310,000	290,000
Public Charges for Service	1,150,167	1,100,498	1,223,238	1,144,000	784,704	1,144,000	1,139,350
Special Fund Activity	1,732,817	2,339,598	2,339,598	2,130,130	14,000	2,130,130	2,016,130
Miscellaneous Revenues	450,718	164,124	222,020	197,124	133,729	197,124	172,144
Other Financing Sources	-	-	-	-	-	-	-
TOTAL	\$ 21,007,771	\$ 20,965,789	\$ 21,567,569	\$ 22,134,253	\$ 18,423,183	\$ 22,070,465	\$ 23,307,940
EXPENSES							
General Government	\$ 2,544,885	\$ 2,726,058	\$ 2,506,836	\$ 2,631,332	\$ 1,826,824	\$ 2,413,022	\$ 2,543,272
Public Safety	7,719,430	7,863,439	8,282,064	8,103,819	5,219,839	8,169,708	8,335,983
Public Works	2,808,147	3,041,433	3,018,660	3,076,229	1,936,114	2,946,844	3,206,797
Leisure	1,344,145	1,334,301	1,312,369	1,410,982	962,347	1,406,688	1,465,055
Conservation & Development	1,274,058	1,343,740	1,359,922	1,409,062	877,422	1,332,430	1,565,772
Contingencies	-	339,140	8,650	117,244	2,073	10,158	262,000
Transfers	4,193,971	4,446,502	4,446,502	6,585,585	5,385,585	5,791,615	5,929,061
TOTAL	\$ 19,884,636	\$ 21,094,613	\$ 20,935,003	\$ 23,334,253	\$ 16,210,204	\$ 22,070,465	\$ 23,307,940
REVENUES LESS EXPENSES	\$ 1,123,135	\$ (128,824)	\$ 632,566	\$ (1,200,000)	\$ 2,212,979	\$ -	\$ -



City of Middleton 2015 Budget

Department within Program Area Summary

	Actual	Budget	Actual	Budget	Actual	Requested	
	2012	2013	2013	2014	thru Aug 31, 2014	Lower of	Budget
						Calculation	2015
GENERAL GOVERNMENT							
Common Council	\$ 67,206	\$ 67,191	\$ 66,835	\$ 66,873	\$ 44,292	\$ 66,936	\$ 66,936
City Administrator	184,566	177,169	169,442	181,078	108,784	174,906	180,711
Municipal Court	99,428	107,891	101,071	109,049	63,349	91,568	96,610
Finance Department	540,552	571,679	530,944	586,045	376,185	572,174	581,174
Elections	77,057	29,500	18,165	62,800	14,232	18,165	27,164
City Revaluation Project	-	56,200	1,412	-	150	-	-
Information Technology	639,675	650,184	644,594	666,896	490,212	665,647	667,286
Buildings & Grounds	148,029	162,437	165,089	149,927	87,715	144,886	148,316
Cable TV	10,667	15,545	6,153	8,000	3,665	5,285	6,000
Commissions/Committees	12,823	20,238	11,105	15,498	10,453	9,736	23,600
Legal Counsel	243,554	203,400	231,687	215,000	125,326	207,748	212,060
Miscellaneous Expenses	78,605	58,500	65,198	67,400	96,380	61,270	65,860
General Personal Benefits	16,038	48,000	24,833	60,700	21,741	25,705	60,000
Property & Liability Insurance	369,183	394,000	356,613	414,966	369,117	356,613	380,000
Non-Departmental	57,502	164,124	113,695	27,100	15,223	12,383	27,555
TOTAL	\$ 2,544,885	\$ 2,726,058	\$ 2,506,836	\$ 2,631,332	\$ 1,826,824	\$ 2,413,022	\$ 2,543,272
PUBLIC SAFETY							
Field Services	\$ 3,542,287	\$ 3,522,815	\$ 3,660,514	\$ 3,738,201	\$ 2,228,855	\$ 3,795,552	\$ 3,806,852
Police Administration	683,321	710,205	700,209	729,470	530,261	703,977	711,901
Communications Center	472,721	467,911	476,261	488,942	311,416	511,084	513,214
Emergency Preparedness	20,930	31,006	16,475	43,109	16,968	15,691	71,520
School Crossing Guards	14,335	14,477	14,344	14,766	14,061	14,344	19,311
EMS	1,376,821	1,493,192	1,416,050	1,479,297	875,804	1,512,898	1,519,192
Building	122,091	113,940	119,227	122,586	76,001	122,562	119,516
Electrical	99,114	100,666	100,026	101,309	64,360	88,005	101,079
Plumbing	64,821	66,489	66,045	70,678	42,080	69,114	69,834
Erosion Control	23,370	16,000	18,292	16,000	9,551	16,000	16,000
Code Compliance/Community Sv	78,839	78,299	78,195	80,026	49,742	81,863	82,038
City Contribution for Fire District	783,389	811,048	1,179,035	782,044	782,044	753,618	820,526
Hydrant Rental	437,391	437,391	437,391	437,391	218,696	485,000	485,000
TOTAL	\$ 7,719,430	\$ 7,863,439	\$ 8,282,064	\$ 8,103,819	\$ 5,219,839	\$ 8,169,708	\$ 8,335,983



City of Middleton 2015 Budget

Department within Program Area Summary

	Actual 2012	Budget 2013	Actual 2013	Budget 2014	Actual thru Aug 31, 2014	Lower of Calculation	Requested Budget 2015
PUBLIC WORKS							
Administration & Engineering	\$ 689,135	\$ 704,021	\$ 691,443	\$ 715,301	\$ 446,355	\$ 730,710	\$ 744,873
Fleet maintenance	320,289	312,021	325,821	333,934	276,736	336,727	341,156
Street Crew	662,059	661,032	664,256	665,441	445,246	643,234	650,667
City Garage	49,019	44,000	51,324	44,000	37,117	43,500	64,720
Street Cleaning	9,709	8,900	8,916	9,900	6,149	8,879	9,700
Snow & Ice Removal	69,770	66,450	69,114	73,950	69,253	67,303	92,000
Sidewalk Maintenance	-	150,000	124,259	150,000	36,962	124,259	140,000
Traffic Signals, Signs, Markings & Maintenance	44,899	50,650	39,224	46,538	(2,524)	14,449	43,500
Street Lighting	109,112	125,000	136,174	122,006	66,821	116,106	128,700
Tree & Brush Control	1,467	2,000	1,857	2,000	756	1,857	1,857
Storm Sewers	18,556	47,900	54,108	10,000	11,424	7,348	50,000
Water Resources	30,097	30,459	20,144	30,459	20,378	20,144	30,624
Landfill	51,412	51,300	51,300	55,000	49,330	51,300	55,000
Recycling	232,136	245,700	243,799	257,700	148,812	243,799	277,000
Refuse Collection	520,487	542,000	536,921	560,000	323,299	537,229	577,000
TOTAL	\$ 2,808,147	\$ 3,041,433	\$ 3,018,660	\$ 3,076,229	\$ 1,936,114	\$ 2,946,844	\$ 3,206,797
LEISURE							
Senior Citizens Center	\$ 434,778	\$ 431,569	\$ 437,254	\$ 441,116	\$ 293,338	\$ 443,082	\$ 445,825
Recreation Administration	121,848	129,181	129,035	144,888	94,525	146,194	150,418
Summer Recreation	61,403	69,019	64,050	63,793	46,276	63,783	62,333
Fall-Winter-Spring Rec	26,832	56,654	22,296	29,224	17,537	26,105	32,084
Hubbard Arts Center	-	-	8,365	18,765	20,798	12,009	28,815
Aquatic Center	325,435	280,854	317,178	280,979	271,503	284,383	302,144
Teen Programming	29,644	27,067	-	40,700	24,445	33,514	45,818
Madison Metro Transit	344,205	339,957	334,191	391,517	193,925	397,618	397,618
TOTAL	\$ 1,344,145	\$ 1,334,301	\$ 1,312,369	\$ 1,410,982	\$ 962,347	\$ 1,406,688	\$ 1,465,055
CONSERVATION & DEVELOPMENT							
Planning Department	\$ 315,077	\$ 315,690	\$ 308,891	\$ 324,947	\$ 204,576	\$ 326,317	\$ 332,290
Land Conservancy	39,496	75,250	117,997	123,968	101,050	49,834	169,137
Forestry	124,513	133,067	131,925	135,483	68,667	126,838	162,613
Public Lands	794,972	819,733	801,109	824,664	503,129	829,441	901,732
TOTAL	\$ 1,274,058	\$ 1,343,740	\$ 1,359,922	\$ 1,409,062	\$ 877,422	\$ 1,332,430	\$ 1,565,772
CONTINGENCIES							
Vehicle Damages	\$ -	\$ 24,000	\$ 1,856	\$ 12,000	\$ 1,856	\$ 3,364	\$ 12,000
City Liability	-	50,000	6,794	25,000	217	6,794	25,000
General	-	265,140	-	80,244	-	-	225,000
TOTAL	\$ -	\$ 339,140	\$ 8,650	\$ 117,244	\$ 2,073	\$ 10,158	\$ 262,000
TRANSFERS							
Library	\$ 1,018,315	\$ 1,007,346	\$ 1,007,346	\$ 1,068,395	\$ 1,068,395	\$ 1,007,346	\$ 1,144,792
Golf (debt service)	-	-	-	1,200,000	-	-	-
Debt Service	3,175,656	3,439,156	3,439,156	4,317,190	4,317,190	4,784,269	4,784,269
TOTAL	\$ 4,193,971	\$ 4,446,502	\$ 4,446,502	\$ 6,585,585	\$ 5,385,585	\$ 5,791,615	\$ 5,929,061
TOTAL EXPENSES	\$ 19,884,636	\$ 21,094,613	\$ 20,935,003	\$ 23,334,253	\$ 16,210,204	\$ 22,070,465	\$ 23,307,940



City of Middleton 2015 Budget

Net Tax Levy by Program Area & Function

Definitions:

1. Net Levy Supported Functions – the net cost of the program area after offsetting expenses with department related revenues.
2. % Tax Dollar Allocated – percentage of each City related tax dollar collected towards that service

	Actual 2012	Budget 2013	Actual 2013	Budget 2014	Actual thru Aug 31, 2014	Lower of Calculation	Requested Budget 2015	% of Tax Dollar Allocated
NET Tax Levy Supported Functions								
General Government								
Common Council	\$ 67,206	\$ 67,191	\$ 66,835	\$ 66,873	\$ 44,292	\$ 66,936	\$ 66,936	0.33%
City Administrator	184,566	177,169	169,442	181,078	108,784	174,906	180,711	0.90%
Municipal Court	25,669	22,891	30,515	34,049	4,865	16,568	21,610	0.11%
Finance Department	540,552	571,679	530,944	586,045	376,185	572,174	581,174	2.90%
Elections	77,057	29,500	18,165	62,800	14,232	18,165	27,164	0.14%
City Revaluation Project	-	56,200	1,412	-	150	-	-	0.00%
Information Technology	639,675	650,184	644,594	666,896	490,212	665,647	667,286	3.32%
Building & Grounds	148,029	162,437	165,089	149,927	87,715	144,886	148,316	0.74%
Cable TV	10,667	15,545	6,153	8,000	3,665	5,285	6,000	0.03%
Commissions/Committees	12,823	20,238	11,105	15,498	10,453	9,736	23,600	0.12%
Legal Counsel	243,554	203,400	231,687	215,000	125,326	207,748	212,060	1.06%
Miscellaneous Expenses	78,605	58,500	65,198	67,400	96,380	61,270	65,860	0.33%
General Personnel Benefits	16,038	48,000	24,833	60,700	21,741	25,705	60,000	0.30%
Property, Liability & Worker Comp Insurance	369,183	394,000	356,613	414,966	369,117	356,613	380,000	1.89%
Non-Departmental	57,502	164,124	113,695	27,100	15,223	12,383	27,555	0.14%
Contingency	-	339,140	8,650	117,244	2,073	10,158	262,000	1.31%
Total	\$ 2,471,126	\$ 2,980,198	\$ 2,444,930	\$ 2,673,576	\$ 1,770,413	\$ 2,348,180	\$ 2,730,272	13.62%
Public Safety								
Police Department	\$ 4,438,951	\$ 4,418,664	\$ 4,560,580	\$ 4,692,988	\$ 2,872,259	\$ 4,719,148	\$ 4,818,948	24.01%
EMS	480,308	616,876	431,691	556,297	469,217	589,898	597,192	2.97%
Building Inspection	(177,626)	(51,060)	(202,911)	(44,414)	(67,950)	(44,438)	(47,484)	-0.24%
Electrical Inspection	40,613	65,666	23,869	66,309	36,902	53,005	66,079	0.33%
Plumbing Inspection	690	31,489	(15,620)	35,678	12,445	34,114	34,834	0.17%
Erosion Control	12,015	11,000	10,490	9,000	1,801	9,000	9,000	0.04%
Code Compliance/ Community Service	78,839	78,299	78,195	80,026	49,742	81,863	82,038	0.41%
City Portion to Fire District	691,848	719,548	1,087,174	690,444	678,701	662,018	714,926	3.56%
Hydrant Rental	437,391	437,391	437,391	437,391	218,696	485,000	485,000	2.42%
Total	\$ 6,003,029	\$ 6,327,873	\$ 6,410,859	\$ 6,523,719	\$ 4,271,813	\$ 6,589,608	\$ 6,760,533	33.67%
Public Works								
Refuse/Recycling	697,315	732,450	725,341	762,450	416,786	725,778	798,750	3.98%
Street Lighting	101,141	116,800	126,666	112,506	66,821	106,606	119,200	0.59%
Landfill	46,412	46,300	46,300	50,000	49,330	46,300	50,000	0.25%
Public Works Department	605,292	929,162	872,809	1,043,579	640,583	960,466	1,132,153	5.64%
Total	\$ 1,450,160	\$ 1,824,712	\$ 1,771,116	\$ 1,968,535	\$ 1,173,520	\$ 1,839,150	\$ 2,100,103	10.46%
Leisure								
Library	\$ 1,018,315	\$ 1,007,346	\$ 1,007,346	\$ 1,068,395	\$ 1,068,395	\$ 1,007,346	\$ 1,144,792	5.70%
Senior Citizen Center	362,041	370,916	363,106	381,440	240,640	383,406	387,149	1.93%
Hubbard Arts Center	-	-	2,469	3,765	(3,406)	(2,991)	13,815	0.07%
Recreation Administration	121,848	129,181	129,035	144,888	94,525	146,194	150,418	0.75%
Summer Recreation	4,194	(981)	884	(207)	(4,560)	(217)	(1,667)	-0.01%
Fall/Winter/Spring Recreation	(10,891)	12,654	(9,525)	(8,776)	10,292	(11,895)	2,084	0.01%
Aquatic Center	45,140	39,854	59,413	45,979	59,701	49,383	67,144	0.33%
Teen Programming	19,766	18,331	(8,742)	18,000	2,996	10,814	23,118	0.12%
Madison Metro Transit	344,205	311,624	305,858	391,517	193,925	397,618	397,618	1.98%
Total	\$ 1,904,618	\$ 1,888,925	\$ 1,849,844	\$ 2,045,001	\$ 1,662,508	\$ 1,979,658	\$ 2,184,471	10.88%

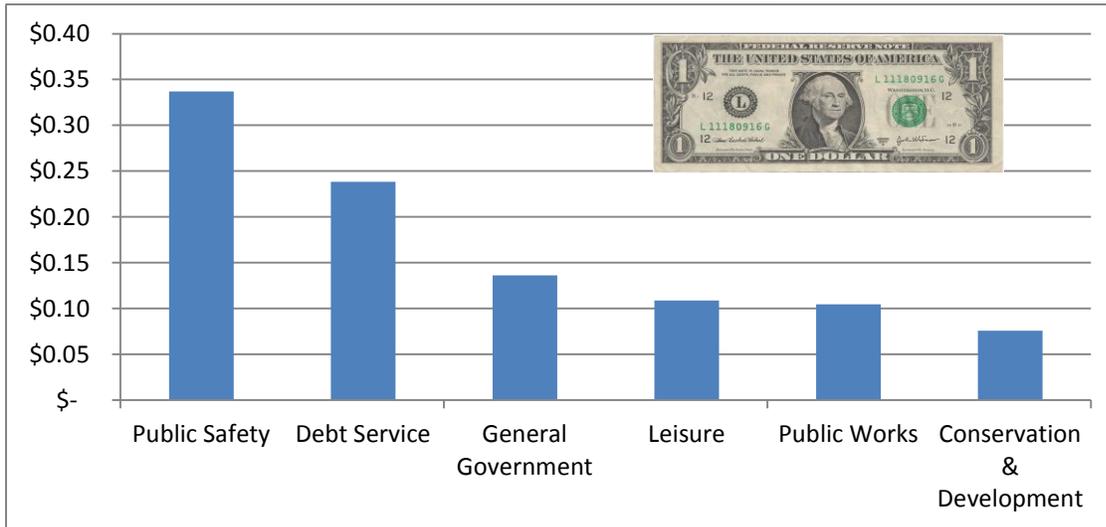


City of Middleton 2015 Budget

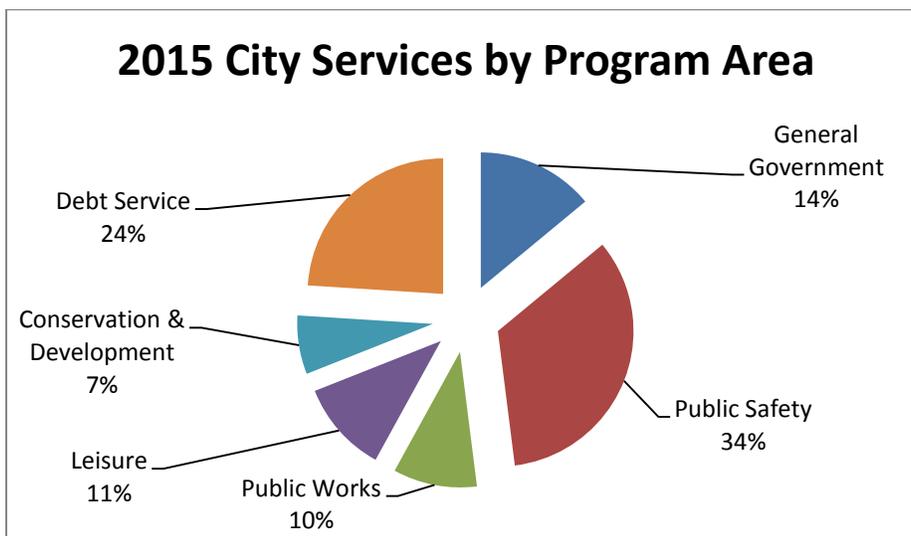
Net Tax Levy by Program Area & Function (continued)

	Actual 2012	Budget 2013	Actual 2013	Budget 2014	Actual thru Aug 31, 2014	Lower of Calculation	Requested Budget 2015	% of Tax Dollar Allocated
Conservation & Development								
Planning Department	\$ 270,442	\$ 290,690	\$ 264,643	\$ 296,947	\$ 177,546	\$ 298,317	\$ 304,290	1.52%
Land Conservancy Operations	39,496	75,250	117,997	123,968	101,050	49,834	169,137	0.84%
Forestry	124,513	133,067	131,925	135,483	68,667	126,838	162,613	0.81%
Public Lands	771,079	799,733	774,447	804,664	475,871	809,441	878,732	4.38%
Total	\$ 1,205,530	\$ 1,298,740	\$ 1,289,012	\$ 1,361,062	\$ 823,134	\$ 1,284,430	\$ 1,514,772	7.55%
Transfers								
Debt Service	\$ 3,175,656	\$ 3,439,156	\$ 3,439,156	\$ 4,317,190	\$ 4,317,190	\$ 4,784,269	\$ 4,784,269	\$ 0
Total	\$ 3,175,656	\$ 3,439,156	\$ 3,439,156	\$ 4,317,190	\$ 4,317,190	\$ 4,784,269	\$ 4,784,269	23.83%
SUMMARY OF EXPENSES	\$ 16,210,119	\$ 17,759,604	\$ 17,204,917	\$ 18,889,083	\$ 14,018,578	\$ 18,825,295	\$ 20,074,420	

Slice of Each Tax Dollar Contribution to 2015 Budget



2015 City Services by Program Area





POLICIES & FINANCIAL PLANS





Budget Policy-Common Council Approved 8/6/13

INTRODUCTION

The City of Middleton's Financial Policies-Budgets are developed based on input from a variety of sources; paramount among these is material from the Governmental Accounting Standards Board (GASB).

GASB defines three groups of funds for which financial and budgetary statements are to be prepared—governmental, proprietary and fiduciary. Proprietary funds are employed to report on activities financed primarily by revenues generated by the activities themselves, such as a municipal utility or a golf course. These later two examples are classified as Enterprise Funds. Fiduciary funds contain resources held by a government but belonging to individuals or entities other than the government. A prime example is a trust fund for a public employee pension plan.

Governmental funds account for everything else. This is where the bread-and-butter services can be found—police, fire, public works, general administration, and so on. The following are the specific types of governmental funds:

- The *general fund* is a government's basic operating fund and accounts for everything not accounted for in another fund.
- *Special revenue funds* are intended to be used to report specific revenue sources that are limited to being used for a particular purpose, such as transportation aid. In practice, governments also use them to report; all of the financial activities associated with a single function (such as road maintenance); classes of revenues (for example, all federal grants); and "rainy day" resources.
- *Debt service funds* account for the repayment of debt. If a government is accumulating resources for the purpose of making debt service payments, it should report them in a debt service fund. In reality, some resources intended to finance debt service payments can be found in other governmental funds. Furthermore, debt transactions associated with proprietary and fiduciary activities are accounted for in those funds.
- *Capital projects funds* account for the construction, rehabilitation, and acquisition of capital assets, such as buildings, equipment, and roads.

Regarding basic budget definitions, GASB Pronouncement No. 34, Basic Financial Statements-and Management's Discussion and Analysis-For State and Local Governments, states:



Budget Policy-Common Council Approved 8/6/13

- a. The *original budget* is the first complete appropriated budget.⁵⁵ The original budget may be adjusted by reserves, transfers, allocations, supplemental appropriations, and other legally authorized legislative and executive changes *before* the beginning of the fiscal year. The original budget should also include actual appropriation amounts automatically carried over from prior years by law. For example, a legal provision may require the automatic rolling forward of appropriations to cover prior-year encumbrances.
- b. The *final budget* is the original budget adjusted by all reserves, transfers, allocations, supplemental appropriations, and other legally authorized legislative and executive changes applicable to the fiscal year, whenever signed into law or otherwise legally authorized.

CITY OF MIDDLETON BUDGET POLICY DEFINITIONS

Appropriation – An appropriation is defined as a legal authorization granted by the City of Middleton Common Council to incur financial obligations and make expenditures for specific purposes and within an annual timeframe. This legal authorization is contained in a resolution approved by the Common Council.

Budget – The summation of appropriations within governmental and proprietary fund groups. A budget is also a plan for receiving and spending money during a set period of time, typically one year. Budgets essentially perform three functions:

- 1) A tool for planning, prioritizing and directing the operations of the municipal government of the City of Middleton
- 2) Providing the municipal government the legal authority as approved by the Common Council to spend money
- 3) Providing the citizens of the City of Middleton a method of fiscal accountability

Ordinance Chapter 3 Finance – This ordinance establishes the regulations governing the finances of the City of Middleton. Chapter 3, Section 3.01 Annual Budget provides budget development requirements, including time frames and public hearings. Chapter 3 also defines changes in the final budget:



City of Middleton 2015 Budget

Budget Policy-Common Council Approved 8/6/13

(6) Changes in Final Budget. Upon recommendation of the Finance Committee the Common Council may by a two thirds (2/3) vote of the entire membership change or alter an appropriation in the final budget or transfer any portion of an unencumbered balance of an appropriation to any other purpose or object. Notice of such transfer shall be published as a Class 1 notice under Wis. Stat. Chapter 985, in the City within eight (8) days thereafter.

Original Budgets – A series of appropriations approved by a majority vote of the members of the Common Council and contained in a specific resolution. This constitutes the final budget for the ensuing year. Such approval annually occurs in the fall for the budget year beginning January 1 through December 31. In the City’s accounting system, in the General Ledger, original budgets are recorded separately and distinctly from amended budgets.

Amended Budgets – Upon the recommendation of the Finance Committee the Common Council may by two thirds (2/3) vote of the entire membership change or alter an appropriation in the final budget. (City Ordinance 3.01 (6)) The action of Common Council is contained in a specific resolution. This resolution shows the current approved budget, the proposed revised budget and the difference between the revised and the current budgets. In the City’s accounting system, in the General Ledger, such amendments are recorded separately and distinctly from original budgets. An amendment(s) increasing the total of all original budgets within a fund must identify a new or additional source for funding the amendment.

Contingency Account – A separately appropriated General fund budget used to supplement General Fund operating budgets upon the recommendation of the Finance Committee to the Common Council which then must approve the recommendation by two thirds (2/3) vote of the entire membership. Common Council’s approval is contained in a specific resolution authorizing the use of the Contingency Account. Such supplement is a transfer of appropriation from the Contingency Account to an operating budget account. Thus the total of all appropriations in the General Fund remain unchanged by such approved action.

Operating Budget Transfer within a Department – This is a movement between two or more operating budget line items within the same department resulting in no change to the total department appropriation. Such transfers are restricted to operating line items. All compensation line items are excluded.

Operating Budget Transfer From One Department to Another – Within only one fund, this is a movement between two or more operating budget line items involving two or more departments resulting in no change to the total appropriations in the fund. Such transfers are only allowed upon the recommendation of the Finance Committee to the Common Council approving the recommendation by two thirds (2/3) vote of the entire membership and is contained in a separate resolution.



Budget Process

City Ordinance Chapter 3 governs the annual budget development process as seen below:

3.01 ANNUAL BUDGET.

(1) Departmental Estimates. On or before the first day of October in each year, each officer or department shall file with the City Clerk an itemized statement of disbursements made to carry out the powers and duties of such officer or department during the preceding fiscal year, and a detailed statement of the receipts and disbursements on account of any special fund under the supervision of such officer or department during such year, and of the condition and management of such funds; also detailed estimates of the same matters for the current fiscal year and for the ensuing year. Such statements shall be presented in the form prescribed by the City Clerk and shall be designated as the "departmental estimates" and shall be as nearly uniform as possible for the main divisions of all departments.

(2) Consultation With Department Head. The Mayor and Finance Committee shall consider such departmental estimates in consultation with the department head, and shall then determine the total amount to be recommended in the budget for such department or activity.

(3) Mayor and Finance Committee to Prepare Budget. On or before the twentieth day of October in each year, the Mayor and Finance Committee shall prepare and submit to the Common Council a proposed budget presenting a financial plan for conducting the affairs of the City for the ensuing calendar year. The budget shall include the following information:

(a) The expense of conducting each department and activity of the city for the ensuing fiscal year and corresponding items for the current and last preceding fiscal years, with reasons for any proposed increase or decrease as compared with actual and estimated expenditures for the current year.

(b) An itemization of all anticipated income of the City from sources other than general property taxes and bond issues, with a comparative statement of the amounts received by the City from each of the same or similar sources for the current and last preceding fiscal years.

(c) An estimate of the amount of money to be raised from general property taxes which, with income from other sources, will be necessary to meet the proposed expenditures.

(d) All existing indebtedness of the City, including the amount of interest payable and principal to be redeemed on any outstanding general obligation bonds of the City and any estimated deficiency in the sinking fund of any such bonds due during the ensuing fiscal year.

(e) All anticipated, unexpended or unappropriated balances and surpluses, if any.

(f) Such other information as may be required by the Common Council.

(4) Notice of Public Hearing. A summary of such budget and notice of the place where such budget in detail is available for public inspection and the time and place for holding a public hearing thereon shall be published as a Class 1 notice, under Wis. Stat. Chapter 985, in a newspaper of general circulation in the City at least fifteen (15) days prior to the time of such public hearing.

(5) Hearing on Budget; Appropriation. Not less than fifteen (15) days after the publication of the proposed budget and the notice on the hearing thereon a public hearing shall be held at the time and place stipulated at which time any resident or taxpayer of the City shall have an opportunity to be heard on the proposed budget. The budget hearing may be adjourned from time to time. The amount of the tax to be levied or certified, the amounts of the appropriations and the purposes for such appropriations stated in the budget, after any alterations made pursuant to the hearing, shall be adopted by a majority vote of the members of the Common Council and such vote shall constitute an appropriation of the items therein stated and the final budget for the ensuing year.



City of Middleton 2015 Budget

Budget Calendar and Basis of Budgeting

Operational Development Calendar – Major Events	
Month	Event
May	Preliminary discussions between Mayor, Common Council’s Finance Committee and the Administration regarding parameters for the development of the next year’s budget.
May-June	Finance Department prepared department budget request forms and instructions.
June	City Administrator and Finance Department meet with department directors to distribute request forms and instructions.
August	Department directors submit completed request materials.
Aug.-Sept.	Finance Department prepared budget request and other materials into budget document.
Sept. – Oct.	The Mayor and Finance Committee meet with department directors who present and discuss their requests. The Mayor and Finance Committee deliberate and develop budget recommendations to present to the entire Common Council.
Oct. – Nov.	Common Council deliberate on Mayor and Finance Committee recommendations. Meetings held with department directors.
Beginning November	Common Council authorizes public hearing and publication of proposed budget in local newspaper.
End Nov.	Common Council holds public hearing on proposed budget and approves proposed budget.
Jan. 1	New Fiscal Year Begins

Budget Amendments

During the year it may become necessary to adjust annual budget line items. The Finance Department can adjust budgets among individual line items only when the total amount budgeted for the requesting department remains unchanged. Departments are encouraged to continually review their budgets and request line item modifications where necessary.

If a department’s total budget is insufficient then the department director is required to justify the need for an increase. Such requests are then presented to the Finance Committee for review and consideration of a recommendation to Common Council for approval. Wisconsin State Statutes Section 65.06 stipulates that an increase to a department’s budget requires approval of two thirds of the Common Council members.

Basis of Budgeting

The City adopts an annual budget for the general, special revenue, debt service and capital project funds that are prepared on the modified accrual basis of accounting and the proprietary funds budgets are prepared on the accrual basis of accounting, which are the same methods as the basis of accounting. The adopted budget indicates the amount that can be expended by each fund based on detailed budget estimates for individual expenditure accounts. Management may make budget modifications within the department level. All budget revisions at the function level must be authorized by the Common Council at the request of the City Administrator. The Council, under Wisconsin Statutes, Chapter 65.06, can modify or amend the budget if unappropriated funds are available. All supplemental appropriations are financed either by transfers from the contingency section of the general fund budget or by revenues received in excess of the budgeted amounts. All budget amounts lapse at the end of the year to the extent they have not been expended. The level which expenditures may not legally exceed appropriations is at the function level. The basis of budgeting for the City’s funds is the same as the basis used for the fund statements in the City’s Form C.



Long Range Planning - Capital Improvement Plan (CIP) Overview

As part of the annual budget and the long range planning process, the City has a 5-year Capital Improvement Plan (CIP). Departments include major construction, infrastructure rehabilitations, major equipment replacements and acquisitions in the CIP. The 2014 CIP projects were listed in the 2012-2016 CIP. For the 2014 budget development process, the 2014 CIP projects and their respective dollar amounts are refined and the overall CIP is updated as well as 2018 is added. This process is repeated annually.

Basis of Accounting

The books and records of the City are maintained in conformance with generally acceptable accounting principles (GAAP). The accounting records of the City are maintained on the modified accrual basis of accounting for the General Fund, Special Revenue Funds, Debt Service Funds and Capital Project Funds. The accrual basis of accounting is used for the Enterprise Funds. In general, under the modified basis of accounting, revenues are recognized when they become measurable and available as new current assets. Expenditures are generally recognized when the related fund liability is incurred. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recognized when liabilities are incurred without regard to receipt or disbursement of each.

Property taxes are recorded in the year levied as receivables and deferred revenues. They are recognized as revenues in the succeeding year when services financed by the levy are being provided. In addition to property taxes for the City, taxes are collected for and remitted to the state and county governments as well as the local school district and technical college district. Taxes for all state and local governmental units billed in the current year for the succeeding year are reflected as deferred revenues and due to other taxing units on the accompanying balance sheet. Taxes are levied in December on the assessed value as of the prior January 1.

Intergovernmental aids and grants are recognized as revenues in the period the related expenditures are incurred, if applicable, or when the City is entitled to the aids.

Special assessments are recorded as revenues when collected. Annual installments due in future years are reflected as receivables and deferred revenues.

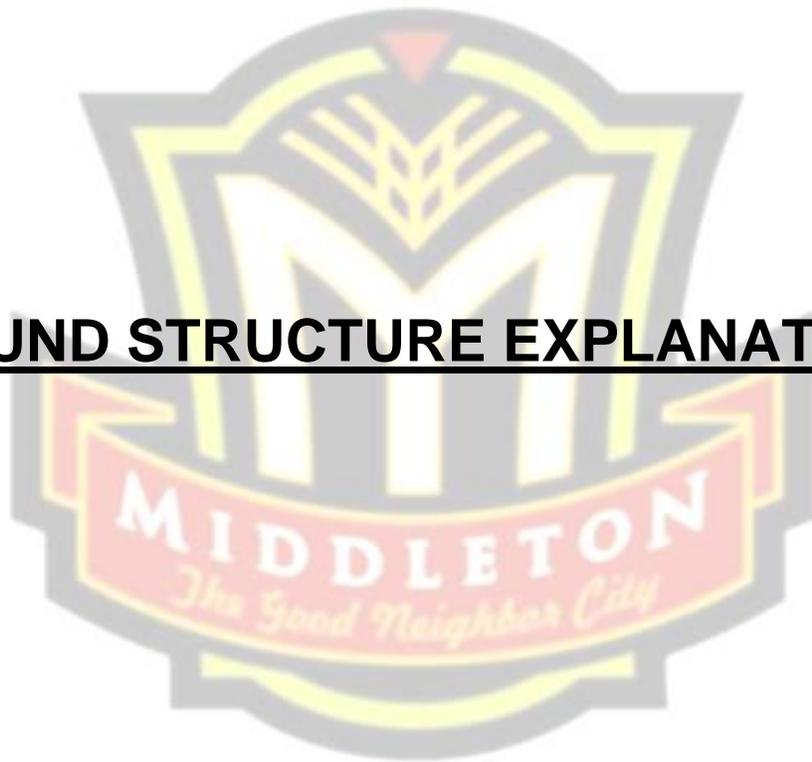
Revenues susceptible to accrual include property taxes, miscellaneous taxes, public charges for services and interest.

Other general revenues such as fines and forfeitures, fees for services, and miscellaneous revenues are recognized when received in cash or when measurable and available under the criteria described above. The City reports deferred revenues on its combined balance sheet. Deferred revenues arise when potential revenue does not meet both the "measurable" and "available" criteria for recognition in the current period. Deferred revenues also arise when resources are received before the City has a legal claim to them, as when grant monies are received prior to the incurrence of qualifying expenditures. In subsequent periods, when both revenue recognition criteria are met, or when the City has a legal claim to the resources, the liability for deferred revenue is removed from the combined balance sheet and revenue is recognized.

The preparation of the financial statements is in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures/expenses during the reporting period. Actual results could differ from those estimates.



FUND STRUCTURE EXPLANATION





City of Middleton 2015 Budget

Fund Structure

The City of Middleton funds are divided into two types; 1) Governmental Fund Types and 2) Proprietary Fund Types.

Governmental Funds

Most City functions are accounted for in the governmental fund group. The City has four types of governmental funds; the General Fund, Special Revenue Funds, Debt Service Fund, and Capital Projects Funds.

- **General Fund 100** - The General Fund accounts for all financial activities funded by non-specially designated and defined revenues, such as property and room taxes, permits and fees, non-designated intergovernmental revenue, parking fees and fines and forfeitures. The General Fund accounts for expenses such as general government, public safety including police and emergency medical services, public works, parks, recreation and conservancy.
- **Special Revenue Funds** This group of funds accounts for revenues and related disbursement activities having specific purposes, regulations and designations. The funds in this group include:
 - **Tourism Fund 201** - Primarily financed by room tax collections. 70% of room taxes are credited to Fund 201 with the remaining 30% credited to the General Fund.
 - **Community Development Authority Fund 203** – The Community Development Authority (CDA) is a component unit of the City of Middleton. The CDA is a legally separate organization from the rest of the government.
 - **Library Trust Fund 204** – Gifts and other library restricted donations are accounted for in this fund. In addition a library endowment and related transactions are recorded in Fund 204. Uses of Fund 204 proceeds are governed by the Library Board.
 - **Airport Fund 205** – The City of Middleton owns an airport located in the northwest section of the City. The operations of the Airport are performed by a private operator under the terms of a lease arrangement with the City. Revenues in Fund 205 include land lease rent, fuel fees, hangar fees and building lease.
 - **Subdividers Fund 206** – Revenues and resulting expenses emanating from agreements between the City and developers are accounted for in this fund. Examples include street light deposits, engineering fees, street and traffic sign deposits, materials and compacting testing and development monitoring activities.
 - **OPEB (Other Post-Employment Benefits) Fund 207** - Upon retirement an employee's sick leave balance is converted to a monetary equivalent and accounted for in OPEB Special Revenue Fund 207. The retired employee may then use their retired balance to offset health related costs, such as health insurance premiums, until the balance is depleted.
 - **Police Special Revenue and Activities Fund 208** – Revenues and related expenses from specially designated sources are accounted for in this fund. For example, Police grants, such as Shop with a Cop, Drug Training, Bullet Proof Vests are recorded in Fund 208.
 - **EMS (Emergency Medical Service) Special Revenue and Activities Fund 209** – Revenues and related expenses from specially designated sources restricted to EMS activities are recorded in this fund. One example is a patient tracking scanner grant.
 - **Public Lands Special Revenue and Activities Fund 210** - Revenues and related expenses from specially designated sources restricted to Public Lands activities are recorded in this fund. Examples include arbor day donations, memorial bench and tree donations, community garden revenue and dog park donations.



Fund Structure (cont.)

- **Senior Center Special Revenue and Activities Fund 211** - Revenues and related expenses from specially designated sources restricted to Senior Center activities are recorded in this fund. Examples include Senior Center donations and the Dane County nutrition revenue.
- **Library Operations Fund 212** - Revenues and related expenses from specially designated sources restricted to Library Operations activities are recorded in this fund. Major sources include an annual transfer from the General Fund to Fund 212 as well as Dane County facility and operational reimbursements.
- **Debt Service Fund 300** – Financial transactions related to the City’s general obligation bonds and notes are recorded in Fund 300. Specifically these include principal and interest payments as well as paying agent service fees.
- **Capital Project Funds**
 - **Tax Increment Financing (District) # 3 Fund 401** – Tax Increment District # 3 was initially established in 1993. The property tax increment resulting from development activities is recorded in Fund 401. Tax increment is defined as the amount of new taxes above the property taxes generated prior to development. The property taxes generated prior to development is referred to as the base property tax amount. Expenditures in Fund 401 generally include payments to developers as incentives for new development activity in the Tax Increment District or TID and other related disbursements. The Greenway Center area development, the Discovery Springs development and the Downtown rehabilitation are major projects occurring in this District.
 - **Public Works Capital Construction Fund 412** – The Department of Public Works is responsible for major capital construction in the City. This activity is segregated in Fund 412. Revenues have been from the annual sale of general obligation notes. Projects include road reconstruction and rejuvenation, sidewalk rehabilitation, traffic studies and other infrastructure activities. The proposed construction of a new Municipal Operation Center to replace the Public Works garage will be recorded in Fund 412.
 - **Public Lands Capital Construction and Acquisition Fund 414** – The Department of Public Lands is responsible for major capital park, conservancy, recreation and forestry activities. Specific projects include Pheasant Branch stream bank stabilization and boardwalk construction, Pheasant Branch Conservancy South Fork Trail construction, Graber Pond restoration, Wetland Mitigation sites, Lakeview Park improvements, emerald ash tree removal and replacement, aquatic center improvements and boat launch improvements. Revenues have been from the annual sale of general obligation notes.
 - **Other Capital Projects and Acquisition Fund 416** – This fund records capital financial transactions for other City departments. These include the Police Department vehicle replacements, the Emergency Medical Service defibrillator and monitor replacements, the Library radio frequency identification project, the Library self-checkout project and mike and pedestrian facility improvements. Revenues have been from the annual sale of general obligation notes.



Fund Structure (cont.)

- **Tax Increment Financing (District) # 5 Fund 501** – Tax Increment Financing District # 5 was created in 2009. Development activity is just beginning in this District. Similar to Fund 401, property tax increment resulting from development activities will be recorded in Fund 501. Tax increment is defined as the amount of new taxes above the property taxes generated prior to development. The property taxes generated prior to development is referred to as the base property tax amount. Expenditures in Fund 501 generally include payments to developers as incentives for new development activity in the Tax Increment District and other related disbursements.

Proprietary Funds

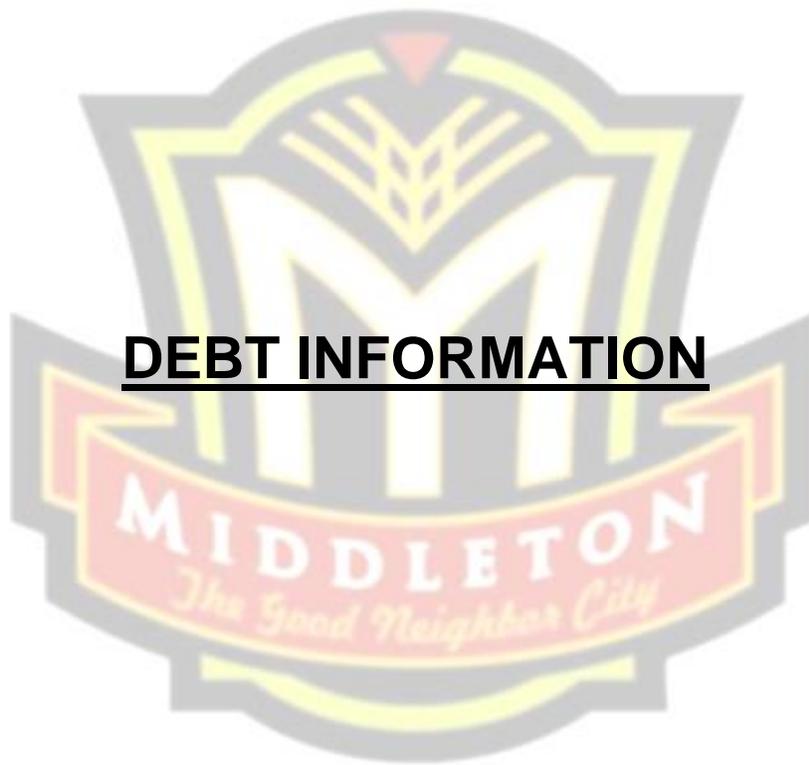
Proprietary Funds are used to account for a government's ongoing organizations and activities that are similar to those often found in the private sector (enterprise funds). All assets, liabilities, equities, revenues, expenses and transfers relating to the government's business and quasi-business activities - where net income and capital maintenance are measured - are accounted for through proprietary funds.

- **Enterprise Funds** – Enterprise funds are governmental accounting funds in which the services provided are financed and operated similar to those of a private business. User fees are established and revised to ensure that revenues are adequate to meet all necessary expenditures. Revenues in Enterprise Funds are restricted to the funds within which they reside.
 - **Water Fund 610** – The City operates a water utility with seven deep wells with a total delivering capacity of 5,840 gallons per minute. All financial activities related to the water utility are recorded in Fund 610. The rates charges to utility customers are regulated and approved by the Public Service Commission of Wisconsin.
 - **Sewer Fund 620** – The City contracts with the Madison Metropolitan Sewerage District, which was created in 1930. In 2012 the District served 340,000 Dane County customers in five cities, seven villages and 28 town/sanitary districts. The City bills Middleton customers and in turn pays the District for treatment costs. The City is responsible for transmission lines and related pump stations within the City limits.
 - **Golf Course Fund 650** - The City operates a 305 acre golf course, Pleasant View Golf Course overlooking the City, the City of Madison and Lake Mendota to the east. All revenues, such as greens fees, league and membership fees as well as related course expenses, such as food and beverage concessions and greens maintenance activities are recorded in Fund 650.

Trust and Agency Fund

The City of Middleton is the fiscal agent for the Middleton Fire District.

Fire District Fund 800 - The Middleton Fire District provides comprehensive fire related services to the City of Middleton, the Town of Middleton, the Town of Westport and the Town of Springfield. Each entity contributes a pro rata population based contribution to the District. Over 100 volunteers provide the primary staffing resources to the District along with six full-time, paid staff. All financial transactions for the District are recorded in Fund 800.



DEBT INFORMATION



City of Middleton 2015 Budget

Legal Debt Limits

Under Wisconsin statutes, a municipality can only take out general obligation (GO) debt up to 5% of its equalized value. Below is the calculation for the City of Middleton:

Equalized Valuation (2014) as certified by WI Dept of Revenue	2,837,344,300
Legal Debt Percentage Allowed	5%
Legal Debt Limit	141,867,215
GO Debt outstanding as of December 31, 2014 *	50,955,000
Unused margin of indebtedness	90,912,215
Percent of Legal Debt incurred	36%
Percentage of Legal debt available	64%

* - Includes all known outstanding principal on debt issues from Sept 2, 2014 and prior



City of Middleton 2015 Budget

Outstanding Debt Issuance Summary

Capital	
June 2, 2008	Issued \$6,530,000 in General Obligation Promissory notes to fund the construction of a new fire station. Issued \$2,000,000 in General Obligation Promissory notes to fund the annual capital program.
December 30, 2008	Issued \$2,750,000 in General Obligation Promissory notes to fund the annual capital program.
April 15, 2010	Issued \$2,010,000 in Taxable General Obligation Promissory Notes (Build America Bonds) to fund the annual capital program. Issued \$10,110,000 in Taxable General Obligation Promissory Notes (Build America Bonds) to fund construction of a new police facility.
May 9, 2011	Issued \$2,500,000 in General Obligation Promissory notes to fund the annual capital program.
June 5, 2012	Issued \$2,015,000 in General Obligation Promissory notes to fund the annual capital program.
December 28, 2012	Issued \$3,000,000 General Obligation Promissory notes to fund the annual capital program for 2013 out of the \$4,500,000 GO Promissory note.
December 23, 2013	Issued \$4,000,000 General Obligation Promissory notes to fund the annual 2014 capital program (\$2 million) and \$2 million for early construction costs related to the Municipal Operations Center.
Golf	
December 27, 2006	Issued \$1,200,000 for Golf (total issue of \$3,530,000) in General Obligation Promissory Notes.
December 30, 2008	Issued \$1,700,000 in General Obligation Refunding Bonds for clubhouse construction.
February 27, 2012	Issued \$3,100,000 in General Obligation Refunding Bonds to replace May 15, 2002 issue. The original issue was for initial acquisition of the golf course.
TAX INCREMENT FINANCING DISTRICTS #3 & #5	
November 23, 2010	Issued \$4,625,000 in General Obligation Refunding Bonds. Issued \$6,580,000 in Taxable General Obligation Refunding Bonds.
June 5, 2012	Issued \$2,540,000 in Taxable General Obligation Promissory notes for TID #3 that was used to - payoff State Trust Fund Loans and for payments directly to developers for future development.
December 28, 2012	\$1.5million of the \$4.5 million in General Obligation Promissory notes was designated for TID #3 projects. \$5.11 million in Taxable General Obligation Refunding Bonds was used to pay off a Note Anticipation Note which was used for paying back interfund receivables in order to get TID #5 established.

Source: Robert W. Baird & Co.



City of Middleton 2015 Budget

2015 Debt Service Summary

Issue	Original Amt	Maturity		BAB Subsidy	TID #5	TID #3	Golf	Use of	Use of Tax	Balance @
		Year	P & I in 2015					Impact		
2008A GO Refunding Bonds (Fire/EMS Building)	6,530,000	2027	721,150	-	-	-	-	50,000	671,150	5,060,000
2008B GO Promissory Notes	2,000,000	2017	343,250	-	-	-	-	-	343,250	800,000
2008C GO Refunding Bonds	5,250,000	2021	73,250	-	-	-	73,250	-	-	1,700,000 (A)
2008D GO Promissory Notes	2,750,000	2017	510,000	-	-	-	-	-	510,000	1,050,000
2010 Taxable GO Promissory Notes (BAB)	2,010,000	2017	431,080	10,095	-	-	-	-	422,921	560,000
2010 Taxable GO Refunding Bonds (Police Building)	10,110,000	2029	912,928	140,615	-	-	-	100,000	699,284	8,340,000
2010 GO Refunding Bonds	4,625,000	2020	657,200	-	-	657,200	-	-	-	2,955,000
2010 GO Taxable Refunding Bonds	6,580,000	2020	891,608	-	-	891,608	-	-	-	4,020,000
2011 GO Promissory Notes	2,500,000	2019	549,325	-	-	-	-	-	549,325	1,865,000
2012 GO Refunding Bonds	3,100,000	2016	852,150	-	-	-	852,150	-	-	945,000
2012 Taxable GO Promissory Notes - June	2,540,000	2019	377,447	-	-	377,447	-	-	-	1,485,000
2012 GO Promissory Notes - June	2,015,000	2020	277,138	-	-	-	-	-	277,138	1,295,000
2012 GO Promissory Notes - Dec	4,500,000	2022	533,600	-	-	179,550	-	-	355,733	3,450,000
2012 Taxable GO Refunding Bonds - Dec	5,110,000	2032	139,735	-	139,735	-	-	-	-	5,110,000
2013 GO Promissory Notes (Capital & MOC)	4,000,000	2023	367,650	-	-	-	-	-	367,650	3,475,000
2014 GO Bond/Notes (Muni Operation Center) -EST.	6,500,000	2034	-	-	-	-	-	-	292,500	6,500,000 (B)
2014 GO Promissory Notes (Estimate)	2,030,000	2022	295,318	-	-	-	-	-	295,318	1,805,000 (C)
			<u>7,932,829</u>	<u>150,710</u>	<u>139,735</u>	<u>2,105,805</u>	<u>925,400</u>	<u>150,000</u>	<u>4,784,269</u>	<u>50,415,000</u>

(A) - Remaining balance is all owed by the Golf Fund and principal is scheduled to be repaid from 2017 - 2021

(B) - Assumes interest only payment @ 4.50%

(C) - Estimate on 2014 GO Promissory Note assuming \$2.030 million is borrowed @ 3.5% & paid back over 8 years



City of Middleton 2015 Budget

Breakdown of Future Year's Debt Service on Existing Debt

	TAX LEVY SUPPORTED DEBT SERVICE							
	<u>Golf</u>	<u>TID #3</u>	<u>TID #5</u>	<u>Police/Court Facility</u>	<u>Fire/EMS Facility</u>	<u>Muni Oper Ctr. Est.</u>	<u>General Capital Program</u>	<u>Total</u>
2013	772,300	4,427,175	94,341	768,078	532,550	-	2,575,431	3,876,059
2014	2,099,000	2,096,525	139,765	764,461	532,400	34,971	3,146,346	4,478,178
2015	925,400	2,105,804	139,765	761,403	721,150	34,971	2,828,929	4,346,453
2016	1,027,700	2,110,517	139,765	762,199	702,400	34,971	2,663,195	4,162,765
2017	366,875	2,104,576	409,765	761,689	682,400	34,971	2,485,303	3,964,363
2018	354,125	2,098,319	411,930	764,339	502,400	280,500	1,771,186	3,318,425
2019	439,250	2,092,231	413,355	765,111	498,800	348,750	1,414,121	3,026,782
2020	422,050	1,722,563	408,875	764,953	499,800	339,750	929,659	2,534,162
2021	306,675	176,900	408,695	763,658	500,200	375,075	653,523	2,292,456
2022	-	178,500	412,853	766,004	505,000	335,175	378,639	1,984,818
2023	-	-	411,068	762,154	499,000	522,725	22,501	1,806,380
2024	-	-	408,538	762,237	502,600	-	19,820	1,284,657
2025	-	-	410,303	761,050	500,400	-	16,968	1,278,418
2026	-	-	411,325	763,555	497,600	-	13,940	1,275,095
2027	-	-	411,575	759,531	499,200	-	10,706	1,269,437
2028	-	-	411,023	759,337	-	-	7,314	766,651
2029	-	-	409,638	757,731	-	-	3,764	761,495
2030	-	-	412,390	-	-	-	-	-
2031	-	-	409,070	-	-	-	-	-
2032	-	-	410,010	-	-	-	-	-
	6,713,375	19,113,110	7,084,049	12,967,490	8,175,900	2,341,859	18,941,345	42,426,594

The "Muni Oper Center" column represents only a portion of the project costs and is only indicative of the debt that has been taken out as of September 1, 2014. It is anticipated additional debt service will be due in 2015 with an additional borrowing.



City of Middleton 2015 Budget

Breakdown of Future Year's Debt Service on Existing Debt & Annual \$2 million Capital Borrowing Program

Total Existing, new \$6.5M MOC, & Annual \$2M borrowing (from 2015 - 2035) General Fund Debt Service**				
	Principal	Interest	BAB Subsidy	Total
2013	2,938,333	1,105,496	(167,770)	3,876,059
2014	3,515,000	1,090,290	(127,112)	4,478,178
2015	3,656,667	1,394,088	(121,802)	4,928,953
2016	3,791,667	1,360,886	(114,988)	5,037,565
2017	3,933,333	1,307,358	(107,278)	5,133,413
2018	3,643,333	1,240,686	(100,694)	4,783,325
2019	3,685,000	1,193,731	(94,949)	4,783,782
2020	3,531,667	1,141,498	(88,828)	4,584,337
2021	3,623,333	1,090,445	(82,247)	4,631,531
2022	3,641,667	1,036,793	(75,117)	4,603,343
2023	3,520,000	972,410	(67,505)	4,424,905
2024	3,345,000	917,643	(59,461)	4,203,182
2025	3,380,000	854,348	(50,905)	4,183,443
2026	3,420,000	788,440	(41,820)	4,166,620
2027	3,460,000	719,580	(32,118)	4,147,462
2028	3,405,000	648,120	(21,944)	4,031,176
2029	3,430,000	575,730	(11,210)	3,994,520
2030	2,700,000	501,525	-	3,201,525
2031	2,800,000	470,025	-	3,270,025
2032	2,800,000	434,025	-	3,234,025
2033	2,800,000	398,025	-	3,198,025
2034	2,800,000	362,025	-	3,162,025
	73,820,000	19,603,167	(1,365,748)	92,057,419

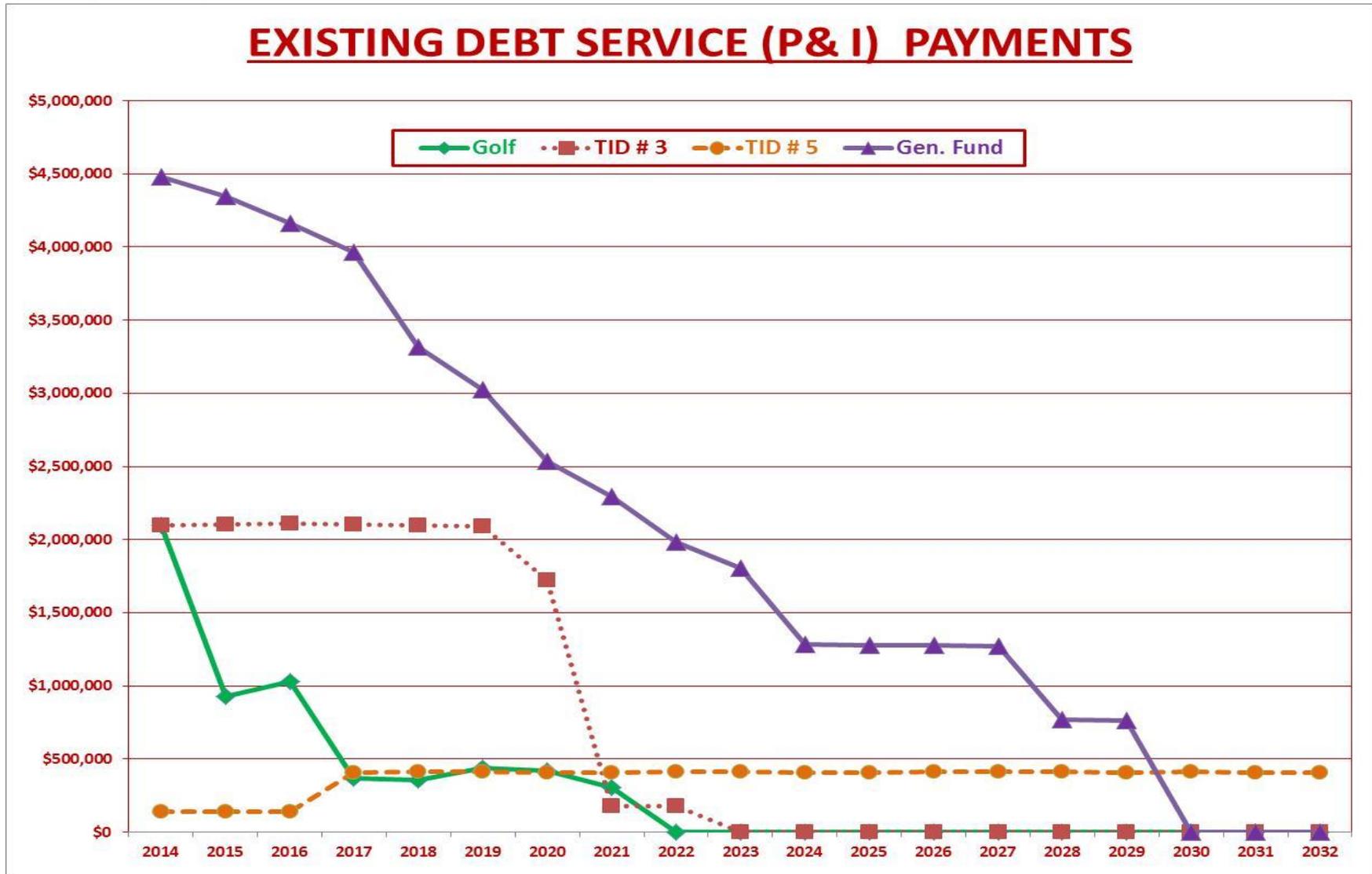
** - Assumes the annual \$2M borrowing from 2015 – 2029 is paid back over 8 years (level repayments) @ 3.5%.

No application of impact fees that are collected are shown towards debt service payments.

Assumes a \$6.5 million dollar bond for the Municipal Operation Center with debt service beginning in 2015 @ 4.50% and first principal payment in 2024.



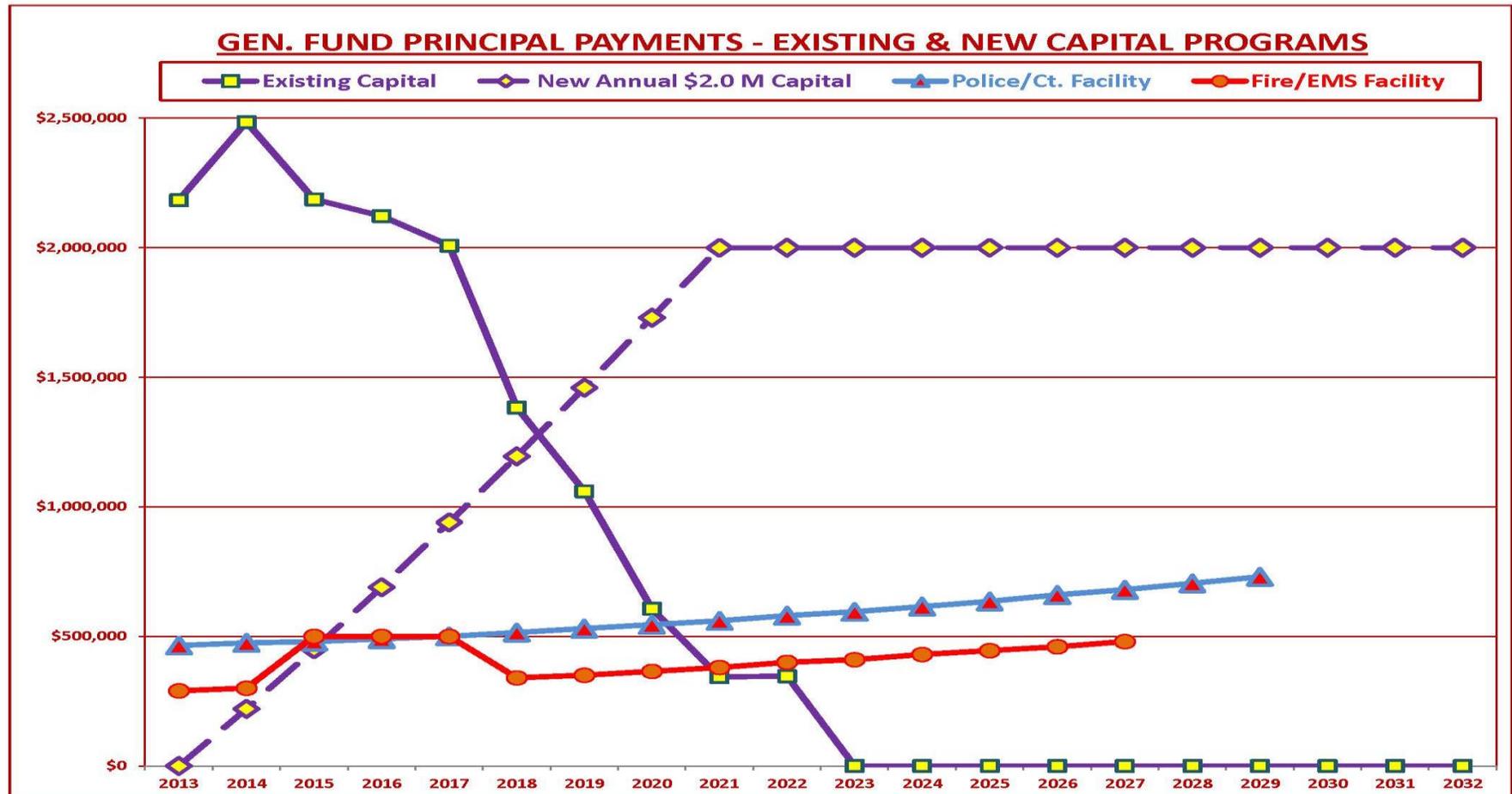
Existing Debt Payments





City of Middleton 2015 Budget

Principal repayment on General Fund Existing & \$2.0 million Annual Capital Program





DEPARTMENTAL
OPERATING BUDGETS &
PERFORMANCE PLANS





City of Middleton 2015 Budget

Operating Budgets & Performance Plans: Common Council

FINANCIAL INFORMATION:

	Actual 2012	Budget 2013	Actual 2013	Budget 2014	Actual thru Aug 31, 2014	Lower of Calculation	Requested Budget 2015
Revenue							
None	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenses							
Wages	60,480	60,800	60,960	60,480	40,320	60,960	60,960
Personnel Benefits	5,647	5,491	5,671	5,743	3,828	5,772	5,772
Operating Expenses	1,079	900	204	650	144	204	204
TOTAL	\$ 67,206	\$ 67,191	\$ 66,835	\$ 66,873	\$ 44,292	\$ 66,936	\$ 66,936
NET TAX RATE SUPPORT	<u>67,206</u>	<u>67,191</u>	<u>66,835</u>	<u>66,873</u>	<u>44,292</u>	<u>66,936</u>	<u>66,936</u>
LEVY SUPPORT AS % OF EXPENSES	100%	100%	100%	100%	100%	100%	100%

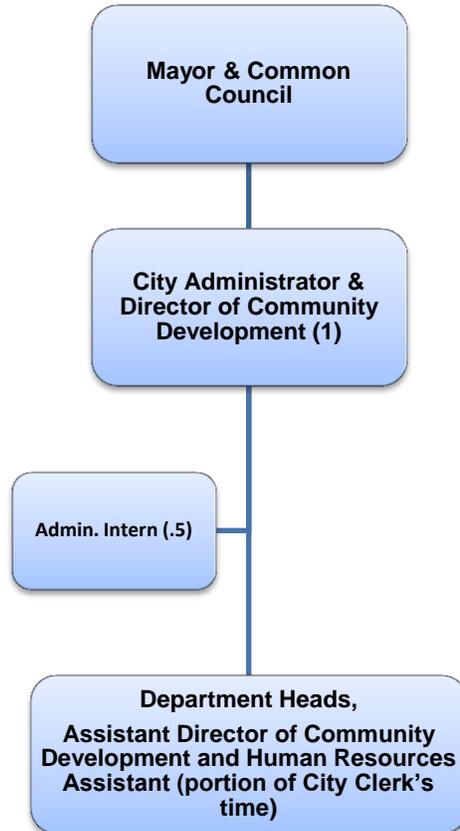


City of Middleton 2015 Budget

Operating Budgets & Performance Plans: City Administrator

MISSION:

Provide the residents of Middleton with the most responsive, transparent, effective and efficient city government possible using the resources available.



AUTHORIZED POSITION LIST	2011	2012	2013	2014	2015
City Administrator/Dir. of CD	1	1	1	1	1
Administrative Intern	½	½	½	½	½

MAJOR RESPONSIBILITIES:

1. Provide staff support for the Mayor & Council while serving as the liaison with the City's departments
2. Supervise/Coordinate 12 Department Heads
3. Serve as Personnel Officer for the City
4. Act as Public Information Officer for the City
5. Work as Community/Economic Development Director coordinating initiatives with Planning and Tourism staff members as well as other community economic development organizations.
6. Coordinate use of City Attorney's office for City services.
7. Oversee the work of the City's online video program for Council and Plan Commission meetings.
8. Bargain collectively as the negotiator with the City's four bargaining units.



City of Middleton 2015 Budget

Operating Budgets & Performance Plans: City Administrator

2015 GOALS:

1. Effectuate implementation of the City's long-term financial strategy in order to ensure fiscal health.
2. Spur more major economic development projects to fruition within TIDs #3 and #5.
3. Implement a health and wellness program with the help of a City employee Wellness Committee.
4. Cultivate a smooth transition and continued strong employee relations in the aftermath of Act 10.
5. Keep the City's web site fresh and interactive.
6. Ensure that the City's Sustainability program becomes further integrated into administrative processes.
7. Work to improve the City's development oversight process.

SIGNIFICANT ISSUES IN 2015:

1. Long-term financial strategy to ensure fiscal health, particularly for the Golf Fund.
2. Economic incentives for appropriate development and jobs in TIDs #3 and #5.
3. Keeping Sustainability front and center in all City processes.
4. Expanded health and wellness program for employees.
5. Necessary road improvements and storm water maintenance.
6. Community park planning for Community of Bishop's Bay area.
7. Transition to new Municipal Operations/Recycling Center.
8. Exploration of combined City Hall/Library building.
9. Promotion of Capital Brewery's Bier Garten and entertainment center.
10. Succession planning for future of City Administration and departments.

FINANCIAL INFORMATION:

	Actual 2012	Budget 2013	Actual 2013	Budget 2014	Actual thru Aug 31, 2014	Lower of Calculation	Requested Budget 2015
Revenue							
None	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ -	\$ -	\$ -				
Expenses							
Wages	\$ 129,605	\$ 128,120	\$ 131,098	\$ 130,683	\$ 80,759	\$ 134,603	\$ 134,603
Personnel Benefits	33,658	33,549	33,930	35,395	24,464	36,108	36,108
Operating Expenses	21,303	15,500	4,414	15,000	3,561	4,195	10,000
TOTAL	\$ 184,566	\$ 177,169	\$ 169,442	\$ 181,078	\$ 108,784	\$ 174,906	\$ 180,711
NET TAX LEVY SUPPORT	\$ 184,566	\$ 177,169	\$ 169,442	\$ 181,078	\$ 108,784	\$ 174,906	\$ 180,711
LEVY SUPPORT AS % OF EXPENSES	100%	100%	100%	100%	100%	100%	100%



City of Middleton 2015 Budget

Operating Budgets & Performance Plans: City Administrator

2015 DECISION ITEMS - REQUESTED BUDGET

Department	Account Title	Account Number	Description / Justification	Line item Increase
CITY ADMINISTRATOR	TRAINING & DEVELOPMENT	100-5120-440	Account line is insufficient for in-state conferences. Requesting more for annual ICMA conference	1,000
CITY ADMINISTRATOR	EMPLOYEE PROGRAMS	100-5120-450	Varies from year to year depending on Employee Assistance Program costs.	334
CITY ADMINISTRATOR	OTHER OPERATING EXPENSES	100-5120-490	Annual dues for Dane County Cities & Villages Association and League of Wisconsin Municipalities as well as fees for Mosquito treatments from Dane County Health have been transferred (\$14,000) to Non-Department account.	(6,000)

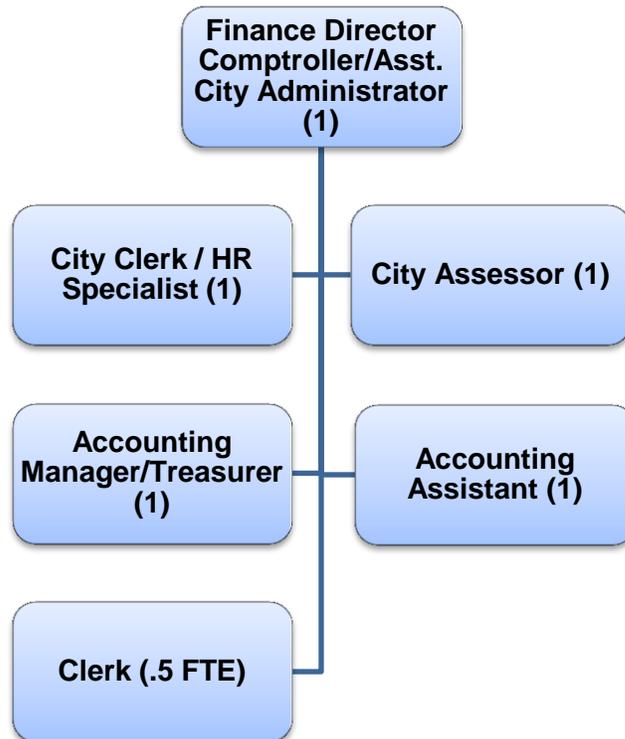


City of Middleton 2015 Budget

Operating Budgets & Performance Plans: Finance

MISSION:

To be accountable to the citizens of the City of Middleton and others for the proper accounting of their tax and other remittances to the City government and through the Common Council to assist in maximizing the value and impact of each expenditure dollar entrusted to the City government. To provide responsive financial management support services to the Common Council, the City Administrator and all City departments and related organizations. These services include generating special financial reports, processing accounts payable and receivable transactions, payroll processing, official governmental recording keeping and election administration and processing. In addition providing property valuations for tax assessment purposes.



AUTHORIZED POSITION LIST	2011	2012	2013	2014	2015
Finance Director/Asst. City Administrator	1	1	1	1	0
Finance Dir./Comptroller/Asst. City Administrator	0	0	0	0	1
City Clerk/Treasurer/HR Specialist	1	1	0	0	0
City Clerk/HR Specialist	0	0	1	1	1
City Assessor	1	1	1	1	1
Accountant	1	1	0	0	0
Accountant/Treasurer	0	0	1	1	0
Accounting Manager/Treasurer	0	0	0	0	1
Secretary	1	1	1	0	0
Finance Assistant (Approved 5/21/13)	0	0	0	1	0
Accounting Assistant	0	0	0	0	1
Clerk (Part-time)	1	1	1	1	1



Operating Budgets & Performance Plans: Finance

MAJOR RESPONSIBILITIES:

1. Managing the City's general ledger, which includes
 - a. Collecting and properly crediting all City revenues
 - b. Administering the general billing process for the City, including occupancy room taxes and special assessments
 - c. Total management of City's payroll and fringe benefit programs, including timely preparation, disbursement and accounting activities and functions
 - d. After Common Council approval, timely payment of all City invoices and other obligations
2. In joint collaboration with the City Administrator and department directors, annual preparation of the City's budget development, preparation and monitoring endeavors, including developing financial projections and related projection scenarios
3. Investing idle City funds in the most prudent manner with security as the prime goal, followed by liquidity and then yield
4. Maintaining fixed records of all City fixed assets
5. Managing all City current and future debt obligation requirements, including prompt debt service payments, preparing and presenting City financial, management and other information to national rating agencies and working with bond counsels, financial advisors and others to facilitate debt issuance and reporting requirements
6. Manage all City cash flow requirements, including projecting cash flow needs
7. Work and interface with outside auditors in the preparation of the annual financial and management audit of the City's financial records in compliance with all accounting regulations and requirements
8. Provide timely financial management information to the Common Council, the City Administrator, department directors and others on both regular and as requested bases
9. Provide staff support to Common Council Committees as assigned
10. To provide human resources support services to all facets of the City government
11. Perform new employee orientations and other related employee functions
12. Manage sick leave escrow records including funding current and projected obligations
13. To provide City Clerk services to all facets of the City government including serving as the official record keeper for the City and serving as the official recorder of Common Council meetings
14. To manage and administer City election processes
15. Perform all required filing requirements with Federal, State and local agencies
16. Perform licensing and permitting functions such as for the sales of alcohol beverages and dog licenses
17. Manage and staff Board of Review processes



City of Middleton 2015 Budget

Operating Budgets & Performance Plans: Finance

2015 GOALS:

1. Working with the City Administrator and department directors to continually evaluate and modify as needed the budget development processes for consideration by the Finance Committee and Common Council
2. In collaboration with the City Administrator and department directors develop a new chart of accounts to improve the City's financial management functionality
3. Explore further enhancements to revenue collection methods including direct debit, City website payments and credit cards
4. Decentralize the accounts payables process including development of department electronic work flow approval and submittal process
5. Develop the following policies and review current ones:
 - a. Emergency managed reserve for the General Fund
 - b. Debt service
 - c. Investments
 - d. Budget development and monitoring
 - e. Fixed assets
 - f. Equipment replacement reserves
6. Continually update tax increment district (TID) projection models
7. To make further progress toward being ready to apply for the Certificate of Achievement for Excellence in Financial Reporting (CAFR)

SIGNIFICANT ISSUES IN 2015:

1. Explore new investment opportunities while maintaining cash security
2. Continue to monitor Golf Course debt and recommend financing alternatives
3. Development of long range funding strategies for OPEB (Other Post Employee Benefits) accounts
4. Continue to explore new revenue options
5. Implement encumbrance accounting to departments on an as requested basis

FINANCIAL INFORMATION:

	Actual 2012	Budget 2013	Actual 2013	Budget 2014	Actual thru Aug 31, 2014	Lower of Calculation	Requested Budget 2015
Revenue							
None	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenses							
Wages	\$ 358,742	\$ 389,480	\$ 365,012	\$ 395,802	\$ 253,300	\$ 394,392	\$ 394,392
Personnel Benefits	105,532	108,525	101,248	116,668	79,007	122,479	122,479
Operating Expenses	76,278	73,674	64,684	73,575	43,878	55,303	64,303
TOTAL	\$ 540,552	\$ 571,679	\$ 530,944	\$ 586,045	\$ 376,185	\$ 572,174	\$ 581,174
NET TAX RATE SUPPORT	540,552	571,679	530,944	586,045	376,185	572,174	581,174
LEVY SUPPORT AS % OF EXPENSES	100%	100%	100%	100%	100%	100%	100%



City of Middleton 2015 Budget

Operating Budgets & Performance Plans: Finance

2015 DECISION ITEMS - REQUESTED BUDGET

Department	Account Title	Account Number	Description / Justification	Line item Increase
Finance	COMPENSATION:		2% base wage & related retirement & FICA increase for .5 FTE Clerk. This would be first base increase since hiring Clerk in 2010.	
	Part-Time Non Perm.	100-5141-112		386
	Retirement	100-5141-192		27
	FICA	100-5141-193		30
			TOTAL	443
Finance	OPERATING LINE ITEMS:		2013 Actuals abnormally understated due to \$5,000 prepaid credit.	
	Postage	100-5141-250		3,000
Finance	Advertising & Printing	100-5141-260	Additional legal ads & greater printing due to elections	500
Finance	Training & Development	100-5141-440	Adjustment will allow City Clerk to attend Clerk Conference and one other individual to attend a finance officer conference.	500
Finance	Data Processing	100-5141-480	2014 amount includes one-time Paychex credit. \$5,000 returns to regular data processing support.	5,000



City of Middleton 2015 Budget

Operating Budgets & Performance Plans: Elections

FINANCIAL INFORMATION:

	Actual 2012	Budget 2013	Actual 2013	Budget 2014	Actual thru Aug 31, 2014	Lower of Calculation	Requested Budget 2015
Revenue							
None	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ -	\$ -	\$ -				
Expenses							
Wages	\$ 58,076	\$ 20,000	\$ 13,281	\$ 50,000	\$ 11,230	\$ 13,281	\$ 20,000
Personnel Benefits	-	-	-	-	-	-	-
Operating Expenses	18,981	9,500	4,884	12,800	3,002	4,884	7,164
TOTAL	\$ 77,057	\$ 29,500	\$ 18,165	\$ 62,800	\$ 14,232	\$ 18,165	\$ 27,164
NET TAX LEVY SUPPORT	\$ 77,057	\$ 29,500	\$ 18,165	\$ 62,800	\$ 14,232	\$ 18,165	\$ 27,164
LEVY SUPPORT AS % OF EXPENSES	n/a	100%	100%	100%	100%	100%	100%

2015 DECISION ITEMS - REQUESTED BUDGET

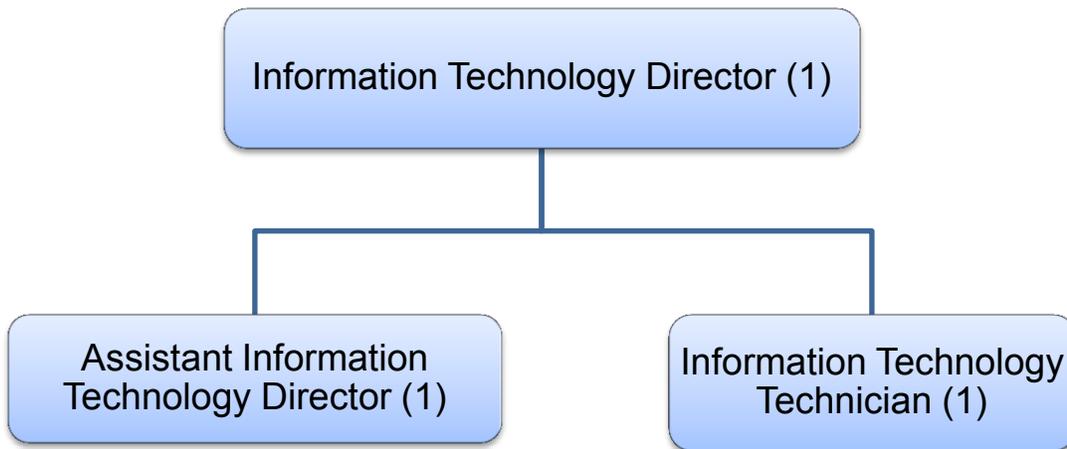
Department	Account Title	Account Number	Description / Justification	Line item Increase
Finance/Elections	Election Workers	100-5143-116	With the anticipation of Voter ID coming back in November 2014, more staffing will be necessary on election day.	6,719
Finance/Elections	Supplies & Materials	100-5143-220	Voter ID implementation will create more training supplies and voter information	794
Finance/Elections	Postage	100-5143-250	This account number does not reflect a full 12 months of election costs, it was created mid-year.	113
Finance/Elections	Advertising & Printing	100-5143-260	Internal printing costs were previously being coded to Finance Dept. New code created for this purpose.	141
Finance/Elections	Training & Development	100-5143-440	Voter ID implementation will create additional training of workers	386
Finance/Elections	Other Operating Expenses	100-5143-490	Coding of two elections plus Annual Maintenance Fee for new machines	846



Operating Budgets & Performance Plans: Information Technology

MISSION:

Provide network connectivity, functionality and security for both public and staff purposes.



AUTHORIZED POSITION LIST	2011	2012	2013	2014	2015
I.T. Director	1	1	1	1	1
Asst. I. T. Director	0	0	1	1	1
I.T. Technician	1	2	1	1	1

MAJOR RESPONSIBILITIES:

1. LAN, WAN and Wireless Network Administration (Cisco)
2. Desktop/Help Desk Administration (Microsoft XP, Win7, MAC)
3. Install & Maintain Hardware/Software (Servers, Workstations, Network Equipment, Copiers, Phones, Cell Phones, HVAC systems, Internet)
4. Web Site, Email, GIS Administration (Autodesk, Dreamweaver, Adobe, Exchange)
5. Research & Coordinate Purchasing/Budgeting (Clarity)
6. Administrative & Project Management Duties (Cisco, Solarwinds, Microsoft, Trackit, SQL)
7. Department Specific (Global CAD & Records, Tritech EMS Billing, MySeniorCenter, IBS LinkTime.)
8. Phone & Voice Mail Service Administration (Cisco Call Manager & Unity Voice Mail, Positron Viper 911)
9. Training



City of Middleton 2015 Budget

Operating Budgets & Performance Plans: Information Technology

2015 GOALS:

1. Expand use of Web Site for Public Information
2. Concentrate on Phone and Voicemail services
3. Educating users to maximize current available resources
4. Support all Departments with new initiatives

SIGNIFICANT ISSUES IN 2015:

1. Expansion of fiber network
2. Virtualize servers and desktops
3. Expansion of Web Services

MAJOR WORKLOAD STATISTICS:

WORKLOAD ACTIVITIES	2012 Actual	2013 Actual	2014 12 Mo. Est.	2014 As of 6/30	2015 Projected
Number of Personnel	3	3	3	3	3
Workstations/Notebooks	200	0	0	200	200
Users	160	0	0	160	160
Buildings	7	7	7	8	8
Phones	150	150	150	150	150
Tablets	0	0	0	0	25

FINANCIAL INFORMATION:

	Actual 2012	Budget 2013	Actual 2013	Budget 2014	Actual thru Aug 31, 2014	Lower of Calculation	Requested Budget 2015
Revenue							
None	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenses							
Wages	\$ 187,736	\$ 192,092	\$ 189,140	\$ 205,724	\$ 128,874	\$ 211,756	\$ 211,756
Personnel Benefits	73,308	73,048	72,104	77,746	53,401	80,160	80,160
Operating Expenses	378,631	385,044	383,350	383,426	307,937	373,731	375,370
TOTAL	\$ 639,675	\$ 650,184	\$ 644,594	\$ 666,896	\$ 490,212	\$ 665,647	\$ 667,286
NET TAX RATE SUPPORT	639,675	650,184	644,594	666,896	490,212	665,647	667,286
LEVY SUPPORT AS % OF EXPENSES	100%	100%	100%	100%	100%	100%	100%



City of Middleton 2015 Budget

Operating Budgets & Performance Plans: Information Technology

2015 DECISION ITEMS - REQUESTED BUDGET

Department	Account Title	Account Number	Description / Justification	Mandate	Line Shift
Information Technology	OVERTIME	100-5151-110	Maintain Current Training Level		(589)
Information Technology	MPSI EXPENDITURES	100-5151-270	PD/Kromery Fiber Maintenance	1,050	
Information Technology	TRAINING	100-5151-440	Maintain Current Training Level		589



City of Middleton 2015 Budget

Operating Budgets & Performance Plans: Municipal Court

FINANCIAL INFORMATION:

MUNICIPAL COURT	Actual 2012	Budget 2013	Actual 2013	Budget 2014	Actual thru Aug 31, 2014	Lower of Calculation	Requested Budget 2015
Revenues							
Court Fees	73,759	85,000	70,556	75,000	58,484	75,000	75,000
TOTAL	73,759	85,000	70,556	75,000	58,484	75,000	75,000
Expenses							
Wages	70,268	76,715	73,800	79,976	46,033	66,902	66,902
Personnel Benefits	18,942	17,126	15,827	18,123	10,806	16,208	16,208
Operating Expenses	10,218	14,050	11,444	10,950	6,510	8,458	13,500
TOTAL	99,428	107,891	101,071	109,049	63,349	91,568	96,610
NET TAX RATE SUPPORT	25,669	22,891	30,515	34,049	4,865	16,568	21,610
LEVY SUPPORT AS % OF EXPENSES	26%	21%	30%	31%	8%	18%	22%





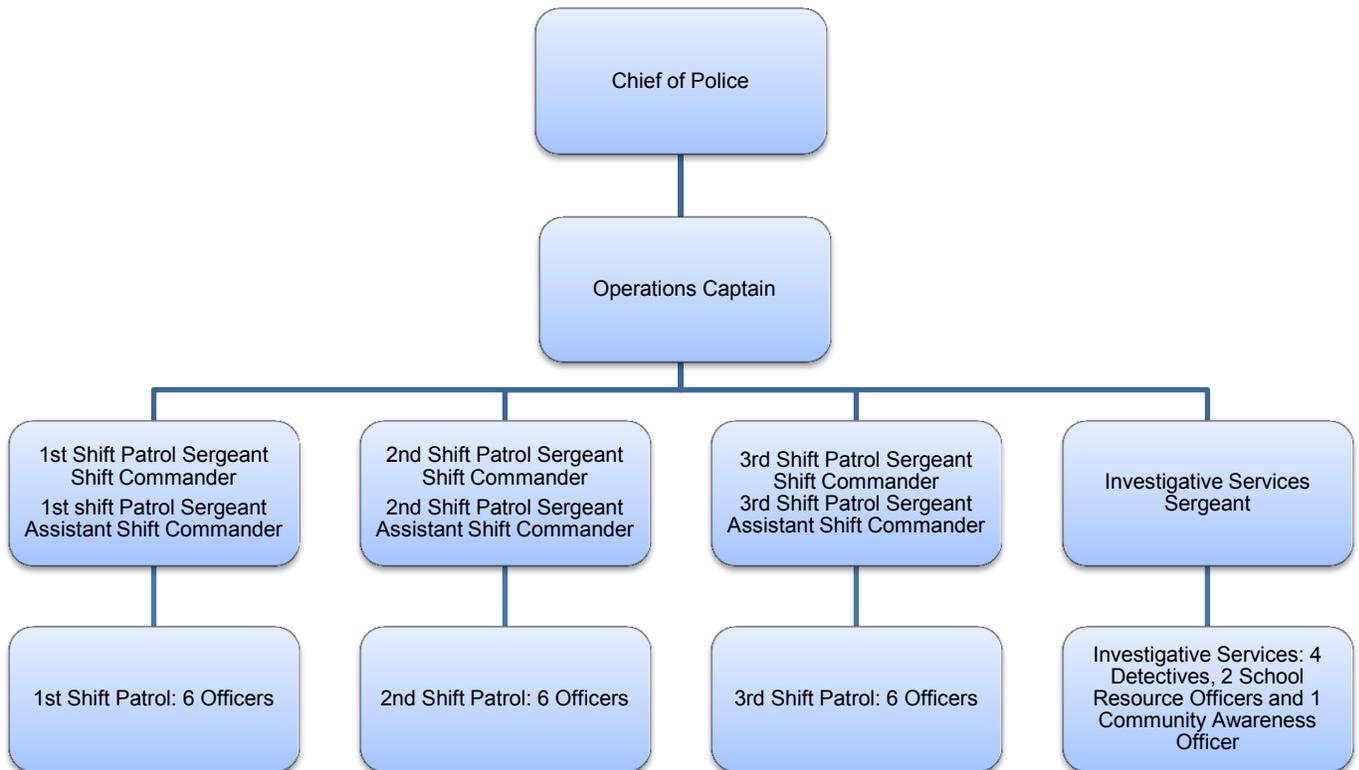
City of Middleton 2015 Budget

Operating Budgets & Performance Plans: Police (Field Services)

MISSION:

Partner proactively, identify and solve problems, protect Constitutional Rights and personal freedoms of all citizens, maintain order, facilitate the safe movement of persons and vehicles, mediate and resolve conflicts, aid those in need, promote a sense of security, enforce laws and ordinances, investigate crimes, apprehend and assist in the prosecution of offenders, reduce victimization and opportunities for crime, provide emergency services and constantly evaluate our effectiveness in carrying out the mission of the Middleton Police Department.

CURRENT POLICE OPERATIONS ORGANIZATION CHART





City of Middleton 2015 Budget

Operating Budgets & Performance Plans: Police (Field Services)

AUTHORIZED POSITION LIST	2011	2012	2013	2014	2015
Captain	1	1	1	1	1
Patrol Sergeant	6	6	6	6	6
Patrol Officer	19	19	19	19	19
Investigative Services Sergeant	1	1	1	1	1
Detective	4	4	4	4	4
School Resource Officers	2	2	2	2	2
Community Awareness Officer	1	1	1	1	1

MAJOR RESPONSIBILITIES:

1. Enforce the law.
2. Protect property.
3. Reduce civil disorder.
4. Work proactively with the community to prevent crime and improve the quality of life.
5. Provide in-service and specialized training to keep officers and supervisors up to date on the latest police and management trends.

2015 GOALS:

1. Identifying policing strategies to effectively deal with school safety, drug, alcohol, people in mental illness crisis, gang-related issues and the crimes associated with those concerns.
2. Maintaining a high level of effectiveness as the community becomes more diverse across ethnicity, race, age and/or socio-economic strata.
3. Ensuring the safe movement of traffic within and throughout the community.
4. Identifying strategies to address the continued plague of domestic abuse crimes in our community.
5. Maintain the level of quality service to our customers in the form of emergency response and proactive work that is equitable, consistent, and dependable in all parts of the city, and at all times of day.
6. Deployment of personnel resources to both match the workload and to enhance the officers sense of ownership over the geographic areas that they serve and the services that they provide.
7. Provide opportunities for proactive work while officers are not responding to calls for service that is targeted, measured, and enhances the Department's ability to achieve its mission and accomplish specific public safety outcomes.
8. Improving the analysis of data, using automated methods when possible, aimed at anticipating or rapidly identifying trends, patterns, sequences, and relationships.
9. Engage in proactive information-based directed patrol (using intelligence-based strategies to preempt the dangerous people, alcohol and drug use, criminogenic situations, and frustrating relationships that precipitate calls to the police).
10. Adoption of a five year plan to increase sworn, dispatch and civilian staffing and succession planning.



City of Middleton 2015 Budget

Operating Budgets & Performance Plans: Police (Field Services)

SIGNIFICANT ISSUES IN 2015:

1. Maintain Police Department Accreditation.
2. 2013 Staffing Study recommended having 24 patrol officers on staff by the end of fiscal year 2018, five above the current level. Recommendation was one per year for the next five years. This will increase self-initiated time to the national best practices level of 33% of shift from the current 25% (15 minutes to 20 minutes per shift). Allows officers time to be more effective problem solvers and meets the needs of the community. This will mitigate need for additional overtime increases. Meets national best practices level for response on Priority I, II and III calls.
3. Dealing with persistent crime issues: heroin use, alcohol offenses, mental illness and domestic abuse.
4. Identify community crimes, traffic concerns, areas of disorder and using methods to address those issues.
5. Continue community outreach.
6. School safety.
7. Succession planning and training.

MAJOR WORKLOAD STATISTICS:

WORKLOAD ACTIVITIES	2012 Actual	2013 Actual	2014 As of 6/30	2014 Projected	2015 Projected
Crime	493	380	150	380	400
Robbery	8	3	2	5	10
Assaults	58	31	19	40	50
Burglary	86	50	17	40	50
Larceny	330	287	108	250	275
Domestic Incidents	116	99	45	100	100
Calls for Service	18,281	18,803	8,322	19,000	20,000
Accidents	622	498	519	750	750
Citations	5,324	5,428	1,940	4,500	5,600

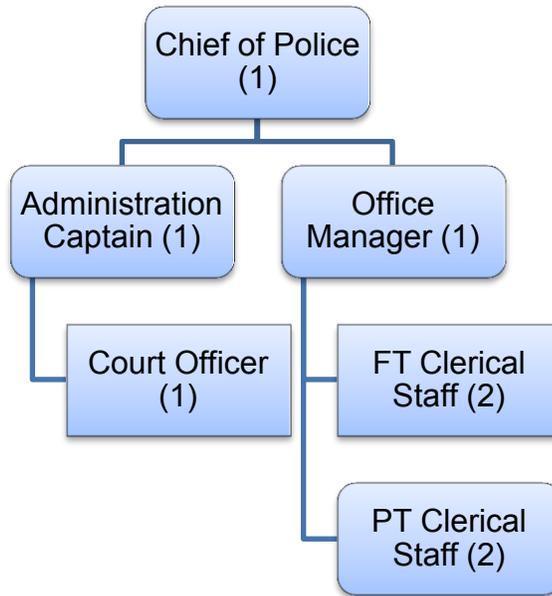


City of Middleton 2015 Budget

Operating Budgets & Performance Plans: Police Administration

MISSION:

To provide quality support services, enabling the Field Service Units and other entities to focus on the department's core missions.



AUTHORIZED POSITION LIST

	2011	2012	2013	2014	2015
Chief of Police	1	1	1	1	1
Administration Captain	1	1	1	1	1
Office Manager	1	1	1	1	1
Court Officer	1	1	1	1	1
Full Time Clerical	2	2	2	2	2
Part Time Clerical	2	2	2	2	2



City of Middleton 2015 Budget

Operating Budgets & Performance Plans: Police Administration

MAJOR RESPONSIBILITIES:

1. Process and properly disseminate call, incident, accident, arrest, citation and parking documents.
2. Prepare, intake and manage criminal cases with the District Attorney's Office.
3. Manage evidence, property and digital media collected by sworn personnel and systems.
4. Perform public records, payroll, procurement, personnel, liaison, research, planning, licensing, and internal affairs functions.

2015 GOALS (TIED TO 2012 – 2015 Strategic Plan):

1. Complete integration of a new digital dictation system.
2. Manage and Coordinate the State Accreditation process.

SIGNIFICANT ISSUES IN 2015:

1. Workload issues require the request for adding an Administrative Services Support Manager to be the Public Information Officer, Social Media Manager, Backup Court Officer, Dispatch Relief and to assist in evidence management and digital recording copying which will relieve the work load of the Court Officer, Detectives and Dispatchers.

MAJOR WORKLOAD STATISTICS:

WORKLOAD ACTIVITIES	2012 Actual	2013 Actual	2014 As of 6/30	2014 Projected	2015 Projected
Reports Processed	8,514	8,586	3,489	8,000	8,000
Evidence Intake	2,036	1,099	352	1,000	1,000
DA Case Intake	432	332	146	292	300
Criminal Arrests Processed	331	240	99	200	225
Citations Processed	5,249	5,432	1,902	4,000	5,000
Citizen Complaint Investigations	10	11	4	8	10
Vehicle Registration/Titles Processed	50	103	46	100	125

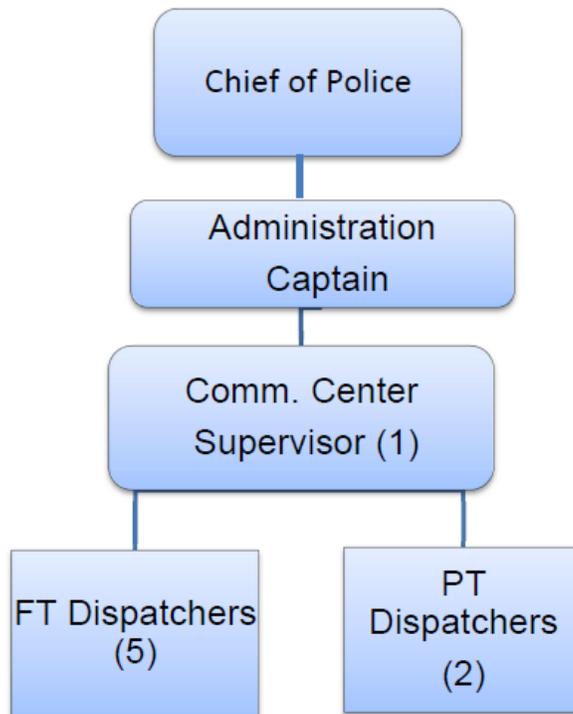


City of Middleton 2015 Budget

Operating Budgets & Performance Plans: Police (Communications Center)

MISSION:

The Communications Center is the first of the first responders. We contribute to the safety and quality of life in our community by linking the citizens of our community, our neighboring communities and our officers and associated public safety agencies with efficient, reliable, responsive and professional public safety communications services.



AUTHORIZED POSITION LIST	2011	2012	2013	2014	2015
Administration Captain	1	1	1	1	1
Comm. Center Supervisor	1	1	1	1	1
Full Time Dispatchers	5	5	5	5	5
Part Time Dispatchers	2	2	2	2	2

MAJOR RESPONSIBILITIES:

1. Receive requests for emergency services, and initiate and coordinate public safety responses.
2. Harmonize, monitor, support, and document officer activity in the field and at the station.
3. Act in response to requests for service and information from citizens, officers, and others.
4. Enter, access and properly disseminate information from multiple confidential criminal justice databases.



City of Middleton 2015 Budget

Operating Budgets & Performance Plans: Police (Communications Center)

2015 GOALS:

1. Complete the Integration of the Police Department radio system into the County-Wide DaneCom Radio System.
2. Adopt Police Priority Dispatch procedures or move to another nationally recognized method for training Dispatchers on Best Practice methods.

SIGNIFICANT ISSUES IN 2015:

1. Collaboration and coordination between communication centers regarding Cad to Cad, 911 phone transfers, non-emergency phone transfers and messaging.

MAJOR WORKLOAD STATISTICS:

WORKLOAD ACTIVITIES	2012 Actual	2013 Actual	2014 As of 6/30	2014 Projected	2015 Projected
Telephone Calls	34,755	33,427	16,731	33,500	33,700
911 Calls	3,049	3,207	1,484	3,400	3,600
Citizen Service Requests	11,079	11,235	5,514	11,400	11,600
Officer Service Requests	7,202	7,568	2,808	7,000	7,300
Total Service Calls	18,281	18,803	8,322	18,600	18,700
Total Incidents	8,513	8,553	3,470	8,500	8,550
Crime Notices Sent	52	25	5	70	50
Traffic Alerts Sent	80	24	15	50	50
Bike Registrations Processed	103	45	21	100	100
Vehicle Registration/Renewals	51	105	45	150	150
Website Hits	27,258	32,776	21,194	30,000	40,000
Face Book Followers	650	1,000	1,680	1,000	2,000
Twitter Messages Sent	445	1,200	1,591	1750	2,000
Mobile App Users/Hits	833/4,062	1,495/5121	948/3,755	1,800/5,600	2,000/7,000
Vacation Notices	113	125	51	150	150
Traffic Complaints submitted online	23	22	4	40	50



Operating Budgets & Performance Plans: Police (Emergency Preparedness)

MISSION:

Coordinate City-wide Emergency Preparedness efforts.



MAJOR RESPONSIBILITIES:

1. Maintain and Update Emergency Preparedness Plan
2. Maintain Emergency Operations Center
3. Coordinate Emergency Operations efforts with various County, State and Federal Agencies
4. Assist City Departments with Emergency Preparedness efforts
5. Coordinate the upkeep and maintenance of the Emergency Warning System with Dane County Emergency Management

2015 GOALS:

1. Continue to Secure Operating Funds for the DANECOMM annual maintenance fees.
2. Work with the School District and various Public Safety Sector entities to facilitate and coordinate critical incident exercises.



City of Middleton 2015 Budget

Operating Budgets & Performance Plans: Police Admin, Field Services, & Communication Center

FINANCIAL INFORMATION:

	Actual 2012	Budget 2013	Actual 2013	Budget 2014	Actual thru Aug 31, 2014	Lower of Calculation	Requested Budget 2015
Revenues							
MCP School District - Police	\$ 78,509	\$ 86,000	\$ 74,219	\$ 75,000	\$ 79,138	\$ 75,000	\$ 78,000
Fines and Forfeitures	169,547	190,000	173,536	190,000	116,201	190,000	180,000
Parkings Fines	37,207	40,000	47,204	45,000	26,285	45,000	35,000
Vehicle Registration Fees	468	1,000	1,050	1,000	644	1,000	850
Police Special Services	315	-	25	-	128	-	-
Police Department Fees	7,947	10,000	10,392	10,000	6,153	10,000	9,500
Interlocking Ignition Device	650	750	797	500	753	500	500
TOTAL	\$ 294,643	\$ 327,750	\$ 307,223	\$ 321,500	\$ 229,302	\$ 321,500	\$ 303,850
POLICE DEPARTMENT REVENUES	\$ 294,643	\$ 327,750	\$ 307,223	\$ 321,500	\$ 229,302	\$ 321,500	\$ 303,850
Expenses							
Wages							
Field Services	\$ 2,465,829	\$ 2,503,770	\$ 2,585,917	\$ 2,653,006	\$ 1,573,071	\$ 2,667,252	\$ 2,667,252
Police Administration	378,369	412,344	400,294	426,370	324,497	429,532	429,532
Communications Center	313,944	323,504	332,753	333,767	210,323	346,082	346,082
TOTAL	\$ 3,158,142	\$ 3,239,618	\$ 3,318,964	\$ 3,413,143	\$ 2,107,891	\$ 3,442,866	\$ 3,442,866
Personnel Benefits							
Field Services	\$ 883,399	\$ 837,545	\$ 859,951	\$ 882,195	\$ 543,460	\$ 925,300	\$ 925,300
Police Administration	145,179	142,837	143,401	148,100	105,689	123,169	123,169
Communications Center	135,960	105,405	107,251	112,175	76,946	128,866	128,866
TOTAL	\$ 1,164,538	\$ 1,085,787	\$ 1,110,603	\$ 1,142,470	\$ 726,095	\$ 1,177,335	\$ 1,177,335
Operating Expenses							
Field Services	\$ 193,059	\$ 181,500	\$ 214,646	\$ 203,000	\$ 112,324	\$ 203,000	\$ 214,300
Police Administration	159,773	155,024	156,514	155,000	100,075	151,276	159,200
Communications Center	22,817	39,002	36,257	43,000	24,147	36,136	38,266
TOTAL	\$ 375,649	\$ 375,526	\$ 407,417	\$ 401,000	\$ 236,546	\$ 390,412	\$ 411,766
POLICE DEPARTMENT EXPENSES	\$ 4,698,329	\$ 4,700,931	\$ 4,836,984	\$ 4,956,613	\$ 3,070,532	\$ 5,010,613	\$ 5,031,967
NET TAX LEVY SUPPORT	\$ 4,403,686	\$ 4,373,181	\$ 4,529,761	\$ 4,635,113	\$ 2,841,230	\$ 4,689,113	\$ 4,728,117
LEVY SUPPORT AS % OF EXPENSES	94%	93%	94%	94%	93%	94%	94%
OTHER PUBLIC SAFETY							
Emergency Preparedness	\$ 20,930	\$ 31,006	\$ 16,475	\$ 43,109	\$ 16,968	\$ 15,691	\$ 71,520
School Crossing Guards	14,335	14,477	14,344	14,766	14,061	14,344	19,311
TOTAL	\$ 35,265	\$ 45,483	\$ 30,819	\$ 57,875	\$ 31,029	\$ 30,035	\$ 90,831



City of Middleton 2015 Budget

Operating Budgets & Performance Plans: Police Admin, Field Services, & Communication Center

2015 DECISION ITEMS - REQUESTED BUDGET

Department	Account Title	Account Number	Description / Justification	Mandate	Line item Increase	Line Shift
Admin Services Support Manager						
Police Administration	Wages	100-5211-110	New Admin Services Support Manager		\$ 50,000	
Police Administration	Retirement	100-5211-192	6.8% WRS Employer Contribution		\$ 3,400	
Police Administration	FICA	100-5211-193	7.65% Employer Contribution		\$ 3,825	
Police Administration	Health Insurance	100-5211-194	Family Plan		\$ 13,928	
Police Administration	Dental Insurance	100-5211-195	Family Plan		\$ 2,322	
Admin Services Support Mngr. Total Operating					\$ 73,475	
Police Administration	Part-time Records	100-5211-112	Want to keep 2014 budget level		\$ 5,703	
Police Administration	Bldg/Grnd Maintenance	100-5211-340	Increase in contracts	\$ 3,724		
Police Administration	Utilities	100-5211-470	3% increase	\$ 4,200		

2015 DECISION ITEMS - REQUESTED BUDGET

Department	Account Title	Account Number	Description / Justification	Mandate	Line item Increase	Line Shift
Two Police Officers						
Police Field Services	Wages	100-5212-110	New Police Officer Position		\$ 110,496	
Police Field Services	Shift Differential	100-5212-122	Premium Pay		\$ 4,880	
Police Field Services	Retirement	100-5212-192	9.63% WRS Employer Contribution		\$ 11,111	
Police Field Services	FICA	100-5212193	7.65% Employer Contribution		\$ 8,826	
Police Field Services	Health Insurance	100-5212-194	Family Plan		\$ 27,856	
Police Field Services	Dental Insurance	100-5212-195	Family Plan		\$ 4,644	
(2) New Officer Total Operating					\$ 167,813	
Police Field Services	Overtime	100-5212-117	Addition to meet 3 year average		\$ 85,000	
Police Field Services	Vehicle Operation	100-5212-410	Expected increase in fuel prices	\$ 6,300		
Police Field Services	Training	100-5212-450	Ammo price increases		\$ 8,000	
Police Field Services	Computer Software	100-5212-490	Decrease in ScheduleSoft Fees			\$ (3,000)

2015 DECISION ITEMS - REQUESTED BUDGET

Department	Account Title	Account Number	Description / Justification	Mandate	Line item Increase	Line Shift
Police Communications	Salaries Full Time	100-5256-110	Veteran Dispatchers should be paid the same		\$ 1,299	
Police Communications	Telephone	100-5256-270	Want to keep 2014 budget level		\$ 2,060	
Police Communications	Equip. Maintenance	100-5256-410	Want to keep 2014 budget level		\$ 70	

2015 DECISION ITEMS - REQUESTED BUDGET

Department	Account Title	Account Number	Description / Justification	Mandate	Line item Increase	Line Shift
Emergency Preparedness	Equip. Maintenance	100-5250-410	Want to keep 2014 budget level		\$ 8,947	
Emergency Preparedness	Dane Comm Fee	100-5250-850	Community Fee Increase	\$ 46,882		

2015 DECISION ITEMS - REQUESTED BUDGET

Department	Account Title	Account Number	Description / Justification	Mandate	Line item Increase	Line Shift
School Patrol	School Patrol Reimburse	100-5218-475	Request for an additional Crossing Guard	\$ 4,967		



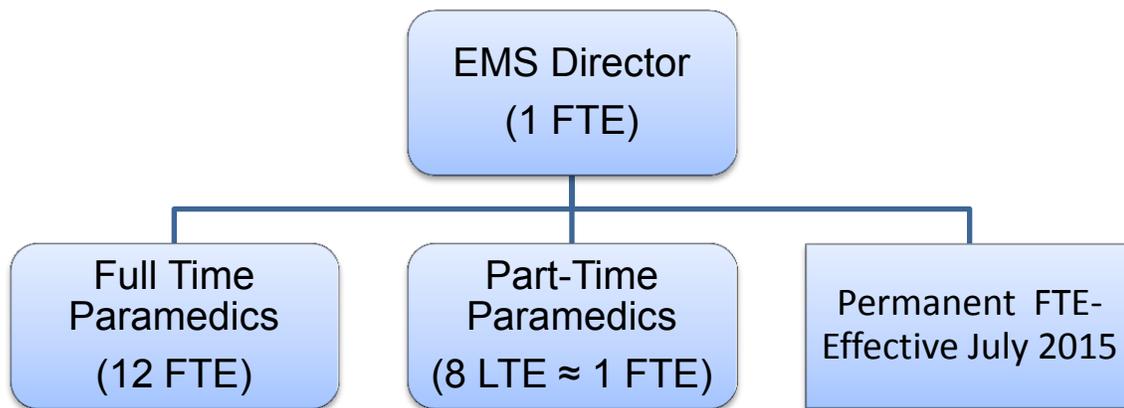
Operating Budgets & Performance Plans: EMS

MISSION:

The City of Middleton EMS will strive to enhance the quality of life in the communities it serves by providing the highest level of out-of-hospital emergency care possible, thereby reducing premature death and disability by improving the outcome of catastrophic illness and significant injury events.

As public servants, our sense of purpose will be demonstrated through our medically sound, respectful, and compassionate delivery of emergency medical services by our staff of well trained, professional, and experienced paramedics.

This mission will be accomplished by ensuring prompt, effective, and unimpeded service to all residents and visitors of the greater Middleton area through an integrated and cooperative network of Advanced Life Support providers within Dane County.



AUTHORIZED POSITION LIST	2011	2012	2013	2014	2015
EMS DIRECTOR/CHIEF	1	1	1	1	1
FULL-TIME PARAMEDICS	12	12	12	12	12
PERMANENT PART-TIME PARAMEDICS	0	0	0	0	2 #
LTE PARAMEDICS	9	9	10	10	8
EMS BILLING SPECIALIST	1	1 *	0	0	0

* The EMS Billing Specialist position was eliminated in July, 2012 after contracting with an outside billing service

Permanent Part-Time Paramedics will be added in July, 2015 as part of the transition to a 52-hour work week



Operating Budgets & Performance Plans: EMS

MAJOR RESPONSIBILITIES:

1. Respond to requests for service received from 911 callers and support other public safety responders
2. Prepare for and mitigate disaster and mass casualty type incidents
3. Provide standby coverage and public information and education at various community events
4. Ensure compliance with all local, state, and federal laws and regulations related to EMS operations
5. Maintain all equipment, facilities, and vehicles in a constant state of readiness
6. Document all care provided and maintain appropriate medical records in accordance with HIPAA
7. Conduct ongoing Quality Assurance programs in order to meet or exceed industry standards of care
8. Work with all EMS agencies within Dane County to develop a high performance regional EMS system
9. Obtain financial reimbursement for services rendered in concert with an outside billing vendor that is responsible for issuing invoices, filing insurance claims, and processing payments.
10. Complete regular training and continuing education programs to maintain professional competency
11. Work closely with the Medical Director on issues regarding patient care, paramedic performance, and medical policy and protocol
12. Participate on various county committees and subcommittees that involve public safety in order to develop important policies and procedures that affect the delivery of emergency services on a daily basis.

2015 GOALS:

1. Continue implementation of all operational aspects of the new DaneCom interoperable public safety radio system (the system is scheduled to “go live” in October 2014).
2. Work together with all Dane County EMS providers to improve the configuration and design of the Image Trend electronic patient care reporting system in order to enhance the system wide data collection and reporting. These revisions will allow for better data analysis which in turn will be used to drive the Quality improvement process as well as the paramedic continuing education curriculum.
3. Continue working with the Middleton Fire and Middleton Police Departments to improve interagency relationships through integrated training, development of SOGs, establishment of MABAS response matrices, and definition of common goals and incident management objectives.
4. Continue to monitor the performance of our contracted EMS Billing vendor in order to achieve the intended objectives of more timely billings and improved fee for service revenues.
5. Implement the latest revisions and updates to the Dane County ALS Medical Treatment Protocols
6. Revise and update the EMS service contracts between the City of Middleton and the Towns of Middleton and Springfield.



City of Middleton 2015 Budget

Operating Budgets & Performance Plans: EMS

SIGNIFICANT ISSUES IN 2015:

1. We continue to struggle with huge increases in the cost of pharmaceuticals due to nationwide supply shortages (we have experienced prices increases as high as 400% for some items in 2013). We must look for creative ways to meet the demands for emergency medical treatment of our patients by maintaining sufficient stock quantities of medical supplies and drugs as dictated by current medical protocols, while simultaneously controlling costs in order to stay within budget limitations.
2. We must work to strengthen our relationships with the Town of Middleton and Town of Springfield.
3. Our current electronic patient care reporting system will be going through a major software upgrade to the "Image Trend Elite" product in January 2015. This will require significant reconfiguration of the software data elements as well as retraining of all field personnel on the use of the new software.
4. Working in conjunction with our law enforcement partners will be investing considerable time and effort to improve our response to and management of "Active Shooter" incidents.

MAJOR WORKLOAD STATISTICS:

WORKLOAD ACTIVITIES	2012 Actual	2013 Actual	2014 As of 6/30	2014 12 Month (Estimated)	2015 Projected
ANNUAL NUMBER OF EMS RESPONSES	1,612	1,618	783	1,579	1,643

FINANCIAL INFORMATION:

	Actual 2012	Budget 2013	Actual 2013	Budget 2014	Actual thru Aug 31, 2014	Lower of Calculation	Requested Budget 2015
Revenues							
Ambulance Service	700,826	680,248	788,291	726,000	406,587	726,000	725,000
EMS Fixed Cost Abatement	195,687	196,068	196,068	197,000	-	197,000	197,000
TOTAL	896,513	876,316	984,359	923,000	406,587	923,000	922,000
Expenses							
Wages	865,210	905,833	877,148	944,325	581,372	971,748	971,748
Personnel Benefits	355,975	367,359	324,512	307,822	196,754	319,528	319,528
Operating Expenses	155,636	220,000	214,390	227,150	97,678	221,622	227,916
TOTAL	1,376,821	1,493,192	1,416,050	1,479,297	875,804	1,512,898	1,519,192
NET TAX LEVY SUPPORT	480,308	616,876	431,691	556,297	469,217	589,898	597,192
LEVY SUPPORT AS % OF EXPENSES	35%	41%	30%	38%	54%	39%	39%



City of Middleton 2015 Budget

Operating Budgets & Performance Plans: EMS

2015 DECISION ITEMS - REQUESTED BUDGET

Department	Account Title	Account Number	Description / Justification	Line item Increase	Line Shift
EMS	UTILITIES	100-5230-470	Based upon the 2013 Actual of \$26,846 and YTD 2014 expenses, the "lower of" base amount of \$24,000 is significantly underfunded	2,000	
EMS	MOTOR FUEL & LUBE	100-5230-420	Increase is needed to account for increased cost of fuel (based on anticipated per gallon cost provided by Finance Dept)	400	
EMS	VEHICLE & EQUIPMENT MAINTENANCE	100-5230-410	Based upon the 2013 Actual of \$22,763 and YTD 2014 expenses, the "lower of" base amount of \$16,400 is significantly underfunded	1,600	
EMS	OUTSIDE BILLING SERVICE FEES	100-5230-310	Increase is directly related to 2015 Revenue projections (as revenues go up, so do the commissions paid to the Billing Service)	2,266	
EMS	COMPUTERS, SOFTWARE & SUPPORT	100-5230-240	Further reduction was made to the "lower of" base amount in order to provide additional funds needed for uniforms.		(587)
EMS	UNIFORMS	100-5230-290	This line was purposely underspent in 2013 so the "lower of" base amount is artificially low (2013 uniform replacements were delayed)	28	587

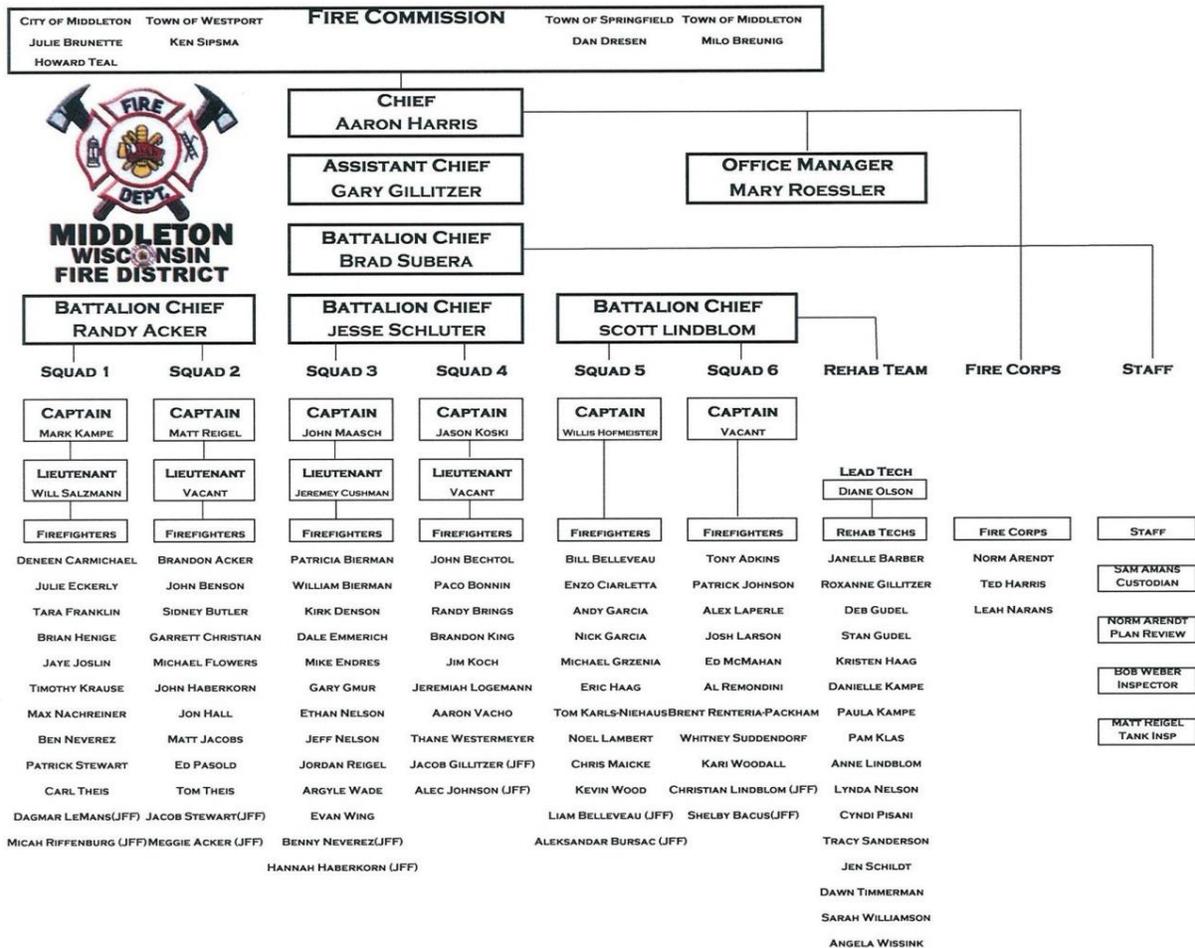


Operating Budgets & Performance Plans: Fire District (Trust & Agency Fund)

MISSION:

The primary mission of the Middleton Fire District is to remain proactive versus reactive through its fire prevention and outreach services. When called upon to respond, the MIFD's sole mission is to protect lives, property and the environment within the 54 square mile District boundary. The MIFD's financial mission is to provide the highest level of care at a substantial cost savings to the nearly 30,000 constituents the department is entrusted to protect. The Middleton Fire District proudly carries out its mission through an intergovernmental agreement between the City of Middleton, Town of Middleton, Town of Springfield and Town of Westport.

2014 MIFD SCALAR STRUCTURE





City of Middleton 2015 Budget

Operating Budgets & Performance Plans: Fire District (Trust & Agency Fund)

MAJOR RESPONSIBILITIES:

1. Fire Prevention and Community Education Services
2. Fire Suppression and Related Emergency Responses
3. Fleet/Grounds Maintenance
4. Fiscal Responsibility through Volunteer Staffing
5. Disaster Preparedness

2015 GOALS:

1. Implement MIFD 24/7/365 Core Based Proficiency Training
2. Implementation of Strategic Staffing Plan
3. Work to implement practices to allow the MIFD to achieve an ISO Level 2 rating for all City of Middleton residents.

SIGNIFICANT ISSUES IN 2015:

1. Implement Rapid Response Vehicle Staffing Plan and Engine Company "Ready Status".
2. Implement Core Based Proficiency Training to the 120 Associates of the MIFD

MAJOR WORKLOAD STATISTICS:

WORKLOAD ACTIVITIES	2012 Actual	2013 Actual	2014 12 Mo. Est.	2014 As of 8/1	2015 Projected
Building Inspections	2,389	2,402	2,402	2,059	2,450
Petroleum Inspections	138	144	144	144	142
Emergency Responses	611	621	635	362	645
Plan Reviews	90	82	185	97	185
Community Education	6,417	5,886	6,000	2,424	6,000
Strategic Staffing	31,712	33,457	34,000	17,170	34,000



City of Middleton 2015 Budget

Operating Budgets & Performance Plans: Fire District (Trust & Agency Fund)

FINANCIAL INFORMATION:

	Actual 2012	Budget 2013	Actual 2013	Budget 2014	Actual thru Aug 31, 2014	Lower of Calculation	Requested Budget 2015
Municipality Operating Contributions							
City of Middleton Contribution	\$ 1,224,340	\$ 753,619	\$ 753,618	\$ 782,044	\$ 782,044	\$ 782,044	\$ 820,526
Town of Middleton Contribution	461,078	288,527	288,527	296,900	296,900	296,900	299,920
Town of Springfield Contribution	112,172	67,555	67,555	70,883	70,883	70,883	71,869
Town of Westport Contribution	113,863	71,335	71,334	76,524	76,524	76,524	77,456
	<u>\$ 1,911,453</u>	<u>\$ 1,181,036</u>	<u>\$ 1,181,034</u>	<u>\$ 1,226,351</u>	<u>\$ 1,226,351</u>	<u>\$ 1,226,351</u>	<u>\$ 1,269,771</u>
Municipality Capital Contributions							
City of Middleton Contribution	\$ -	\$ 57,429	\$ 425,417	\$ -	\$ -	\$ 425,417	\$ 190,629
Town of Middleton Contribution	-	21,987	161,696	-	-	161,696	69,679
Town of Springfield Contribution	-	5,148	38,503	-	-	38,503	16,697
Town of Westport Contribution	-	5,436	41,445	-	-	41,445	17,995
	<u>\$ -</u>	<u>\$ 90,000</u>	<u>\$ 667,061</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 667,061</u>	<u>\$ 295,000</u>
Miscellaneous							
Miscellaneous	\$ 64,491	\$ -	\$ 89,930	\$ 27,120	\$ 24,258	\$ -	\$ 29,246
	<u>\$ 64,491</u>	<u>\$ -</u>	<u>\$ 89,930</u>	<u>\$ 27,120</u>	<u>\$ 24,258</u>	<u>\$ -</u>	<u>\$ 29,246</u>
TOTAL FIRE DISTRICT REVENUES	<u>\$ 1,975,944</u>	<u>\$ 1,271,036</u>	<u>\$ 1,938,025</u>	<u>\$ 1,253,471</u>	<u>\$ 1,250,609</u>	<u>\$ 1,893,412</u>	<u>\$ 1,594,017</u>
FIRE DISTRICT EXPENSES							
Wages	\$ 290,242	\$ 295,848	\$ 211,167	\$ 301,530	\$ 160,878	\$ 313,516	\$ 313,516
Personnel Benefits	126,508	130,636	134,335	157,434	90,616	162,690	162,690
Volunteer Stipends	317,048	330,332	382,900	345,226	193,249	351,738	351,738
Operating Expenses	472,357	424,220	470,249	449,281	393,073	394,355	471,073
Capital Expenditures *	776,752	90,000	577,071	-	1,089	-	295,000
	<u>\$ 1,982,907</u>	<u>\$ 1,271,036</u>	<u>\$ 1,775,722</u>	<u>\$ 1,253,471</u>	<u>\$ 838,905</u>	<u>\$ 1,222,299</u>	<u>\$ 1,594,017</u>
TOTAL FIRE DISTRICT EXPENSES	<u>\$ 1,982,907</u>	<u>\$ 1,271,036</u>	<u>\$ 1,775,722</u>	<u>\$ 1,253,471</u>	<u>\$ 838,905</u>	<u>\$ 1,222,299</u>	<u>\$ 1,594,017</u>
REVENUES LESS EXPENSES	<u>\$ (6,963)</u>	<u>\$ -</u>	<u>\$ 162,303</u>	<u>\$ -</u>	<u>\$ 411,704</u>	<u>\$ 671,113</u>	<u>\$ -</u>

* - 2010 capital recorded in City's capital budget

CITY CONTRIBUTION FOR FIRE DISTRICT

Revenues							
State & Federal Aid	\$ 88,941	\$ 88,900	\$ 89,261	\$ 89,000	\$ 103,343	\$ 89,000	\$ 103,000
Administration	2,600	2,600	2,600	2,600	-	2,600	2,600
TOTAL	\$ 91,541	\$ 91,500	\$ 91,861	\$ 91,600	\$ 103,343	\$ 91,600	\$ 105,600
Expenses							
Operating Expenses	\$ 783,389	\$ 753,619	\$ 753,618	\$ 782,044	\$ 782,044	\$ 753,618	\$ 820,526
Capital expenses	-	57,429	425,417	-	-	-	-
TOTAL	\$ 783,389	\$ 811,048	\$ 1,179,035	\$ 782,044	\$ 782,044	\$ 753,618	\$ 820,526
NET TAX LEVY SUPPORT	<u>\$ 691,848</u>	<u>\$ 719,548</u>	<u>\$ 1,087,174</u>	<u>\$ 690,444</u>	<u>\$ 678,701</u>	<u>\$ 662,018</u>	<u>\$ 714,926</u>
LEVY SUPPORT AS % OF EXPENSES	88%	89%	92%	88%	87%	88%	87%



City of Middleton 2015 Budget

Operating Budgets & Performance Plans: Fire District (Trust & Agency Fund)

2015 DECISION ITEMS - REQUESTED BUDGET

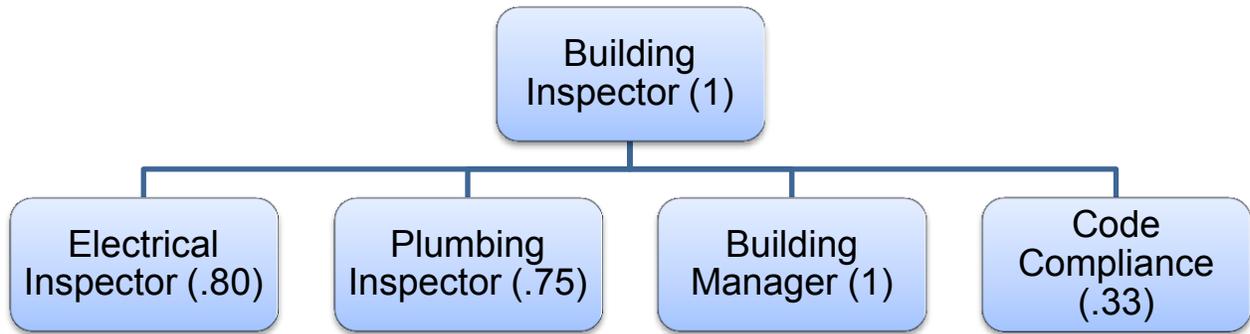
Department	Account Title	Account Number	Description / Justification	Revenue Chg.	Mandate	Line item
				Increase		Increase
Fire District	2% Dues		Anticipated increase based off of 2014 actual.	\$ 20,347		
Fire District	Petroleum Tank Inspections	800-4693-000	Anticipated increase based off of 2013/2014.	1,370		
Fire District	Fitness Program	800-4694-000	Annual contract increase.	756		
Fire District	Office Supplies	800-5220-210	Projection of need based off of historical data (2014 Budget)			1,741
Fire District	Supplies & Materials	800-5220-220	4% Personal Protective Equipment contract increase.			1,200
Fire District	Computer Software & Support	800-5220-240	New line item. Request based off of current expenditures (2014 Budget).			4,000
Fire District	Communications	800-5220-280	Current projection of need based off of historical data (2014 Budget).			2,892
Fire District	Uniform & Equipment	800-5220-290	New line item. Request based off of current expenditures (2014 Budget).			4,500
Fire District	Legal Services	800-5220-300	Projection based off of standing Fire Commission request (2014 Budget)			2,192
Fire District	Building Materials	800-5220-340	Projection based off of 2013/2014 actual expenditures.			3,000
Fire District	Station Two Rent	800-5220-350	Proposed Station 2 lease agreement.		5,280	
Fire District	Equipment Maintenance	800-5220-410	Projection of need based off of historical data (2014 Budget)			10,194
Fire District	Motor Fuel & Lube	800-5220-420	Projection based off of 2013/2014 actual expenditures.			3,500
Fire District	Memberships	800-5220-445	New line item. Request based off of current expenditures (2014 Budget).			4,250
Fire District	Insurance	800-5220-460	Per Insurance Agent, expected 3% increase over 2014 premium			3,093
Fire District	Utilities	800-5220-470	Projection based off of 2013/2014 actual expenditures.			7,873
Fire District	Data Processing	800-5220-480	New line item. Request based off of current expenditures.			12,500
Fire District	Meals	800-5220-485	New line item. Request based off of current expenditures (2014 Budget).			5,500
Fire District	Other Expenses	800-5220-490	Projected increase based off of 2013/2014 actual expenditures.			5,000



Operating Budgets & Performance Plans: Building Inspection

MISSION:

Provide Middleton residents and business owners with quality plan review, permitting services, and inspections for new and existing construction projects. Facilitate an effective, user friendly system of permitting, inspections, and property maintenance enforcement. Help residents with problems, questions or concerns about building issues. Assist in negotiating conflict resolution between owners, tenants, builders, and the public. Assist City of Middleton Departments, County agencies and State agencies with support when needed.



AUTHORIZED POSITION LIST	2011	2012	2013	2014	2015
Building Inspector	1	1	1	1	1
Electrical Inspector	1	1	1	.80	.80
Plumbing Inspector	.75	.75	.75	.75	.75
Compliance Manager	1	1	1	1	1
Building Manager	0	0	0	1	1

MAJOR RESPONSIBILITIES:

1. Issue Building permits including plan review and verification of code and ordinance compliance.
2. Inspect permitted projects for code compliance.
3. Work with contractors to educate, and verify compliance after corrective orders have been issued.
4. Respond to public concerns about property maintenance, building health issues, code question and other building related issues
5. Help with Buildings and Grounds issues.
6. Mediate solutions for resolution during building, community and governmental conflicts.



City of Middleton 2015 Budget

Operating Budgets & Performance Plans: Building Inspection

2015 GOALS

1. Provide and improve on current City of Middleton permitting services.
2. Keep current with all code changes. Maximize training opportunities for best cost to education ratio.
3. Continue to follow up on projects that have not been closed out.
4. Manage the permitting system to maximize permit revenues.

SIGNIFICANT ISSUES IN 2015:

1. Reconfigure the building permitting and inter departmental approval process for new commercial building projects.
2. Monitor community for work being done without necessary permits.

MAJOR WORKLOAD STATISTICS:

WORKLOAD ACTIVITIES	2012 Actual	2013 Actual	2014 Est.	2014 As of 6/30	2015 Projected
Building Permits Issued	859	697	800	275	800
Electrical Permits Issued	359	360	360	166	360
Plumbing Permits Issued	377	384	375	181	375
HVAC Permits Issued	309	328	350	139	300
Start Permits Issued	16	37	25	17	25
Other Permits Issued	100	118	75	66	75
Building Inspections	1034	1134	1050	466	1050
Plumbing Inspections	892	917	900	464	900
Electrical Inspection	787	773	800	364	800
HVAC Inspections	330	334	320	137	320



City of Middleton 2015 Budget

Operating Budgets & Performance Plans: Building Inspection

FINANCIAL INFORMATION:

	Actual 2012	Budget 2013	Actual 2013	Budget 2014	Actual thru Aug 31, 2014	Lower of Calculation	Requested Budget 2015
REVENUES							
Permits - Building	\$ 288,362	\$ 160,000	\$ 314,336	\$ 160,000	\$ 136,201	\$ 160,000	\$ 160,000
Permits - Electrical	58,501	35,000	76,157	35,000	27,458	35,000	35,000
Permits - Plumbing	64,131	35,000	81,665	35,000	29,635	35,000	35,000
Permits - Erosion Control	11,355	5,000	7,802	7,000	7,750	7,000	7,000
TOTAL	\$ 422,349	\$ 235,000	\$ 479,960	\$ 237,000	\$ 201,044	\$ 237,000	\$ 237,000
TOTAL REVENUES	\$ 422,349	\$ 235,000	\$ 479,960	\$ 237,000	\$ 201,044	\$ 237,000	\$ 237,000
EXPENSES							
Wages							
Building	\$ 78,745	\$ 79,533	\$ 79,533	\$ 81,123	\$ 50,040	\$ 83,557	\$ 83,557
Electrical	72,777	72,737	72,737	63,063	41,801	61,134	61,134
Plumbing	52,895	53,303	53,303	54,369	33,537	56,001	56,001
TOTAL	\$ 204,417	\$ 205,573	\$ 205,573	\$ 198,555	\$ 125,378	\$ 200,692	\$ 200,692
Personnel Benefits							
Building	\$ 27,020	\$ 27,457	\$ 26,872	\$ 28,013	\$ 19,171	\$ 27,589	\$ 27,589
Electrical	24,916	23,654	24,702	24,344	17,122	24,349	24,349
Plumbing	8,332	8,756	8,780	9,143	5,970	9,271	9,271
TOTAL	\$ 60,268	\$ 59,867	\$ 60,354	\$ 61,500	\$ 42,263	\$ 61,209	\$ 61,209
Operating Expenses							
Building	\$ 16,326	\$ 6,950	\$ 12,822	\$ 13,450	\$ 6,790	\$ 11,416	\$ 8,370
Electrical	1,421	4,275	2,587	13,902	5,437	2,522	15,596
Plumbing	3,594	4,430	3,962	7,166	2,573	3,842	4,562
Erosion Control	23,370	16,000	18,292	16,000	9,551	16,000	16,000
TOTAL	\$ 44,711	\$ 31,655	\$ 37,663	\$ 50,518	\$ 24,351	\$ 33,780	\$ 44,528
BUILDING INSPECTION EXPENSES	\$ 309,396	\$ 297,095	\$ 303,590	\$ 310,573	\$ 191,992	\$ 295,681	\$ 306,429
LEVY SUPPORT AS % OF EXPENSE	-27%	26%	-37%	31%	-5%	25%	29%
NET TAX LEVY SUPPORT							
Building	\$ (166,271)	\$ (46,060)	\$ (195,109)	\$ (37,414)	\$ (60,200)	\$ (37,438)	\$ (40,484)
Electrical	40,613	65,666	23,869	66,309	36,902	53,005	66,079
Plumbing	690	31,489	(15,620)	35,678	12,445	34,114	34,834
Erosion Control	12,015	11,000	10,490	9,000	1,801	9,000	9,000
TOTAL	\$ (112,953)	\$ 62,095	\$ (176,370)	\$ 73,573	\$ (9,052)	\$ 58,681	\$ 69,429
LEVY SUPPORT AS % OF EXPENSES							
Building	-136%	-40%	-164%	-31%	-79%	-31%	-34%
Electrical	41%	65%	24%	65%	57%	60%	65%
Plumbing	1%	47%	-24%	50%	30%	49%	50%
Erosion Control	51%	69%	57%	56%	19%	56%	56%



City of Middleton 2015 Budget

Operating Budgets & Performance Plans: Building Inspection

2015 DECISION ITEMS - REQUESTED BUDGET

Department	Account Title	Account Number	Description / Justification	Mandate	Line item Increase
Building Inspections	Supplies and Materials	100-5241-220	Purchase State UDC stamps at \$35 each for every new 1 or 2 family dwelling. The permit holder is charged \$50 for the stamp.	1,500	
Building Inspections	Training and Devel.	100-5241-440	Required to keep up with licencing		357
Building Inspections	Mileage	100-5241-450 & 100-5241-410 & 420	Claim mileage instead of using City vehicles. This reflects what is currently done in practice		3,000
Electrical Inspection	Outside Services	100-5242-310	Required to cover for %80 Electrical inspection coverage	10,247	
Plumbing Inspection	Outside Services	100-5243-310	Required to cover for %80 Plumbing inspection coverage		720
Electrical Inspections	Mileage	100-5242-450 & 100-5241-410 & 420	Claim mileage instead of using City vehicles. This reflects what is currently done in practice		2,827



Operating Budgets & Performance Plans: Community Services

MISSION:

To provide a wide variety of services to the public directly and on behalf of and/or in support of other city departments, primarily the Police, Building Inspections and Planning & Zoning Departments, freeing those departments' personnel from providing these services and allowing them to perform their specialized functions more efficiently. These services include a wide variety of community services (public fingerprinting, lockouts, animal issues, deployment of radar and message signs); the enforcement of ordinances related to parking, garbage, property maintenance, snow removal, zoning, signage and nuisances; and emergency support by providing additional personnel and additional and/or specialized equipment.

Director
Community
Services (1)

NOTE: Approximately one third of the full-time equivalency (2,080 hours) is spent in support of the Police Department, one third in support of the Building Inspections Department and one third in support of the Planning Department.

AUTHORIZED POSITION LIST	2011	2012	2013	2014	2015
Community Services Director	1	1	1	1	1

MAJOR RESPONSIBILITIES:

1. Community Services (School Crossing Liaison and Relief, Vehicle Lockout, Public Fingerprinting, Radar and Changeable Message Sign Deployment, Support of Public Events)
2. Code Enforcement (Animal Control, Parking, Garbage, Snow Removal, Property Maintenance, Project Verification, Erosion Control, Zoning, Lighting and Signs)
3. Emergency Support of city departments (Administration, Police, Fire, EMS, Lands, Streets and Utilities) as required and especially traffic control at emergency scenes.
4. Support of Building Inspection, Planning & Zoning and Police Departments' activities as assigned



City of Middleton 2015 Budget

Operating Budgets & Performance Plans: Community Services

2015 GOALS:

1. Provide the community with a friendly face of municipal government able to respond quickly to their requests for information and assistance
2. Obtain and maintain compliance with local ordinances by notice, education and enforcement when necessary
3. Provide other city departments with professional assistance and material resources to help them do their jobs more safely and effectively and thereby better to serve the public
4. Remain flexible to respond to changes in requests for service

SIGNIFICANT ISSUES IN 2015:

1. Regain and maintain current budget levels to allow response to requests, needs for supplies, equipment and the increasing maintenance of current equipment.
2. Complete the equipping of the new Community Services vehicle if it has not yet been completed.
3. Deal with continuing property maintenance issues of foreclosed properties and properties owned by persons with reduced means to care for them
4. Move to the new maintenance facility.

MAJOR WORKLOAD STATISTICS:

WORKLOAD ACTIVITIES	2012 Actual	2013 Actual	2014 12 Mo. Est.	2014 As of 6/30	2015 Projected
Erosion check Locations/Inspections/Hours	31/418/22	82/1027/56	100/900/150	56/535/96	100/900/150
Property Maintenance Complaints/Hours	19/47	12/95	6/60	3/33	6/60
Snow Removal Incidents/Hours	40/19	76/51	50/50	27/49	50/50
Zoning Incidents/Hours	14/24	9/58	10/40	1/20	10/40
Signage Incidents/Hours	28/11	5/3	6/4	11/13	15/10
Parking Incidents/Hours	212/84	260/232	220/200	110/96	220/200
Fingerprinting Hours	26	45	50	24	50
Crossing Guard Relief Incidents/Hours	2/1.5	4/8	4/2	3/14	4/2
Emergency Traffic Control Incidents	52	47	50	33	50
Assist Citizen/Motorist – Lockout, Jumpstart, Flat Tire Assistance Incidents/Hours	176/13	164/26	150/30	77/17	150/30
Deployment of Radar + CMS signs Incidents/Hours	15+28/8+42	10+23/6+35	10+20/6+30	3+9/2+14	10+20/6+30
Animal Control Incidents	28	24	50	28	50
Police Assistance Incidents/Hours	118/331	69/483	125/500	50/225	125/500



City of Middleton 2015 Budget

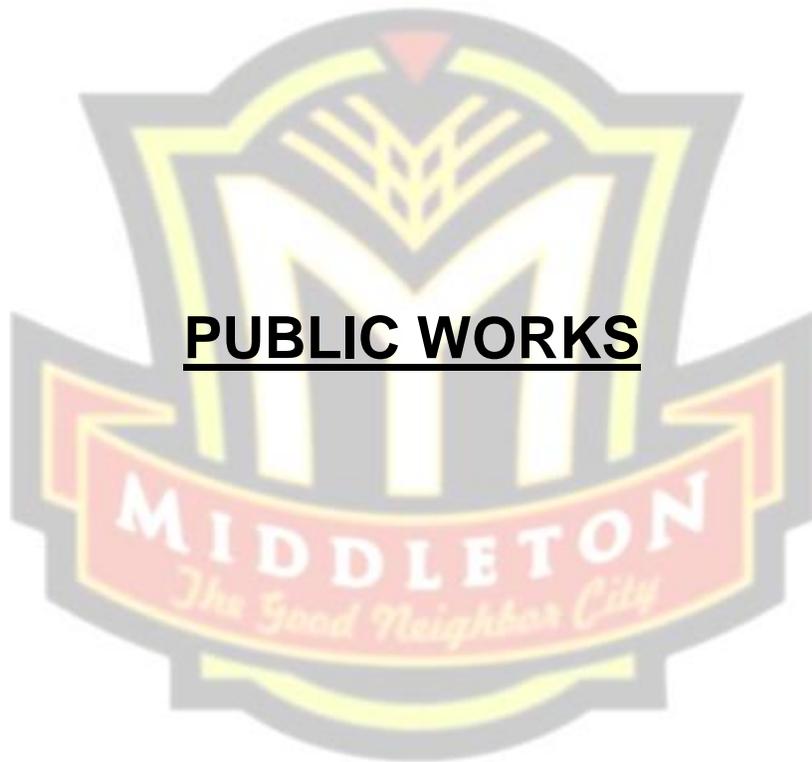
Operating Budgets & Performance Plans: Community Services

FINANCIAL INFORMATION:

	Actual 2012	Budget 2013	Actual 2013	Budget 2014	Actual thru Aug 31, 2014	Lower of Calculation	Requested Budget 2015
Revenue							
None	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ -	\$ -	\$ -				
Expenses							
Wages	\$ 47,747	\$ 48,702	\$ 48,701	\$ 49,676	\$ 31,843	\$ 51,166	\$ 51,166
Personnel Benefits	20,001	19,297	19,211	20,050	13,857	20,572	20,572
Operating Expenses	11,091	10,300	10,283	10,300	4,042	10,125	10,300
TOTAL	\$ 78,839	\$ 78,299	\$ 78,195	\$ 80,026	\$ 49,742	\$ 81,863	\$ 82,038
NET TAX RATE SUPPORT	<u>78,839</u>	<u>78,299</u>	<u>78,195</u>	<u>80,026</u>	<u>49,742</u>	<u>81,863</u>	<u>82,038</u>
LEVY SUPPORT AS % OF EXPENSES	100%	100%	100%	100%	100%	100%	100%

2015 DECISION ITEMS - REQUESTED BUDGET

Department	Account Title	Account Number	Description / Justification	Line item Increase
Inspections - Community Services	Training & Development	100-5245-440	I did not take any training in 2013 as I did not find any that was worthwhile. I stayed under budget in 2013 by not spending all of this budget line. Under the 2015 budget rules, this resulted in an automatic reduction of this line to \$36. This is not enough for any training activity. I am requesting an additional \$164 to restore this line to its original \$200.	164
Inspections - Community Services	Motor Fuel & Lube	100-5245-420	I under spent this line in 2013 by \$11. I would like to add this \$11 back to restore this line to \$3800 for no other reason than to keep it at a round number.	11



PUBLIC WORKS



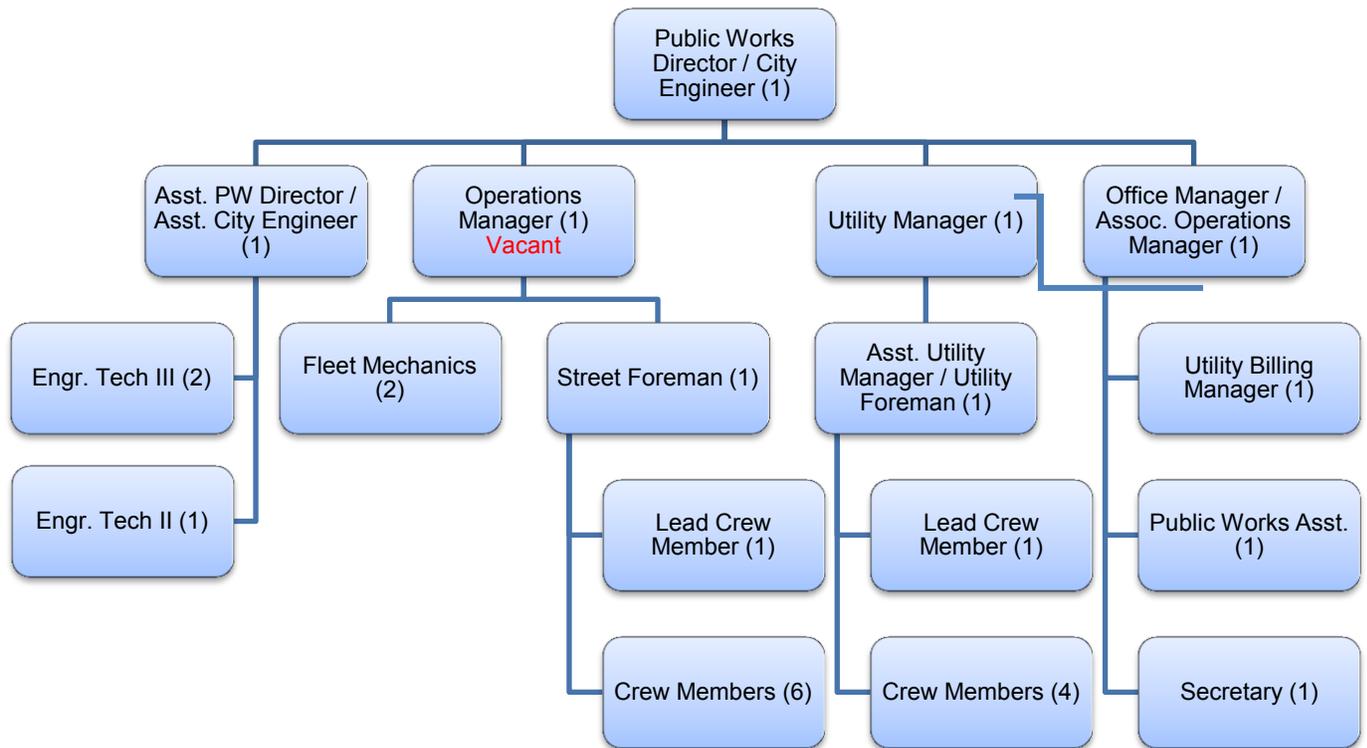
City of Middleton 2015 Budget

Operating Budgets & Performance Plans: Public Works (Engineering/Operations)

MISSION:

DEPARTMENT: Provide basic public transportation, storm water management and utility infrastructure and services consistent with citizen expectations in an urban environment.

DIVISION: Provide engineering, secretarial, custodial, street crew and mechanics support for public works activities, as well as support of several other departments.





City of Middleton 2015 Budget

Operating Budgets & Performance Plans: Public Works (Engineering/Operations)

AUTHORIZED POSITION LIST	2010 (29 pos.)	2011 (28 pos.)	2012-13 (27 pos.)	2014 (27 pos.)	2015 (27 pos.)
Public Works Director / City Engineer		1	1	1	1
Public Works Director	1				
City Engineer	1				
Asst. PW Director / Asst. City Engineer		1	1	1	1
Asst. City Engineer	1				
Engineering Technician	3	3	3	3	3
Operations Manager (Vacant)	1	1	1	1	1
Custodian	1	1			
Mechanic	2	2	2	2	2
Street Foreman	1	1	1	1	1
Street Crewman	7	7	7	7	7
Utility Manager	1	1	1	1	1
Asst. Utility Manager / Utility Foreman	1	1	1	1	1
Utility Crewman	5	5	5	5	5
Office Manager / Assoc. Operations Manager			1	1	1
Office Manager	1	1			
Utility Billing Manager			1	1	1
Utility Clerk	1	1			
Public Works Assistant				1	1
Secretary (40 hour / 30 hour)	1 / 1	1 / 1	1 / 1	0 / 1	0 / 1

MAJOR RESPONSIBILITIES:

1. Provide engineering support for infrastructure projects and citizen inquiries related to public works
2. Patch, resurface, paint, sign, sweep, control snow/ice, etc. on City streets
3. Maintain traffic signals and street lights
4. Study and implement improvements for traffic control and calming
5. Manage storm sewer and ditch system
6. Collect brush, leaves, refuse and recyclable materials
7. Maintain fleet vehicles for Public Works, Public Lands, Police and EMS departments
8. Provide secretarial support for Public Works, Planning and Building Inspection depts.
9. Maintain the City Hall building
10. Provide emergency response support as needed

2015 GOALS:

1. Transition operations to new garage facility.
2. Install additional pedestrian countdown timers at signalized crosswalks, as funding allows and consistent with the MUTCD.
3. Update the City's snow and ice control policy.
4. Work on creating a street sign policy to guide installations and removals to best use available funding to maintain required retroreflectivity of signs.
5. Pursue CVMIC risk management and training opportunities.



City of Middleton 2015 Budget

Operating Budgets & Performance Plans: Public Works (Engineering/Operations)

SIGNIFICANT ISSUES IN 2015:

1. Growing population and resurgence of developments require more staff time and funding to provide historic levels of service. Continued vacancy of Operations Manager position has resulted in some lengthy delays in response to citizen calls for review of issues.
2. Citizen desire for decreased spending makes it difficult to meet citizen expectations of service levels.
3. Past deferred maintenance on roads continues to require more frequent and expensive repairs.
4. Weather conditions affect heating/cooling costs and snow/ice removal efforts, but are unknowable and difficult to accurately budget for.
5. Costs of natural gas, electricity, vehicle fuels and construction materials are subject to market fluctuations and are difficult to predict for accurate budgeting.
6. There is little forgiveness in the proposed operating budget for vehicle or other mechanical breakdowns, utility or fuel price increases, road or storm sewer failures or unfavorable weather.

MAJOR WORKLOAD STATISTICS:

WORKLOAD ACTIVITIES	2012 Actual	2013 Actual	2014 12 Mo. Est.	2014 As of 6/30	2015 Projected
Roadway miles to maintain (snow removal, utility mains, street lights, signs, sidewalk, pavement rehab.)	70.8	70.8	71.4	70.8	73.2
Number of homes in City (leaves, brush, refuse, etc.) Number shown is occupied addresses that are not multi-family.	4,711	4,795	4,850	4,825	4,880
Average pavement surface evaluation rating (Scale 1-10)	6.8*	6.36	6.50	6.4	6.65
Percentage of roads with PASER of 4 or less		10.85	10.73	10.73	10.60

* Note: PASER ratings are recorded only in odd-numbered years, generally in the fall. Figures shown are estimated and will be updated when information is available.



City of Middleton 2015 Budget

Operating Budgets & Performance Plans: Public Works (Water Resources)

MISSION:

The mission of the Water Resources Management Commission is to develop, guide, interpret and administer policy, technical standards and ordinances to protect, manage and enhance the water resources in the City of Middleton for the benefit of its citizens and communities within its watersheds.

MAJOR RESPONSIBILITIES:

1. Staff the WRMC and coordinate with outside agencies to perform monitoring and conduct studies.
2. Manage contracts with consultants to develop plans and implement projects and best management practices to control storm water runoff and improve the quality of surface and ground water.
3. Implement procedures to inform the Common Council, City committees and outside agencies.
4. Respond to inquiries from the public regarding developments in water resources management.
5. Develop and recommend plans to bring City into compliance with applicable storm water standards.
6. Develop ordinances to allow enforcement of and compliance with applicable storm water standards.
7. Review development and storm water management plans submitted by developers in the City.

2015 GOALS:

1. Collect additional stream data as baseline for pollutant loadings originating outside the City.
2. Prepare to meet compliance for impending DNR mandated TMDL standards.
3. Fine tune Storm Water Runoff Control ordinance, as may be needed, to match changes in state and county laws and to eliminate minor inconsistencies.
4. Develop and implement a maintenance program on major City-owned storm water facilities.
5. Continue maintenance program of minor City-owned storm water repair facilities.
6. Continue program of inspections on existing private storm water controls to ensure compliance.
7. If approved, develop and implement a storm water utility as a means to fund major maintenance programs; and pursue available grants for additional funding.

SIGNIFICANT ISSUES IN 2015:

1. Funding – particularly whether to implement a Storm Water Utility
2. Restoring major storm water controls to design configurations to ensure performance.
3. Communicating to the Common Council the budgetary impacts that likely will result from the impending TMDL standards.
4. Acquire land for future dewatering of Confluence Pond dredge materials.

MAJOR WORKLOAD STATISTICS:

WORKLOAD ACTIVITIES	2012 Actual	2013 Actual	2014 12 Mo. Est.	2014 As of 6/30	2015 Projected
Storm Water / Erosion Control Plan Reviews	104	31	42	23	60
WRMC Meetings	9	7	10	5	11



City of Middleton 2015 Budget

Operating Budgets & Performance Plans: Public Works

FINANCIAL INFORMATION:

	Actual 2012	Budget 2013	Actual 2013	Budget 2014	Actual thru Aug 31, 2014	Lower of Calculation	Requested Budget 2015
Revenues							
Recycling Revenues							
State & Federal Aid - Recycling	\$ 55,308	\$ 55,250	\$ 55,379	\$ 55,250	\$ 55,325	\$ 55,250	\$ 55,250
TOTAL	\$ 55,308	\$ 55,250	\$ 55,379	\$ 55,250	\$ 55,325	\$ 55,250	\$ 55,250
Street Lighting Revenue							
County Aid - Signals	\$ 7,971	\$ 8,200	\$ 9,508	\$ 9,500	\$ -	\$ 9,500	\$ 9,500
TOTAL	\$ 7,971	\$ 8,200	\$ 9,508	\$ 9,500	\$ -	\$ 9,500	\$ 9,500
Landfill							
Administration	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	\$ 5,000	\$ 5,000
TOTAL	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	\$ 5,000	\$ 5,000
Other Public Works Revenue							
State Aids - Roads	\$ 1,164,746	\$ 1,048,271	\$ 1,048,272	\$ 943,444	\$ 707,583	\$ 943,444	\$ 943,444
Sidewalk & Curb Assessments	104,128	80,000	124,369	90,000	(4,064)	90,000	90,000
Zoning	3,400	2,000	3,010	1,500	1,500	1,500	1,500
Material Sales	10,547	8,000	1,913	2,000	2,250	2,000	2,000
Public Works Charges	6,887	10,000	93	1,000	-	1,000	-
TOTAL	\$ 1,289,708	\$ 1,148,271	\$ 1,177,657	\$ 1,037,944	\$ 707,269	\$ 1,037,944	\$ 1,036,944
PUBLIC WORKS REVENUE	\$ 1,357,987	\$ 1,216,721	\$ 1,247,544	\$ 1,107,694	\$ 762,594	\$ 1,107,694	\$ 1,106,694
Expenses							
Wages							
Administration & Engineering	\$ 467,965	\$ 473,857	\$ 494,230	\$ 470,808	\$ 305,282	\$ 513,993	\$ 513,993
Fleet Maintenance	113,335	116,643	118,695	119,715	77,434	123,524	123,524
Street Crew	415,180	449,472	442,469	438,915	286,350	442,743	442,743
TOTAL	\$ 996,480	\$ 1,039,972	\$ 1,055,394	\$ 1,029,438	\$ 669,066	\$ 1,080,260	\$ 1,080,260
Personnel Benefits							
Administration & Engineering	\$ 183,581	\$ 202,214	\$ 173,657	\$ 218,693	\$ 125,183	\$ 196,275	\$ 196,275
Fleet Maintenance	54,477	40,378	29,923	42,219	22,407	43,082	43,082
Street Crew	199,231	178,110	188,220	180,851	140,166	166,924	166,924
TOTAL	\$ 437,289	\$ 420,702	\$ 391,800	\$ 441,763	\$ 287,756	\$ 406,281	\$ 406,281
Operating Expenses							
Administration & Engineering	\$ 37,589	\$ 27,950	\$ 23,556	\$ 25,800	\$ 15,890	\$ 20,442	\$ 34,605
Fleet Maintenance	152,477	155,000	177,203	172,000	176,895	170,121	174,550
Street Crew	47,648	33,450	33,567	45,675	18,730	33,567	41,000
City Garage	49,019	44,000	51,324	44,000	37,117	43,500	64,720
Street Cleaning	9,709	8,900	8,916	9,900	6,149	8,879	9,700
Snow & Ice Removal	69,770	66,450	69,114	73,950	69,253	67,303	92,000
Sidewalk Maintenance	-	150,000	124,259	150,000	36,962	124,259	140,000
Traffic Signals, Signs, Markings & Maintenance	44,899	50,650	39,224	46,538	(2,524)	14,449	43,500
Street Lighting	109,112	125,000	136,174	122,006	66,821	116,106	128,700
Tree & Brush Control	1,467	2,000	1,857	2,000	756	1,857	1,857
Storm Sewers	18,556	47,900	54,108	10,000	11,424	7,348	50,000
Water Resources	30,097	30,459	20,144	30,459	20,378	20,144	30,624
Landfill	51,412	51,300	51,300	55,000	49,330	51,300	55,000
Recycling	232,136	245,700	243,799	257,700	148,812	243,799	277,000
Refuse Collection	520,487	542,000	536,921	560,000	323,299	537,229	577,000
TOTAL	\$ 1,374,378	\$ 1,580,759	\$ 1,571,466	\$ 1,605,028	\$ 979,292	\$ 1,460,303	\$ 1,720,256
PUBLIC WORKS EXPENSES	\$ 1,954,256	\$ 3,041,433	\$ 3,018,660	\$ 3,076,229	\$ 1,936,114	\$ 2,946,844	\$ 3,206,797
NET TAX LEVY SUPPORT	\$ 596,269	\$ 1,824,712	\$ 1,771,116	\$ 1,968,535	\$ 1,173,520	\$ 1,839,150	\$ 2,100,103
LEVY SUPPORT AS % OF EXPENSES	31%	60%	59%	64%	61%	62%	65%



City of Middleton 2015 Budget

Operating Budgets & Performance Plans: Public Works

2015 DECISION ITEMS - REQUESTED BUDGET

Department	Account Title	Account Number	Description / Justification	Mandate	Line item Increase
General Govt.	City Hall Maint. Supplies	100-5310-220	Supply costs decreased significantly following hiring outside custodial service in 2012. Rounded average cost of past two years is \$3,100.		\$82
General Govt.	City Hall Maint. Utilities	100-5310-310	Proposed annual deep cleaning of City Hall, including cleaning of carpeting, air louvers, windows, etc.		\$1,580
General Govt.	City Hall Maint. Utilities	100-5310-470	Energy rates expected to rise approx. 5% from 2014. Projected cost is lower than historical actual costs through 2012, when temperature control policy was adopted.	\$1,768	
General Govt.			SUB-TOTALS	\$1,768	\$1,662
Public Works	Street Machinery Salaries	100-5311-110	Additional mechanic to help maintain vehicle fleet, which has continued to increase in both number and age of vehicles. Newer vehicles have intensive maintenance schedules (due to emissions requirements, fluid changes, and added electronic systems). Decision item shown is for entry level mechanic with assumed family level health and dental benefits.		\$78,000
Public Works	Street Dept. Labor Overtime	100-5359-117	Typical overtime budget of \$17,000 for winter season. Requested increase of \$16,200 for Saturday leaf collections per recommendation of PWC 1/13/14.		\$16,200
Public Works	Engineering/Admin. Salaries	100-5329-110	Due to budget constraints, this position has been vacant for several years. While the duties of safety training, drug/alcohol and hearing testing, resolution of mechanic and street crew issues, and responses to numerous citizen inquiries of various operational practices have been adequately handled by several staff as time has allowed, there have been instances when staff time has simply not allowed attention to certain issues. As development has increased during the past year, it has been especially noticeable that the need to prioritize has resulted in some work not getting done in a timely manner.		\$80,000
Public Works	Street Dept. Labor Salaries	100-5359-110	Additional street crew person to take care of streets and storm sewers in growing City. Last crew addition was in 2008. Hidden Oaks, Misty Valley and Bishops Bay subdivisions have developed since then. Potential retirement of mechanic may reduce a member of the snow plowing team. Decision item shown is for entry level crew person with assumed family level health and dental benefits.		\$68,000
Public Works	Personnel		SUB-TOTAL		\$242,200
Public Works	Street Machinery Equip. Maint.	100-5311-410	Equipment Maintenance is difficult to predict, but range of costs in recent years indicate the request may be reasonable if no major breakdowns occur.		(\$20)
Public Works	Street Machinery Fuel	100-5311-422	Average use of past two full years, multiplied by assumed 2015 fuel costs (\$3.75 gas, \$4.00 diesel).		\$4,100
Public Works	Street Machinery Training	100-5311-440	Training line item was new for mechanics in 2014. Request has been reduced due to perceived more limited need.		\$250
Public Works	Street Machinery Other Expenses	100-5311-490	Mechanics participate in pool of required random drug & alcohol testing, and routine hearing protection testing. Limited historical tracking of these expenses since 2012 hasn't shown a trend yet.	\$99	
Public Works	City Garage Supplies	100-5312-220	Average of five year's costs (2009-13) is \$13,770. Based on 2014 YTD expenses, the 2014 request seems slightly optimistic.		\$1,000
Public Works	City Garage Utilities	100-5312-470	Estimated 3 months at current facility and 9 months at new facility (with annual fuel cost of \$48,000 estimated by architect on 2/15/2012).	\$15,000	



City of Middleton 2015 Budget

Operating Budgets & Performance Plans: Public Works

2015 DECISION ITEMS - REQUESTED BUDGET

Department	Account Title	Account Number	Description / Justification	Mandate	Line item Increase
Public Works	City Garage Other Expenses	100-5312-490	Fleet Management Software annual licensing fee. Purchased as capital item in 2012, with initial three year license.		\$5,220
Public Works	Protective Equip. Supplies	100-5314-220	Costs of safety equipment have shown a trend of a gradual increase over past few years.	\$500	
Public Works	Engineering/Admin. Office Supplies	100-5329-210	Average of five years (2009-13) is \$1,090. Expenses in 2013 appear to be a low outlier.		\$126
Public Works	Engineering/Admin. Postage	100-5329-250	Postage costs have fluctuated over past several years, with no apparent outliers in 2013. Requested amount is based on 2013 actual and forecast of 2014 YTD.		\$300
Public Works	Engineering/Admin. Printing	100-5329-260	Historic trend of \$2,000 to \$2,500. Dramatic increases in 2013 and YTD 2014 appear due largely to advertisements of job openings. Removing job posting costs from 2013 and 2014 results in average of about \$2,800.		\$550
Public Works	Engineering/Admin. Communications	100-5329-280	Historic five year (2009-13) average is \$4,150. \$1,500 of this decision item is a proposal to provide cell phones to engineering technicians, for their use in managing projects.		\$1,675
Public Works	Engineering/Admin. Outside Services	100-5329-310	Survey work to support continued development beyond the current City benchmark coverage.		\$2,000
Public Works	Engineering/Admin. Equip. Maint.	100-5329-410	Average of five years (2009-13) is \$7,800. Costs in the past couple of years have been lower than average. Proposal to move two former police cars (currently in Building Inspection) to general use by City staff, with assumed maintenance cost of \$7,000.		\$7,709
Public Works	Engineering/Admin. Fuel	100-5329-422	Average use of past two full years, multiplied by assumed 2015 fuel costs (\$3.75 gas, \$4.00 diesel).		\$293
Public Works	Engineering/Admin. Training	100-5329-440	A state law enacted in mid-2012 requires professional engineers to document continuing education. The City has two professional engineers affected by this law. Due to frugal spending in the past couple of years, the amount proposed has been reduced slightly from 2013 and 2014 budget allocations.	\$810	
Public Works	Engineering/Admin. Other Expenses	100-5329-490	Allowance for books, mileage, petty cash, etc. budgeted for separately in 2014.		\$200
Public Works	Street Maint. Supplies	100-5331-220	Past deferred road maintenance, recent winters, and increased material costs have increased need for patching funds. This line item is typically depleted, or nearly so, each year.		\$6,710
Public Works	Street Maint. Communications	100-5331-280	Past couple of years, wireless service charge for mobile laptop connection was inadvertently charged to supplies/materials account. This will be corrected again going forward.		\$500
Public Works	Street Cleaning Supplies	100-5334-220	Average of past five years (2009-13) is \$5,570.		\$805
Public Works	Street Cleaning Utilities	100-5334-470	Typical water use for sweeper is 200 loads at 220 gal./load at a rate of \$1.79 per 1,000 gal.		\$16
Public Works	Snow/Ice Removal Supplies	100-5335-220	Contractually committed to purchase 1,600 tons of rock salt at unit price of \$72.63/ton. Plan to purchase 400 tons of that amount in 2014. Request includes estimate of 35,000 gal. of salt brine at price of \$0.25/gal., and \$5,000 for plow blade replacements.	\$19,900	
Public Works	Snow/Ice Removal Reimbursement	100-5335-325	Estimate of rock salt sales to School District next winter.		\$4,283
Public Works	Snow/Ice Removal Equip. Maint.	100-5335-410	History of this line item is limited to the past two years, with a wide range. This request hopes for a middle-ground.		\$514
Public Works	Traffic Signals Supplies	100-5340-220	Average of past five years (2009-13) is \$1,950. Need varies widely, based on malfunctions.		\$500



City of Middleton 2015 Budget

Operating Budgets & Performance Plans: Public Works

2015 DECISION ITEMS - REQUESTED BUDGET

Department	Account Title	Account Number	Description / Justification	Mandate	Line item Increase
Public Works	Traffic Signals Outside Services	100-5340-310	Need is based on number of calls for location of underground utilities.		\$512
Public Works	Traffic Signals Reimbursement	100-5340-325	History limited to three years, with request hoped to be conservative.		\$25,543
Public Works	Traffic Signals Utilities	100-5340-470	Electric rate expected to increase by 5%.	\$589	
Public Works	Traffic Signs/Marking Supplies	100-5341-220	Average of past five years (2009-13) is \$27,100. Growth in City includes more signs and pavement markings to maintain.		\$1,862
Public Works	Traffic Signs/Marking Reimbursement	100-5341-325	Reimbursement of knockdowns is infrequent, and difficult to budget for.		\$45
Public Works	Street Lighting Supplies	100-5342-220	Limited history of tracking parts as a separate line item. Roughly average of actuals from 2012-13.		\$57
Public Works	Street Lighting Outside Services	100-5342-310	Average of past five years (2009-13) is \$8,950. Includes costs for MG&E repairs of City owned street lights and Digger's Hotline locate requests.	\$5,000	\$1,848
Public Works	Street Lighting Reimbursement	100-5342-325	Reimbursement of knockdowns is infrequent, and difficult to budget for.		\$109
Public Works	Street Lighting Utilities	100-5342-470	Electric rates expected to increase 5%.	\$5,580	
Public Works	Sidewalk Outside Services	100-5344-310	Comprehensive repair program is needed in part to reduce City's liability. Amount of sidewalk in need of replacement, mud-jacking and sawcutting is variable. Project area is reviewed in spring to account for winter heaving and cracking.		\$15,741
Public Works	Storm Sewers Supplies	100-5345-220	Storm sewer repair needs aren't entirely predictable, and can't safely be deferred. Requested amount is average of several years.		\$2,652
Public Works	Storm Sewers Outside Services	100-5345-310	2014 budget moved maintenance expenses to capital budget. Request is based on \$35,000 contracted repair work and \$5,000 Digger's Hotline payment, similar to 2013.	\$5,000	\$35,000
Public Works	Street Dept. Labor Training	100-5359-440	Only two years of history for training, but need appears to be less than was budgeted for in 2014.		\$223
Public Works	MRD Landfill Outside Services	100-5363-310	Apportioned City share of MRD operating costs not yet established. Estimate is based on past several years, and will be refined when MRD budget is set by board.	\$3,700	
Public Works	Recycling Salaries	100-5365-110	9 months salary (and benefits) for Saturday morning staffing of permanent recycling drop-off facility, in lieu of semi-annual Clean & Green events.		\$7,000
Public Works	Recycling Outside Services	100-5365-310	Estimated increase of 40 carts, and contract increase of cart price.	\$24,201	
Public Works	Recycling Reimbursement	100-5365-325	Estimated revenue from fees for electronic recycling at new recycling center.		(\$10,000)
Public Works	Recycling Other Expenses	100-5365-490	Estimated costs of recycling electronics and batteries at new permanent recycling center.		\$12,000
Public Works	Refuse Collection Outside Services	100-5562-310	Estimated increase of 40 carts, and contract increase of cart price.	\$39,771	
Public Works	Water Resources Outside Services	100-5618-310	Request includes five items as recommended by WRMC.		\$10,480
Public Works			SUB-TOTALS	\$120,150	\$139,803



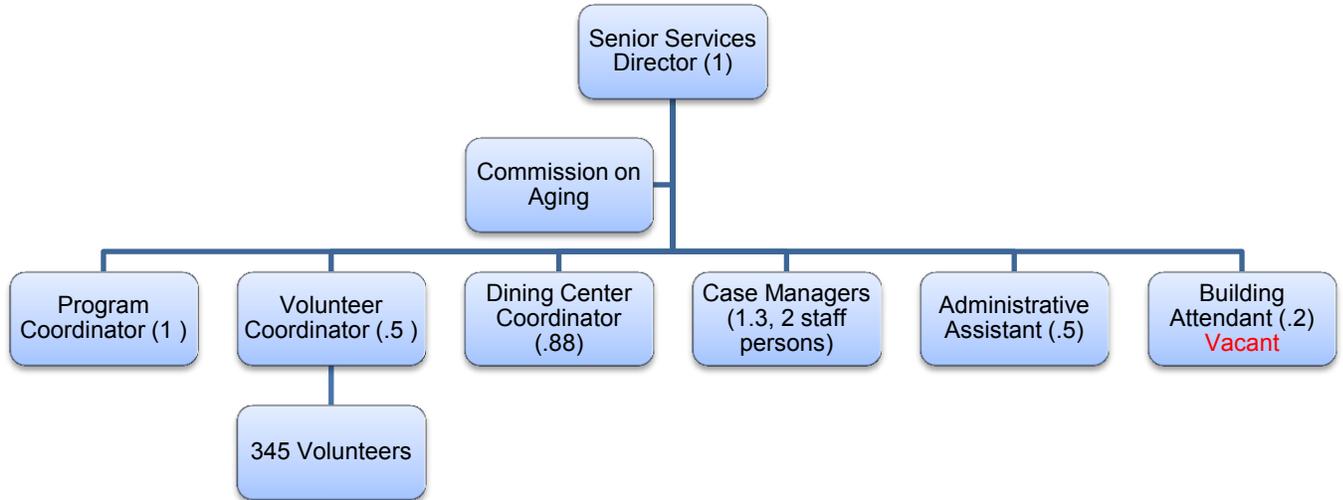


City of Middleton 2015 Budget

Operating Budgets & Performance Plans: Senior Center

MISSION:

The Middleton Senior Center enriches the lives of older adults.



AUTHORIZED POSITION LIST	2011	2012	2013	2014	2015
Director	1	1	1	1	1
Program Coordinator	1	1	1	1	1
Volunteer Coordinator	.5	.5	.5	.5	.5
Dining Center Coordinator	.75	.75	.88	.88	.88
Case Manager	1.3	1.3	1.3	1.3	1.3
Administrative Assistant	.5	.5	.5	.5	.5
Building Attendant - Vacant	.2	.2	.2	.2	.2

MAJOR RESPONSIBILITIES:

1. Provide and coordinate programs and services for older adults, to maintain their independence and uphold their dignity.
2. Provide opportunities for volunteer service at the senior center and serving older adults throughout our community.
3. Provide information and referrals to older adults and their families.
4. Provide opportunities for older adults to influence policies, procedures and programs at the Middleton Senior Center.
5. Work cooperatively with other city departments to enhance the lives of older adults and all Middleton citizens.
6. Develop and maintain community ties that also enhance the lives of older adults.



City of Middleton 2015 Budget

Operating Budgets & Performance Plans: Senior Center

2015 GOALS:

1. Begin implementation of the Senior Center Action Plan for 2015 – 2017, using the national accreditation standards and working with the Commission on Aging.
2. Complete the re-accreditation process for state accreditation through the Wisconsin Association of Senior Centers (WASC).
3. Continue to enhance and increase volunteer involvement in the senior center and provide additional leadership positions for older adults.
4. Participate in grant opportunities that will open new avenues to serving the need of older adults in Middleton.
5. Monitor the budget of programs and activities, looking for ways to economize.
6. Strive every day, in every interaction with our participants, to enrich the lives of older adults in Middleton.

SIGNIFICANT ISSUES IN 2015:

1. Maintaining our ability to serve the diverse need of older adults using the Senior Center.
2. Completing state and national senior center accreditation.
3. The Senior Center is starting to see major equipment, such as HVAC, need repairs. As The Senior Center is 14 years old a number of items have begun to fail. The building has 9 HVAC units in the Senior Center and 2 additional units in the rental space. We have also recently had issues with the refrigerator, toilets, the electric heaters, roof leaks, etc.

MAJOR WORKLOAD STATISTICS:

WORKLOAD ACTIVITIES	2012 Actual	2013 Actual	2014 12 month est.	2014 as of 6/30	2015 Projected
Daily participation average	165	195	195	195	195
Case Management contacts	4487	4297	4500	2260	4500
Meal on Wheels delivered	5855	5585	5500	2528	5500
Dining Center Meals served	5539	5952	6000	2791	6000
Volunteers on staff	260	342	375	345	375
Newsletter distributed monthly	950	1200	1375	1325	1400

FINANCIAL INFORMATION:

	Actual 2012	Budget 2013	Actual 2013	Budget 2014	Actual thru Aug 31, 2014	Lower of Calculation	Requested Budget 2015
Revenue							
County Aid	\$ 50,953	\$ 45,153	\$ 45,153	\$ 44,176	\$ 29,451	\$ 44,176	\$ 44,176
Programs	21,784	15,500	28,995	15,500	23,247	15,500	14,500
TOTAL	\$ 72,737	\$ 60,653	\$ 74,148	\$ 59,676	\$ 52,698	\$ 59,676	\$ 58,676
Expenses							
Wages	\$ 255,883	\$ 252,830	\$ 254,696	\$ 265,029	\$ 167,373	\$ 273,069	\$ 273,069
Personnel Benefits	96,641	88,528	95,253	96,660	66,415	93,910	93,910
Operating Expenses	82,254	90,211	87,305	79,427	59,550	76,103	78,846
TOTAL	\$ 434,778	\$ 431,569	\$ 437,254	\$ 441,116	\$ 293,338	\$ 443,082	\$ 445,825
NET LEVY SUPPORT	362,041	370,916	363,106	381,440	240,640	383,406	387,149
LEVY SUPPORT AS % OF EXPENSES	83%	86%	83%	86%	82%	87%	87%



City of Middleton 2015 Budget

Operating Budgets & Performance Plans: Senior Center

2015 DECISION ITEMS -REQUESTED BUDGET

Department	Account Title	Account Number	Description / Justification	Line item Increase
Senior Center	Printing	100-5516-260	2015 Base Insufficient	892
Senior Center	Communications	100-5516-280	2015 Base Insufficient	218
Senior Center	Volunteer Expenses	100-5516-335	2015 Base Insufficient	619
Senior Center	Equipment Maintenance	100-5516-410	2015 Base Insufficient	1,014

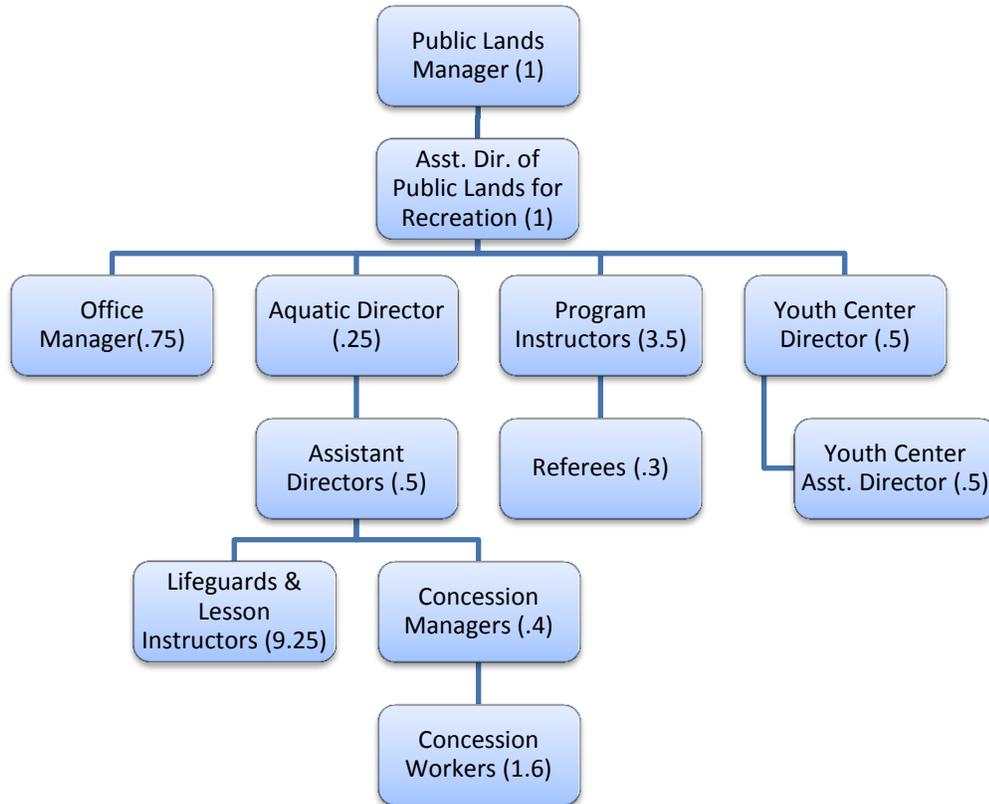


City of Middleton 2015 Budget

Operating Budgets & Performance Plans: Recreation

MISSION:

The Recreation Division's mission is to serve as a catalyst in the development, initiation, coordination, and the support for a variety of leisure time activities and facilities for residents of all ages.



AUTHORIZED POSITION LIST	2011	2012	2013	2014	2015
Asst. Dir. Of Public Lands for Recreation	0	0	1	1	1
Recreation Supervisor	1	1	0	0	0
Office Manager	0	0	0	0	1
Administrative Assistant	-	1	1	1	0
Aquatic Director	1	1	1	1	1
Aquatic Assistant Director	2	2	2	2	3
Lifeguards/WSI Instructors	40	40	40	40	43
Concessions Managers	2	2	2	2	2
Concessions Workers	14	14	14	14	10
Program Instructors	40	40	40	40	42
Referees	6	6	6	6	8
Youth Center Director	1	1	1	1	1
Youth Center Assistant	1	1	1	1To	1



Operating Budgets & Performance Plans: Recreation

MAJOR RESPONSIBILITIES:

1. Operate the Walter R. Bauman Aquatic Center
2. Provide competitive sports programming and leisure activities that are considered passive and non-competitive for all ages of City residents.
3. Supervisor administrative and seasonal employees of the department.
4. Assist in all aspects of administrative duties as needed.
5. Work with the School District and other organizations in an effort to make the best use of all existing facilities.

2015 GOALS:

1. Change Administrative Assistant position to Office Manager
2. Research funding sources for new staff position that would assist with recreation programming and administrative duties
3. Continue to provide a safe environment for swimmers at the Walter R. Bauman Aquatic Center.
4. Continue to offer City residents a wide variety of leisure time activities. Recognize the importance of recreation for City residents of all ages and abilities.
5. Continue to improve the Department's communication to the City through the new program cancellation hotline, website, social media, programs guides, emails, etc.
6. Streamline field use schedules and rentals and incorporate vendor permits.
7. Continue to build programming and events at the Hubbard Art Center.
8. Building a foundation for program sponsorships to assist in the rising costs of program supplies, and a funding source to expand the scholarship program.
9. Continue to build attendance and programming at the Youth Center, which is housed at the Clark Street Community School.

SIGNIFICANT ISSUES IN 2015:

1. Due to the growth of the department, a new position is needed to adequately serve the public during normal City Hall hours and as needed for recreation programming. This position is needed for assisting with program maintenance and administrative duties.
2. Have funding available to adequately maintain the Aquatic Center, so a safe and healthy environment can be provided.
3. Have the ability to expand enrollment in popular programs, so the demand can be met and adjust programming to coincide with demand trends.
4. Have funding available to adequately maintain the City park shelters and fields.



City of Middleton 2015 Budget

Operating Budgets & Performance Plans: Recreation

MAJOR WORKLOAD STATISTICS:

WORKLOAD ACTIVITIES	2012 Actual	2013 Actual	2104 12 Mo. Estimate	2014 As of 7/31	2015 Projected
Aquatic Center Daily Attendance	38,500 est.	37,000 est.	30,000	20,272	32,000
Aquatic Center Program Participation	1,570	1,213	1,230	1,230	1,250
Summer Recreation Program Participation	1,173	1,086	1,120	1,114	1,200
Fall, Winter, Spring Program Participation	568	569	700	140	700
Hubbard Art Center Program Participation	n/a	300	800	365	800
Middleton Youth Resource Center	93 (unduplicated)	90 (unduplicated)	150 (unduplicated)	111 (unduplicated)	200 (unduplicated)
Lakeview East Shelter Rentals	82	75	85	53	90
Lakeview West Shelter Rentals	75	68	75	45	85
Lakeview Kitchen Rentals	49	50	50	31	50
Lakeview Meeting Room Rentals	98	96	90	57	90
Lakeview Hall Gazebo Rentals	4	3	10	13	25
Lakeview Small Shelter	N/A	N/A		0	40
Bounce House/Tent	N/A	N/A		0	0
Firemen's Park North Shelter Rentals	29	35	30	27	40
Firemen's Park South Shelter Rentals	20	21	20	11	20
Firemen's Park Small Shelter Rentals	12	19	12	6	12
Orchid Heights Park Shelter Rentals	13	16	18	17	30
Parisi Park Shelter Rentals	7	7	10	11	18

Notes:

1. The Lakeview Small Shelter and Bounce House/Tent reservations were new in August 2014.
2. 2014 summer weather was much cooler than 2012 & 2013, so daily pool attendance was lower.



City of Middleton 2015 Budget

Operating Budgets & Performance Plans: Recreation

FINANCIAL INFORMATION:

	Actual 2012	Budget 2013	Actual 2013	Budget 2014	Actual thru Aug 31, 2014	Lower of Calculation	Requested Budget 2015
RECREATION ADMINISTRATION							
Revenue							
None	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenses							
Wages	\$ 70,282	\$ 77,264	\$ 78,305	\$ 89,212	\$ 57,015	\$ 91,035	\$ 91,035
Personnel Benefits	42,994	42,667	42,804	46,426	31,808	47,233	47,233
Operating Expenses	8,572	9,250	7,926	9,250	5,702	7,926	12,150
TOTAL	\$ 121,848	\$ 129,181	\$ 129,035	\$ 144,888	\$ 94,525	\$ 146,194	\$ 150,418
NET LEVY SUPPORT	121,848	129,181	129,035	144,888	94,525	146,194	150,418
LEVY SUPPORT AS % OF EXPENSES	100%	100%	100%	100%	100%	100%	100%
<hr/>							
	Actual 2012	Budget 2013	Actual 2013	Budget 2014	Actual thru Aug 31, 2014	Lower of Calculation	Requested Budget 2015
SUMMER RECREATION							
Revenue							
Program	\$ 57,209	\$ 70,000	\$ 63,166	\$ 64,000	\$ 50,836	\$ 64,000	\$ 64,000
TOTAL	\$ 57,209	\$ 70,000	\$ 63,166	\$ 64,000	\$ 50,836	\$ 64,000	\$ 64,000
Expenses							
Wages	\$ 35,654	\$ 46,000	\$ 40,955	\$ 45,000	\$ 26,078	\$ 45,000	\$ 45,000
Personnel Benefits	2,558	3,519	3,039	3,443	1,817	3,433	3,433
Operating Expenses	23,191	19,500	20,056	15,350	18,381	15,350	13,900
TOTAL	\$ 61,403	\$ 69,019	\$ 64,050	\$ 63,793	\$ 46,276	\$ 63,783	\$ 62,333
NET LEVY SUPPORT	4,194	(981)	884	(207)	(4,560)	(217)	(1,667)
LEVY SUPPORT AS % OF EXPENSES	7%	-1%	1%	0%	-10%	0%	-3%
<hr/>							
	Actual 2012	Budget 2013	Actual 2013	Budget 2014	Actual thru Aug 31, 2014	Lower of Calculation	Requested Budget 2015
FALL-WINTER-SPRING REC							
Revenue							
Program	\$ 37,723	\$ 44,000	\$ 31,821	\$ 38,000	\$ 7,245	\$ 38,000	\$ 30,000
TOTAL	\$ 37,723	\$ 44,000	\$ 31,821	\$ 38,000	\$ 7,245	\$ 38,000	\$ 30,000
Expenses							
Wages	\$ 16,280	\$ 40,250	\$ 12,986	\$ 16,000	\$ 11,231	\$ 16,480	\$ 16,480
Personnel Benefits	1,239	3,079	945	1,224	859	1,260	1,260
Operating Expenses	9,313	13,325	8,365	12,000	5,447	8,365	14,344
TOTAL	\$ 26,832	\$ 56,654	\$ 22,296	\$ 29,224	\$ 17,537	\$ 26,105	\$ 32,084
NET LEVY SUPPORT	(10,891)	12,654	(9,525)	(8,776)	10,292	(11,895)	2,084
LEVY SUPPORT AS % OF EXPENSES	-41%	22%	-43%	-30%	59%	-46%	6%



City of Middleton 2015 Budget

Operating Budgets & Performance Plans: Recreation

FINANCIAL INFORMATION:

	Actual 2012	Budget 2013	Actual 2013	Budget 2014	Actual thru Aug 31, 2014	Lower of Calculation	Requested Budget 2015
AQUATIC CENTER							
Revenue							
Program	\$ 104,792	\$ 71,000	\$ 100,933	\$ 83,000	\$ 64,249	\$ 83,000	\$ 83,000
Daily Aquatic Admissions	88,118	85,000	82,184	72,000	76,321	72,000	72,000
Concession Stand	34,869	35,000	31,592	35,000	30,877	35,000	35,000
Pool Reservations	1,689	-	730	1,000	-	1,000	1,000
Memberships	50,827	50,000	41,942	44,000	40,268	44,000	44,000
Swimpool	-	-	384	-	87	-	-
TOTAL	\$ 280,295	\$ 241,000	\$ 257,765	\$ 235,000	\$ 211,802	\$ 235,000	\$ 235,000
Expenses							
Wages	\$ 180,445	\$ 140,900	\$ 182,847	\$ 141,100	\$ 160,230	\$ 163,830	\$ 163,830
Personnel Benefits	13,800	10,779	13,838	10,779	12,228	12,534	12,534
Operating Expenses	131,190	129,175	120,493	129,100	99,045	108,019	125,780
TOTAL	\$ 325,435	\$ 280,854	\$ 317,178	\$ 280,979	\$ 271,503	\$ 284,383	\$ 302,144
NET LEVY SUPPORT	45,140	39,854	59,413	45,979	59,701	49,383	67,144
LEVY SUPPORT AS % OF EXPENSES	14%	14%	19%	16%	22%	17%	22%

	Actual 2012	Budget 2013	Actual 2013	Budget 2014	Actual thru Aug 31, 2014	Lower of Calculation	Requested Budget 2015
RECREATION SUMMARY							
Revenue							
Aquatic Center	\$ 280,295	\$ 241,000	\$ 257,765	\$ 235,000	\$ 211,802	\$ 235,000	\$ 235,000
Fall-Winter-Spring	37,723	44,000	31,821	38,000	7,245	38,000	30,000
Summer	57,209	70,000	63,166	64,000	50,836	64,000	64,000
TOTAL	\$ 375,227	\$ 355,000	\$ 352,752	\$ 337,000	\$ 269,883	\$ 337,000	\$ 329,000
Expenses							
Recreation Administration	\$ 121,848	\$ 129,181	\$ 129,035	\$ 144,888	\$ 94,525	\$ 146,194	\$ 150,418
Aquatic Center	325,435	280,854	317,178	280,979	271,503	284,383	302,144
Fall-Winter-Spring	26,832	56,654	22,296	29,224	17,537	26,105	32,084
Summer	61,403	69,019	64,050	63,793	46,276	63,783	62,333
TOTAL	\$ 535,518	\$ 535,708	\$ 532,559	\$ 518,884	\$ 429,841	\$ 520,465	\$ 546,979
NET LEVY SUPPORT	160,291	180,708	179,807	181,884	159,958	183,465	217,979
LEVY SUPPORT AS % OF EXPENSES	30%	34%	34%	35%	37%	35%	40%



City of Middleton 2015 Budget

Operating Budgets & Performance Plans: Recreation

	Actual 2012	Budget 2013	Actual 2013	Budget 2014	Actual thru Aug 31, 2014	Lower of Calculation	Requested Budget 2015
HUBBARD ARTS CENTER							
Revenues							
Program	-	-	5,896	15,000	24,204	15,000	15,000
	-	-	5,896	15,000	24,204	15,000	15,000
Expenses							
Wages	-	-	618	10,000	1,341	4,000	4,000
Personnel Benefits	-	-	53	765	103	315	315
Operating Expenses	-	-	7,694	8,000	19,354	7,694	24,500
	-	-	8,365	18,765	20,798	12,009	28,815
NET TAX RATE SUPPORT	-	-	2,469	3,765	(3,406)	(2,991)	13,815
LEVY SUPPORT AS % OF EXPENSES	0%	0%	30%	20%	-16%	-25%	48%
YOUTH CENTER							
Revenues							
County Aid	9,150	8,736	4,150	8,700	4,325	8,700	8,700
Donations	728	-	4,592	14,000	17,124	14,000	14,000
	9,878	8,736	8,742	22,700	21,449	22,700	22,700
Expenses							
Wages	22,914	19,926	-	28,180	16,646	29,025	29,025
Personnel Benefits	3,619	3,449	-	3,545	2,226	4,489	4,489
Operating Expenses	3,111	3,692	-	8,975	5,573	-	12,304
	29,644	27,067	-	40,700	24,445	33,514	45,818
NET TAX RATE SUPPORT	19,766	18,331	(8,742)	18,000	2,996	10,814	23,118
LEVY SUPPORT AS % OF EXPENSES	67%	68%	0%	44%	12%	32%	50%



City of Middleton 2015 Budget

Operating Budgets & Performance Plans: Recreation

2015 DECISION ITEMS - REQUESTED BUDGET

Department	Account Title	Account Number	Description / Justification	Revenue Change		Mandate	Line item Increase	Line Shift
				Increase	Decrease			
Hubbard Art Center-REVENUE	Hubbard Art Center-REVENUE	100-4674-05	Increase in revenue due to addition of programs	8,000			5,694	
FWS Rec-REVENUE	FWS Rec-REVENUE	100-4674-02	Decrease in revenue to more accurately reflect trend in programming revenue		4,000			
Conservation & Development-	Conservation & Development-REVENUE		Increase in revenue due to increased shelter reservation fees	6,000				
Rec Admin	Salaries-Full Time	100-5530-xxx	Increase in salary due to position change from Administrative Assistant to Office Manager (included in revenue request) (includes				5,694	
Rec Admin	Office Supplies	100-5530-210	Funds necessary to purchase items for the office				674	
Rec Admin	Advertising & Printing	100-5530-260	Additional funds are needed to cover printing of Guide & increased advertising				650	
Rec Admin	Advertising & Printing	100-5530-260	\$2,900 from Summer Rec & Aquatic Center for annual Recdesk fee (online reservations & registrations)					2,900
Summer Rec	Supplies & Materials	100-5531-220	Transfer \$1,450 to Advertising & Printing for annual Recdesk fee					(1,450)
Aquatic Center	Supplies & Materials	100-5542-220	Transfer \$1,450 to Advertising & Printing for annual Recdesk fee					(1,450)
Summer Rec	Supplies & Materials	100-5531-220	Transfer \$5,000 to Outside Services (Outside Services are contracted programs)					(5,000)
Summer Rec	Outside Services	100-5531-310	\$5,000 from Summer Rec: Supplies & Materials for the new contracted programs we offer					5,000
FWS Rec	Outside Services	100-5532-310	Additional funds needed for contracted programs				4,000	
FWS Rec	School Facility Rentals	100-5532-480	Additional funds are needed for facility rentals				1,979	
Aquatic Center	Office Supplies	100-5542-210	Additional funds needed to cover changes with the mandatory American Red Cross swimming lesson fees and certifications			2,000		
Aquatic Center	Supplies & Materials	100-5542-410	Besides cleaning, restroom, and first aid supplies, additional funds needed to replace broken decks chairs, lesson supplies, guard stand				1,677	
Aquatic Center	Repair & Maintenance	100-5542-220	Besides routine maintenance, additional funds needed for mudjacking, and increased needs for plumbing, mechanical and				2,158	
Aquatic Center	Utilities	100-5542-470	Annual increase in rising utility costs				1,926	
Aquatic Center	Outside Services	100-5542-310	To fund existing contracts for chemicals, lawn care, and facilities				10,000	
Hubbard Art Center	Wages	100-5533-120	Transfer \$6,000 to Contracted Services to cover costs of new contracted programs & facility cleaning					(6,000)
Hubbard Art Center	FICA	100-5533-193	Transfer \$450 to Contracted Services to cover costs of new contracted programs & facility cleaning					(450)
Hubbard Art Center	Supplies & Materials	100-5533-220	Transfer \$5,694 to Contracted Services to cover costs of new contracted programs & facility cleaning					(5,694)
Hubbard Art Center	Outside Services	100-5533-310	\$ 12,144 from Wages, FICA, Supplies & Materials for new contracted programs & facility cleaning					12,144
Hubbard Art Center	Outside Services	100-5533-310	Additional funds needed to cover contracted programming and cleaning (included in revenue request)				10,356	
Youth Center	Wages	100-5114-xxx	Increase in hours and pay requested by the Commission on Youth (includes benefits)				7,814	
Youth Center	Supplies & Materials	100-5114-220	\$7,975 funds needed for program supplies based on 2014 activity					7,975
Youth Center	Trips	100-5114-310	\$1,000 funds needed for program trips based on 2014 activity					1,000
Youth Center	Training & Development	100-5114-440	Afterschool Youth Development Credential				3,329	

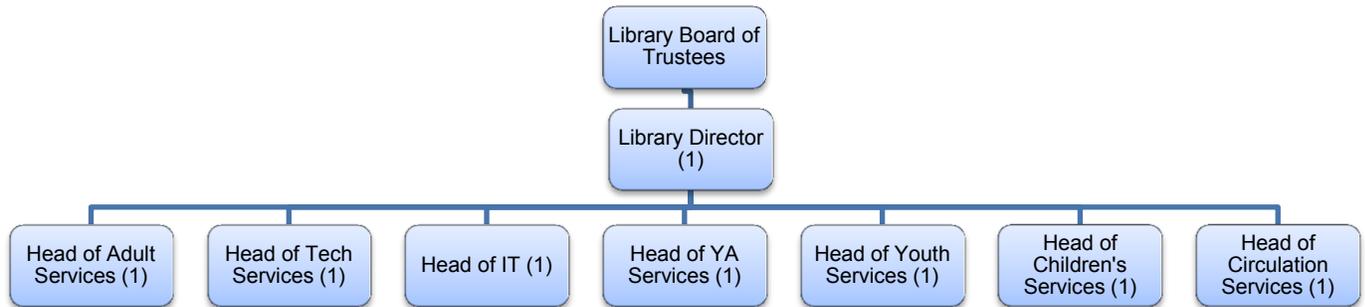


City of Middleton 2015 Budget

Operating Budgets & Performance Plans: Library (Special Revenue Fund)

Mission:

Make a positive difference in the quality of life in our community.



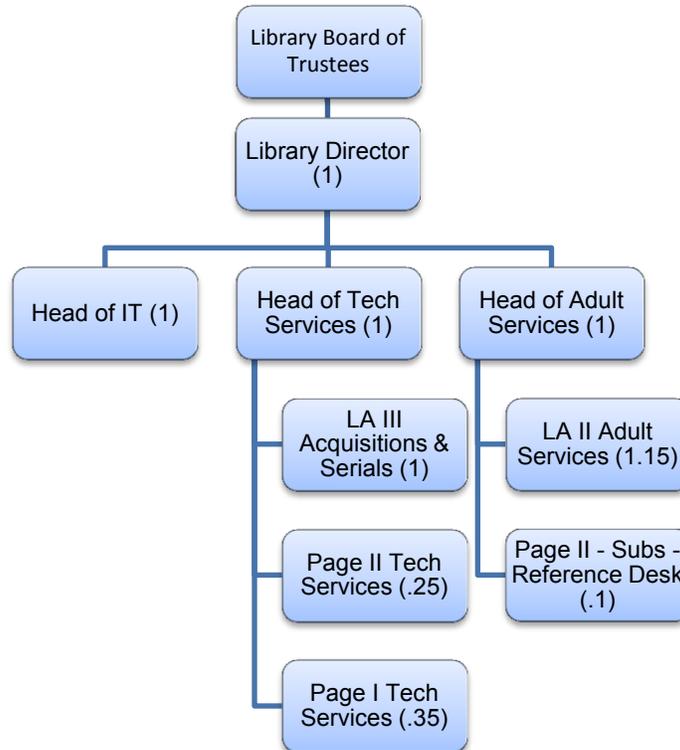
AUTHORIZED POSITION LIST	2011	2012	2013	2014	2015
DIRECTOR	1	1	1	1	1
HEAD OF ADULT SERVICES	1	1	1	1	1
HEAD OF TECHNICAL SERVICES		1	1	1	1
HEAD OF INFORMATION TECH.	1	1	1	1	1
HEAD OF YOUNG ADULT SERV.	1	1	1	1	1
HEAD OF YOUTH SERVICES		1	1	1	1
HEAD OF CHILDREN'S SERVICES	1	1	1	1	1
HEAD OF CIRCULATION SERVICES	1	1	1	1	1



City of Middleton 2015 Budget

Operating Budgets & Performance Plans: Library (Special Revenue Fund)

REFERENCE DESK



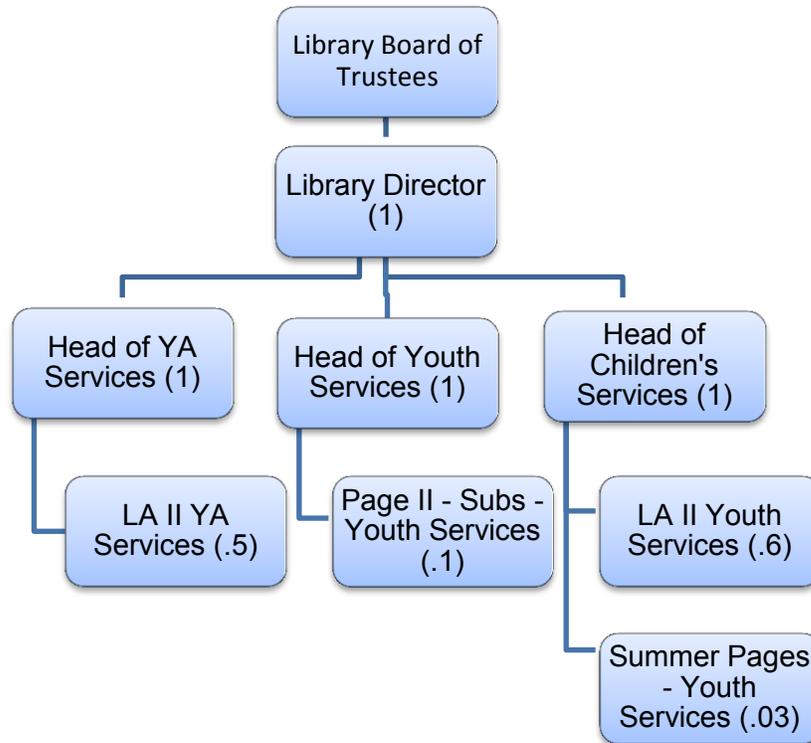
AUTHORIZED POSITION LIST	2011	2012	2013	2014	2015
DIRECTOR	1	1	1	1	1
HEAD OF ADULT SERVICES	1	1	1	1	1
HEAD OF TECHNICAL SERVICES	1	1	1	1	1
HEAD OF INFORMATION TECH.	1	1	1	1	1
LA III – ACQUISITIONS & SERIALS	1	1	1	1	1
LA II – ADULT SERVICES	2.15	2.15	2.15	2.15	2.15
PAGE II – SUBS – REFERENCE DESK	0	0.1	0.1	0.1	0.1
PAGE II – TECHNICAL SERVICES	0.25	0.25	0.25	0.25	0.25
PAGE I – TECHNICAL SERVICES	0.35	0.35	0.35	0.35	0.35



City of Middleton 2015 Budget

Operating Budgets & Performance Plans: Library (Special Revenue Fund)

MAIN LEVEL HELP DESK

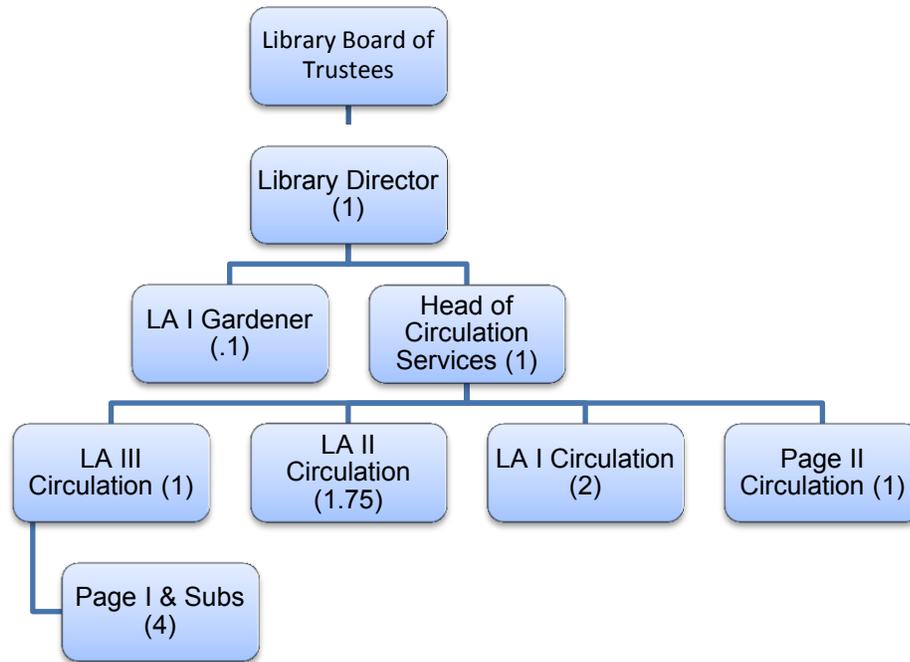


AUTHORIZED POSITION LIST	2011	2012	2013	2014	2015
DIRECTOR	1	1	1	1	1
HEAD OF YOUNG ADULT SERVICES	1	1	1	1	1
HEAD OF YOUTH SERVICES	1	1	1	1	1
HEAD OF CHILDREN'S SERVICES	1	1	1	1	1
LA II – YOUTH SERVICES	2.15	2.15	2.15	2.15	2.15
PAGE II –SUBS & PAGE I SEASONAL	0.03	0.03	0.13	0.13	0.13



Operating Budgets & Performance Plans: Library (Special Revenue Fund)

CIRCULATION DESK



AUTHORIZED POSITION LIST	2011	2012	2013	2014	2015
DIRECTOR	1	1	1	1	1
HEAD of Circulation Services	1	1	1	1	1
LIBRARY ASSISTANT III	0	1	1	1	1
LIBRARY ASSISTANT II	3	3	2	3	3
LIBRARY ASSISTANT I	4	5	5	3	3
PAGE II	4	4	4	4	4
PAGE I	20	19	16	16	16
PAGE I & II-SUBS	8	8	10	10	10

MAJOR RESPONSIBILITIES:

1. Opportunities for individual and group lifelong learning: proctoring, idea sharing, cultural experiences and innovation - programs, events, partnerships and outreach
2. Community building – welcoming & safe facility & community rooms and study areas, art displays & exhibits, gardens
3. Collections & literacy tools – print (magazines, books, newspapers), audio (recorded books, music), film, ebooks, book-kits
4. Access to information – internet, reference services, online databases (e.g., consumer reports, job skill testing & career preparation), readers’ advisory and instruction
5. Equipment & research tools – copiers, printers, scanners, fax, microfilm reader



City of Middleton 2015 Budget

Operating Budgets & Performance Plans: Library (Special Revenue Fund)

2015 GOALS:

1. Analyze the current library building structure and gather community input to create a planning document for future library facility/ies use expansion and/or branch
2. Literacy programs: “read together middleton” – a one book, one community program; series of writing & author workshops; 1000 books before kindergarten; author fair for self-published authors
3. Technology: work with local experts to design & present a media maker lab, topic-related public instruction courses, online tutoring, access to more electronic resources through mobile devices and community photo archive scan day
4. Increase community awareness through partnerships, collaborations and cross-promote with: other dane county libraries (beyond the page), dementia friendly community taskforce & friends of the library. For example: second annual community canvases project, interactive creation workshops, music & drama performances
5. Optimize resources through lean business processes and operations

SIGNIFICANT ISSUES IN 2015:

1. Twentieth century library building, with twenty-first century library space needs to update and reconfiguration for new library services and use of the building and to maintain a secure and safe environment
2. Rising costs of materials, supplies, technology maintenance & annual fees

MAJOR WORKLOAD STATISTICS:

WORKLOAD ACTIVITIES	2012 Actual	2013 Actual	2014 As of 6/30	2014 Projected	2015 Projected
Annual Circulation	776,132	769,485	-	700,900	700,500
Registered Borrowers	20,752	18,041	NA	18,000	18,000
Interlibrary loans provided to	217,573	240,273	NA	240,000	240,000
Interlibrary loans received from	217,953	228,858	NA	229,000	230,000
Books owned	91,702	86,778	NA	88,000	88,000
Audiovisual owned	24,795	26,518	NA	26,500	26,500
Overdrive use: eBooks, audio, video	12,727	25,086	NA	50,000	60,000
Programs and events	598	675	-	680	685
Number of participants at events	19,642	20,348	-	20,500	20,600
Annual visitor count	377,218	361,994	167,031	334,062	334,500
Annual hours of operation	3,520	3,520	NA	3,520	3,520
Public computers	51	51	51	51	51
Public Internet use sessions	113,789	107,783	106,624	53,312	107,000



City of Middleton 2015 Budget

Operating Budgets & Performance Plans: Library (Special Revenue Fund)

FINANCIAL INFORMATION:

	Actual 2012	Budget 2013	Actual 2013	Budget 2014	Actual thru Aug 31, 2014	Lower of Calculation	Requested Budget 2015
Revenue							
County Aid	\$ 766,589	\$ 779,524	\$ 779,524	\$ 783,000	\$ 783,629	\$ 783,629	\$ 783,629
General Fund Support	1,018,315	1,007,346	1,007,346	1,068,395	1,068,395	1,007,346	1,144,792
Other Revenue	28,772	21,000	29,984	30,000	22,507	31,042	10,000
TOTAL	\$ 1,813,676	\$ 1,807,870	\$ 1,816,854	\$ 1,881,395	\$ 1,874,531	\$ 1,822,017	\$ 1,938,421
Expenses							
Wages	\$ 956,719	\$ 973,765	\$ 981,085	\$ 1,012,003	\$ 649,162	\$ 1,044,700	\$ 1,044,700
Personnel Benefits	270,234	256,814	263,742	281,504	195,520	299,100	299,100
Operating Expenses	588,790	577,291	554,611	587,888	445,976	543,924	594,621
TOTAL	\$ 1,815,743	\$ 1,807,870	\$ 1,799,438	\$ 1,881,395	\$ 1,290,658	\$ 1,887,724	\$ 1,938,421
NET LEVY SUPPORT	1,018,315	1,007,346	1,007,346	1,068,395	1,068,395	1,007,346	1,144,792
LEVY SUPPORT AS % OF EXPENSES	56%	56%	56%	57%	83%	53%	59%

2015 DECISION ITEMS - REQUESTED BUDGET

Department	Account Title	Account Number	Description / Justification	Mandate	Line item Increase
Public Library	Books	212-5511-230	Maintain collection goals and book cost increase		10,000
Public Library	Periodicals	212-5511-232	Dane County Standard Level of Library Service requirement	435	
Public Library	Audio	212-5511-233	Maintain collection goals		20,000
Public Library	Electronic Resources	212-5511-330	Additional titles through Statewide Media Buying Pool		10,000
Public Library	Equipment Maintenance	212-5511-410	Public technology device updates		10,000
Public Library	Utilities	212-5511-470	Electricity rate increase	262	



CONSERVATION & DEVELOPMENT





City of Middleton 2015 Budget

Operating Budgets & Performance Plans: Planning

MISSION:

To ensure that the City of Middleton community thrives in a measured and balanced manner while protecting its natural resources and the needs of all current and future citizens.



AUTHORIZED POSITION LIST	2011	2012	2013	2014	2015
Planning Director / Zoning Administrator	1	1	1	1	1
Assistant Planning Director / Zoning Administrator	1	1	1	1	1
Assistant Director of Community Development / Zoning Administrator	1	1	1	1	1
Community Services Director	1/3	1/3	1/3	1/3	1/3

MAJOR RESPONSIBILITIES:

1. Staffing of Committees: Plan Commission; Community Development Authority; Zoning Board of Appeals; Airport Commission; Ped, Bike, Transit Committee, Sustainability Committee; Arts Committee; Landmarks Commission, Middleton/Westport Joint Zoning Committee; and Work Force Housing Committee;
2. Preparation of City Plans, including the Comprehensive Plan, BUILD, and Bicycle Pedestrian Plan
3. Administration of Ordinances, including: Zoning; Subdivision; Wetland; Floodplain; Outdoor Lighting; Sign; Off-Street Parking and Landscape Specifications; Public Arts.
4. Assistance with TID #3 and TID #5 Administration and Redevelopment District #3.
5. Assistance with economic and community development issues.
6. Research and reports on issues affecting the City such as: transportation; housing; environmental; floodplain; parking; and housing.



City of Middleton 2015 Budget

Operating Budgets & Performance Plans: Planning

2015 GOALS:

1. Complete updates to the Zoning Ordinance and Subdivision Ordinance.
2. Complete work on the Comprehensive Plan update.
3. Implementation of additional TIF projects.

SIGNIFICANT ISSUES IN 2015:

1. Tax Incremental Financing districts #3 and #5 administration.
2. Project coordination for The Community of Bishops Bay, Tribeca, Meriter, Parmenter corridor redevelopment projects, Kraemer project, and other private development prospects.
3. Continue providing support to the 10 Committees and Commissions that the Planning Department staffs.

MAJOR WORKLOAD STATISTICS:

WORKLOAD ACTIVITIES	2012 Actual	2013 Actual	2014 12 Mo. Est.	2014 As of 6/30	2015 Projected
Design Review	36	30	18	18	30
Ordinance Amendments	7	6	12	6	12
SIP's and Modifications	48	52	40	22	40
Misc. (TIF, plans, agreements, etc.)	76	85	76	36	76
Cond. Use Permits	4	6	4	1	4
Subdivisions and CSM's	4	11	8	8	8
Zoning Permits	130	136	130	56	130

FINANCIAL INFORMATION:

	Actual 2012	Budget 2013	Actual 2013	Budget 2014	Actual thru Aug 31, 2014	Lower of Calculation	Requested Budget 2015
Revenue							
Zoning Permit Fees	\$ 18,850	\$ 10,000	\$ 27,090	\$ 13,000	\$ 13,275	\$ 13,000	\$ 13,000
Plan Commission Charges	25,785	15,000	17,158	15,000	13,755	15,000	15,000
TOTAL	\$ 44,635	\$ 25,000	\$ 44,248	\$ 28,000	\$ 27,030	\$ 28,000	\$ 28,000
Expenses							
Wages	\$ 229,745	\$ 225,074	\$ 225,044	\$ 230,712	\$ 145,952	\$ 237,447	\$ 237,454
Personnel Benefits	78,412	77,366	76,563	80,985	55,195	81,586	81,586
Operating Expenses	6,920	13,250	7,284	13,250	3,429	7,284	13,250
TOTAL	\$ 315,077	\$ 315,690	\$ 308,891	\$ 324,947	\$ 204,576	\$ 326,317	\$ 332,290
NET LEVY SUPPORT	\$ 270,442	\$ 290,690	\$ 264,643	\$ 296,947	\$ 177,546	\$ 298,317	\$ 304,290
LEVY SUPPORT AS % OF EXPENSES	86%	92%	86%	91%	87%	91%	92%



City of Middleton 2015 Budget

Operating Budgets & Performance Plans: Planning

2015 DECISION ITEMS - REQUESTED BUDGET

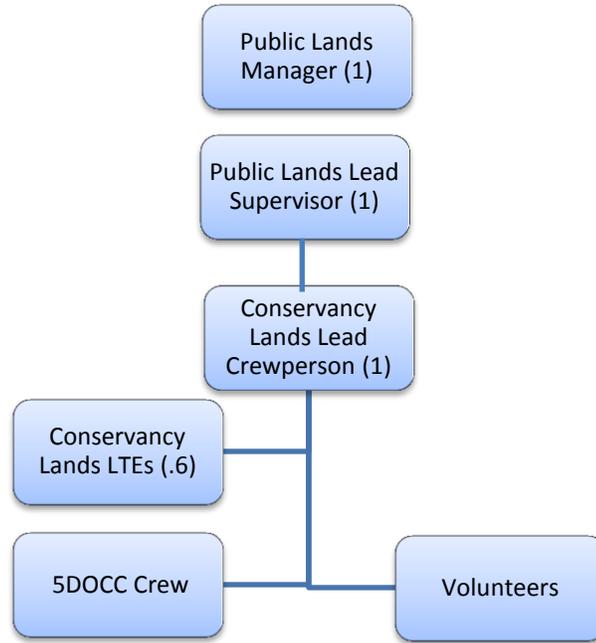
Department	Account Title	Account Number	Description / Justification	Line item Increase
Planning	Office Supplies	100-5631-210	Our office supply needs vary from year-to-year and while we often need the full amount, we do not spend the funds unless absolutely necessary. We would like to maintain the 2014 budgeted amount for office supplies.	824
Planning	Advertising & Printing	100-5631-260	This line item is used for publication of required public hearing notices, the number of which varies from year-to-year. In addition, this line item is used for paper and printing. We do not spend the funds unless absolutely necessary. We would like to maintain the 2014 budgeted amount for advertising & printing.	706
Planning	Outside Services	100-5631-310	Our outside services needs vary from year-to-year and while we often need the full amount, we do not spend the funds unless absolutely necessary. We would like to maintain the 2014 budgeted amount for outside services.	1,965
Planning	Professional Services	100-5631-320	Our professional services needs vary from year-to-year and while we often need the full amount, we do not spend the funds unless absolutely necessary. We would like to maintain the 2014 budgeted amount for professional services.	500
Planning	Training	100-5631-440	Our training requirement costs vary from year-to-year and while we often need the full amount, we do not spend the funds unless absolutely necessary. We would like to maintain the 2014 budgeted amount for training.	1,827
Planning	Other Operating Expenses	100-5631-490	Our other operating expense needs vary from year-to-year and while we often need the full amount, we do not spend the funds unless absolutely necessary. We would like to maintain the 2014 budgeted amount for operating expenses.	144
Planning	Sustainability Committee	100-5116-990	This increase would be to purchase cages to house the MedDrop drugs while they are stored in the evidence room at the Police Department. During a recent PD accreditation process, the current drug storage arrangements were pointed out as a weakness or potential vulnerability and the accrediters recommended locked cages to store the drugs.	4,250
Planning	Sustainability Committee	100-5116-990	In the 2014 budget development process, there was an error that somehow led to a reduction in operating budget for the Sustainability Committee of \$1,000. The 2013 operating budget for the Sustainability Committee was \$8,000 and they requested an increase of \$1,000 for a total of \$9,000. Although there is not Finance Committee action to indicate that the budget was reduced by \$1,000, there was a reduction. This request from the Sustainability Committee would increase the operating budget to \$9,000.	2,000
Planning	Art Committee Expenses	100-5113-992	Arts Committee expenses vary each year depending on the annual projects. The year 2013 was a lighter year because the committee was focusing their attention on the WARNING: Signs project and fundraising for the Parmenter roundabout sculpture rather than soliciting designs for site-specific projects. The Arts Committee budget has consistently been \$3,000 annually since 2008 and the committee is able to have a huge positive impact on the City with a relatively small budget. The committee is requesting an increase of \$2,000 to their previous year operating budget in order to continue to do a Community Canvases project at the library annually and do other community art projects.	2,829



Operating Budgets & Performance Plans: Conservancy Lands

MISSION:

The City of Middleton seeks to preserve and protect the City’s open space, water, historical, and natural resources to both foster and restore native habitats with the addition benefit of enhancing the City’s quality of life.



AUTHORIZED POSITION LIST	2011	2012	2013	2014	2015
Conservancy Lands Lead Crew	1	1	1	1	1
Conservancy Lands LTE's	2	2	2	2	4

MAJOR RESPONSIBILITIES:

1. Plan & implement programs designed to restore & develop Middleton’s Conservancy Lands Areas to provide native habitats as well as opportunities for outdoor education & passive outdoor recreation for all.
2. Protect, Restore & Enhance the water quality of all lakes, creeks, & kettle ponds within Middleton’s Conservancy Lands System by ecological restoration of shore land buffer zones, aquatic & emergent zones, stabilizing stream banks, wetlands & ponds.
3. Protect, Restore & enhance the native flora & fauna within Conservancy Lands Areas.
4. Protect Restore & Enhance wildlife habitat & corridors that connect fragmented habitat parcels.
5. Control exotic & invasive species.
6. Develop policies & standards related to trails, kiosks, shelters, benches, & diverse uses of conservancy lands areas, including such use as trails, water trails & canoe access, wetland detention & sediment basins, wildlife & fisheries enhancements.
7. Consult with similar agencies from neighboring cities, towns, and counties to develop a regional response to issues concerning land conservation & management.



Operating Budgets & Performance Plans: Conservancy Lands

2015 GOALS:

1. Protect, Restore & Enhance native landscapes and designated conservancy lands to maintain or improve the natural habitat, scenic beauty, outdoor recreation & outdoor environmental education.
2. Expand partnerships for maintenance of conservancy lands and hands on restoration and learning opportunities for the residents of Middleton.
3. Protect, Restore & Enhance native landscapes in the City of Middleton through land acquisition, ecological restoration, routine maintenance efforts, & provide volunteers or residents with hands-on ecological restoration learning opportunities.
4. Protect, Restore & enhance the natural vegetative communities within the City of Middleton, including but not limited to upland prairies, lowland forests, wetland/sedge meadow, shore land, open marsh & ponds, oak woods & oak savanna areas.
5. Improve water quality & fisheries areas within conservancy lands areas.
6. Increase connections between Middleton's conservancy lands areas and other adjacent or regional conservation areas including trails, corridors/linkages with other government agencies and regional land management plans.
7. Provide adequate management & staffing to oversee the management and or maintenance of all conservancy lands areas.

SIGNIFICANT ISSUES IN 2015:

1. Additional trails developed for public use require increased staffing & maintenance responsibilities for all new trails.
2. Deferred ecological maintenance for conservancy lands areas with approved management plans on file and/or in progress, result in higher capital & operational costs over the long term to complete the desired results. Impact is reduced bio diversity of species, increased invasive species, increased public complaints, and less cooperation or lost partnership opportunities w/ Friends Groups, neighborhood associations or residents ready to help with these managed areas. CLC reduced the capital budget for invasive species work from \$112,000 annually to \$45,000 and redirected those funds to the Operating Budget in 2014.
3. Negative impact on the aesthetic, recreational & scenic beauty of the Conservancy Lands Areas due to the reduction of LTE staff & maintenance funds reflected in customer surveys and open space plan comments from the residents.
4. Emergence of new invasive species like Southern Cattail & Purple Loosestrife create additional drain on reduced operating funds for weed eradication. Lack of funding for proper weed control measures & staffing continue to have negative impact on these sensitive areas.
5. Ever changing weather conditions with more frequent storm events and increased storm cleanup costs are not taken into account with decreased budgets. Deters further ecological restoration efforts and proper maintenance of water resource areas.
6. Reduced budgets continue to impact the future regional trail development planning & construction projects and deters needed progress for all trail users.
7. GNT Trail Plan & development work requires additional staff time and budget resources to ensure successful linkages with other communities to the West.



City of Middleton 2015 Budget

Operating Budgets & Performance Plans: Conservancy Lands

MAJOR WORKLOAD STATISTICS:

WORKLOAD ACTIVITIES	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Projected
CLC Acreage	820	820	820	820	850
Miles of maintained trails	17	21	22.5	28	30
CLC areas maintained	20	22	24	25	28
Grants	\$772,747	\$500,000	\$674,000	\$87,000	\$150,000
Donations	\$10,000	\$10,000	\$11,800	\$197,946	\$20,000

FINANCIAL INFORMATION:

	Actual 2012	Budget 2013	Actual 2013	Budget 2014	Actual thru Aug 31, 2014	Lower of Calculation	Requested Budget 2015
Revenue							
None	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenses							
Wages	\$ 13,830	\$ 12,400	\$ 24,299	\$ 12,400	\$ 13,309	\$ 12,400	\$ 24,800
Personnel Benefits	1,058	950	1,996	1,898	1,213	1,898	1,897
Operating Expenses	24,608	61,900	91,702	109,670	86,528	35,536	142,440
TOTAL	\$ 39,496	\$ 75,250	\$ 117,997	\$ 123,968	\$ 101,050	\$ 49,834	\$ 169,137
NET LEVY SUPPORT	\$ 39,496	\$ 75,250	\$ 117,997	\$ 123,968	\$ 101,050	\$ 49,834	\$ 169,137
LEVY SUPPORT AS % OF EXPENSES	100%	100%	100%	100%	100%	100%	100%



City of Middleton 2015 Budget

Operating Budgets & Performance Plans: Conservancy Lands

2015 DECISION ITEMS - REQUESTED BUDGET

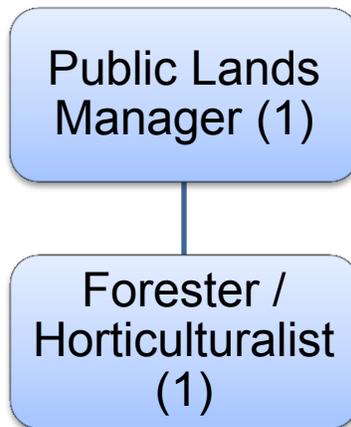
Department	Account Title	Account Number	Description / Justification	Line item Increase
Conservancy Lands	LTE's	100-5620-120	Current staffing is insufficient to maintain over 800 acres of CLC Lands and 27 + miles of trails with one FTE crewman. The 2 LTE work 620 hours per season and have a base wage rate of \$10. Need to increase base wage rate from \$10 to \$12 per hour to be in parity w/ other park agencies and local employers for seasonal workers (total \$2,480). Seek to restore 2 LTE positions, for 620 hours each, @ \$12 hour, that were cut in the 2009 budget process and prevented layoffs of FTE Staff in many other depts. (total \$14,880).	17,360
Conservancy Lands	Pond Expenses	100-5620-220	Tiedeman & Stricker pond water level management and conservancy lands management. Budget has flexed in expenditures with less funds being spent in drought years to manage these areas rather than in flood years. Staffing oversight and maintenance activities are key to maintaining a flood free zone for residents. Seek to restore budget to manage the areas as intended and protect residents from flood waters and property damage.	5,699
Conservancy Lands	Creek Maintenance	100-5620-221	PB creek maintenance is an annual expense that helps maintain the storm water conveyance system in place and prevent catastrophic failures along the PB Creek Corridor. Annual costs to remove trees & debris have been consistent over time except when grants awarded helped offset regular operating costs and/or drought years did not require the same level of tree & debris removal expenditures. Failure to maintain clear waterways and storm water conveyance systems can lead to catastrophic events. Seek annual maintenance funds to maintain proper channel flow by eliminating tree & debris build-up.	7,071
Conservancy Lands	Grant Match	100-5620-224	Grant match funds are used annually to pay for consultants or engineering assistance to obtain grants. The funds provide for coverage or application costs and/or professional fee for service costs for others to assist with these applications for public lands capital projects. The awarded grants help offset public lands operating costs, DOCC Crew costs, and Capital costs with match funds per Finance & Council approvals. All public lands and facilities directly benefit from these match funds and tax dollars are saved 50% or more. Many of the grant application fees are recouped during the grant close out process whereby they are reimbursable expenses and not reflected in the operating budget. In 2014, we received over \$115,000 in donated funds and over \$110,000 in grant match funds. This line item therefore pays for itself through grant reimbursements annually.	937
Conservancy Lands	Invasive Species Control	100-5620-480	This was moved from capital budget to the operating budget in 2014. Purpose is for weed control in 27 conservancy areas tand for over 800 acres in Middleton. This budget line was at \$115,000 in 2011, reduced to \$60,000 in 2012 and further cut in 2014 to \$45,000. The funds are used for fire control, herbicide applications & weed control mowing/cutting for managed CLC Areas and storm water detention areas to maintain compliance w/ local ordinances and state requirements for storm water basins and public lands.	65,000
Conservancy Lands	Other Expenses	100-5620-490	The DOCC Oakhill Inmate crew wages typically come from this primary line item but oten are offset w/ grants or other capital project funding. The DOCC Crew cost for a 40 hour work week for 5-8 inmates is approximately \$3500 bi weekly. This line item also includes interpretive signs & replacements and native plantings or other conservancy lands items needed.	28,197



Operating Budgets & Performance Plans: Forestry

MISSION:

To maintain the long term health and stability of the Middleton street & park tree population and to provide a source of information for residents regarding tree issues.



AUTHORIZED POSITION LIST	2011	2012	2013	2014	2015
Forester/Horticulturalist	1	1	1	1	1

MAJOR RESPONSIBILITIES:

1. Maintain public safety along all city streets and parklands regarding publicly owned trees.
2. Monitor and maintain, to the best of my abilities, the health of all publicly owned trees.
3. Review subdivision plans to protect existing trees and to approve new plantings.
4. Public education regarding tree pests, diseases, and new urban forestry programs.
5. Staff reports to PRFC and City Council for capital and operation budgets and issues for all public lands.

2015 GOALS:

1. Continuation of City EAB ash removal and replacement program.
2. Shift operating budget emphasis to pruning/maintenance from planting/expanding.
3. Highlight urban wood reuse.
4. Continued public education regarding all pertinent urban forestry concerns/needs.

SIGNIFICANT ISSUES IN 2015:

1. EAB found in Middleton in 2014. Continuation of City EAB ash reduction plan in light of fiscal constraints
2. Begin to address the backlog of pruning needs of street trees.
3. Reduction of planting due to pruning needs throughout city.



City of Middleton 2015 Budget

Operating Budgets & Performance Plans: Forestry

TOTAL ANNUAL BENEFITS, NET BENEFITS, AND COSTS FOR PUBLIC STREET TREES

<u>Benefits</u>	<u>Total (\$)</u>	<u>\$/tree</u>	<u>\$/capita</u>
CO2	\$ 338,095	\$ 41.69	\$ 18.89
Energy	31,762	3.92	1.77
Air Quality	38,195	4.71	2.13
Stormwater	228,713	28.20	12.78
Aesthetic/Other	470,393	58.01	26.28
	\$ 1,107,158	\$ 136.53	\$ 61.85

<u>Costs</u>	<u>Total (\$)</u>	<u>\$/tree</u>	<u>\$/capita</u>
Planting	\$ 15,000	\$ 1.85	\$ 0.84
Contract Pruning	7,500	0.92	0.42
Irrigation	6,000	0.74	0.34
Removal	15,000	1.85	0.84
Administration	69,940	8.62	3.91
Litter Clean-up	5,000	0.62	0.28
	\$ 118,440	\$ 14.60	\$ 6.63

Net Benefits	<u>\$ 988,718</u>	<u>\$ 121.93</u>	<u>\$ 55.22</u>
Benefit - Cost Ratio	\$ 9.35		

FINANCIAL INFORMATION:

	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Lower of</u>	<u>Requested</u>
	<u>2012</u>	<u>2013</u>	<u>2013</u>	<u>2014</u>	<u>thru</u>	<u>Calculation</u>	<u>Budget</u>
					<u>Aug 31, 2014</u>		<u>2015</u>
Revenue							
None	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenses							
Wages	\$ 60,292	\$ 61,504	\$ 62,318	\$ 62,734	\$ 40,612	\$ 64,603	\$ 64,603
Personnel Benefits	15,039	23,063	22,530	24,249	17,689	25,908	25,908
Operating Expenses	49,182	48,500	47,077	48,500	10,366	36,327	72,102
TOTAL	\$ 124,513	\$ 133,067	\$ 131,925	\$ 135,483	\$ 68,667	\$ 126,838	\$ 162,613
NET LEVY SUPPORT	\$ 124,513	\$ 133,067	\$ 131,925	\$ 135,483	\$ 68,667	\$ 126,838	\$ 162,613
LEVY SUPPORT AS % OF EXPENSES	100%	100%	100%	100%	100%	100%	100%



City of Middleton 2015 Budget

Operating Budgets & Performance Plans: Forestry

2015 DECISION ITEMS - REQUESTED BUDGET

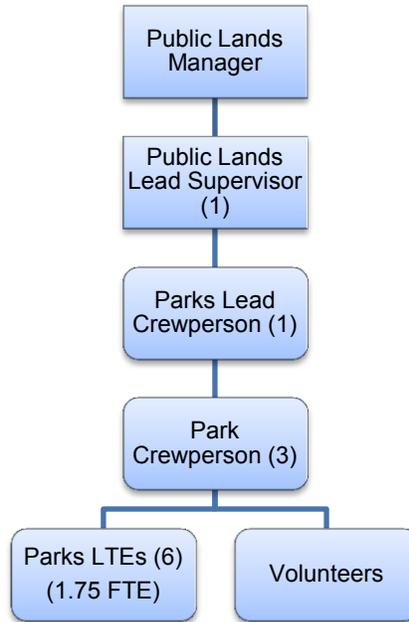
Department	Account Title	Account Number	Description / Justification	Mandate	Line item Increase
Forestry	Supplies & Materials	100-5611-220	Purchase of 75 street trees. Street trees have traditionally been purchased through operating budgets. However this request is also sought in the capital budget as it fits the definition of a capital purchase (lasting over 10 years). Therefore this request could be denied if approved in the capital budget.		9,375
Forestry	Outside Services	100-5611-310	Current violation of City ordinance 20.05 (trimming standards). Over the past 10 years, city staff have pruned on average 570 trees per year. As of July 2015, there are 8,902 street trees. At this current rate, it would take 16 years to prune every street tree in the city once. This has resulted in trees with branches below ordinance dictated height, and deadwood which poses safety hazards. Public requests and complaints regarding pruning have increased again this year. Structural pruning of young trees also continues to fall behind. This problem will only get worse with ash tree replacement and the addition of new trees in Hidden Oaks, Misty Valley, and Bishops Bay. Structural pruning eliminates future issues and will reduce future pruning maintenance. In 2014 I requested an additional \$42,000 be added to the 2014 operating budget for street tree pruning. This was denied. I then shifted existing funds to attain the necessary \$42,000. This shifting resulted in elimination of public events, additional tree planting, and equipment maintenance and purchases. For 2015 I am seeking \$21,400 to maintain this shift. This will allow for approximately 1,400 trees to be pruned in the city. This rate of pruning will result in a 6 year pruning rotation, decreasing hazards and clearance problems significantly.	21,400	21,400
Forestry	Other Operating Expenses	100-5611-490	Would provide funding for Arbor Day activities and Forestry Field Day event.		5,000



Operating Budgets & Performance Plans: Parks

MISSION:

The City of Middleton seeks to provide a park and recreation system that will meet the needs of our current residents and future generations and provide a park and recreation program that is designed to enhance the City's quality of life.



AUTHORIZED POSITION LIST *	2011	2012	2013	2014	2015
Public Lands Manager	1	1	1	1	1
Public Lands Lead Supervisor	1	1	1	1	1
Parks Lead Crewperson	1	1	1	1	1
Parks Crewpersons	3	3	3	3	3
Parks LTEs	1.75	1.75	1.75	1.75	3

MAJOR RESPONSIBILITIES:

1. Maintain 27 active parks with over 558 acres for active & passive outdoor recreation and park facilities to meet current & future demands.
2. Ensure that parks, recreation lands, facilities & programs are barrier free and designed to meet the special needs of all residents, especially the elderly and disabled.
3. Coordinate subdivision review with all departments responsible for providing or maintaining adequate park lands & facilities and ensure that only land that is suitable for outdoor recreation is dedicated as parkland.
4. Coordinate development efforts, routine use & maintenance of recreational lands & facilities with the City of Middleton, MCPASD and other appropriate public outdoor recreation agencies.
5. Public Lands, Recreation & Forestry Staff report to PRFC, Finance Committee, and the Common Council for approval of Capital & Operational Budgets.



Operating Budgets & Performance Plans: Parks

2015 GOALS

1. Ensure that the City's existing open space, outdoor recreational facilities and programs are designed to meet the special needs of all residents and visitors regardless of age, gender, or ability.
2. Meet or exceed the National Association of Parks & Recreation (NRPA) standards for active and passive recreational land, to address current and future recreational needs.
3. Use all available resources to further enhance the quality of the City's Park System.
4. Recognize the importance of an adequate park budget which can financially address existing park health and safety hazards and allow for future parkland acquisition and/or facility development.
5. Coordinate subdivision review with all departments responsible for providing or maintaining adequate park facilities.
6. Coordinate development efforts, the use and maintenance of outdoor recreational facilities between the City of Middleton, MCPASD, and sporting organizations.
7. Provide a wide range of park facilities to address the needs of existing and changing demographics and to meet the standards set forth by the NRPA.
8. Provide residents with safe & reliable recreation equipment throughout the City Park System.
9. Inventory, improve and expand bike & pedestrian network.
10. Better integrate outdoor recreational programming and facilities development to correspond to outdoor pursuits on a seasonal basis.
11. Provide adequate management and staffing levels to oversee the maintenance of park and open space facilities.
12. Ensure that appropriate native landscape plant materials are incorporated into all new and existing park and open space lands.
13. Obtain program accreditation from NRPA within five years from plan adoption.

SIGNIFICANT ISSUES IN 2015:

1. Decreased PRFC Capital & Operating Budgets have created user conflicts and/or complaints from residents that have high expectations for highly maintained park & open space areas, play equipment, park paths, and parking lots.
2. Weather based seasonal operations and maintenance requirements are not taken into consideration when operating budgets are cut leading to dramatic cuts to service areas and increase hazards to the public in these park & open space areas.
3. Decreased staffing levels are not in line w/ increased park use, increased maintenance demands from that public use and the additional sports facility maintenance requirements. Loss of Parks LTE's (5) in 2009 has impacted the quality of maintenance at designated sports & athletic field areas citywide and the level of services offered to joint use agreement groups for these areas. FTE staff continues to perform required routine maintenance duties without the needed LTE staff for seasonal assistance. FTE staff are expected to perform routine work and with added parks, sports fields and new program areas with same standards.
4. Unstable weather conditions in winter and summer create storm damage in park areas with hidden cleanup costs to already depleted budgets.
5. 2012 ADA Report states that 1200 + deficits will need to be corrected by 2016 per Title II ADA & AADAG Law. PRFC Capital & Operating budgets will need to be increased to meet mandated compliance measures noted.



Operating Budgets & Performance Plans: Parks

SIGNIFICANT ISSUES IN 2015 (continued):

- The PRFC Open Space Plan was revised in 2014 and provides documentation of the back logged park maintenance needs, ADA deficits, sports field needs, and other recreational program needs. The report also documents the staffing issues and needs for adequate personnel to carry out the required maintenance standards for all park areas. PRFC Capital & Operating Budgets must be increased to comply with the mandated requirements and provide safe park facilities for all to enjoy.

PARK FACILITIES:

	Acres	Picnic Area	Open Shelter	Grills	Drinking Water	Restrooms	Playground Equipment	Fishing	Trails/Hiking	Ball Diamond	Basketball Court	Sand Volleyball Court	Multi-Purpose Area	Water Features	Skate Park	Pet Exercise Area	Ice Skating
Community Parks																	
Lakeview Park	80	●	●	●	●	●	●	●	●	●		●	●	●			
Fireman's Park	5.9	●	●	●		●	●				●	●					
Community Dog Park	146					●			●				●			●	
Orchid Heights Park	14	●	●	●	●	●	●		●	●	●	●				●	●
Quisling North Park	30								●	●							
Firefighters Park	15	●	●		●	●			●	●			●				
Neighborhood Parks																	
Parisi Park	5.7	●	●			●	●			●	●		●				
Middleton Hills Park- North	5	●	●		●		●		●	●							
Middleton Hills Park- South	4.6	●	●		●	●	●		●			●					
Woodside Heights Park	10				●		●				●						
Stricker Park	10				●		●		●				●				
Quarry Skate Park	0.1												●		●		
Mini Parks																	
Stonefield Park	2	●			●	●	●					●	●				
Parkside Heights Park	1.6				●		●				●						●
Meadows Park	1.9										●						
Boundary Road Park	3.5				●		●										
Hillcrest Park	0.5				●		●				●		●				
Baskerville Park	0.5						●										
Pheasant Branch Ridge Park	2	●			●				●								
Hawkridge Park	1.5				●		●										



City of Middleton 2015 Budget

Operating Budgets & Performance Plans: Parks

PARK FACILITIES (Continued):

	Acres	Picnic Area	Open Shelter	Grills	Drinking Water	Restrooms	Playground Equipment	Fishing	Trails/Hiking	Ball Diamond	Basketball Court	Sand Volleyball Court	Multi-Purpose Area	Water Features	Skate Park	Pet Exercise Area	Ice Skating
Conservancy Lands																	
Pheasant Branch Conservancy	353								●				●				
Stricker Pond	30								●								●
Tiedeman Pond							●		●				●				●
Graber Pond	27								●				●				●
Esser Pond	15								●				●				●
Middleton Hills Pond & Conservancy	3.2								●				●				
Elm Lawn/ Tiedeman Conservancy	5								●				●				
Middleton Hills Oak Savanna	5								●				●				
Special Use Area																	
Pleasant View Golf Course																	
Lake Street Boat Launch								●									

FINANCIAL INFORMATION:

	Actual 2012	Budget 2013	Actual 2013	Budget 2014	Actual thru Aug 31, 2014	Lower of Calculation	Requested Budget 2015
Revenue							
Other Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
State & Federal Aid	-	-	-	-	-	-	-
Park Reservations	23,893	20,000	26,662	20,000	27,258	20,000	23,000
TOTAL	\$ 23,893	\$ 20,000	\$ 26,662	\$ 20,000	\$ 27,258	\$ 20,000	\$ 23,000
Expenses							
Wages	\$ 451,922	\$ 469,326	\$ 456,689	\$ 477,721	\$ 304,715	\$ 487,691	\$ 522,491
Personnel Benefits	174,114	159,512	144,332	168,747	103,738	175,157	175,157
Operating Expenses	168,936	190,895	200,088	178,196	94,676	166,593	204,084
TOTAL	\$ 794,972	\$ 819,733	\$ 801,109	\$ 824,664	\$ 503,129	\$ 829,441	\$ 901,732
NET LEVY SUPPORT	\$ 771,079	\$ 799,733	\$ 774,447	\$ 804,664	\$ 475,871	\$ 809,441	\$ 878,732
LEVY SUPPORT AS % OF EXPENSES	97%	98%	97%	98%	95%	98%	97%



City of Middleton 2015 Budget

Operating Budgets & Performance Plans: Parks

2015 DECISION ITEMS - REQUESTED BUDGET

Department	Account Title	Account Number	Description / Justification	Mandate	Line item Increase
Parks	LTE Staffing	100-5520-120	Increase current PARKS LTE Staff level from 6 to 10 total and restore staffing level to pre 2009 levels. LTE staff were cut in the 2009 budget process versus FTE layoffs for several departments. Restore the 4 LTE Staff at 600 hours per season, at \$12 per hour base wage rate, \$7,200 each per season. Current LTE staffing levels are not able to keep up with additional maintenance duties for parks, facilities, sports fields and boulevard maintenance. Deferred or incomplete maintenance tasks create risk, safety & liability issues w/in parks that are not acceptable and not in compliance w/ the PRFC OPEN SPACE PLAN, GOAL 1.2.11, 1.2.4, 1.2.11 & 1.2.8.		28,800
Parks	LTE Wage Rate Increase	100-5520-120	Increase Current LTE (6) Base Wage Rate from \$10 per hour to \$12 per hour, to be in parity w/ other parks agencies and local job market wage rates for entry level seasonal employment.		7,440
Parks	Supplies & Materials	100-5520-220	Increase supply costs for sports field maintenance. FFMP & Quisling Parks supply costs have not been covered by MBSC or MCPASD and additional operating funds are needed to maintain these areas in compliance w/ the PRFC Open Space Plan 1.2.6 & 1.2.7		5,000
Parks	Communications	100-5520-280	Parks staff rely heavily on office staff to provide office supplies, copying for posted notices, laminating items, and other parks communications materials. Administrative staff utilize this line for all master plans, open space plans, notices & flyers, and other document management needs completed by Admin Assistant.		424
Parks	Equipment Maintenance	100-5520-410	Mandatory sports field maintenance requirements and work load have increased at all Community Parks along w/ related equipment maintenance costs. City Mechanics rates and costs are fixed for Public Lands Department equipment maintenance. Foreman retirement may lead to increased costs for small hand & power equipment maintenance due to loss of expertise.	2,366	
Parks	Motor Lube & Fuel	100-5520-420	\$4/gallon @ 8,730 gallons of fuel used per year, based on 2008-2012 average annual fuel use costs.	3,580	
Parks	Training	100-5520-440	Expect increased training costs for new foreman for fire control burn boss certification (\$500), DATCP Herbicide & Pesticide Applicators Certification (\$100) and NRPA Playground Safety Inspection Certification (\$500).	1,100	
Parks	Utilities	100-5520-470	5% mandated increase used for utilities. Parks facilities, lighting and demand have increased.	5,269	
Parks	Other Operating Expenses	100-5520-490	For DOCC crew (5-8 persons) ave cost \$3500 per 2 week payperiod @ 12 weeks. Increased portable restroom costs to meet ADA requirement and high demand for longer seasonal use by public. Other increased operating expenses related to planting & materials for adopt-a-park and adopt-a-boulevard improvements and transitioning turf boulevards to no mow native plantings.		12,378
Parks	Janitorial Expenses	100-5520-491	Janitorial contract costs for all park facility cleaning from May- September has increased. Competitive request for quote process is utilized for janitorial services contracts renewed annually but costs to clean parks restrooms and facilities continues to increase locally. Increased sports field use agreements at community parks increase facility maintenance & janitorial needs seasonally as well. Additional cleaning services were required at Lakeview Park Shelters due to high splash pad use and lack of other restroom facilities for day visitors.		1,500
Parks	Water Services	100-5520-492	Mandatory 15% water rate increase. Plus increased costs at Quisling sports fields for MCPASD four fields watering and new irrigated fields.	5,600	
Parks	Capital Outlay	100-5520-800	Cover costs for hand held power equipment such as blowers, trimmers and push mowers which must be maintained and safe for use by LTE workers. This line is for replacement equipment only. Items not serviced or in poor working order would be tagged out.		274





City of Middleton 2015 Budget

Operating Budgets & Performance Plans: Other Budgets

	Actual 2012	Budget 2013	Actual 2013	Budget 2014	Actual thru Aug 31, 2014	Lower of Calculation	Requested Budget 2015
Contingencies							
Vehicle Damages	\$ -	\$ 24,000	\$ 1,856	\$ 12,000	\$ 1,856	\$ 3,364	\$ 12,000
City Liability	-	50,000	6,794	25,000	217	6,794	25,000
General	-	265,140	-	80,244	-	-	225,000
TOTAL	\$ -	\$ 339,140	\$ 8,650	\$ 117,244	\$ 2,073	\$ 10,158	\$ 262,000
Other Services							
Legal Counsel	\$ 243,554	\$ 203,400	\$ 231,687	\$ 215,000	\$ 125,326	\$ 207,748	\$ 212,060
Commissions/Committees	12,823	20,238	11,105	15,498	10,453	9,736	23,600
General Personnel Benefits	16,038	48,000	24,833	60,700	21,741	25,705	60,000
Property, Liability & Worker Comp							
Insurance	369,183	394,000	356,613	414,966	369,117	356,613	380,000
Non-Departmental	57,502	164,124	113,695	27,100	15,223	12,383	27,555
Miscellaneous Expenses	78,605	58,500	65,198	67,400	96,380	61,270	65,860
TOTAL	\$ 777,705	\$ 888,262	\$ 803,131	\$ 800,664	\$ 638,240	\$ 673,455	\$ 769,075
NET LEVY SUPPORT	\$ 777,705	\$ 1,227,402	\$ 811,781	\$ 917,908	\$ 640,313	\$ 683,613	\$ 1,031,075
LEVY SUPPORT AS % OF EXPENSES	100%	100%	100%	100%	100%	100%	100%



SPECIAL REVENUE FUND BUDGETS





City of Middleton 2015 Budget

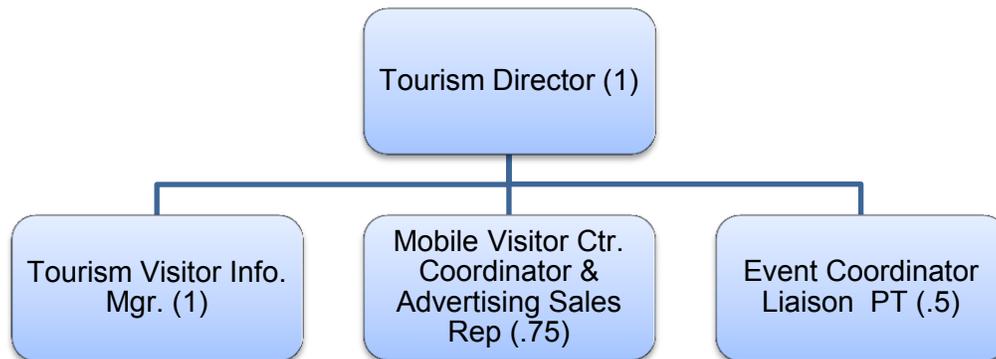
Special Revenue Fund Budgets & Performance Plans: Tourism

MISSION:

Middleton Tourism Commission's Mission Statement is to provide the best information possible to ensure a pleasurable experience for Middleton's visitors.

In order to accomplish our mission we are committed to the following core objectives:

- To develop the convention & visitors industry as a substantial element of the City of Middleton's economy.
- To market the City of Middleton in a way that maximizes the visitor's experience while respecting the quality of life and environment of those who live and work here.
- To compete successfully with destinations throughout the region in attracting first time & repeat visitors.
- To be a regional destination source that stresses partnership, productivity and return on investments.
- To share expertise on industry issues, trends and product development.
- To market to convention & event planners, tour & group operators, as well as individuals.
- To offer exceptional customer service.



AUTHORIZED POSITION LIST	2011	2012	2013	2014	2015
Director Tourism Dept	1	1	1	1	1
Tourism Visitor Info. Manager	1	1	1	1	1
Event Coordinator Liaison (PT)	0	0	1	1	1
Mobile Visitor Center Coordinator and Advertising Sales Representative (PT)	0	0	0	1	1



Special Revenue Fund Budgets & Performance Plans: Tourism

MAJOR RESPONSIBILITIES:

WI Act 135 establishes a definition of “Tourism Promotion & Development” to clarify how the amount of Room Tax revenue designated for this purpose by state law can be used. The definition:

- Provides a natural connection between overnight stays, which is what is taxed and is the source of the revenue, and the expenditure of the revenue to ensure room tax revenue is sustainable and can grow;
- Ensures that if multiple lodging properties are collecting and submitting room tax revenue, the promotion and development projects do not just benefit one property;
- Provides examples of marketing projects that promote tourism to help guide decision-makers without experience in the tourism industry;
- Provides a broad range of opportunities for local decision-makers to select what investments in Tourism Promotion and Development will work best in their community and budget (i.e.; print or electronic promotional brochures, advertising, a tourist information center, efforts to recruit conventions, etc).

2015 GOALS:

1. Continued – cultivate the collaboration of our hotel properties & association partnerships to market & sell to groups as a cohesive partnership.
2. Continued – collaboration with our hotel entities to grow the three niches; transient visitors, motorcoach/groups and small/medium market meetings/conferences. Specifically in the group tour market – as the 2012 -14 goals have already been met & exceeded we continue to maintain our current industry recognition and continue to explore and cultivate new group markets particularly, due to new more favorable regulations, Agri-tourism. (Assisted by our self funded grant programs)
3. Continued – provide [potential] visitors with coordinated, attractive, comprehensive print, web and social media products that provide incentive to visit as well as patronize.
4. Continued – fortify brand recognition of Middleton’s logo/name and — “known for” elements, as well as fresh visual definition separate from Madison all the while embracing the entire geographic area.
5. Continued – Evolve the new Event Coordinator Liaison to best reflect the City’s needs & requirements while presenting a warm, comprehensive touch stone for events planners.
6. Fully immerse the new mobile visitor center in the area events involving our grants, guest room blocks and in some cases popular recurring local/regional events to effect more direction on the visitor’s activities selections while in the area.
7. Continue to monitor the feedback and effects of the relatively fledgling tourism trolley program as well as the onboard advertising usefulness and evolve on the fly based on continuous monitoring to gauge the value of the program.

SIGNIFICANT ISSUES IN 2015:

1. Constant changes & trends in mobile technology / social media / Internet / SEO (search engine optimization) inclusiveness.
2. Potentially – weather/gas & fuel prices
3. Political climates



City of Middleton 2015 Budget

Special Revenue Fund Budgets & Performance Plans: Tourism

FINANCIAL INFORMATION:

	Actual 2012	Budget 2013	Actual 2013	Budget 2014	Actual thru Aug 31, 2014	Lower of Calculation	Requested Budget 2015
Revenue							
Room Tax	1,080,740	900,000	1,142,077	950,000	586,610	950,000	1,000,000
Other	-	-	-	-	40	-	-
	<u>1,080,740</u>	<u>900,000</u>	<u>1,142,077</u>	<u>950,000</u>	<u>586,650</u>	<u>950,000</u>	<u>1,000,000</u>
Expenses							
Wages	101,946	122,863	114,324	130,643	84,187	133,236	133,236
Personnel Benefits	44,038	56,226	44,508	48,062	33,242	48,775	48,775
Operating Expenses	629,938	1,089,400	866,753	964,100	428,087	770,319	1,090,209
	<u>775,922</u>	<u>1,268,489</u>	<u>1,025,585</u>	<u>1,142,805</u>	<u>545,516</u>	<u>952,330</u>	<u>1,272,220</u>
UNRESTRICTED CASH AVAILABLE	<u>1,008,467</u>	<u>-</u>	<u>1,059,485</u>	<u>-</u>	<u>1,253,554</u>	<u>-</u>	<u>-</u>

2015 DECISION ITEMS - REQUESTED BUDGET

Department	Account Title	Account Number	Description / Justification	Rev.Chg.	Line item
				Increase	Increase
Tourism	ROOM TAX	201-4121-00	More closely reflect the historical amounts	50,000	50,000
Tourism	Salary Full Time	201-5545-110	new mobile visitor center staff position - all in mobile visitor center line currently		
Tourism	FICA	201-5545-193	" " " "		
Tourism	Tourism Grants	201-5531-990	more accurately reflects the amount likely to be needed		(11,847)
Tourism	MASC Sports Grants	201-5531-991	reflects the contracted amount		1,500
Tourism	Trade Show Grants	201-5531-993	reflects the actual granted amount		8,225
Tourism	Destination Partnership	201-5531-995	This is an unknown from year to year but this is an amount with feel we can live with		15,000
Tourism	Street Banners	201-5538-990	to replace snowflake banners and or add lighted decorations		69,660
Tourism	Brochure Expense	201-5539-265	relecting additional pages and increase printing costs		4,850
Tourism	Promotions	201-5540-990	Increase reflects mobile visitor center needs (will be broken out further in later version)		11,654
Tourism	GMCVB Payments	201-5541-990	based on contracted percentage		30,792
Tourism	Building Maintenance Proj	201-5544-350	No "major" plans this amount is more realistic/probable		(8,000)
Tourism	Meals	201-5545-205	though still an unknown - probably more realistic than the \$9,000 inserted in 2014 by finance		2,000
Tourism	Supplies & Materials	201-5545-220	With 3 on staff now May need a few more items		100
Tourism	Promotion Expenses	201-5545-225	An unknown year to year dependant on how much the attractions/outlets will participate		2,000
Tourism	Postage	201-5545-250	Dependant on advertising response... differences can be substantial		6,445
Tourism	Printing	201-5545-260	With trolley and mobile visitor center increase is likely (actual to date is \$634)		675
Tourism	Internet & Web	201-5545-270	Build outs as a result of trolley and mobile visitor center		5,000
Tourism	Communications	201-5545-280	With tablets (mobile visitor center) & associated plans, etc.,		9,573
Tourism	Building Grounds & Maintenance	201-5545-340	This is an old building we just prefer to stick with the \$10K to be safe		3,684
Tourism	Training	201-5545-440	3 of us now attend the spring Governors Conference on Tourism and hotel & conference costs are up for both.		1,472
Tourism	Utilities	201-5545-470	Has been running pretty close to \$4K - fuel costs vary		407
Tourism	Other Expenses	201-5545-490	As meals are no longer in this line		1,000
Tourism	Sports Commission	201-5549-990	based on contracted percentage		3,500
Tourism	Other Expenses (trolley)	201-5552-490	based on most current quote for desired service		102,000
Tourism	Mobile Visito Center	201-xxxx-xxx	represented in whole - including wages, fuel, insurance, etc.		33,000
Tourism	Public Relations	201-5550-990	more exposure due to mobile visitors center		2,200
Tourism	Reserve for Contingency	201-5554-990	Same as 2014 Budget-Unforseen expenses		25,000



City of Middleton 2015 Budget

Special Revenue Fund Budgets & Performance Plans: Airport

FINANCIAL INFORMATION:

To be provided at a later date



ENTERPRISE BUDGETS

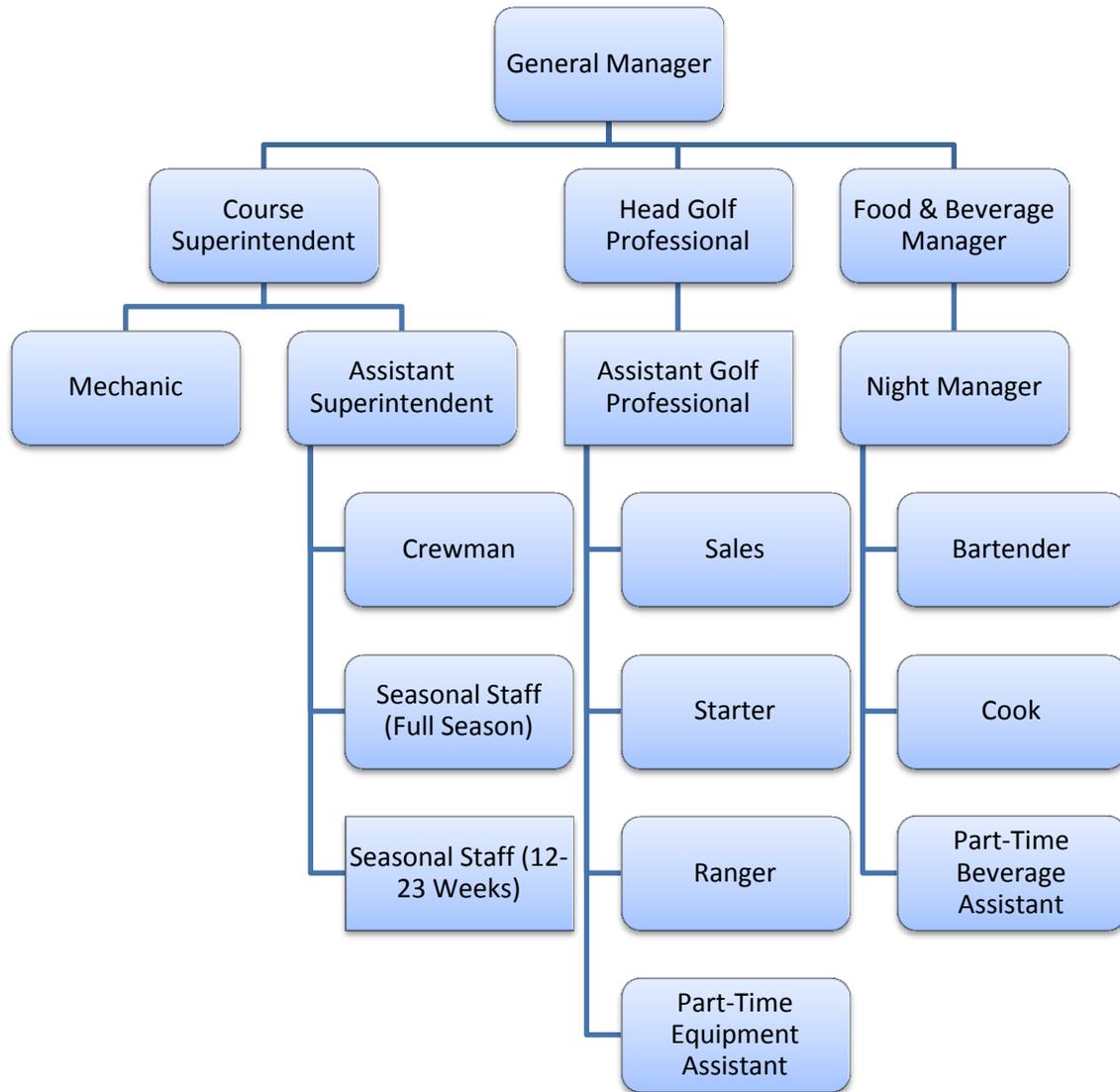


City of Middleton 2015 Budget

Enterprise Budgets & Performance Plans: Pleasant View Golf Course

MISSION:

Ensure that all golfers and guests enjoy their experience, and feel welcome at Pleasant View Golf Course. To provide a well maintained, manicured golf course that meets and exceeds player expectations.





City of Middleton 2015 Budget

Enterprise Budgets & Performance Plans: Pleasant View Golf Course

AUTHORIZED POSITION LIST	2011	2012	2013	2014	2015
General Manager	0	0	0	1	1
Director of Golf	1	1	1	0	0
Head Golf Professional	0	0	1	1	1
Assistant Golf Professional	0	0	0	1	2
Sales	12	12	12	9	8
Starter	6	6	6	6	6
Ranger	2	2	2	2	2
Part-Time Equipment Assistant	2	2	2	4	4
Food & Beverage Manager	1	1	1	1	1
Assistant Food & Beverage Manager	1	1	1	0	0
Night Manager (Shift Supervisor)	0	0	0	3	3
Bartender	8	8	8	2	2
Cook	3	3	3	1	1
Part-Time Beverage Assistant	7	7	7	14	14
Course Superintendent	1	1	1	1	1
Assistant Superintendent	1	1	1	1	1
Mechanic	1	1	1	1	1
Crewman	1	1	1	2	2
Seasonal (Full Season)	2	2	2	4	4
Seasonal (12-23 Weeks)	3	3	3	14	14

MAJOR RESPONSIBILITIES:

1. Daily transaction with customers
2. Ensuring golfers start at their scheduled tee times
3. Monitoring the pace of play
4. Cleaning and parking the golf carts, picking the golf range
5. Serve drinks and food
6. Provide a friendly environment
7. Service restroom area
8. Clean establishment at day's end
9. Daily preparation of course such as mowing greens, tees, fairways, rough, raking traps etc.
10. Weekly projects such as trap edging, tree planting, pesticide applications, weed eating, top dressing, etc.
11. Irrigation – watering turf when conditions require us to do so
12. Long term planning – course modifications, clubhouse maintenance, marketing, etc.
13. Budgeting



City of Middleton 2015 Budget

Enterprise Budgets & Performance Plans: Pleasant View Golf Course

2015 GOALS:

1. Increase the number of golf rounds played
2. Increase the average dollar per round obtained
3. Continue to improve customer service
4. Increase overall food and beverage sales by utilizing non golf outings
5. Manage food and beverage costs effectively
6. Manage labor costs more efficiently in all departments
7. Continue to develop a proper method to improve green conditions as demanded and expected by our clientele
8. Implement an effective marketing plan to ensure the future for Pleasant View is bright
9. Improve the layout of the golf course and clubhouse

SIGNIFICANT ISSUES IN 2015:

1. Weather
2. Staff
3. Competition
4. Course condition – Greens are a major factor

MAJOR WORKLOAD STATISTICS:

WORKLOAD ACTIVITIES	2012 Actual	2013 Actual	2014 12 Mo. Est.	2014 As of 6/30	2015 Projected
Acres Maintained	312	312	312	312	312
Holes on Course	36	36	36	36	36
Acres of Greens	7.5	7.5	7.5	7.5	7.5
Acres of Tees	11.5	11.5	11.5	11.5	11.5
Acres of Fairways	65	65	65	65	65



City of Middleton 2015 Budget

Enterprise Budgets & Performance Plans: Pleasant View Golf Course

FINANCIAL INFORMATION:

	Actual 2012	Budget 2013	Actual 2013	Budget 2014	Actual thru Aug 31, 2014	Lower of Calculation	Requested Budget 2015
GOLF REVENUE							
Golf Course Fees	1,501,380	1,496,000	1,381,684	1,450,471	1,142,789	1,359,911	1,462,812
Food & Beverage Sales	376,976	367,000	447,074	453,650	405,251	428,349	501,759
Miscellaneous Sales	33,425	400	3,850	3,000	2,315	3,000	6,165
Reimbursable Sales	-	-	(2)	-	(2,094)	-	-
	<u>1,911,781</u>	<u>1,863,400</u>	<u>1,832,606</u>	<u>1,907,121</u>	<u>1,548,261</u>	<u>1,791,260</u>	<u>1,970,736</u>
TOTAL GOLF REVENUES	<u>1,911,781</u>	<u>1,863,400</u>	<u>1,832,606</u>	<u>1,907,121</u>	<u>1,548,261</u>	<u>1,791,260</u>	<u>1,970,736</u>
GOLF EXPENSES							
FOOD & BEVERAGE							
Cost of Goods	128,421	121,500	132,875	141,000	120,461	128,791	142,490
Wages	96,178	110,092	101,364	117,773	71,726	106,176	106,176
Personnel Benefits	16,580	26,389	24,674	27,716	18,657	28,397	28,397
Operating Expenses	<u>11,153</u>	<u>13,000</u>	<u>8,876</u>	<u>13,000</u>	<u>12,305</u>	-	<u>9,576</u>
	252,332	270,981	267,789	299,489	223,149	263,364	286,639
PRO SHOP & CLUBHOUSE							
Wages	190,862	217,233	214,543	223,606	135,554	228,244	228,244
Personnel Benefits	94,271	36,682	62,335	37,730	22,685	34,145	34,145
Operating Expenses	<u>150,999</u>	<u>149,625</u>	<u>136,231</u>	<u>168,040</u>	<u>87,261</u>	<u>93,886</u>	<u>156,767</u>
	436,132	403,540	413,109	429,376	245,500	356,275	419,156
GROUNDS							
Wages	335,533	348,827	330,401	345,763	200,937	349,230	349,230
Personnel Benefits	93,621	93,305	90,407	86,289	55,241	94,190	94,190
Operating Expenses	<u>200,753</u>	<u>280,008</u>	<u>180,321</u>	<u>338,508</u>	<u>165,122</u>	<u>180,321</u>	<u>279,757</u>
	629,907	722,140	601,129	770,560	421,300	623,741	723,177
ADMINISTRATION							
Operating Expenses	225,785	29,800	145,127	163,092	113,696	143,538	147,665
Principal	495,000	595,000	595,000	735,000	735,000	595,000	825,000
Interest	<u>181,437</u>	<u>177,300</u>	<u>162,380</u>	<u>164,000</u>	<u>140,000</u>	<u>162,380</u>	<u>100,400</u>
	902,222	802,100	902,507	1,062,092	988,696	900,918	1,073,065
TOTAL GOLF EXPENSES	<u>2,220,593</u>	<u>2,198,761</u>	<u>2,184,534</u>	<u>2,561,517</u>	<u>1,878,645</u>	<u>2,144,298</u>	<u>2,502,037</u>
REVENUES LESS EXPENSES	<u>(308,812)</u>	<u>(335,361)</u>	<u>(351,928)</u>	<u>(654,396)</u>	<u>(330,384)</u>	<u>(353,038)</u>	<u>(531,301)</u>



City of Middleton 2015 Budget

Enterprise Budgets & Performance Plans: Pleasant View Golf Course

2015 DECISION ITEMS - REQUESTED BUDGET

Department	Account Title	Account Number	Description / Justification	Line item Increase	Line Shift
Food & Beverage	Outside Services	650-5545-310	Buy Right Purchasing fee helps negotiate lower food costs	1,000	
Food & Beverage	Food Cost	650-5541-221	Revenue budget increased therefore this number is reflecting off of the new revenue number	4,741	
Food & Beverage	Liquor Cost	650-5541-223	Revenue budget increased therefore this number is reflecting off of the new revenue number	1,156	
Food & Beverage	Beer Cost	650-5541-224	Revenue budget increased therefore this number is reflecting off of the new revenue number	5,802	
Food & Beverage	Soda Cost	650-5541-225	Revenue budget increased therefore this number is reflecting off of the new revenue number	2,000	
Pro Shop and Clubhouse	Part Time Wages	650-5543-120	Hire another LTE at \$15 X 36 weeks at 40 hours	21,600	
Pro Shop and Clubhouse	Gas and Oil	650-5543-420	Transfer 15k from Grounds Gas and Oil		15,000
Pro Shop and Clubhouse	Misc Expense	650-5543-490	We use this for random items such as signs, etc. So far we have used \$921 in 2014	1,871	
Pro Shop and Clubhouse	Cart Rental	650-5543-492	We are using 320 cars times the \$38 charge and we are shifting 7910 from Golf Outing Expense	4,250	7,910
Pro Shop and Clubhouse	Janitorial Services	650-5544-130	Annual carpet cleaning that was recorded incorrectly in the past	1,458	
Pro Shop and Clubhouse	Clubhouse Maintenance	650-5544-412	Would like to rename this Building Maintenance and consolidate shop and clubhouse maint into one		1,000
Grounds	Dirt	650-5546-224	We plan to topdress more and rebuild more bunkers. Greens are a priority = more topdressing = more sand	6,099	
Grounds	Greens and Tees Supply	650-5546-274	Need to purchase new flagsticks at \$80 per times 36	2,880	
Grounds	Trees	650-5546-278	We spent this in 2014 season rather than 2013...2014 will be over budget	928	
Grounds	Deep Aerification Services	650-5546-372	We try and complete this every 8 years or so. We hope to complete this in 2015	2,000	
Grounds	Irrigation Contract	650-5546-375	Our contract is \$1608 billed twice per year at \$804	804	
Grounds	Training and Development	650-5546-440	We have just started implementing this and wish to keep it rather than eliminate it	1,382	
Grounds	Uniforms		This is a line item we are hoping to add and make the grounds look more appropriate	1,000	
Administration	Advertising	650-5547-522	Do not wish to cut this as we hope to push more electronic marketing	1785	

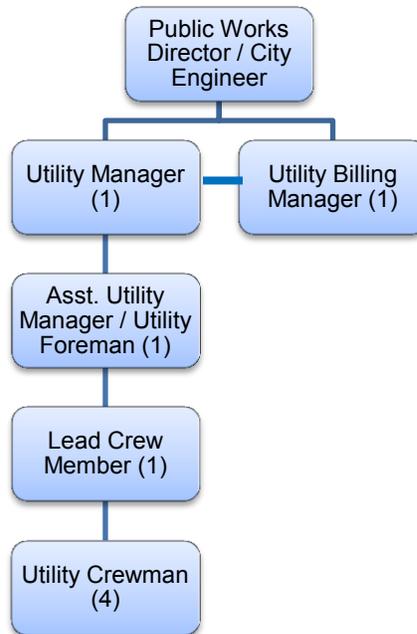


City of Middleton 2015 Budget

Enterprise Budgets & Performance Plans: Water & Sewer Utilities

MISSION:

Provide Quality Water and Wastewater service to the residents of the City.



AUTHORIZED POSITION LIST	2011	2012	2013	2014	2015
Utility Manager	1	1	1	1	1
Utility Billing Manager	0	1	1	1	1
Asst. Utility Manager / Utility Foreman	1	1	1	1	1
Lead Crew Member	1	1	1	1	1
Utility Crewman	4	4	4	4	4
Utility Clerk	1	0	0	0	0

MAJOR RESPONSIBILITIES:

1. Provide Operation and Maintenance of Pumping Stations
2. Provide Operation and Maintenance of Transmission and Distribution System
3. Provide Maintenance and Reading of Meters
4. Provide Operation and Maintenance of Sewer collection and pumping facilities
5. Provide emergency response as needed

2015 GOALS:

1. Implementation of Water Conservation Initiatives
2. Upgrading SCADA system to be installed with new Public Works Garage
3. Install water mixing system and Cathodic protection system in Tower #2 for improved water quality



City of Middleton 2015 Budget

Enterprise Budgets & Performance Plans: Water & Sewer Utilities

SIGNIFICANT ISSUES IN 2015:

1. Relocating of the Public Works Garage

MAJOR WORKLOAD STATISTICS:

WORKLOAD ACTIVITIES	2012 Actual	2013 Actual	2014 12 Mo. Est.	2014 As of 6/30	2015 Projected
Water pumping stations to maintain	8	8	8	8	8
Wastewater pumping stations to maintain	9	9	9	9	9
Miles of Water Mains to maintain	89	88.59	90.5	92	93
Miles of Sewer Main to maintain	78	78.01	81	81.5	82.5
Number of Water Meters	5,450	5,771	6,100	6,139	6,250

FINANCIAL INFORMATION:

	Actual 2012	Budget 2013	Actual 2013	Budget 2014	Actual thru Aug 31, 2014	Lower of Calculation	Requested Budget 2015
WATER OPERATIONS							
Revenue							
Sales to Customers	\$ 2,154,908	\$ 1,924,329	\$ 2,063,958	\$ 1,979,391	\$ 880,899	\$ 1,979,391	\$ 1,979,391
Other Revenue	163,767	142,000	168,069	144,000	90,938	141,000	141,000
TOTAL	\$ 2,318,675	\$ 2,066,329	\$ 2,232,027	\$ 2,123,391	\$ 971,837	\$ 2,120,391	\$ 2,120,391
Expenses							
Wages	\$ 311,765	\$ 314,001	\$ 301,117	\$ 296,951	\$ 214,790	\$ 299,659	\$ 299,659
Personnel Benefits	197,266	151,097	128,348	117,802	95,223	111,094	111,094
Operating Expenses	672,953	478,500	590,448	544,500	327,893	467,724	567,918
Interest Expense	2,295	-	-	-	-	-	-
Payment in Lieu of Taxes	398,022	380,000	415,355	400,000	-	400,000	400,000
TOTAL	\$ 1,582,301	\$ 1,323,598	\$ 1,435,268	\$ 1,359,253	\$ 637,906	\$ 1,278,477	\$ 1,378,671
Revenue less Expenses *	\$ 736,374	\$ 742,731	\$ 796,759	\$ 764,138	\$ 333,931	\$ 841,914	\$ 741,720

* - Expenses do not include capital projects or principal payments on outstanding debt

OTHER FINANCIAL ACTIVITY

Non-cash revenue	\$ 158,538	\$ 39,866	\$ 1,353,809	\$ -	\$ -	\$ -	\$ -
Depreciation Expense	472,008	458,000	502,018	458,000	-	458,000	458,000
TOTAL	\$ 630,546	\$ 497,866	\$ 1,855,827	\$ 458,000	\$ -	\$ 458,000	\$ 458,000



City of Middleton 2015 Budget

Enterprise Budgets & Performance Plans: Water & Sewer Utilities

	Actual 2012	Budget 2013	Actual 2013	Budget 2014	Actual thru Aug 31, 2014	Lower of Calculation	Requested Budget 2015
SEWER OPERATIONS							
Revenue							
Sales to Customers	\$ 1,885,048	\$ 1,733,000	\$ 1,966,351	\$ 1,918,000	\$ 959,016	\$ 1,917,930	\$ 1,914,668
Other Revenue	9,621	17,400	15,723	18,500	6,336	15,723	15,723
TOTAL	\$ 1,894,669	\$ 1,750,400	\$ 1,982,074	\$ 1,936,500	\$ 965,352	\$ 1,933,653	\$ 1,930,391
Expenses							
Wages	\$ 148,075	\$ 166,241	\$ 190,531	\$ 163,397	\$ 97,963	\$ 166,232	\$ 166,232
Personnel Benefits	66,351	64,416	47,158	65,421	26,526	74,866	74,866
Operating Expenses	1,399,676	1,205,000	1,704,768	1,266,000	826,936	1,247,375	1,816,900
Interest Expense	1,215	-	-	-	-	-	-
* TOTAL	\$ 1,615,317	\$ 1,435,657	\$ 1,942,457	\$ 1,494,818	\$ 951,425	\$ 1,488,473	\$ 2,057,998
Revenue less Expenses *	\$ 279,352	\$ 314,743	\$ 39,617	\$ 441,682	\$ 13,927	\$ 445,180	\$ (127,607)

* - Expenses do not include capital projects or principal payments on outstanding debt

OTHER FINANCIAL ACTIVITY

Non-cash revenue	\$ 60,515	\$ -	\$ 604,184	\$ -	\$ -	\$ -	\$ -
Depreciation Expense	283,256	275,000	287,816	275,000	-	275,000	275,000
* TOTAL	\$ 343,771	\$ 275,000	\$ 892,000	\$ 275,000	\$ -	\$ 275,000	\$ 275,000

2015 DECISION ITEMS - REQUESTED BUDGET

Department	Account Title	Account Number	Description / Justification	Mandate	Line item Increase
Water Utility	Prop. Insurance	610-6192-222	Insurance coverage	\$10,000	
Water Utility	Outside services	610-6192-310	Cross connection Inspection		\$20,669
Water Utility	Gen Fund Cost Recovery	610-6192-990	Cost of recovery paid to Gen. Fund		\$69,525
			SUB-TOTALS	\$10,000	\$90,194
Sewer Utility	Supplies & Expenses	620-6282-220	Increases in MMSD Fees	\$500,000	
Sewer Utility	Gen Fund Cost Recovery	620-6285-990	Cost of recovery paid to Gen. Fund		\$69,525
			SUB-TOTALS	\$500,000	\$69,525



CAPITAL BUDGETS



City of Middleton 2015 Budget

City of Middleton, Wisconsin
Capital Improvement Plan - SUMMARY
 2015 thru 2019

PROJECTS & FUNDING SOURCES TOTALS BY DEPARTMENT

Department	Project#	Priority	2015	2016	2017	2018	2019	Total
Administration								
Vehicle Acquisition	A-15-01	3	33,000					33,000
Administration Total			33,000					33,000
<i>Capital Budget</i>			33,000					33,000
<i>Administration Total</i>			33,000					33,000
Building Inspection								
Server Room Air Conditioner	BI-15-01	2	6,200					6,200
City Hall Fire Panel and Building Access	BI-15-02	2	21,301					21,301
City Hall Carpet Replacement and Tile Additions	BI-15-03	3	45,000					45,000
Building Inspection Total			72,501					72,501
<i>Capital Budget</i>			72,501					72,501
<i>Building Inspection Total</i>			72,501					72,501
Conservancy Lands								
City Trail Network Development and Enhancements	CL-15-01	1	174,000					174,000
Capital Equipment	CL-15-02	2	9,000					9,000
Trail Marking & Delineation	CL-15-03	1	12,500					12,500
DNR AIS Grant- Southern Cattail Removal	CL-15-04	2	7,500					7,500
Bock Community Forest - Restoration Management	CL-15-05	2	30,000					30,000
Middleton Hills Boardwalk Improvements	CL-15-06	1	102,000					102,000
Middleton Beach Road Trails / Habitat Enhancement	CL-15-07	2	22,200					22,200
Stricker Pond Forebay Construction	CL-15-08	2	27,800					27,800
PBC Creek Corridor Ecological Assessment & Plan	CL-16-01	2		15,000				15,000
PBC Streambank Stabilization - Deming to Parm	CL-16-02	2		25,000				25,000
Blandings Turtle Survey	CL-16-03	3		10,000				10,000
Tiedeman Pond Conservation Area - Phase II	CL-16-04	2		13,000				13,000
Pheasant Branch Harbor N. Pike Habitat Project	CL-16-05	2		23,000				23,000
Graber Pond Master Plan Implementation	CL-16-06	2		17,500				17,500
Gerhartz Property Land Acquisition	CL-18-01	2				425,000		425,000
Boundary Road Management Plan	CL-18-02	2				5,000		5,000



City of Middleton 2015 Budget

Department	Project#	Priority	2015	2016	2017	2018	2019	Total
Conservancy Lands Total			385,000	103,500		430,000		918,500
<i>Capital Budget</i>			319,000	87,500		111,250		517,750
<i>DNR Grant</i>				16,000		318,750		334,750
<i>FOPB Grant</i>			15,000					15,000
<i>Grant</i>			51,000					51,000
Conservancy Lands Total			385,000	103,500		430,000		918,500
EMS								
EMS Apparatus Bay Floor Repair and Resurfacing	E-15-01	2	15,000					15,000
EMS Storage Cabinet Addtns & Training Rm Window Sys	E-15-02	2	12,000					12,000
Auto-Pulse Systems	E-18-01	4				36,000		36,000
EMS Total			27,000			36,000		63,000
<i>Capital Budget</i>			27,000			36,000		63,000
EMS Total			27,000			36,000		63,000
Fire								
Capital Replacement Fund	F-15-01	2	190,650	190,650	190,950	190,950	190,950	954,150
ATV 1 Replacement	F-15-02	2	11,632					11,632
Pickup 1	F-15-03	2	29,079					29,079
Rapid Response Vehicle Narrative	F-15-04	2	195,000					195,000
Self Contained Breathing Apparatus Replacement	F-16-01	1		286,965				286,965
Staff Vehicle Replacement	F-17-01	2			60,000			60,000
Fire Total			426,361	477,615	250,950	190,950	190,950	1,536,826
<i>Capital Budget</i>								
<i>Middleton Fire District Reserve Fund</i>			195,000					195,000
Fire Total			426,361	477,615	250,950	190,950	190,950	1,537,126
Golf Course								
Greens Mower	GC-15-01	2	36,000		36,000		36,000	108,000
Irrigation Software	GC-15-02	2	10,000					10,000
Insulation Maintenance	GC-15-03	3	2,200					2,200
Trap Rake	GC-15-04	3	15,000		15,000			30,000
Patio Upgrade	GC-15-05	3	15,000	10,000				25,000
Range Dispenser	GC-15-06	3	7,765					7,765
Fairway Mower	GC-15-07	6	40,000		40,000		40,000	120,000
Golf Course Total			125,965	10,000	91,000		76,000	302,965



City of Middleton 2015 Budget

Department	Project#	Priority	2015	2016	2017	2018	2019	Total
Golf Course Fund			125,965	10,000	91,000		76,000	302,965
Golf Course Total			125,965	10,000	91,000		76,000	302,965
Informational Technology								
City Wide Fiber Network	IS-15-01	2	152,000					152,000
Pictometry GIS Interface/Software Second Flyover	IS-16-01	3		30,000				30,000
Informational Technology Total			152,000	30,000				182,000
Capital Budget			152,000	30,000				182,000
Informational Technology Total			152,000	30,000				182,000
Library								
Library Carpet Replacement	L-15-01	1	130,000					130,000
Update Library Archer Rooms	L-15-02	1	30,000					30,000
Update Staff Entrance to Library	L-15-03	1	20,000					20,000
Self-checkout and modified Circulation Desk	L-15-04	2	20,000					20,000
Technology Commons	L-16-01	2		35,000				35,000
Outdoor Library Learning Space	L-16-02	3		15,000				15,000
Replace Library Utility Fence	L-16-03	3		10,000				10,000
Initiate Library Store	L-17-01	3			15,000			15,000
Replace Library Roof with Green Roof Design	L-17-02	3			250,000			250,000
Library Total			200,000	60,000	265,000			525,000
Capital Budget			200,000	55,000	265,000			520,000
Katie's Kids				5,000				5,000
Library Total			200,000	60,000	265,000			525,000
Parks and Recreation								
General City-Wide Playground Equipment Upgrades	PR-15-01	1	35,000	35,000	35,000	35,000	35,000	175,000
General City-Wide Fall Zone Improvements	PR-15-02	1	25,000	25,000	25,000	25,000	25,000	125,000
Aquatic Center Improvements	PR-15-03	1	40,000	40,000	40,000	40,000	40,000	200,000
Parks - Capital Equipment	PR-15-04	1	77,000					77,000
Emerald Ash Borer - Tree Removal/Replacement	PR-15-05	2	161,630					161,630
VFW Shelter at Lakeview Park	PR-15-06	n/a	517,920					517,920
Orchid Heights Pond Restoration & Soccer Field Dev	PR-15-07	1	165,270					165,270
Quising Park Soccer Field Improvements	PR-15-08	2	75,000					75,000
MRD Porous Parking Lot	PR-15-09	2	125,000					125,000
Resurface Basketball Court – Woodside Heights	PR-15-10	1	8,500					8,500
Woodside Heights Path Resurfacing and Rain Gardens	PR-15-11	1	46,500					46,500
Harvey John and Lucille Taylor Park	PR-15-12	1	103,906					103,906



City of Middleton 2015 Budget

Department	Project#	Priority	2015	2016	2017	2018	2019	Total
Parks, Rec, and Forestry Total			1,380,726	100,000	100,000	100,000	100,000	1,780,726
<i>Capital Budget</i>			893,591	100,000	100,000	100,000	100,000	1,293,591
<i>DNR Grant</i>			62,500					62,500
<i>Donation</i>			300,000					300,000
<i>Grant</i>			82,635					82,635
Parks, Rec, and Forestry Total			1,338,726	100,000	100,000	100,000	100,000	1,738,726

Planning

Relocation of Public Works Garage	PL-15-01	3	650,000					650,000
Housing Master Plan	PL-15-02	n/a	75,000					75,000
Pheasant Branch Biofilter & Water Quality Imp.	PL-15-03	2	250,000	250,000				500,000
Lakeview Park Ecological Restoration Sites/Trails	PL-15-04	n/a	50,000					50,000
Bike / Ped Facility Improvements	PL-15-05	2	270,000	800,000	495,000	146,000		1,711,000
N. Parm. Area Century Traffic Mgmt	PL-15-06	4	1,788,000	1,788,000				3,576,000
Pheasant Branch Stormwater Quality Vegetation Mgmt	PL-15-07	3	250,000	250,000	250,000			750,000
Parm. Area Interior Realignment of Roadways	PL-15-08	4	1,500,000	2,500,000				4,000,000
Parm Area Stormwater Mgmt	PL-15-09	5	450,000					450,000
Century/Allen Roundabout	PL-15-10	n/a	761,000					761,000
Maywood Traffic Signals	PL-15-11	n/a	140,000					140,000
Pheasant Branch Regional Offline Pond	PL-15-12	n/a	1,385,000					1,385,000
N. Parm. Area Belle Fontaine Improvements	PL-15-13	2	500,000	300,000				800,000
N. Parm. Area Road Improvements	PL-15-14	2	1,008,000	2,047,000				3,055,000
N. Parm Area Stormwater Enhancements Graber Pond	PL-15-15	3	331,000	39,000	39,000			409,000
PW/Util. Equipment to Support New Infrastructure	PL-15-16	3	500,000	500,000	500,000			1,500,000
Traffic Signals at Nursery Drive and Airport Road	PL-15-17	n/a	281,900					281,900
Tribeca Parking Structure	PL-17-01	2			9,000,000			9,000,000
Planning Total			10,189,900	8,474,000	10,284,000	146,000		29,093,900

<i>Capital Budget</i>			170,000	800,000	495,000	146,000		1,611,000
<i>TIF 3</i>			381,900					381,900
<i>TIF 5</i>			9,638,000	7,674,000	9,789,000			27,101,000
Planning Total			10,189,900	8,474,000	10,284,000	146,000		29,093,900

Police

Squad Video Replacement	PD-15-02	2	82,880					82,880
Taser Replacements	PD-15-03	2	27,838	30,000				57,838
Squad Car Replacement	PD-15-04	2	100,500	105,000	110,000	115,000	120,000	550,500
Next Generation 911 Upgrade	PD-16-01	2		150,000				150,000
Emergency Red/Blue Lights - LED	PD-16-02	3		17,688				17,688
Traffic Safety Radar / Laser Replacement	PD-16-03	3		32,010				32,010



City of Middleton 2015 Budget

Department	Project#	Priority	2015	2016	2017	2018	2019	Total
Bulletproof Vest Replacement	PD-16-04	1		17,500				17,500
Police Total			211,218	352,198	110,000	115,000	120,000	908,416
<i>Capital Budget</i>			211,218	352,198	110,000	115,000	120,000	908,416
Police Total			211,218	352,198	110,000	115,000	120,000	908,416

Public Works

Valley Ridge Rd. Reconstruction	PW-15-01	2	680,000					680,000
Allen Blvd. Reconstruction	PW-15-02	1	250,000					250,000
Chip Seal & Crack Filling - Road Maintenance	PW-15-03	2	300,000	300,000	300,000	300,000	300,000	1,500,000
Park St. Resurfacing High	PW-15-04	3	53,000	420,000				473,000
Rd. Resurfacing Deming	PW-15-05	3	46,000	370,000				416,000
Way - Resurfacing Asphalt	PW-15-06	2	15,000					15,000
Roller Replacement Pickup	PW-15-07	3	20,000					20,000
Truck Replacement	PW-15-08	4	35,500					35,500
Vehicle Diagnostic Scan Tool	PW-15-09	3	7,500					7,500
Brush Truck Replacement	PW-15-10	4	120,000					120,000
Street Sweeper	PW-15-11	3	200,000					200,000
Rail Spur Maintenance	PW-15-12	3	45,000					45,000
Brush Chipper	PW-15-13	4	60,000					60,000
Plow and Salter	PW-15-14	4	12,000					12,000
Vehicle Engine Coolant Fluid Exchanger	PW-15-15	4	3,700					3,700
Brake Fluid Exchanger	PW-15-16	3	3,300					3,300
Small Equipment Lift Table	PW-15-17	n/a	3,400					3,400
Pedestrian Signal Countdown Timers	PW-15-18	3	20,000					20,000
Trommel screen	PW-15-19	5	30,000					30,000
Leaf Vacuum	PW-15-20	5	60,000					60,000
New Plow Truck	PW-15-21	4	180,000					180,000
Pickup Truck	PW-15-22	5	40,000					40,000
File Cabinets	PW-15-23	4	2,000					2,000
Chairs for Conference Room F, Work Stations	PW-15-24	5	3,500					3,500
Survey Services	PW-15-25	3	11,200					11,200
Scanning Service for Plan Archive	PW-15-26	5	5,000					5,000
Retaining Wall Repair	PW-15-27	4	15,000	15,000	15,000	15,000	15,000	75,000
Resurface Public Alley	PW-15-28	5	25,000					25,000
Mendota Ave. Reconstruction	PW-16-01	2		705,000				705,000
Equipment Replacements / Acquisitions	PW-16-02	6		220,000	240,000	250,000	250,000	960,000
Public Works Total			2,246,100	2,030,000	555,000	565,000	565,000	5,961,100
<i>Capital Budget</i>			2,246,100	2,030,000	555,000	565,000	565,000	5,961,100
Public Works Total			2,246,100	2,030,000	555,000	565,000	565,000	5,961,100



City of Middleton 2015 Budget

Department	Project#	Priority	2015	2016	2017	2018	2019	Total
Sewer Utility								
Sanitary Sewer Force Main Replacement	SU-15-01	2	750,000					750,000
Sewer Main Replacement	SU-15-02	2	162,000	162,000	162,000	162,000	162,000	810,000
Sewer Utility Total			912,000	162,000	162,000	162,000	162,000	1,560,000
<i>Sewer Utility</i>			912,000	162,000	162,000	162,000	162,000	1,560,000
Sewer Utility Total			912,000	162,000	162,000	162,000	162,000	1,560,000
Water Resources								
Yahara Basin Adaptive Management Pilot Study Year3	WR-15-01	1	24,000					24,000
Pheasant Branch Parm to Park Bank Stabilization	WR-15-02	2	294,000					294,000
Pheasant Branch Deming to Parm Bank Stabilization	WR-16-01	3		157,500				157,500
Middleton Hills Detention Ponds - Dredging, etc.	WR-17-03	3			44,625			44,625
West Metro Business Park Detention Pond - Dredging	WR-18-01	3				89,775		89,775
Esser Pond Forebays - Dredging	WR-18-02	3				47,775		47,775
Water Resources Total			318,000	157,500	44,625	137,550		657,675
<i>Cap. Budg. OR SW Util.</i>			318,000	157,500	44,625	137,550		657,675
Water Resources Total			318,000	157,500	44,625	137,550		657,675
Water Utility								
Well #6 Rehab	WU-15-01	3	216,000		216,000		216,000	648,000
Water Utility Equipment Water	WU-15-02	2	81,000	97,200	43,200	54,000	43,200	318,600
Main Replacement Water	WU-15-03	2	81,000	378,000	54,000	330,000	330,000	1,173,000
Thawing Equipment Tower #2	WU-15-04	n/a	43,200					43,200
Cathodic Protection	WU-15-05	3	54,000					54,000
SCADA Controls	WU-15-06	2	125,000					125,000
Water Utility Total			600,200	475,200	313,200	384,000	589,200	2,361,800
<i>Water Utility</i>			600,200	475,200	313,200	384,000	589,200	2,361,800
Water Utility Total			600,200	475,200	313,200	384,000	589,200	2,361,800
Grand Total			17,279,971	12,432,013	12,175,775	2,266,500	1,803,150	45,957,409



City of Middleton 2015 Budget

City of Middleton, Wisconsin
Capital Improvement Plan - SUMMARY
 2015 thru 2019

PROJECTS & FUNDING SOURCES TOTALS BY PROJECT & WITHIN DEPARTMENTS

Department	Project#	Priority	2015	2016	2017	2018	2019	Total
Administration								
Vehicle Acquisition	A-15-01	3	33,000					33,000
<i>Capital Budget</i>			33,000					33,000
Administration Total			33,000					33,000
Building Inspection								
Server Room Air Conditioner	BI-15-01	2	6,200					6,200
<i>Capital Budget</i>			6,200					6,200
City Hall Fire Panel and Building Access	BI-15-02	2	21,301					21,301
<i>Capital Budget</i>			21,301					21,301
City Hall Carpet Replacement and Tile Additions	BI-15-03	3	45,000					45,000
<i>Capital Budget</i>			45,000					45,000
Building Inspection Total			72,501					72,501
Conservancy Lands								
City Trail Network Development and Enhancements	CL-15-01	1	174,000					174,000
<i>Capital Budget</i>			174,000					174,000
Capital Equipment	CL-15-02	2	9,000					9,000
<i>Capital Budget</i>			9,000					9,000
Trail Marking & Delineation	CL-15-03	1	12,500					12,500
<i>Capital Budget</i>			12,500					12,500
DNR AIS Grant- Southern Cattail Removal	CL-15-04	2	7,500					7,500
<i>Capital Budget</i>			7,500					7,500
Bock Community Forest - Restoration Management	CL-15-05	2	30,000					30,000
<i>Capital Budget</i>			15,000					15,000
<i>FOPB Grant</i>			15,000					15,000
Middleton Hills Boardwalk Improvements	CL-15-06	1	102,000					102,000
<i>Capital Budget</i>			51,000					51,000
<i>Grant</i>			51,000					51,000
Middleton Beach Road Trails / Habitat Enhancement	CL-15-07	2	22,200					22,200
<i>Capital Budget</i>			22,200					22,200
Stricker Pond Forebay Construction	CL-15-08	2	27,800					27,800
<i>Capital Budget</i>			27,800					27,800
PBC Creek Corridor Ecological Assessment & Plan	CL-16-01	2		15,000				15,000
<i>Capital Budget</i>				15,000				15,000
PBC Streambank Stabilization - Deming to Parm	CL-16-02	2		25,000				25,000
<i>Capital Budget</i>				25,000				25,000
Blandings Turtle Survey	CL-16-03	3		10,000				10,000
<i>Capital Budget</i>				10,000				10,000



City of Middleton 2015 Budget

Department	Project#	Priority	2015	2016	2017	2018	2019	Total
Tiedeman Pond Conservation Area - Phase II <i>Capital Budget</i>	CL-16-04	2		13,000				13,000
Pheasant Branch Harbor N. Pike Habitat Project <i>Capital Budget</i> <i>DNR Grant</i>	CL-16-05	2		23,000				23,000
Graber Pond Master Plan Implementation <i>Capital Budget</i>	CL-16-06	2		17,500				17,500
Gerhartz Property Land Acquisition <i>Capital Budget</i> <i>DNR Grant</i>	CL-18-01	2				425,000		425,000
Boundary Road Management Plan <i>Capital Budget</i>	CL-18-02	2				5,000		5,000
Conservancy Lands Total			385,000	103,500		430,000		918,500
EMS								
EMS Apparatus Bay Floor Repair and Resurfacing <i>Capital Budget</i>	F-15-01	2	15,000					15,000
EMS Storage Cabinet Addtns & Training Rm Window Sys <i>Capital Budget</i>	E-15-02	2	12,000					12,000
Auto-Pulse Systems <i>Capital Budget</i>	E-18-01	4				36,000		36,000
EMS Total			27,000			36,000		63,000
Fire								
Capital Replacement Fund <i>Capital Budget</i>	F-15-01	2	190,650	190,650	190,950	190,950	190,950	954,150
ATV 1 Replacement <i>Capital Budget</i>	F-15-02	2	11,632					11,632
Pickup 1 <i>Capital Budget</i>	F-15-03	2	29,079					29,079
Rapid Response Vehicle Narrative <i>Middleton Fire District Reserve Fund</i>	F-15-04	2	195,000					195,000
Self Contained Breathing Apparatus Replacement <i>Capital Budget</i>	F-16-01	1		286,965				286,965
Staff Vehicle Replacement <i>Capital Budget</i>	F-17-01	2			60,000			60,000
Fire Total			426,361	477,615	250,950	190,950	190,950	1,536,826
Golf Course								
Greens Mower <i>Golf Course Fund</i>	GC-15-01	2	36,000		36,000		36,000	108,000
Irrigation Software <i>Golf Course Fund</i>	GC-15-02	2	10,000					10,000
Insulation Maintenance <i>Golf Course Fund</i>	GC-15-03	3	2,200					2,200
Trap Rake <i>Golf Course Fund</i>	GC-15-04	3	15,000		15,000			30,000



City of Middleton 2015 Budget

Department	Project#	Priority	2015	2016	2017	2018	2019	Total
Patio Upgrade <i>Golf Course Fund</i>	GC-15-05	3	15,000 15,000	10,000 10,000				25,000 25,000
Range Dispenser <i>Golf Course Fund</i>	GC-15-06	3	7,765 7,765					7,765 7,765
Fairway Mower <i>Golf Course Fund</i>	GC-15-07	6	40,000 40,000		40,000 40,000		40,000 40,000	120,000 120,000
Golf Course Total			125,965	10,000	91,000		76,000	302,965

Informational Services

City Wide Fiber Network <i>Capital Budget</i>	IS-15-01	2	152,000 152,000					152,000 152,000
Pictometry GIS Interface/Software Second Flyover <i>Capital Budget</i>	IS-16-01	3		30,000 30,000				30,000 30,000
Informational Services Total			152,000	30,000				182,000

Library

Library Carpet Replacement <i>Capital Budget</i>	L-15-01	1	130,000 130,000					130,000 130,000
Update Library Archer Rooms <i>Capital Budget</i>	L-15-02	1	30,000 30,000					30,000 30,000
Update Staff Entrance to Library <i>Capital Budget</i>	L-15-03	1	20,000 20,000					20,000 20,000
Self-checkout and modified Circulation Desk <i>Capital Budget</i>	L-15-04	2	20,000 20,000					20,000 20,000
Technology Commons <i>Capital Budget</i>	L-16-01	2		35,000 35,000				35,000 35,000
Outdoor Library Learning Space <i>Capital Budget</i> <i>Katie's Kids</i>	L-16-02	3		15,000 10,000 5,000				15,000 10,000 5,000
Replace Library Utility Fence <i>Capital Budget</i>	L-16-03	3		10,000 10,000				10,000 10,000
Initiate Library Store <i>Capital Budget</i>	L-17-01	3			15,000 15,000			15,000 15,000
Replace Library Roof with Green Roof Design <i>Capital Budget</i>	L-17-02	3			250,000 250,000			250,000 250,000
Library Total			200,000	60,000	265,000			525,000

Parks, Rec, and Forestry

General City-Wide Playground Equipment Upgrades <i>Capital Budget</i>	PR-15-01	1	35,000 35,000	35,000 35,000	35,000 35,000	35,000 35,000	35,000 35,000	175,000 175,000
General City-Wide Fall Zone Improvements <i>Capital Budget</i>	PR-15-02	1	25,000 25,000	25,000 25,000	25,000 25,000	25,000 25,000	25,000 25,000	125,000 125,000
Aquatic Center Improvements <i>Capital Budget</i>	PR-15-03	1	40,000 40,000	40,000 40,000	40,000 40,000	40,000 40,000	40,000 40,000	200,000 200,000
Parks - Capital Equipment <i>Capital Budget</i>	PR-15-04	1	77,000 35,000					77,000 35,000
Emerald Ash Borer - Tree Removal/Replacement	PR-15-05	2	161,630					161,630



City of Middleton 2015 Budget

Department	Project#	Priority	2015	2016	2017	2018	2019	Total
<i>Capital Budget</i>			161,630					161,630
VFW Shelter at Lakeview Park	PR-15-06	n/a	517,920					517,920
<i>Capital Budget</i>			217,920					217,920
<i>Donation</i>			300,000					300,000
Orchid Heights Pond Restoration & Soccer Field Dev	PR-15-07	1	165,270					165,270
<i>Capital Budget</i>			82,635					82,635
<i>Grant</i>			82,635					82,635
Quisling Park Soccer Field Improvements	PR-15-08	2	75,000					75,000
<i>Capital Budget</i>			75,000					75,000
MRD Porous Parking Lot	PR-15-09	2	125,000					125,000
<i>Capital Budget</i>			62,500					62,500
<i>DNR Grant</i>			62,500					62,500
Resurface Basketball Court – Woodside Heights	PR-15-10	1	8,500					8,500
<i>Capital Budget</i>			8,500					8,500
Woodside Heights Path Resurfacing and Rain Gardens	PR-15-11	1	46,500					46,500
<i>Capital Budget</i>			46,500					46,500
Harvey John and Lucille Taylor Park	PR-15-12	1	103,906					103,906
<i>Capital Budget</i>			103,906					103,906
Parks, Rec, and Forestry Total			1,380,726	100,000	100,000	100,000	100,000	1,780,726

Planning

Relocation of Public Works Garage	PI -15-01	3	650,000					650,000
<i>TIF 5</i>			650,000					650,000
Housing Master Plan	PL-15-02	n/a	75,000					75,000
<i>TIF 5</i>			75,000					75,000
Pheasant Branch Biofilter & Water Quality Imp.	PL-15-03	2	250,000	250,000				500,000
<i>TIF 5</i>			250,000	250,000				500,000
Lakeview Park Ecological Restoration Sites/Trails	PL-15-04	n/a	50,000					50,000
<i>TIF 5</i>			50,000					50,000
Bike / Ped Facility Improvements	PL-15-05	2	270,000	800,000	495,000	146,000		1,711,000
<i>Capital Budget</i>			170,000	800,000	495,000	146,000		1,611,000
<i>TIF 3</i>			100,000					100,000
N. Parm. Area Century Traffic Mgmt	PL-15-06	4	1,788,000	1,788,000				3,576,000
<i>TIF 5</i>			1,788,000	1,788,000				3,576,000
Pheasant Branch Stormwater Quality Vegetation Mgmt	PL-15-07	3	250,000	250,000	250,000			750,000
<i>TIF 5</i>			250,000	250,000	250,000			750,000
Parm. Area Interior Realignment of Roadways	PL-15-08	4	1,500,000	2,500,000				4,000,000
<i>TIF 5</i>			1,500,000	2,500,000				4,000,000
Parm Area Stormwater Mgmt	PL-15-09	5	450,000					450,000
<i>TIF 5</i>			450,000					450,000
Century/Allen Roundabout	PL-15-10	n/a	761,000					761,000
<i>TIF 5</i>			761,000					761,000
Maywood Traffic Signals	PL-15-11	n/a	140,000					140,000
<i>TIF 5</i>			140,000					140,000
Pheasant Branch Regional Offline Pond	PL-15-12	n/a	1,385,000					1,385,000
<i>TIF 5</i>			1,385,000					1,385,000
N. Parm. Area Belle Fontaine Improvements	PL-15-13	2	500,000	300,000				800,000
<i>TIF 5</i>			500,000	300,000				800,000



City of Middleton 2015 Budget

Department	Project#	Priority	2015	2016	2017	2018	2019	Total
N. Parm. Area Road Improvements <i>TIF 5</i>	PL-15-14	2	1,008,000 <i>1,008,000</i>	2,047,000 <i>2,047,000</i>				3,055,000 <i>3,055,000</i>
N. Parm Area Stormwater Enhancements Graber Pond <i>TIF 5</i>	PL-15-15	3	331,000 <i>331,000</i>	39,000 <i>39,000</i>	39,000 <i>39,000</i>			409,000 <i>409,000</i>
PW/Util. Equipment to Support New Infrastructure <i>TIF 5</i>	PL-15-16	3	500,000 <i>500,000</i>	500,000 <i>500,000</i>	500,000 <i>500,000</i>			1,500,000 <i>1,500,000</i>
Traffic Signals at Nursery Drive and Airport Road <i>TIF 3</i>	PL-15-17	n/a	281,900 <i>281,900</i>					281,900 <i>281,900</i>
Tribeca Parking Structure <i>TIF 5</i>	PL-17-01	2			9,000,000 <i>9,000,000</i>			9,000,000 <i>9,000,000</i>
Planning Total			10,189,900	8,474,000	10,284,000	146,000		29,093,900

Police

Squad Video Replacement <i>Capital Budget</i>	PD-15-02	2	82,880 <i>82,880</i>					82,880 <i>82,880</i>
Taser Replacements <i>Capital Budget</i>	PD-15-03	2	27,838 <i>27,838</i>	30,000 <i>30,000</i>				57,838 <i>57,838</i>
Squad Car Replacement <i>Capital Budget</i>	PD-15-04	2	100,500 <i>100,500</i>	105,000 <i>105,000</i>	110,000 <i>110,000</i>	115,000 <i>115,000</i>	120,000 <i>120,000</i>	550,500 <i>550,500</i>
Next Generation 911 Upgrade <i>Capital Budget</i>	PD-16-01	2		150,000 <i>150,000</i>				150,000 <i>150,000</i>
Emergency Red/Blue Lights - LED <i>Capital Budget</i>	PD-16-02	3		17,688 <i>17,688</i>				17,688 <i>17,688</i>
Traffic Safety Radar / Laser Replacement <i>Capital Budget</i>	PD-16-03	3		32,010 <i>32,010</i>				32,010 <i>32,010</i>
Bulletproof Vest Replacement <i>Capital Budget</i>	PD-16-04	1		17,500 <i>17,500</i>				17,500 <i>17,500</i>
Police Total			211,218	352,198	110,000	115,000	120,000	908,416

Public Works

Valley Ridge Rd. Reconstruction <i>Capital Budget</i>	PW-15-01	2	680,000 <i>680,000</i>					680,000 <i>680,000</i>
Allen Blvd. Reconstruction <i>Capital Budget</i>	PW-15-02	1	250,000 <i>250,000</i>					250,000 <i>250,000</i>
Chip Seal & Crack Filling - Road Maintenance <i>Capital Budget</i>	PW-15-03	2	300,000 <i>300,000</i>	300,000 <i>300,000</i>	300,000 <i>300,000</i>	300,000 <i>300,000</i>	300,000 <i>300,000</i>	1,500,000 <i>1,500,000</i>
Park St. Resurfacing <i>Capital Budget</i>	PW-15-04	3	53,000 <i>53,000</i>	420,000 <i>420,000</i>				473,000 <i>473,000</i>
High Rd. Resurfacing <i>Capital Budget</i>	PW-15-05	3	46,000 <i>46,000</i>	370,000 <i>370,000</i>				416,000 <i>416,000</i>
Deming Way - Resurfacing <i>Capital Budget</i>	PW-15-06	2	15,000 <i>15,000</i>					15,000 <i>15,000</i>
Asphalt Roller Replacement <i>Capital Budget</i>	PW-15-07	3	20,000 <i>20,000</i>					20,000 <i>20,000</i>
Pickup Truck Replacement <i>Capital Budget</i>	PW-15-08	4	35,500 <i>35,500</i>					35,500 <i>35,500</i>
Vehicle Diagnostic Scan Tool	PW-15-09	3	7,500					7,500



City of Middleton 2015 Budget

Department	Project#	Priority	2015	2016	2017	2018	2019	Total
<i>Capital Budget</i>			7,500					7,500
Brush Truck Replacement	PW-15-10	4	120,000					120,000
<i>Capital Budget</i>			120,000					120,000
Street Sweeper	PW-15-11	3	200,000					200,000
<i>Capital Budget</i>			200,000					200,000
Rail Spur Maintenance	PW-15-12	3	45,000					45,000
<i>Capital Budget</i>			45,000					45,000
Brush Chipper	PW-15-13	4	60,000					60,000
<i>Capital Budget</i>			60,000					60,000
Plow and Salter	PW-15-14	4	12,000					12,000
<i>Capital Budget</i>			12,000					12,000
Vehicle Engine Coolant Fluid Exchanger	PW-15-15	4	3,700					3,700
<i>Capital Budget</i>			3,700					3,700
Brake Fluid Exchanger	PW-15-16	3	3,300					3,300
<i>Capital Budget</i>			3,300					3,300
Small Equipment Lift Table	PW-15-17	n/a	3,400					3,400
<i>Capital Budget</i>			3,400					3,400
Pedestrian Signal Countdown Timers	PW-15-18	3	20,000					20,000
<i>Capital Budget</i>			20,000					20,000
Trommel screen	PW-15-19	5	30,000					30,000
<i>Capital Budget</i>			30,000					30,000
Leaf Vacuum	PW-15-20	5	60,000					60,000
<i>Capital Budget</i>			60,000					60,000
New Plow Truck	PW-15-21	4	180,000					180,000
<i>Capital Budget</i>			180,000					180,000
Pickup Truck	PW-15-22	5	40,000					40,000
<i>Capital Budget</i>			40,000					40,000
File Cabinets	PW-15-23	4	2,000					2,000
<i>Capital Budget</i>			2,000					2,000
Chairs for Conference Room F, Work Stations	PW-15-24	5	3,500					3,500
<i>Capital Budget</i>			3,500					3,500
Survey Services	PW-15-25	3	11,200					11,200
<i>Capital Budget</i>			11,200					11,200
Scanning Service for Plan Archive	PW-15-26	5	5,000					5,000
<i>Capital Budget</i>			5,000					5,000
Retaining Wall Repair	PW-15-27	4	15,000	15,000	15,000	15,000	15,000	75,000
<i>Capital Budget</i>			15,000	15,000	15,000	15,000	15,000	75,000
Resurface Public Alley	PW-15-28	5	25,000					25,000
<i>Capital Budget</i>			25,000					25,000
Mendota Ave. Reconstruction	PW-16-01	2		705,000				705,000
<i>Capital Budget</i>				705,000				705,000
Equipment Replacements / Acquisitions	PW-16-02	6		220,000	240,000	250,000	250,000	960,000
<i>Capital Budget</i>				220,000	240,000	250,000	250,000	960,000
Public Works Total			2,246,100	2,030,000	555,000	565,000	565,000	5,961,100
<hr/>								
Sewer Utility								
Sanitary Sewer Force Main Replacement	SIU-15-01	2	750,000					750,000
<i>Sewer Utility</i>			750,000					750,000



City of Middleton 2015 Budget

Department	Project#	Priority	2015	2016	2017	2018	2019	Total
Sewer Main Replacement	SU-15-02	2	162,000	162,000	162,000	162,000	162,000	810,000
<i>Sewer Utility</i>			162,000	162,000	162,000	162,000	162,000	810,000
Sewer Utility Total			912,000	162,000	162,000	162,000	162,000	1,560,000
Water Resources								
Yahara Basin Adaptive Management Pilot Study Year3	WR-15-01	1	24,000					24,000
<i>Cap. Budg. OR SW Util.</i>			24,000					24,000
Pheasant Branch Parm to Park Bank Stabilization	WR-15-02	2	294,000					294,000
<i>Cap. Budg. OR SW Util.</i>			294,000					294,000
Pheasant Branch Deming to Parm Bank Stabilization	WR-16-01	3		157,500				157,500
<i>Cap. Budg. OR SW Util.</i>				157,500				157,500
Middleton Hills Detention Ponds - Dredging, etc.	WR-17-03	3			44,625			44,625
<i>Cap. Budg. OR SW Util.</i>					44,625			44,625
West Metro Business Park Detention Pond - Dredging	WR-18-01	3				89,775		89,775
<i>Cap. Budg. OR SW Util.</i>						89,775		89,775
Esser Pond Forebays - Dredging	WR-18-02	3				47,775		47,775
<i>Cap. Budg. OR SW Util.</i>						47,775		47,775
Water Resources Total			318,000	157,500	44,625	137,550		657,675
Water Utility								
Well #6 Rehab	WU-15-01	3	216,000		216,000		216,000	648,000
<i>Water Utility</i>			216,000		216,000		216,000	648,000
Water Utility Equipment	WU-15-02	2	81,000	97,200	43,200	54,000	43,200	318,600
<i>Water Utility</i>			81,000	97,200	43,200	54,000	43,200	318,600
Water Main Replacement	WU-15-03	2	81,000	378,000	54,000	330,000	330,000	1,173,000
<i>Water Utility</i>			81,000	378,000	54,000	330,000	330,000	1,173,000
Water Thawing Equipment	WU-15-04	n/a	43,200					43,200
<i>Water Utility</i>			43,200					43,200
Tower #2 Cathodic Protection	WU-15-05	3	54,000					54,000
<i>Water Utility</i>			54,000					54,000
SCADA Controls	WU-15-06	2	125,000					125,000
<i>Water Utility</i>			125,000					125,000
Water Utility Total			600,200	475,200	313,200	384,000	589,200	2,361,800
GRAND TOTAL			17,279,971	12,432,013	12,175,775	2,266,500	1,803,150	45,957,409



City of Middleton 2015 Budget

City of Middleton, Wisconsin Capital Improvement Plan - SUMMARY

2015 thru 2019

ENTERPRISE FUNDS ONLY PROJECTS & FUNDING SOURCES TOTALS BY DEPARTMENT

Department	Project#	Priority	2015	2016	2017	2018	2019	Total
Golf Course								
Greens Mower	GC-15-01	2	36,000		36,000		36,000	108,000
Irrigation Software	GC-15-02	2	10,000					10,000
Insulation Maintenance	GC-15-03	3	2,200					2,200
Trap Rake	GC-15-04	3	15,000		15,000			30,000
Patio Upgrade	GC-15-05	3	15,000	10,000				25,000
Range Dispenser	GC-15-06	3	7,765					7,765
Fairway Mower	GC-15-07	6	40,000		40,000		40,000	120,000
Golf Course Total			125,965	10,000	91,000		76,000	302,965

<i>Golf Course Fund</i>			125,965	10,000	91,000		76,000	302,965
Golf Course Total			125,965	10,000	91,000		76,000	302,965

Sewer Utility								
Sanitary Sewer Force Main Replacement	SU-15-01	2	750,000					750,000
Sewer Main Replacement	SU-15-02	2	162,000	162,000	162,000	162,000	162,000	810,000
Sewer Utility Total			912,000	162,000	162,000	162,000	162,000	1,560,000

<i>Sewer Utility</i>			912,000	162,000	162,000	162,000	162,000	1,560,000
Sewer Utility Total			912,000	162,000	162,000	162,000	162,000	1,560,000

Water Utility								
Well #6 Rehab	WU-15-01	3	216,000		216,000		216,000	648,000
Water Utility Equipment Water	WU-15-02	2	81,000	97,200	43,200	54,000	43,200	318,600
Main Replacement Water	WU-15-03	2	81,000	378,000	54,000	330,000	330,000	1,173,000
Thawing Equipment Tower #2	WU-15-04	n/a	43,200					43,200
Cathodic Protection	WU-15-05	3	54,000					54,000
SCADA Controls	WU-15-06	2	125,000					125,000
Water Utility Total			600,200	475,200	313,200	384,000	589,200	2,361,800

<i>Water Utility</i>			600,200	475,200	313,200	384,000	589,200	2,361,800
Water Utility Total			600,200	475,200	313,200	384,000	589,200	2,361,800



City of Middleton 2015 Budget

City of Middleton, Wisconsin Capital Improvement Plan - SUMMARY

2015 thru 2019

TAX INCREMENT FINANCED PROJECTS ONLY PROJECTS & FUNDING SOURCES

Department	Project#	Priority	2015	2016	2017	2018	2019	Total
Tax Increment Financed Projects								
Relocation of Public Works Garage- TIF 5	PL-15-01	3	650,000					650,000
Housing Master Plan - TIF 5	PL-15-02	n/a	75,000					75,000
Pheasant Brch Biofilter & Wtr Quality Imp. - TIF 5	PL-15-03	2	250,000	250,000				500,000
Lakeview Pk Ecological Restoration Sites/Trails - TIF 5	PL-15-04	n/a	50,000					50,000
Bike / Ped Facility Improvements - TIF 3 & Capital	PL-15-05	2	270,000	800,000	495,000	146,000		1,711,000
N. Parm. Area Century Traffic Mgmt - TIF 5	PL-15-06	4	1,788,000	1,788,000				3,576,000
Pheasant Branch Stormwtr Quality Veg. Mgmt - TIF 5	PL-15-07	3	250,000	250,000	250,000			750,000
	PL-15-08	4	1,500,000	2,500,000				4,000,000
Parm. Area Interior Realign Roadways - TIF 5	PL-15-09	5	450,000					450,000
Parm Area Stormwater Mgmt - TIF 5	PL-15-10	n/a	761,000					761,000
Century/Allen Roundabout - TIF 5	PL-15-11	n/a	140,000					140,000
Maywood Traffic Signals - TIF 5	PL-15-12	n/a	1,385,000					1,385,000
Pheasant Branch Regional Offline Pond - TIF 5	PL-15-13	2	500,000	300,000				800,000
N. Parm. Area Belle Fontaine Improve - TIF 5	PL-15-14	2	1,008,000	2,047,000				3,055,000
N. Parm. Area Road Improvements - TIF 5	PL-15-15	3	331,000	39,000	39,000			409,000
N. Parm Area Stormwtr Enhances Graber Pond - TIF 5 PW/Util. Equipmt Support New Infrastructure -	PL-15-16	3	500,000	500,000	500,000			1,500,000
TIF 5 Traffic Signals at Nursery Drive and Airport Rd	PL-15-17	n/a	281,900					281,900
- TIF 3	PL-17-01	2			9,000,000			9,000,000
Tribeca Parking Structure - TIF 5								
Tax Increment Projects Total			10,189,900	8,474,000	10,284,000	146,000		29,093,900
<i>Capital Budget (Bike/Ped Improvements)</i>			170,000	800,000	495,000	146,000		1,611,000
<i>TIF 3</i>			381,900					381,900
<i>TIF 5</i>			9,638,000	7,674,000	9,789,000			27,101,000
Tax Increment Projects Total			10,189,900	8,474,000	10,284,000	146,000		29,093,900



City of Middleton 2015 Budget

2015 Capital Budget Requests & Related Funding Sources

<u>Department and Project</u>	<u>Priority No.</u>	<u>2015 Request</u>	<u>Annual Capital Program</u>	<u>Other Funding Sources</u>	
				<u>Grant</u>	<u>Other</u>
<u>Administration</u>					
Vehicle Purchase	3	33,000	33,000	-	-
TOTAL		33,000	33,000	-	-
<u>Building Inspection</u>					
Server Room Air Conditioner	2	6,200	6,200		
City Hall Fire Panel and Building Access	2	21,301	21,301		
City Hall Carpet Replacement	3	45,000	45,000	-	-
TOTAL		72,501	72,501	-	-
<u>Conservancy Lands</u>					
City Trail Network Development and Enhancements	1	174,000	174,000		
Capital Equipment	2	9,000	9,000		
Trail Marking & Delineation	1	12,500	12,500		
DNR AIS Grant- Southern Cattail Removal	2	7,500	7,500		
Bock Community Forest - Restoration Management	2	30,000	15,000	15,000	
Middleton Hills Boardwalk Improvements	1	102,000	51,000	51,000	
Middleton Beach Road Trails / Habitat Enhancement	2	22,200	22,200		
Stricker Pond Forebay Construction	2	27,800	27,800	-	-
TOTAL		385,000	319,000	66,000	-
<u>EMS</u>					
EMS Apparatus Bay Floor Repair and Resurfacing	2	15,000	15,000		-
EMS Storage Cabinet Addtns & Training Rm Window Sys	2	12,000	12,000	-	-
TOTAL		27,000	27,000	-	-
<u>Forestry</u>					
Emerald Ash Borer - Tree Removal/Replacement	2	161,630	161,630	-	-
TOTAL		161,630	161,630	-	-
<u>Informational Technology</u>					
City Wide Fiber Network	2	152,000	152,000	-	-
TOTAL		152,000	152,000	-	-
<u>Library</u>					
Library Carpet Replacement	1	130,000	130,000		
Update Library Archer Rooms	1	30,000	30,000		
Update Staff Entrance to Library	1	20,000	20,000		
Self-checkout and modified Circulation Desk	2	20,000	20,000	-	-
TOTAL		200,000	200,000	-	-



City of Middleton 2015 Budget

2015 Capital Budget Requests & Related Funding Sources

<u>Department and Project</u>	<u>Priority No.</u>	<u>2015 Request</u>	<u>Annual Capital Program</u>	<u>Other Funding Sources</u>	
				<u>Grant</u>	<u>Other</u>
<u>Parks & Recreation</u>					
General City-Wide Playground Equipment Upgrades	1	35,000	35,000		
General City-Wide Fall Zone Improvements	1	25,000	25,000		
Aquatic Center Improvements	1	40,000	40,000		
Parks - Capital Equipment	1	77,000	77,000		
VFW Shelter at Lakeview Park	N/A	517,920	217,920		300,000
Orchid Heights Pond Restoration & Soccer Field Dev	1	165,270	82,635	82,635	
Quisling Park Soccer Field Improvements	2	75,000	75,000		
MRD Porous Parking Lot	2	125,000	62,500	62,500	
Resurface Basketball Court – Woodside Heights	1	8,500	8,500		
Woodside Heights Path Resurfacing and Rain Gardens	1	46,500	46,500		
Harvey John and Lucille Taylor Park	1	<u>103,906</u>	<u>103,906</u>	-	-
TOTAL		1,219,096	773,961	145,135	300,000
<u>Police</u>					
Squad Video Replacement	2	82,880	82,880		
Taser Replacements	2	27,838	27,838		
Squad Car Replacement	2	<u>100,500</u>	<u>100,500</u>	-	-
TOTAL		211,218	211,218	-	-
<u>Public Works</u>					
Valley Ridge Rd. Reconstruction	2	680,000	680,000		
Allen Blvd. Reconstruction	1	250,000	250,000		
Chip Seal & Crack Filling - Road Maintenance	2	300,000	300,000		
Park St. Resurfacing	3	53,000	53,000		
High Rd. Resurfacing	3	46,000	46,000		
Deming Way - Resurfacing	2	15,000	15,000		
Asphalt Roller Replacement	3	20,000	20,000		
Pickup Truck Replacement	4	35,500	35,500		
Vehicle Diagnostic Scan Tool	3	7,500	7,500		
Brush Truck Replacement	4	120,000	120,000		
Street Sweeper	3	200,000	200,000		
Rail Spur Maintenance	3	45,000	45,000		
Brush Chipper	4	60,000	60,000		
Plow and Salter	4	12,000	12,000		
Vehicle Engine Coolant Fluid Exchanger	4	3,700	3,700		
Brake Fluid Exchanger	3	3,300	3,300		



City of Middleton 2015 Budget

2015 Capital Budget Requests & Related Funding Sources

<u>Department and Project</u>	<u>Priority No.</u>	<u>2015 Request</u>	<u>Annual Capital Program</u>	<u>Other Funding Sources</u>	
				<u>Grant</u>	<u>Other</u>
<u>Public Works (continued)</u>					
Small Equipment Lift Table	N/A	3,400	3,400		
Pedestrian Signal Countdown Timers	3	20,000	20,000		
Trommel screen	5	30,000	30,000		
Leaf Vacuum	5	60,000	60,000		
New Plow Truck	4	180,000	180,000		
Pickup Truck	5	40,000	40,000		
File Cabinets	4	2,000	2,000		
Chairs for Conference Room F, Work Stations	5	3,500	3,500		
Survey Services	3	11,200	11,200		
Scanning Service for Plan Archive	5	5,000	5,000		
Retaining Wall Repair	4	15,000	15,000		
Resurface Public Alley	5	25,000	25,000	-	-
TOTAL		2,246,100	2,246,100	-	-
<u>Water Resources</u>					
Yahara Basin Adaptive Management Pilot Study Year 3	1	24,000	24,000	-	-
Pheasant Branch Park to Park Bank Stabilization	2	294,000	294,000	-	-
TOTAL		318,000	318,000	-	-
<u>Planning</u>					
Bicycle and Pedestrian Facility Improvements	2	170,000	170,000	-	-
TOTAL		170,000	170,000	-	-
<u>Fire District</u>					
Rapid Response Vehicle - Source: Fire Capital Replacement Reserve (Fund 800 Balance)	2	195,000	-	-	195,000
Annual Allotment to GF Fire Replacement Reserve		190,650			190,650
ATV 1 Replacement (G.F. Fire Repl. Res. To Fund 800)		11,632			11,632
Pickup 1 (G.F. Fire Repl. Res. To Fund 800)		29,079	-	-	29,079
TOTAL		426,361	-	-	426,361
GRAND TOTAL		5,621,906	4,684,410	211,135	726,361



City of Middleton 2015 Budget

Tax Incremental District #3 (TID #3)

FINANCIAL INFORMATION:

	Actual 2012	Budget 2013	Actual 2013	Budget 2014	Actual thru Aug 31, 2014	Requested Budget 2015
Revenue						
Tax Increment	\$ 5,525,247	\$ 8,139,498	\$ 8,611,683	\$ 7,823,747	\$ 7,823,746	\$ 7,939,438
Assessments	774,794	649,008	655,939	679,008	572,776	655,000
Interest income	82,045	60,500	105,844	110,000	92,614	75,000
Other income	115,546	-	209,209	5,000	268,665	150,000
New Debt	2,312,045	-	-	-	-	-
	\$ 8,809,677	\$ 8,849,006	\$ 9,582,675	\$ 8,617,755	\$ 8,757,801	\$ 8,819,438
Expenses						
Administrative	\$ 1,405,963	\$ 1,776,530	\$ 1,776,774	\$ 1,776,530	\$ 29,946	\$ 1,676,530
Planning	252,185	175,000	278,274	250,000	102,299	250,000
Developer payments	309,122	340,000	336,497	458,208	477,752	458,208
Capital Projects	1,278,588	2,520,000	569,428	5,640,284	1,387,492	3,500,000
Debt Service	6,752,405	4,569,978	4,381,022	2,096,508	2,096,508	2,105,804
	\$ 9,998,263	\$ 9,381,508	\$ 7,341,995	\$ 10,221,530	\$ 4,093,997	\$ 7,990,542
Revenue less Expenses	\$ (1,188,586)	\$ (532,502)	\$ 2,240,680	\$ (1,603,775)	\$ 4,663,804	\$ 828,896
FUND BALANCE						
<i>Reserved for:</i>						
Loans	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Advances to other funds</i>						
TID #5	-	-	-	-	-	-
Golf	433,150	-	360,030	-	-	400,000
Debt Service	-	1,589,129	-	-	-	-
	433,150	1,589,129	360,030	-	-	400,000
Unreserved for TID #3 purposes	\$ 2,658,241	\$ 2,330,568	\$ 2,731,361	\$ -	\$ -	\$ 428,896



City of Middleton 2015 Budget

Tax Incremental District #5 (TID #5)

FINANCIAL INFORMATION:

	Actual 2012	Budget 2013	Actual 2013	Budget 2014	Actual thru Aug 31, 2014	Requested Budget 2015
Revenue						
Tax Increment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 310,880
Interest income	483	-	483	-	-	-
Other income	36,071	(25,000)	36,071	(25,000)	30,602	30,000
New Debt	5,000,000	-	-	-	-	-
	\$ 5,036,554	\$ (25,000)	\$ 36,554	\$ (25,000)	\$ 30,602	\$ 340,880
Expenses						
Administrative	\$ 3,756	\$ -	\$ 3,339	\$ 10,000	\$ 15,652	\$ 10,000
Planning	60,914	100,000	7,633	100,000	7,091	10,000
Developer payments	1,238,645	-	464,634	-	-	-
Capital Projects	-	-	387,067	389,970	38,783	200,000
Debt Service	-	200,000	94,321	139,765	139,735	139,735
	\$ 1,303,315	\$ 300,000	\$ 956,994	\$ 639,735	\$ 201,261	\$ 359,735
Revenue less Expenses	\$ 3,733,239	\$ (325,000)	\$ (920,440)	\$ (664,735)	\$ (170,659)	\$ (18,855)
FUND BALANCE						
Unreserved for TID #5 purposes	\$ 1,486,659	\$ -	\$ 566,219	\$ -	\$ 495,560	\$ 476,705

The fund balance listed under Actual 2013, is an estimate of 2013 expenses



APPENDICES



Appendix A: Glossary

The following is a list of the specialized governmental budgeting and accounting terms that may be found in this budget:

ACCRUAL ACCOUNTING - Accounting transactions that are recognized in the period they occur. Revenues are recognized in the accounting period in which they are earned and expenses are recognized in the period incurred.

AD VALOREM TAXES - Commonly referred to as property taxes, are levied on both real and personal property according to the property's valuation multiplied by the mill or tax rate.

ANNUAL BUDGET – A financial plan of City expenditures and estimated revenues for a one-year period and including a plan of anticipated goals and accomplishments for that one-year period.

APPROPRIATION - A fiscal authorization that is approved by the Common Council permitting monetary obligations and annual expenditures against estimated revenues.

ASSESSED VALUATION - A valuation set upon real estate and certain personal property by the City's assessor for a basis for levying property taxes.

ASSETS – Property owned by a government which has a monetary value.

BALANCED BUDGET - A calculation in which total budgeted disbursements are equal to total estimated resources. Total estimated resources are estimated revenues plus the beginning cash carried over from the prior fiscal year.

BOND (Debt Instrument)- A written promise to pay a specified sum of money (called the principal amount or face value) at a specified future due date (called the maturity date) along with periodic interest paid at a specified percentage of the principal (called the interest rate). Bonds are typically used for long-term debt to finance expenditures with a useful life in excess of one year.

BUDGET AMENDMENT – Common Council authorization to revise a budget appropriation. An affirmative vote of at least two thirds of Common Council members is required for approval.

BUDGET CALENDAR - A schedule of key dates for the preparation and adoption of the budget.

CAPITAL ASSETS – Assets that have a purchase cost of at least \$5,000 or more and have a useful life of greater than one year. See also Fixed Assets.

CAPITAL EXPENDITURES – Expenditures for the acquisition of fixed assets.

CAPITAL IMPROVEMENT PLAN (CIP) – A five year projection of all planned capital replacements and acquisitions of additional City facilities, streets, sidewalk, trails, and vehicle purchases.

CAPITAL PROJECT FUND – A fund used to account for the acquisition or construction of major capital expenditures other than those financed by proprietary funds. The City of Middleton capital project funds are: Public Works Construction and Acquisition, Public Lands Construction and Acquisition and Other Capital Projects and Acquisition.

CONTINGENCY – Funds set aside in a fund for transfer to specific budget line items as a supplemental appropriation as approved by a majority of two thirds vote of Common Council members.



Appendix A: Glossary (Continued)

DEPARTMENT – A major organizational unit in the City which provides programs and services in a specific area of responsibility. Within a department there may be subordinate organizational units referred to as Cost Centers or Divisions. For example, within the Police Department, there are three major Cost Centers or Divisions; Administration, Field Services and Dispatch.

DEBT - An obligation resulting from the borrowing of money to be repaid with interest over a period of time. Debt instruments include bonds, notes, capital leases and land contracts.

DEBT SERVICE - Payment of principal and interest to lenders or creditors on outstanding debt.

DEBT SERVICE FUND - A fund used to account for the payment of principal and interest on various types of general obligation debt other than those payable from proprietary funds.

DEPRECIATION - Expiration of the service life of capital assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy or obsolescence.

ENTERPRISE FUND - A fund used to account for operations that provide goods or services to the general public and are financed primarily through specific and unique user charges. Enterprise funds can only be credited to their respective fund and used solely for expenditures in those funds. The City of Middleton enterprise funds are: Water, Sewer and Golf Course.

EQUALIZED VALUE - The State's estimate of the full value of property; used to apportion property tax levies of counties, school districts and municipalities among tax districts.

EXPENDITURES - These are any outflow of dollars from a fund and include current operating expenses, debt service, and capital outlay payments.

FISCAL YEAR (FY) - The annual 12 month accounting period that begins on January 1 and ends on December 31.

FIXED ASSETS – Assets of long-term character which are intended to continue to be held or used such as buildings, land, machinery, furniture and equipment.

FRINGE BENEFITS – Contributions made by the City including those related to salaries and those related to the welfare of City employees, such as health and dental benefits. Specifically these include the City's cost of retirement, workers compensation and unemployment compensation.

FTE – Full-time equivalent position. One FTE equals 2,080 annual hours or 40 hours per week, with the exception of Police Officer positions. One FTE for these positions equals 1,950 annual hours.

FUND - An accounting entity with a self-balancing set of accounts containing its own assets, liabilities and fund balance. A fund is established for the purpose of carrying out specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations.

FUND BALANCE - The difference between assets and liabilities of a governmental fund.

GENERAL FUND - A fund used to account for general purpose revenues without specific definition or designated purpose that finance basic governmental activities such as general government, public safety, public works, health and human services, leisure and development related activities.



Appendix A: Glossary (Continued)

GENERAL OBLIGATION (GO) BONDS – Bonds that are backed by the full faith and credit of the City. GO bonds constitute a pledge by the City to levy a tax if necessary to generate revenue to repay the bonds.

GENERALLY ACCEPTED ACCOUNTING PRINCIPLES (GAAP) - Uniform minimum, standards used by state and local governments for financial accounting, recording and reporting, encompassing the conventions, rules and procedures that define accepted accounting principles; established by the Governmental Accounting Standards Board (GASB).

GOVERNMENTAL ACCOUNTING STANDARDS BOARD (GASB) – An organization that sets accounting standards specifically for governmental entities at the state and local level.

GRANTS – A financial gift, donation or award that is made from a funding source, usually a governmental entity, to the City for the acquisition of goods, services or land. The grant award agreement defines the City's responsibilities and duties to be exchanged for the grant. Grants are usually designated for a specific purpose of program.

INTERGOVERNMENTAL REVENUE - Revenue received from another government such as in the form of grants and shared revenues. Typically, these contributions are made to local governments from the State and Federal governments and are made for specified purposes.

LEVY - The total amount to be raised by general property taxes, for general purposes stated in the budget to support general City activities.

LINE-ITEM BUDGET – A budget format focusing on single, individual expense items. For example, a line item would be office supplies, or fuel, or contractual services, or telephone expenses.

LONG-TERM DEBT - Debt with a maturity of more than one year after the date of issuance.

MILL - A monetary unit used only in calculations, worth one thousandth of a dollar. Typically the tax rate is referred to as the mill rate.

MODIFIED ACCRUAL BASIS OF ACCOUNTING – Under this basis of accounting, revenues are recorded when susceptible to accrual when they become both measurable and available. “Measurable” means the amount of the transaction can be determined and “available” means collectible within the incurred period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures are recorded when the related fund liability is incurred. Principal and interest on general long-term debt are recorded as liabilities when due.

OPEB – Other Post-Employment benefits. Upon retirement an employee's sick leave balance is converted to a monetary equivalent and accounted for in OPEB Special Revenue Fund 207. The retired employee may then use their retired balance to offset health related costs, such as health insurance premiums, until the balance is depleted.

OPERATING TRANSFER – One-time or recurring monetary transfer between funds.

PAYMENT IN LIEU OF TAXES – A payment that a property owner not subject to taxation makes to a government to compensate it for services that the property owner receives that normally are financed through property taxes.



Appendix A: Glossary (Continued)

PROPRIETARY FUND - Used to account for a government's ongoing organizations and activities that are similar to those often found in the private sector (enterprise funds). All assets, liabilities, equities, revenues, expenses and transfers relating to the government's business and quasi-business activities - where net income and capital maintenance are measured - are accounted for through proprietary funds.

REVENUES - All monetary amounts that the government receives as income or funds to finance governmental disbursements. It includes but not limited to such items as tax payments, fees from specific services, receipts from other governments, fines, forfeitures, grants, shared revenues and interest income.

SHARED REVENUES - Revenues levied by one government but shared on a predetermined basis, often in proportion to the amount collected at the local level, with another government or class of government.

SPECIAL ASSESSMENT - A charge made against certain properties to defray all or part of the cost of a specific capital improvement that benefits primarily those properties.

SPECIAL REVENUE FUND - A fund used to account for the revenues from specific sources with specific definitions or requirements about their use. They are usually required by statute, ordinance, or administrative action to finance specific activities of government.

TAX INCREMENT FINANCING (TIF) – This is a public financing method that is used as an incentive for development in a tax increment district. Tax increment is defined as the amount of property taxes generated from a development less the amount of taxes generated prior to the development or referred to as the base tax amount.

TAX INCREMENT DISTRICT (TID) – A geographical area designated for development. The City financially contributes to the cost of the development by flowing tax increment dollars to a developer. The legal test for creating the district is referred to as the BUT FOR test; the development would not have occurred but for the generation of new property taxes and the related development.

TAXES - Compulsory charges levied by a government for the purpose of financing services performed for a common benefit. This term does not include specific charges made against particular persons or property for current or permanent benefits such as special assessments.



Appendix B: Acronyms & Abbreviations

APA – American Planning Association

APWA – American Public Works Association

BOCA – Building Officials & Code Association

CDBG – Community Development Block Grant

CIP – Capital Improvement Plan

DNR – Wisconsin Department of Natural Resources

DOR – Wisconsin Department of Revenue

FEMA – Federal Emergency Management Association

GASB – Governmental Accounting Standards Board

GFOA – Government Finance Officers Association of the U.S. & Canada

GIS – Geographic Information System

IACP – International Association of Chiefs of Police

ICMA – International City/County Management Association

LWM – League of Wisconsin Municipalities

NLC – National League of Cities

NRPA – National Recreation & Park Association

PRIMA – Public Risk Insurance Management Association

TID – Tax Increment District

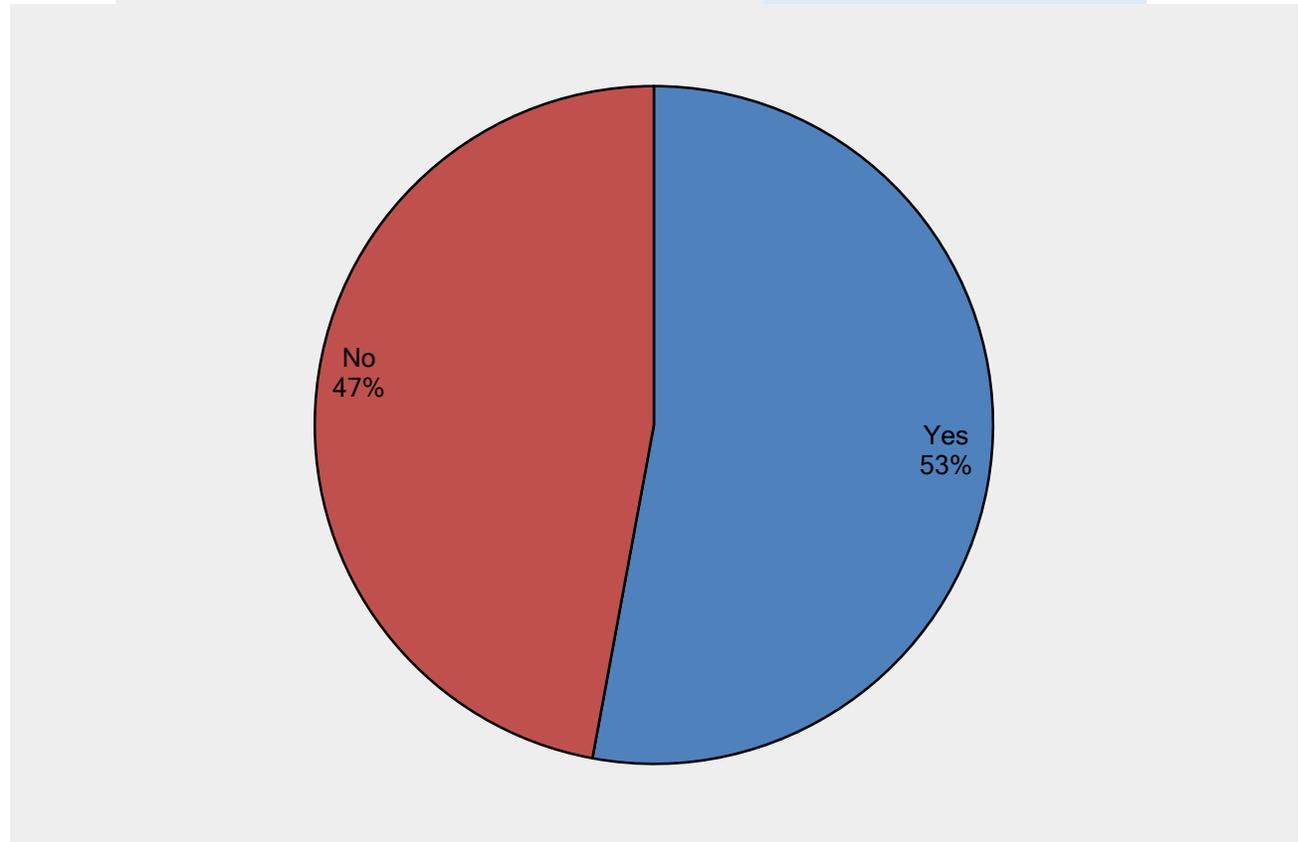
TIF – Tax Increment Financing



APPENDIX C: 2014 CITIZEN SATISFACTION SURVEY RESULTS

Question 1: Did you respond to the 2012 or 2013 Citizen Satisfaction Survey?

Answer Options	Response Percent	Response Count
Yes	52.9%	173
No	47.1%	154

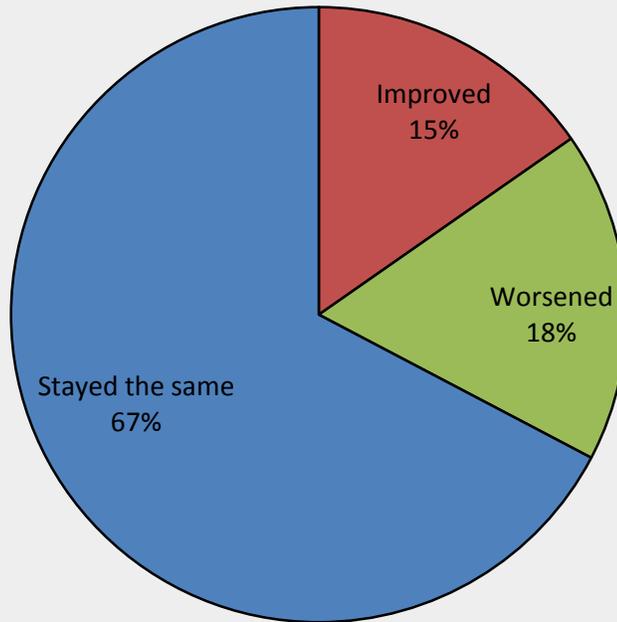




APPENDIX C: 2014 CITIZEN SATISFACTION SURVEY RESULTS

Question 2: Do you believe that City services have improved, worsened, or stayed the same in the past 12 months?

Answer Options	Response Percent	Response Count
Improved	15.3%	50
Worsened	17.4%	57
Stayed the same	67.3%	220

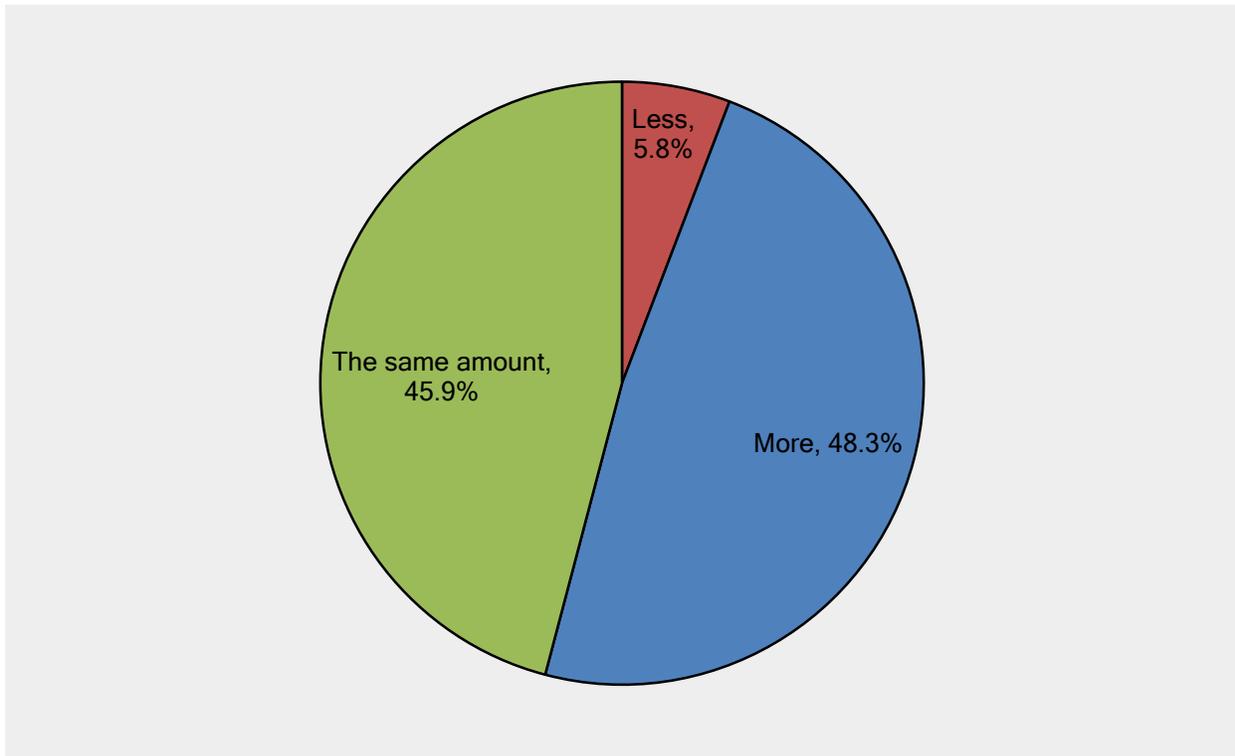




APPENDIX C: 2014 CITIZEN SATISFACTION SURVEY RESULTS

Question 3: Given that street maintenance was the top short term spending priority in last year’s survey, the City continued to increase the amount invested- from \$905,000 in 2013 to \$1,109,700 in 2014. Do you believe that the City should spend more, less, or the same amount on street maintenance and reconstruction in 2015?

Answer Options	Response Percent	Response Count
Less	5.8%	19
More	48.3%	158
The same amount	45.9%	150



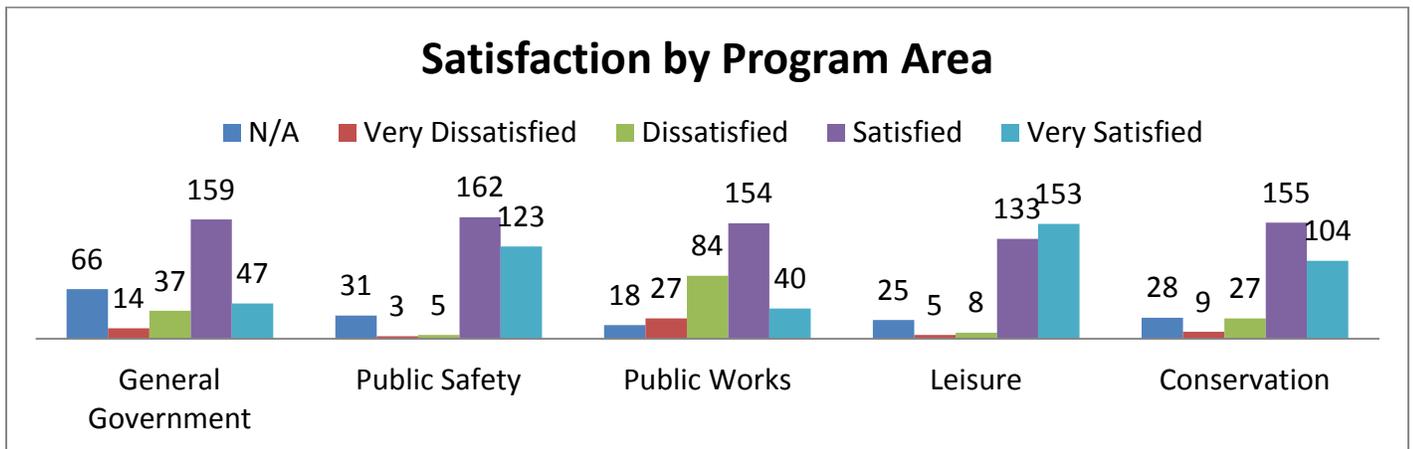


City of Middleton 2015 Budget

APPENDIX C: 2014 CITIZEN SATISFACTION SURVEY RESULTS

Question 4: Please rate your level of satisfaction with City services by program area

Answer Options	N/A or No Basis for Rating	Very Dissatisfied	Dissatisfied	Satisfied	Very Satisfied
General Government (City Administrator, Community Development, Economic Development, Finance)	66	14	37	159	47
Public Safety (Police, EMS, Building Inspection)	31	3	5	162	123
Public Works (Engineering, Streets, Water Resources)	18	27	84	154	40
Leisure (Library, Recreation, Senior Center)	25	5	8	133	153
Conservation & Development (Planning, Forestry, Public Lands)	28	9	27	155	104

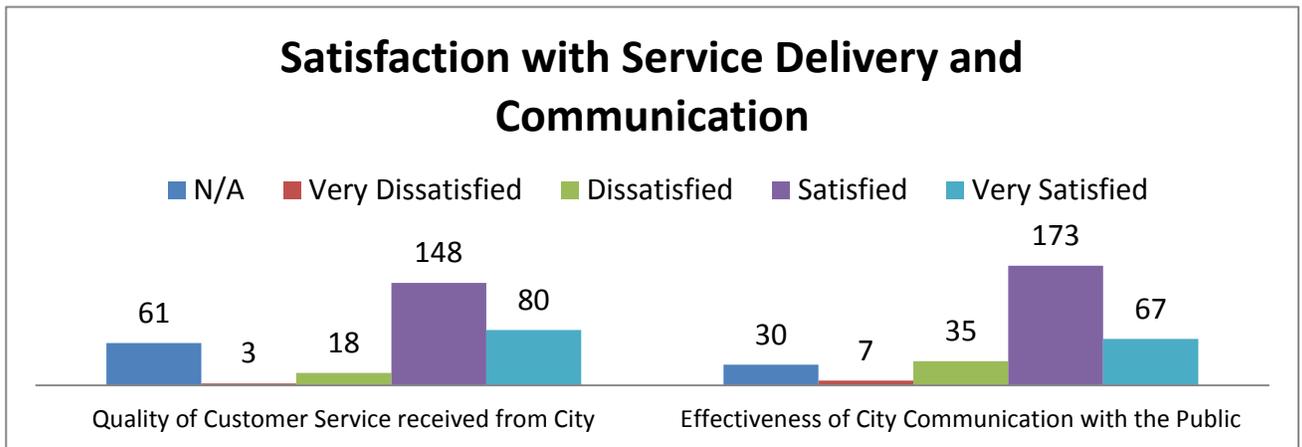




APPENDIX C: 2014 CITIZEN SATISFACTION SURVEY RESULTS

Question 5: Please rate your level of satisfaction with City staff service delivery and communication

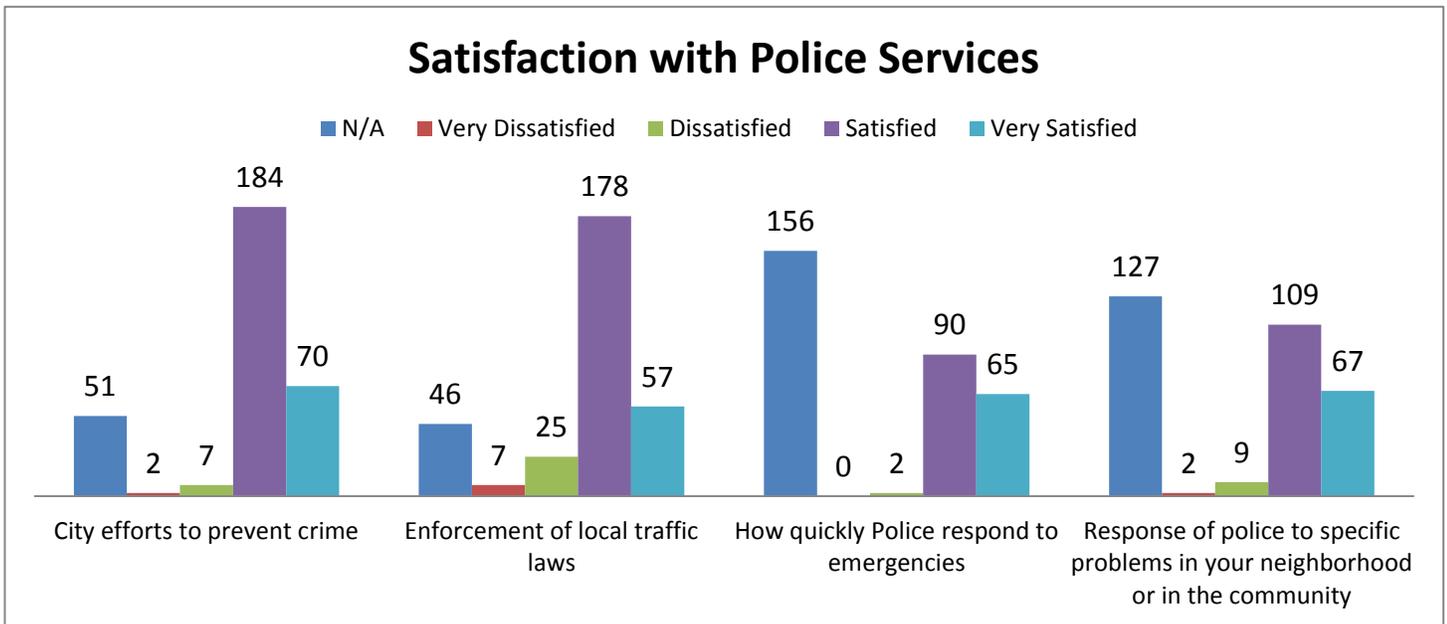
Answer Options	N/A or No Basis for Rating	Very Dissatisfied	Dissatisfied	Satisfied	Very Satisfied
Quality of customer service received from City employees	61	3	18	148	80
Effectiveness of City communication with the public	30	7	35	173	67





APPENDIX C: 2014 CITIZEN SATISFACTION SURVEY RESULTS

Answer Options	N/A or No Basis for Rating	Very Dissatisfied	Dissatisfied	Satisfied	Very Satisfied
City efforts to prevent crime	51	2	7	184	70
Enforcement of local traffic laws	46	7	25	178	57
How quickly Police respond to emergencies	156	0	2	90	65
Response of Police to specific problems in your neighborhood or in the community	127	2	9	109	67

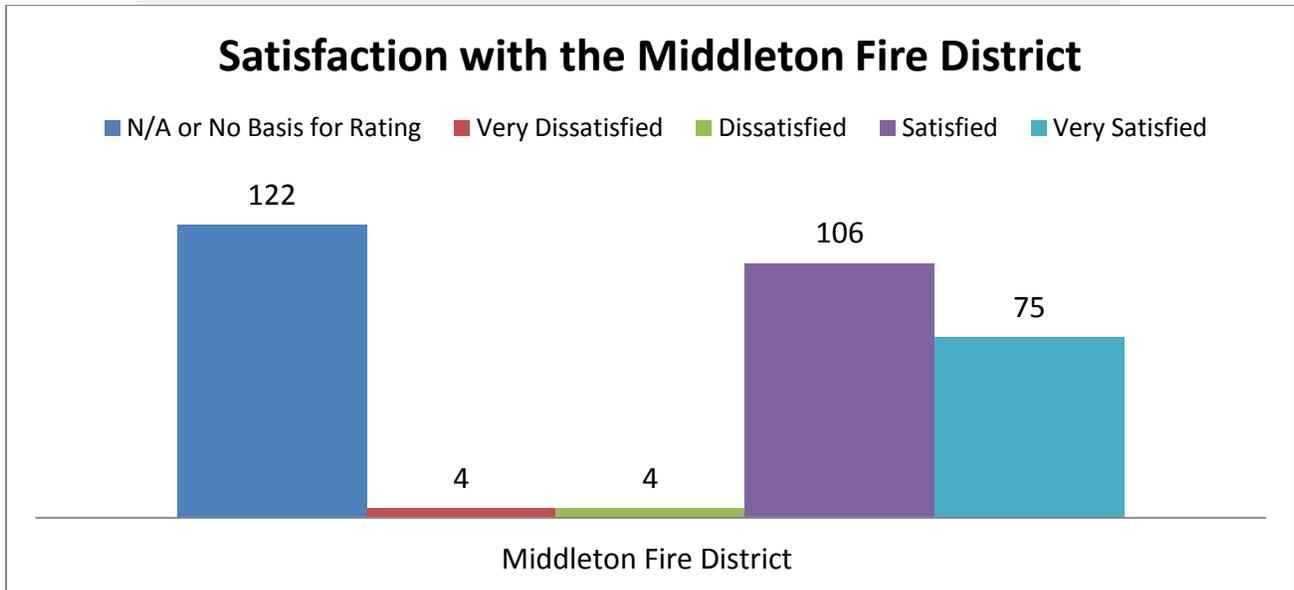




APPENDIX C: 2014 CITIZEN SATISFACTION SURVEY RESULTS

Question 7: Please rate your level of satisfaction with the Middleton Fire District

N/A or No Basis for Rating	Very Dissatisfied	Dissatisfied	Satisfied	Very Satisfied
122	4	4	106	75

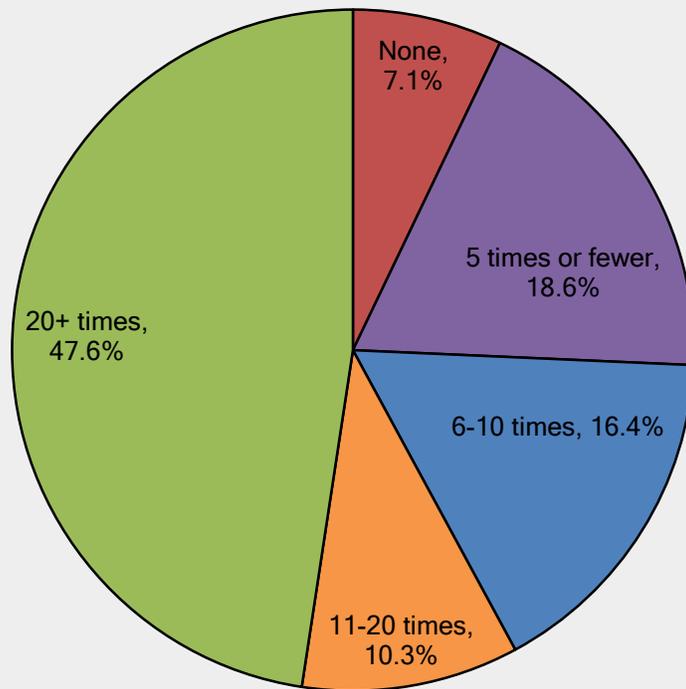




APPENDIX C: 2014 CITIZEN SATISFACTION SURVEY RESULTS

Question 8: Approximately how many times did you or other members of your household utilize Parks and Conservancy Lands, Recreation Programs, Aquatics, Athletics, Splashpad, Summer Programs, Youth Center, and/ or Trails, etc. during the past year?

None	7.1%
5 times or fewer	18.6%
6-10 times	16.4%
11-20 times	10.3%
20+	47.6%

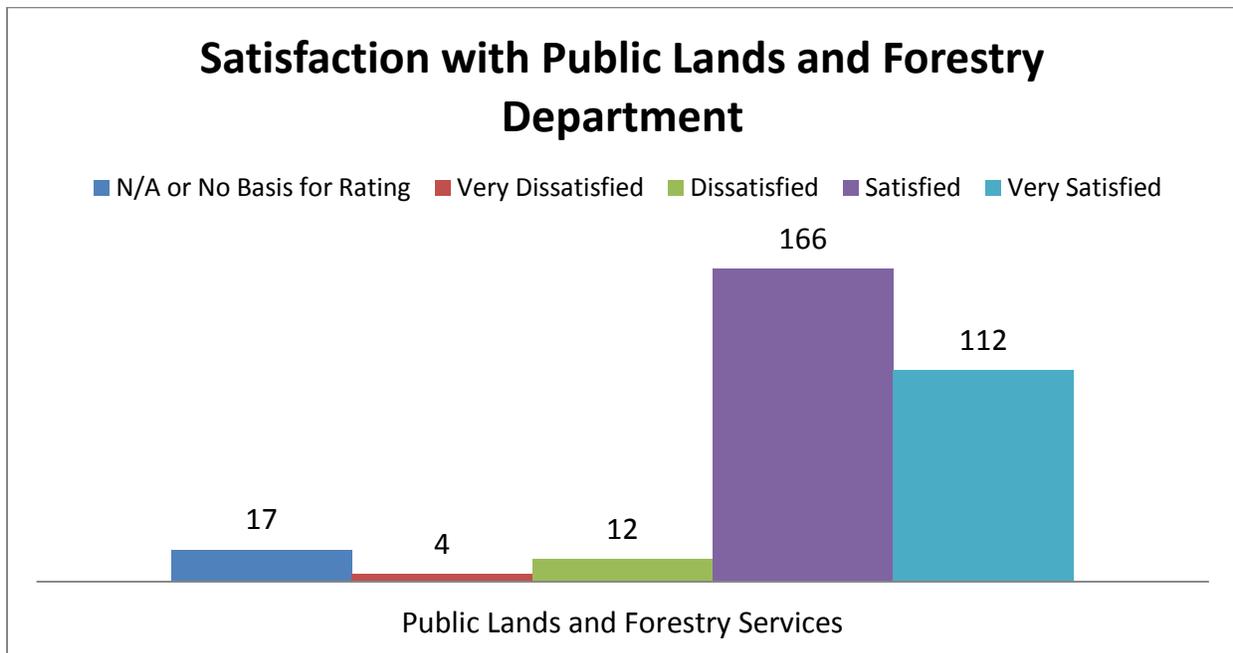




APPENDIX C: 2014 CITIZEN SATISFACTION SURVEY RESULTS

Question 9: Please rate your level of satisfaction with Public Lands and Forestry

N/A or No Basis for Rating	Very Dissatisfied	Dissatisfied	Satisfied	Very Satisfied
17	4	12	166	112

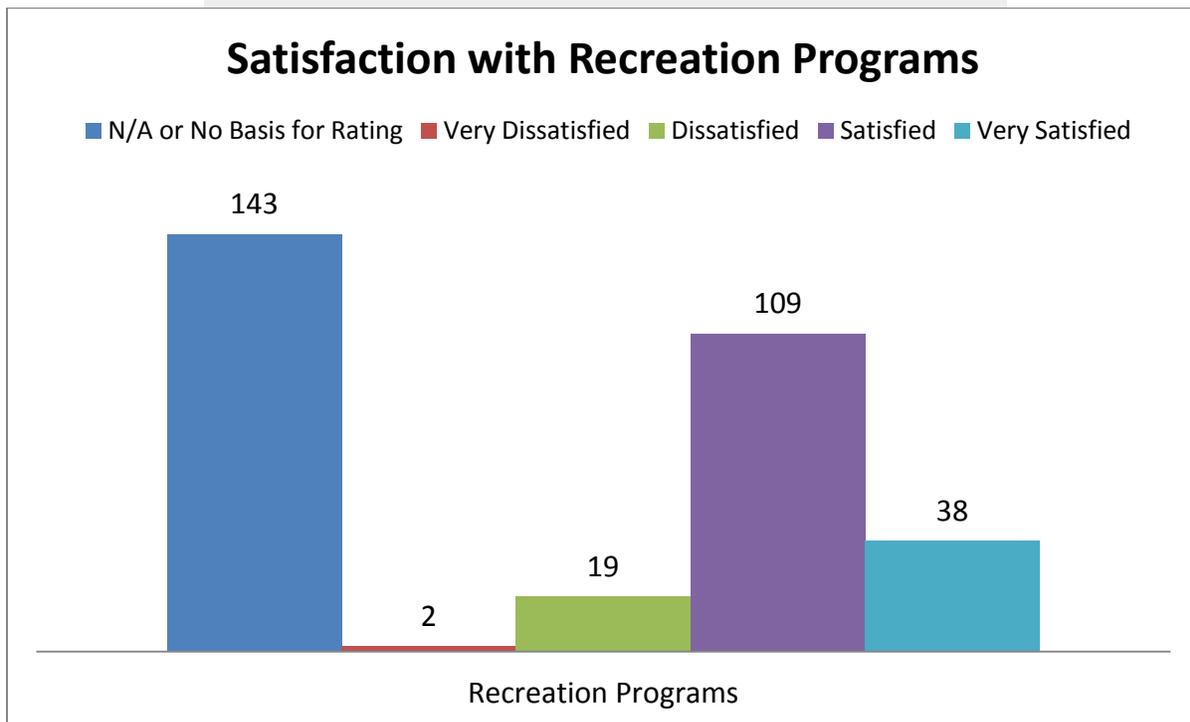




APPENDIX C: 2014 CITIZEN SATISFACTION SURVEY RESULTS

Question 10: Please rate your level of satisfaction with Recreation Programs

N/A or No Basis for Rating	Very Dissatisfied	Dissatisfied	Satisfied	Very Satisfied
143	2	19	109	38



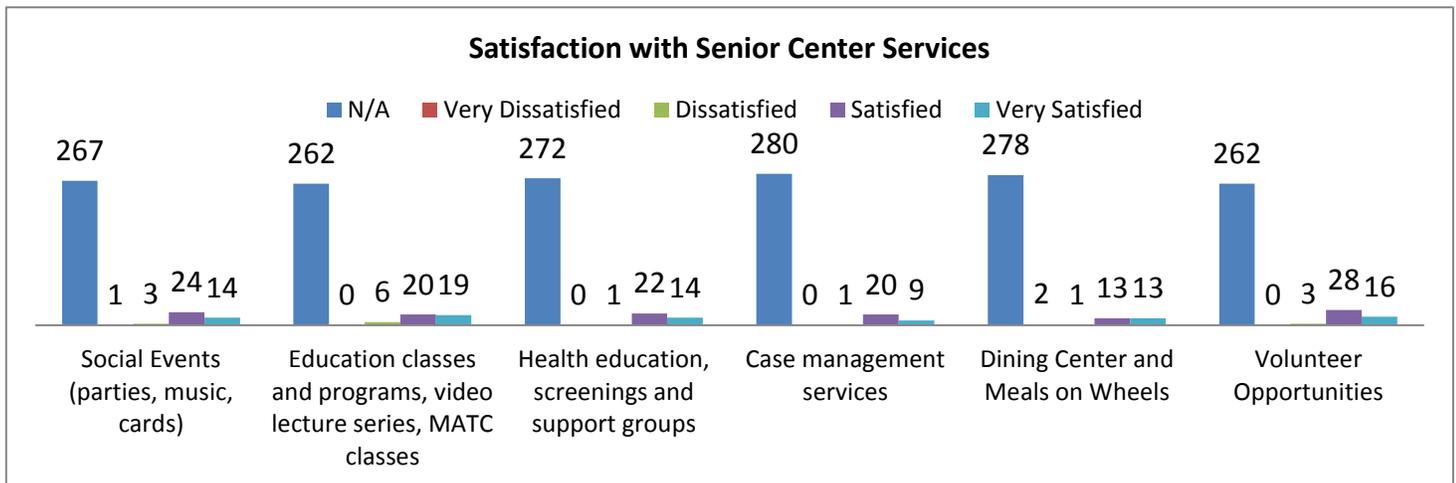


City of Middleton 2015 Budget

APPENDIX C: 2014 CITIZEN SATISFACTION SURVEY RESULTS

Question 11: Please rate your level of satisfaction with the following Senior Center services

Answer Options	N/A or No Basis for Rating	Very Dissatisfied	Dissatisfied	Satisfied	Very Satisfied
Social events (parties, music, cards)	267	1	3	24	14
Education classes and programs, video lecture series, MATC classes	262	0	6	20	19
Health education, screenings and support groups	272	0	1	22	14
Case management services	280	0	1	20	9
Dining Center and Meals on Wheels	278	2	1	13	13
Volunteer Opportunities	262	0	3	28	16

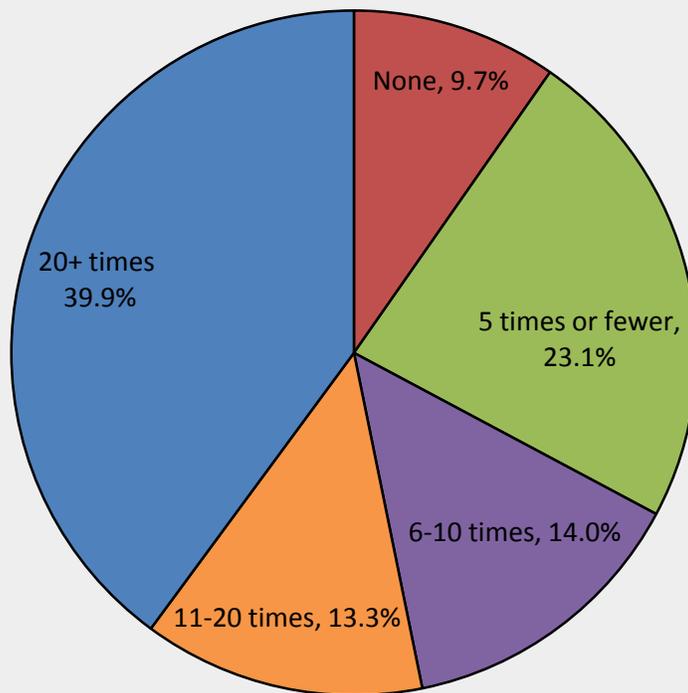




APPENDIX C: 2014 CITIZEN SATISFACTION SURVEY RESULTS

Question 12: Approximately how many times did you or other members of your household visit the Middleton Public Library during the past year?

None	9.7%	30
5 times or fewer	23.1%	71
6-10 times	14.0%	43
11-20 times	13.3%	41
20+	39.9%	123

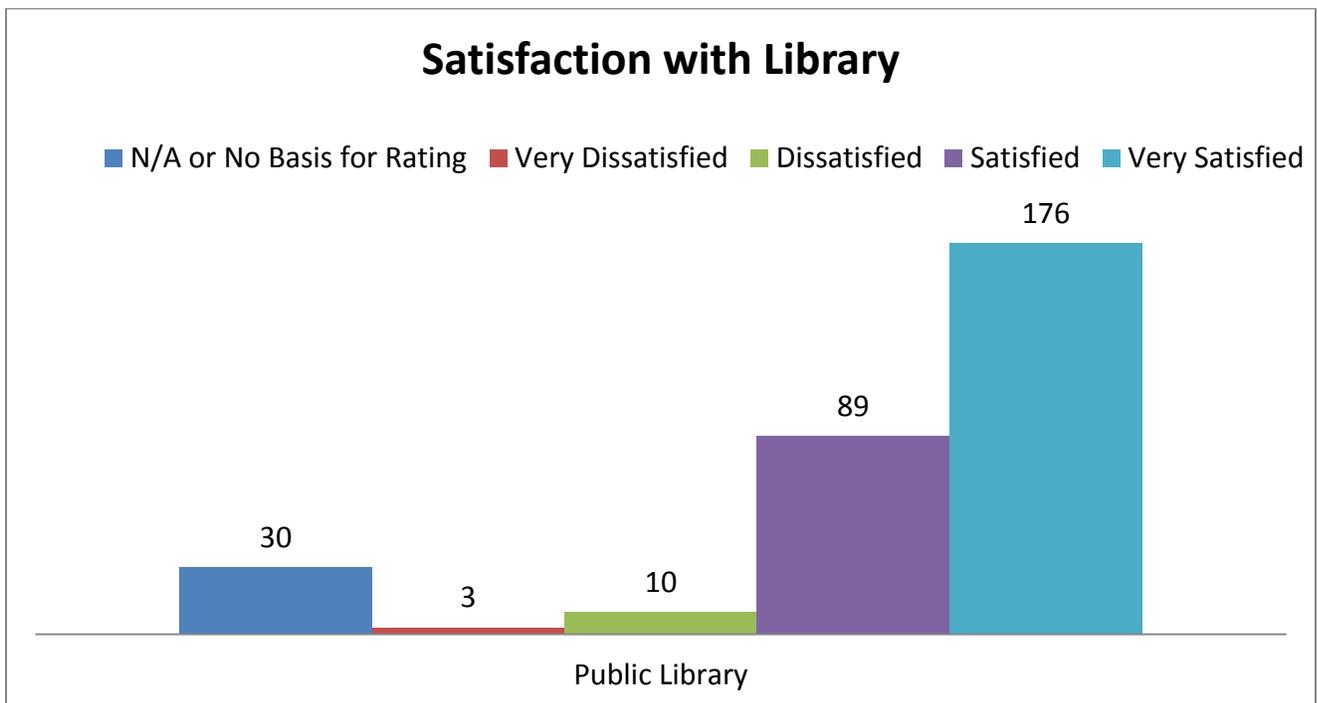




APPENDIX C: 2014 CITIZEN SATISFACTION SURVEY RESULTS

Question 13: Please rate your level of satisfaction with the Library

N/A or No Basis for Rating	Very Dissatisfied	Dissatisfied	Satisfied	Very Satisfied
30	3	10	89	176

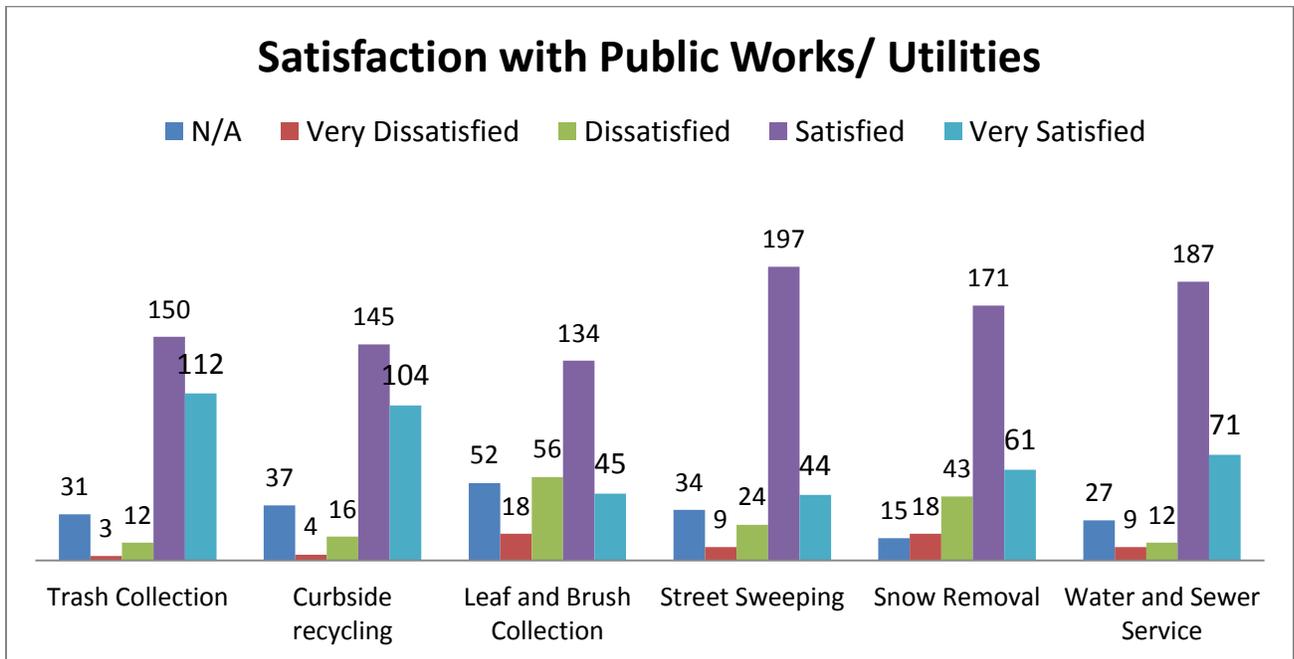




APPENDIX C: 2014 CITIZEN SATISFACTION SURVEY RESULTS

Question 14: Please rate your level of satisfaction with each of the following items

Answer Options	N/A or No Basis for Rating	Very Dissatisfied	Dissatisfied	Satisfied	Very Satisfied
Trash collection	31	3	12	150	112
Curbside recycling	37	4	16	145	104
Leaf & brush collection	52	18	56	134	45
Street sweeping	34	9	24	197	44
Snow removal	15	18	43	171	61
Water & Sewer service	27	9	12	187	71



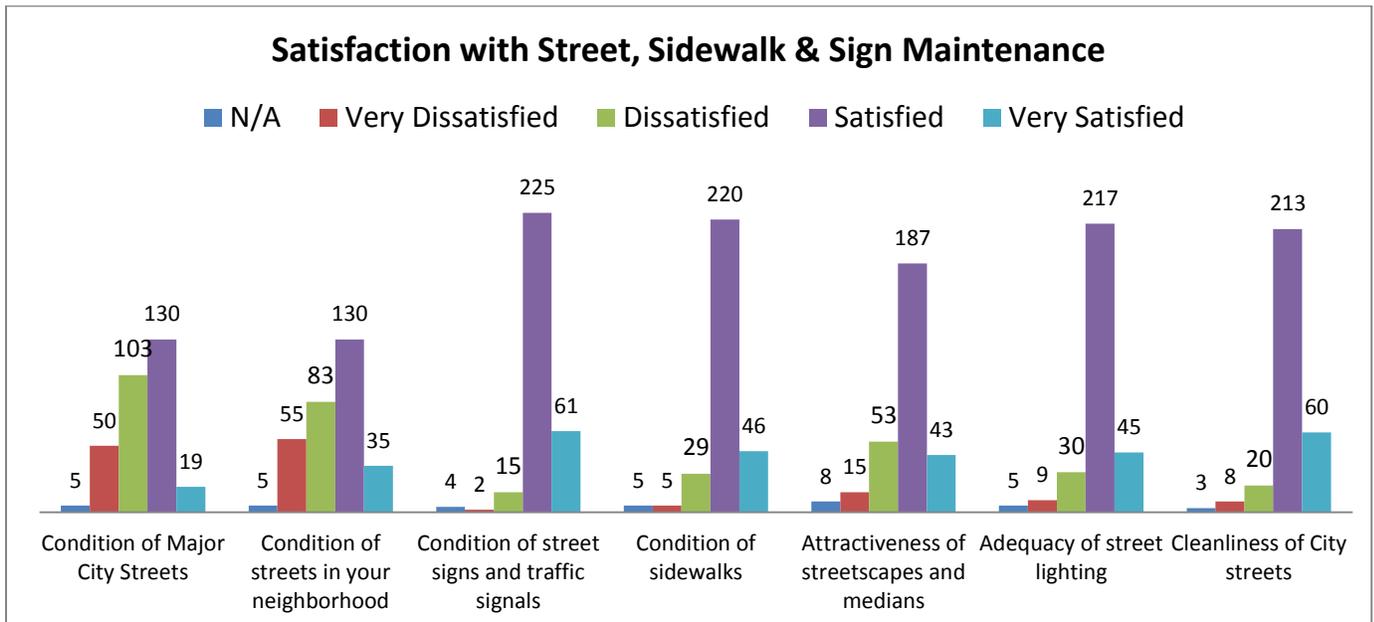


City of Middleton 2015 Budget

APPENDIX C: 2014 CITIZEN SATISFACTION SURVEY RESULTS

Question 15: Please rate your level of satisfaction with each of the following items

Answer Options	N/A or No Basis for Rating	Very Dissatisfied	Dissatisfied	Satisfied	Very Satisfied
Condition of major City streets	5	50	103	130	19
Condition of streets in your neighborhood	5	55	83	130	35
Condition of street signs and traffic signals	4	2	15	225	61
Condition of sidewalks	5	5	29	220	46
Attractiveness of streetscapes and medians	8	15	53	187	43
Adequacy of street lighting	5	9	30	217	45
Cleanliness of City streets	3	8	20	213	60

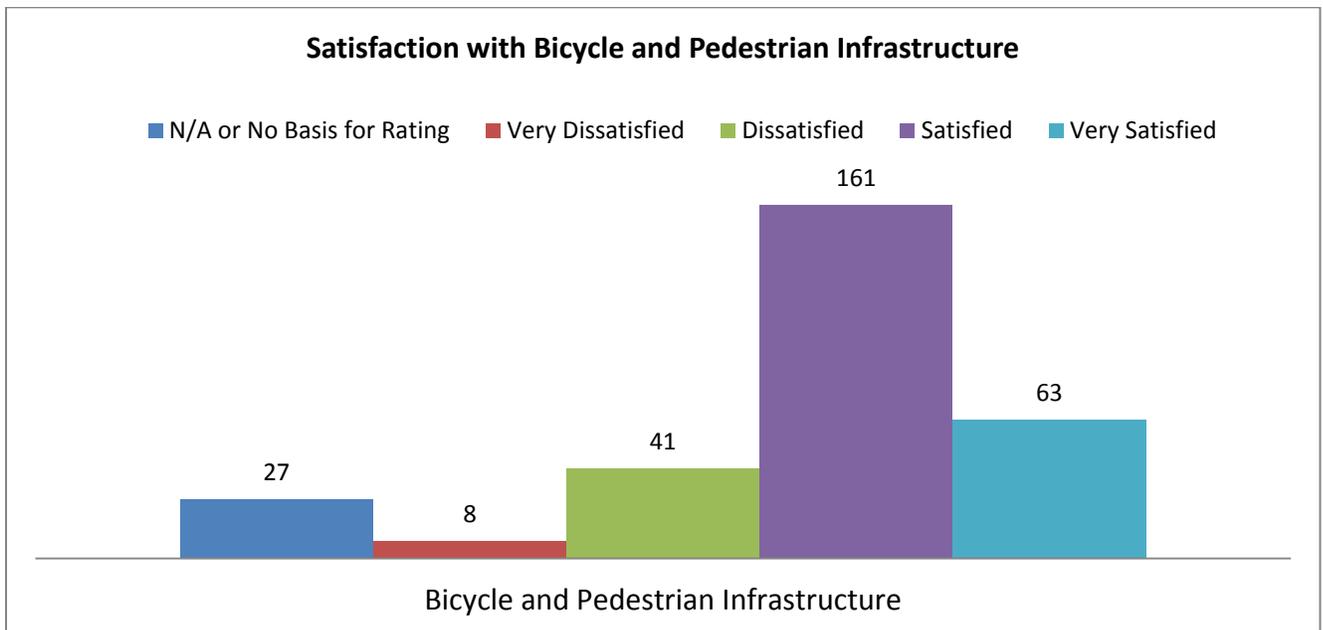




APPENDIX C: 2014 CITIZEN SATISFACTION SURVEY RESULTS

Question 16: Please rate your level of satisfaction with the City’s efforts to provide safe bicycle and pedestrian facilities

N/A or No Basis for Rating	Very Dissatisfied	Dissatisfied	Satisfied	Very Satisfied
27	8	41	161	63





APPENDIX C: 2014 CITIZEN SATISFACTION SURVEY RESULTS

Question 17: Please rate your level of satisfaction with the Sustainability programs initiated by the City of Middleton

N/A or No Basis for Rating	Very Dissatisfied	Dissatisfied	Satisfied	Very Satisfied
92	4	9	128	73

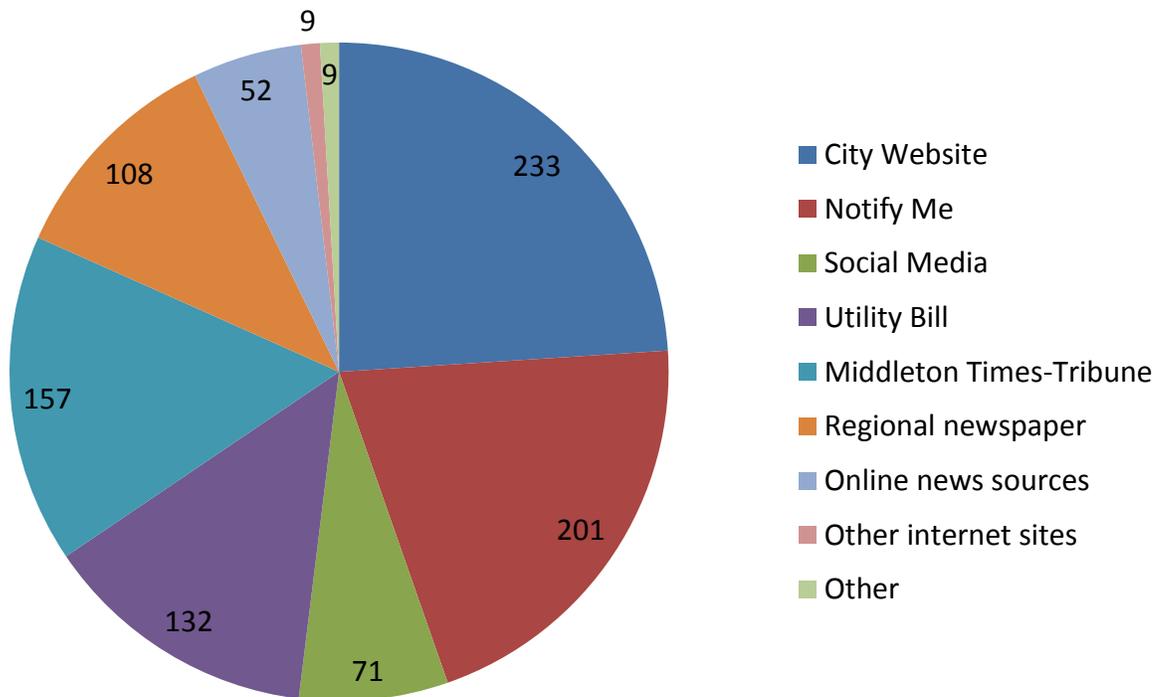




APPENDIX C: 2014 CITIZEN SATISFACTION SURVEY RESULTS

Question 18: Which of the following do you use to get information about the City of Middleton?

Answer Options	Response Percent	Response Count
City website	76.6%	233
Notify Me (City email notification system - sign up at: http://www.ci.middleton.wi.us/list.aspx)	66.1%	201
Social media (e.g. Facebook, Twitter, etc)	23.4%	71
Utility bill	43.4%	132
Middleton Times-Tribune	51.6%	157
Regional newspaper (e.g. Wisconsin State Journal, Capital Times, Isthmus)	35.5%	108
Online news sources	17.1%	52
Other Internet sites	3.0%	9
Other (please specify)		9

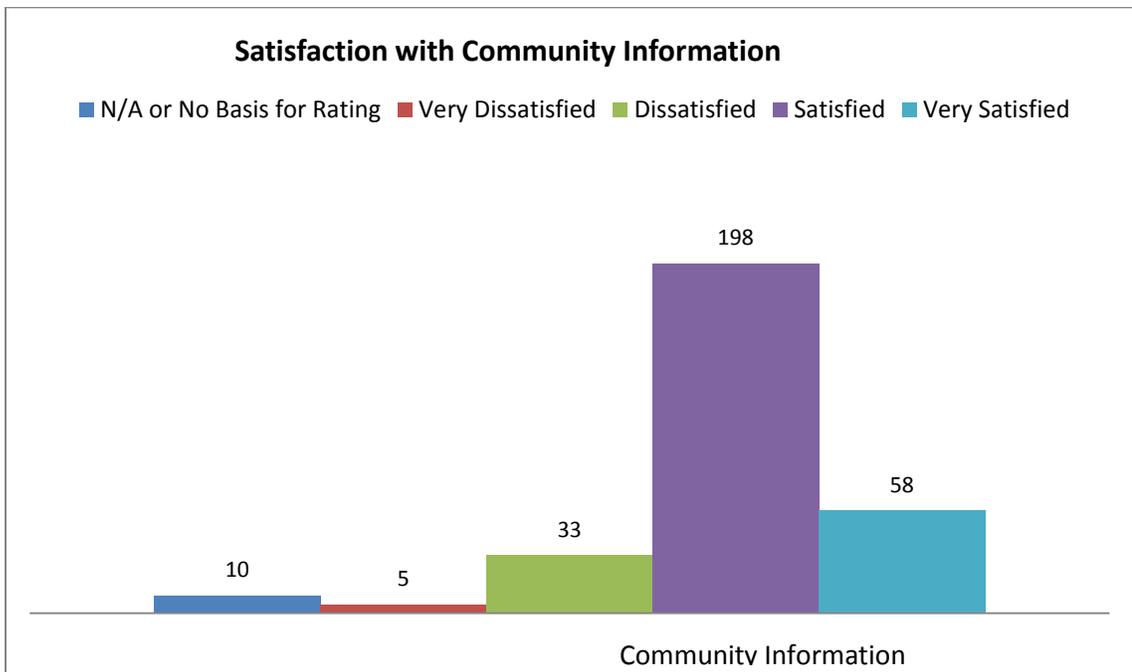




APPENDIX C: 2014 CITIZEN SATISFACTION SURVEY RESULTS

Question 19: Please rate your level of satisfaction with Community Information

N/A or No Basis for Rating	Very Dissatisfied	Dissatisfied	Satisfied	Very Satisfied
10	5	33	198	58

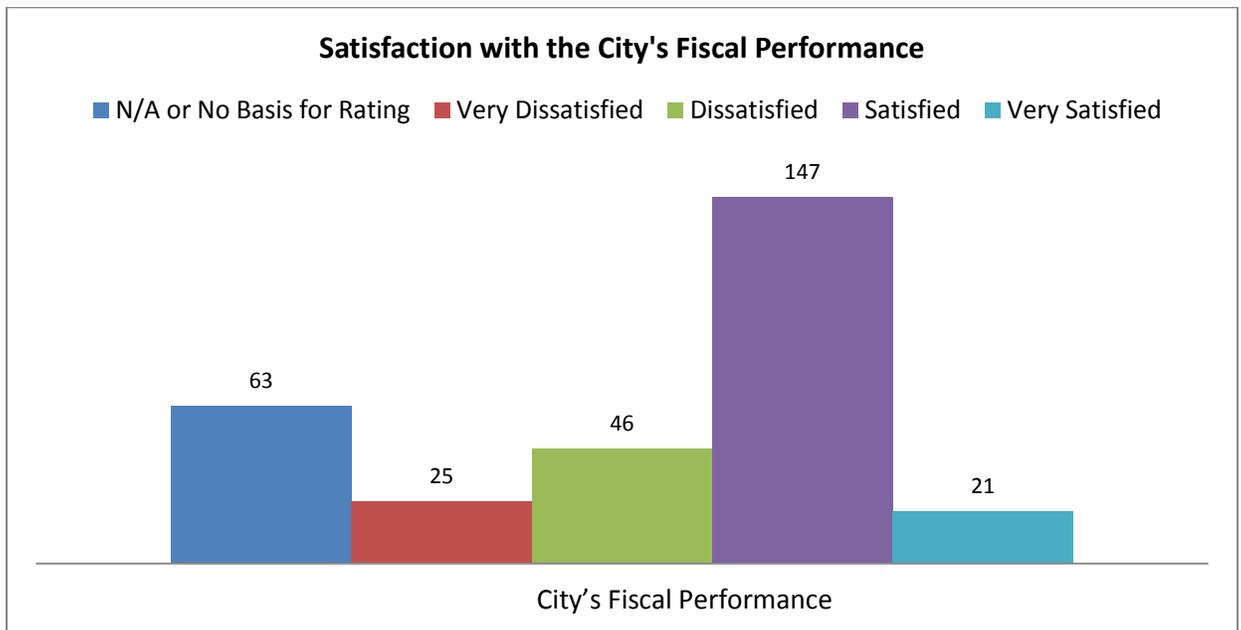




APPENDIX C: 2014 CITIZEN SATISFACTION SURVEY RESULTS

Question 20: Please rate your level of satisfaction with the City’s fiscal performance

N/A or No Basis for Rating	Very Dissatisfied	Dissatisfied	Satisfied	Very Satisfied
63	25	46	147	21





APPENDIX C: 2014 CITIZEN SATISFACTION SURVEY RESULTS

Question 21: Please rate your level of satisfaction with the value you receive from your taxes regarding overall City services and programs

N/A or No Basis for Rating	Very Dissatisfied	Dissatisfied	Satisfied	Very Satisfied
23	20	50	175	34





APPENDIX C: 2014 CITIZEN SATISFACTION SURVEY RESULTS

Question 22: Please rank the following services/ departments in order of those that should receive more staff attention and funding focus short term (in the next two years)

Ranking Results

Priority Ranking	Department/Service	Average Ranking
1	Street Maintenance	3.6
2	Public Works (traffic flow, snow/ice control, sidewalks, storm water management, street lighting, refuse collection, recycling, leaf & brush collection, fleet maintenance, etc.)	4.33
3	EMS	4.83
4	Police	5.06
5	Public Lands, Recreation and Forestry (Pheasant Branch Conservancy, parks, trails, Bauman Aquatic Center, recreation, etc.)	5.41
6	Fire	5.69
7	Planning and Community Development (City planning, community development, economic development, sustainability)	5.7
8	Library	6.09
9	Public Transit	7.22
10	Senior Center	8.61
11	Pleasant View Golf Course	9.43



APPENDIX C: 2014 CITIZEN SATISFACTION SURVEY RESULTS

Question 23: Please rank the following services/departments in order of those that should receive more staff attention and funding focus long term (realized in greater than 2 years)

Ranking Results

Priority Ranking	Department/Service	Average Ranking
1	Street Maintenance	4.01
2	Other Public Works (traffic flow, snow/ice control, sidewalks, storm water management, street lighting, refuse collection, recycling, leaf & brush collection, fleet maintenance, etc.)	4.37
3	EMS	4.88
4	Planning and Community Development (City planning ,community development, economic development, sustainability)	5.26
5	Public Lands, Recreation and Forestry (Pheasant Branch Conservancy, parks, trails, Bauman Aquatic Center, recreation, etc.)	5.41
6	Police	5.45
7	Fire	5.56
8	Library	6.08
9	Public Transit	7.25
10	Senior Center	8.35
11	Pleasant View Golf Course	9.38

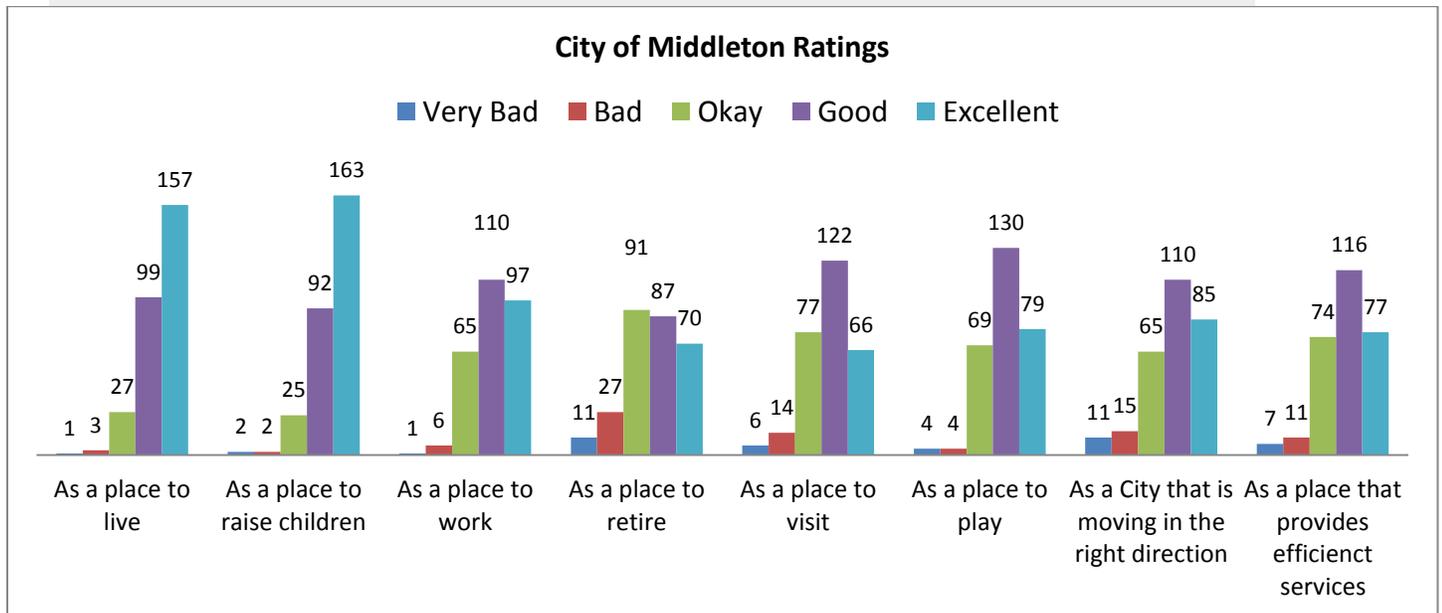


City of Middleton 2015 Budget

APPENDIX C: 2014 CITIZEN SATISFACTION SURVEY RESULTS

Question 24: Please rate the City of Middleton overall

Answer Options	Very Bad	Bad	Okay	Good	Excellent
As a place to live	1	3	27	99	157
As a place to raise children	2	2	25	92	163
As a place to work	1	6	65	110	97
As a place to retire	11	27	91	87	70
As a place to visit	6	14	77	122	66
As a place to play	4	4	69	130	79
As a City that is moving in the right direction	11	15	65	110	85
As a place that provides efficient services	7	11	74	116	77

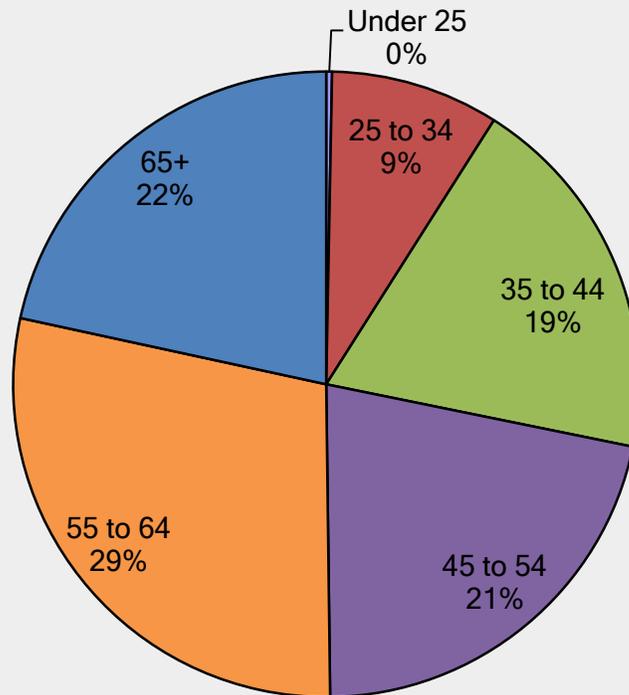




APPENDIX C: 2014 CITIZEN SATISFACTION SURVEY RESULTS

Question 25: Age

Answer Options	Response Percent	Response Count
Under 25	0.3%	1
25 to 34	8.7%	25
35 to 44	19.2%	55
45 to 54	21.6%	62
55 to 64	28.6%	82
65+	21.6%	62

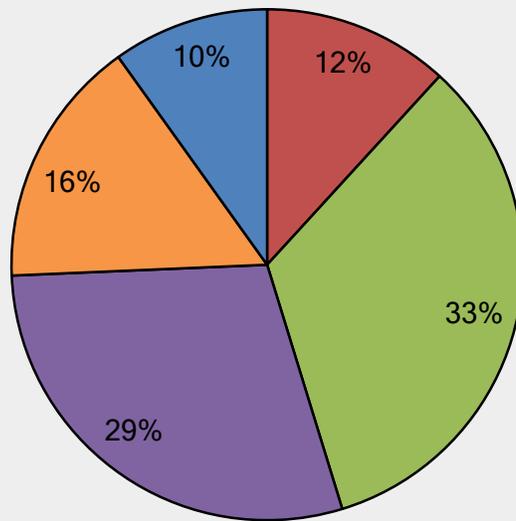
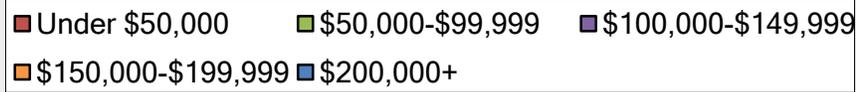




APPENDIX C: 2014 CITIZEN SATISFACTION SURVEY RESULTS

Question 26: What is your approximate average household income?

Answer Options	Response Percent	Response Count
Under \$50,000	11.8%	24
\$50,000-\$99,999	33.5%	68
\$100,000-\$149,999	29.1%	59
\$150,000-\$199,999	15.8%	32
\$200,000+	9.9%	20





APPENDIX C: 2014 CITIZEN SATISFACTION SURVEY RESULTS

Question 27: Which race/ethnicity best describes you?

Answer Options	Response Percent	Response Count
African American	0.0%	0
American Indian / Alaskan Native	0.0%	0
Asian	0.8%	2
Caucasian	91.7%	222
Hispanic or Latino	1.2%	3
Other	2.5%	6
Two or More Races/Ethnicities	3.7%	9

