

City of Appleton, Wisconsin



2013 ADOPTED BUDGET AND SERVICE PLAN

Developed by:
Mayor Timothy M. Hanna

Produced by:
John F. Hoft-March, CMA
Budget Manager
Lisa A. Remiker, CPA, CPFO
Finance Director
Anthony D. Saucerman, CPA
Deputy Finance Director
Kelli K. Rindt, CPA
Enterprise Accounting Manager
Stephanie R. Rogers, CPA
Accounting Supervisor

**In the heart of the Fox Cities,
north of Lake Winnebago.**



CITY OF APPLETON 2013 BUDGET TABLE OF CONTENTS

INTRODUCTORY SECTION	Page No.
Table of Contents	ii
Organizational/Fund Structure Matrix	iv
Mayor's Budget Message	v
Summary of Changes from Department Requested to Executive Budget	xiii
Listing of Items Not Included in Executive Budget	xvi
Total 2013 Budget	1
City Mission Statement	2
Directory of Officials	7
Chart of Organization	8
City Committees, Boards, and Commissions	10
Apportionment of Taxes	14
Tax Rates	
Assessed	15
Equalized	18
Summary of Property Tax Levies	21
Combined Summary of Revenues & Expenditures (All Funds)	22
Combined Summary of Changes in Fund Balance (All Funds)	24
Budget Development Process	25
Financial & Budget Policies	26
Background/General Information	35
GENERAL GOVERNMENT	
Budget	37
Revenues	40
Expenditures	
Mayor	45
Facilities Management	55
Facilities Capital Projects Fund	65
Common Council	69
Finance	73
Unclassified	83
Housing, Homeless, and Block Grants	93
Room Tax Administration	104
Other Post Employment Benefits	107
Information Services	111
Information Services Capital Projects Fund	121
City Attorney	125
Tuchscherer Disability	143
Human Resources	145
Risk Management	157
COMMUNITY DEVELOPMENT	
Community Development	167
Housing and Community Development Grants	187
Industrial Park Land	201
Community Development Capital Projects	206
Tax Increment Districts	
Tax Increment District No. 2	209
Tax Increment District No. 3	214
Tax Increment District No. 5	220
Tax Increment District No. 6	224
Tax Increment District No. 7	228
Tax Increment District No. 8	232
Northeast Business Park Escrow Fund	236

CITY OF APPLETON 2013 BUDGET TABLE OF CONTENTS

	Page No
RECREATION/LIBRARY/TRANSPORTATION	
Public Library	239
Library Capital Projects Fund	257
Frank P. Young Memorial	261
Parks and Recreation	263
Union Spring Park Trust	273
Peabody Estate Trust	274
Balliet Locomotive	275
Lutz Park Recreational Trust	276
Park Purpose Open Space	277
Project City Park	278
Universal Playground Trust	279
Miracle League Field	280
Reid Municipal Golf Course	281
Valley Transit	291
PUBLIC WORKS	
Public Works	309
Sanitation and Recycling	337
Subdivision Development	351
Public Works Projects	355
Parking Utility	359
Central Equipment Agency	371
CEA Replacement Fund	383
PUBLIC SAFETY & HEALTH	
Health Services	387
Health Services Grants	399
Police	413
Police Grants	439
Public Safety Capital Projects	443
Fire	447
Hazardous Materials	467
DEBT SERVICE FUNDS	
Debt Service	471
UTILITIES	
All Utilities	481
Water Utility	489
Wastewater Utility	513
Stormwater Utility	539
SUPPLEMENTAL INFORMATION	
Resolution	555
FTE Personnel	556
Personnel Changes	557
Property Values	
Assessed	558
Equalized	559
Population	560
Glossary	561
CAPITAL IMPROVEMENTS PROGRAM	
Policy	569
Five Year Plan	573
Debt Limit Analysis	589
Projects	581

City of Appleton 2013 Budget Operational/Fund Structure Matrix

<u>Operational Responsibility</u>	<u>General Fund</u>	<u>Special Revenue Funds</u>	<u>Capital Projects Funds</u>	<u>Enterprise Funds</u>	<u>Internal Service Funds</u>	<u>Fiduciary Funds</u>	<u>Debt Service Funds</u>
Mayor	x						
Parks Recreation & Facilities Management					x		
Facilities Capital Projects			x				
Parks and Recreation	x						
Union Spring Park Trust		x					
Peabody Estate Trust		x					
Balliet Locomotive		x					
Lutz Park Recreational Trust		x					
Park Purpose Open Space		x					
Project City Park		x					
Universal Playground		x					
Miracle League Field		x					
Reid Municipal Golf Course				x			
Common Council	x						
Finance	x						
Unclassified	x						
Housing, Homeless, & Block Grants		x					
Room Tax Administration		x					
Other Post Employment Benefits					x		
Debt Service							x
Technology Services	x						
Technology Capital Projects			x				
City Attorney & Clerk	x						
Tuchscherer Disability		x					
Human Resources	x						
Risk Management					x		
Community Development	x						
Housing & Community Development Grants		x					
Tax Increment District No. 2		x					
Tax Increment District No. 3		x					
Tax Increment District No. 5			x				
Tax Increment District No. 6			x				
Tax Increment District No. 7			x				
Tax Increment District No. 8			x				
Northeast Industrial Park Escrow			x				
Industrial Park Land			x				
Community Development Projects			x				
Public Library	x						
Library Capital Projects Fund			x				
Frank P. Young Memorial						x	
Valley Transit				x			
Public Works	x						
Sanitation and Recycling		x					
Subdivision Development			x				
Public Works Projects			x				
Parking Utility				x			
Central Equipment Agency					x		
CEA Replacement			x				
Stormwater Utility				x			
Water Utility ¹				x			
Wastewater Utility ¹				x			
Health Services	x						
Health Services Grants		x					
Police	x						
Police Grants		x					
Public Safety Capital Projects ²			x				
Fire	x						
Hazardous Materials		x					
Water Utility ¹				x			
Wastewater Utility ¹				x			

1. Shared responsibility between Public Works and Utilities - The Public Works Director is responsible for water distribution and wastewater collection while the Utility Director is responsible for water filtration and wastewater treatment.

2. The Public Safety Capital Projects Fund is used to fund both Police and Fire capital projects.



"...meeting community needs...enhancing quality of life."

OFFICE OF THE MAYOR

Timothy M. Hanna
100 North Appleton Street
Appleton, Wisconsin 54911-4799
(920) 832-6400 FAX (920) 832-5962
e-mail: mayor@appleton.org

October 3, 2012

Members of the Common Council and Community
City of Appleton
Appleton, Wisconsin

Dear Appletonians:

I present to you the 2013 Budget and Service plan, including the five-year Capital Improvement Plan. As we created this plan, our goal was to provide a balanced budget to you that continues to allow for high-quality, efficient service with minimal impact to property taxpayers, despite ongoing economic challenges at the national, state, regional and local level.

While there were no significant changes in 2012 that have influenced our budgeting process as in previous years (e.g., Act 10 influence on the 2012 Budget), it remains a challenge to create and sustain a balanced budget in tough fiscal times. We continue to face flat property values and State aid, all while feeling the pressure of rising costs that are beyond our control (e.g., increasing commodity costs such as fuel). We also face a continual need to adapt to the changing world around us and within our organization so we can strategically plan for the long-term success of our organization and our community.

CHANGING WORKFORCE

One area that we know will change in the future is the face of our organization. During the next 10 years, more than 40% of our workforce will be retirement-eligible, which will leave large "gaps" in talent that we will have to fill in the near future. Our challenge will mirror what is happening in the world around us as millions of Baby Boomers start to exit the workforce. As a result, we will become part of the "war for talent" to find and promote the best and brightest employees of the future. To help us remain competitive, I have added a one percent increase for those employees who are not under a current collective bargaining agreement (note: these employees have not received a wage increase in the past two years). In addition, in anticipation of us moving to a pay-for-performance compensation system, I have included budget dollars to reward employees who exceed or substantially exceed their goals in 2013. These performance adjustments (up to 1%) will be paid in a lump sum and will not become part of the base pay for the employee. I believe that this proposal is a positive interim step until the full comprehensive Compensation Plan is completed and approved by the Common Council later this year.

In the larger statewide picture, the pay increase will also help offset the loss in employee take-home pay in 2013 due to the increase in statutorily-required contributions to the Wisconsin Retirement System (WRS) pension fund. The WRS rates for 2013 are as follows (note: protected Fire and Police personnel are exempt from paying the required contribution):

- General 13.3% (current rate 11.8%)
- Elected 14% (current rate 14.1%)
- Protective with SS 16.4% (current rate 14.9%)
- Protective without SS 19% (current rate 17.2%)

We expect the WRS contribution rates to increase in upcoming years, thus continuing to reduce the employee take-home pay, which could affect our long-term competitive advantage as the talent war ensues.

TEMPORARY HELP REQUESTS

In the initial departmental budget requests, I had several departments asking for temporary employee dollars. To maximize resources across the City, instead of approving individual department requests, I allocated \$30,000 in the Human Resources (HR) Department budget for temporary help. HR is in the best position to determine what resources are available at any given time. If a department requests temporary personnel, HR can first determine if we have capacity in our current workforce, then seek out temporary help from outside resources if needed.

RECYCLING CARTS/BULKY OVERFLOW SERVICE

In an effort to meet our key strategy of sustainability as an organization and a community, the Common Council previously approved providing automated recycling carts to all property taxpayers to encourage recycling within our community. As outlined in the February 17, 2012 memo to the Municipal Services Committee, our overall goal is to reduce the amount of refuse going to the Outagamie County Landfill, which should ultimately reduce our annual tipping fee expenses and prolong the life of the landfill. To ensure ongoing support for this program, and to address anticipated maintenance costs for the recycling carts, I have included a \$3/quarter/property fee to serve as a revenue source to offset the initial and future costs of the program. In addition, as previously approved by the Common Council, this budget reflects the elimination of the free overflow collection to promote better consumer choices through a more fee-for-service based program. Because of the changes in overflow collection that will begin in 2013, an Operator I position along with the need to purchase a new vehicle in DPW has been eliminated.

INFRASTRUCTURE PLANS

To achieve a balanced budget, we also made changes to our infrastructure plans, including:

Delayed infrastructure (with a resulting savings of):

- Move Glory Lane reconstruction to 2014 (\$214,995)
- Move Intertech Court reconstruction to 2014 (\$82,733)
- Move East South River Street reconstruction to 2014 (\$259,347)

TIF #2 Use for Infrastructure:

These costs will be recorded in the Tax Incremental District #2 budget (page 210) in accordance with provisions of the Wisconsin Statutes. Wisconsin Statutes allow the Tax Incremental District to remain open with use of the increment to fund affordable housing and other items which would improve the City's housing stock. This can include projects which enhance the conditions in the neighborhood. Use of the increment in this way is subject to the Common Council adopting an authorizing resolution.

These changes will allow us to (with a resulting savings of):

- Move Washington Street reconstruction to TIF #2 (\$229,454)
- Move one block of Harriman Street reconstruction to TIF #2 (\$99,100)
- Move green dot sidewalk repairs in LMI areas to TIF #2 (\$10,299)

DEBT SERVICE

As a City we have not incurred general fund debt since 2009. This has allowed the City to use tax levy dollars for operations that would have been used for debt service. In the 2013 budget the levy for debt service for the 2012 debt issue was consciously kept low (\$420,368). It is anticipated that the levy needed for overall debt service in 2014 will increase by approximately \$800,000 or 26%. However, we do hope to reduce the size of the 2013 debt issue by using unassigned fund balance (as noted on page 39) by \$1.6 million which would in return reduce the above increases.

CARRYOVER FUNDS

This 2013 proposed budget also includes a number of requests to carryover anticipated unused funds in 2012 to fund specific items in 2013. As mentioned earlier, the 2013 budgets for each department include a 1% cost of living increase for all employees not covered by collective bargaining agreements. Employees may also earn up to an additional .5% for exceeding their goals or 1% for exceptional performance. The performance adjustments will be paid in a lump sum and will not become part of the employee's base pay. The total cost of the increases for the general fund is planned to come from the existing balance in the wage reserve contingency fund (\$148,370) which will again be requested to be carried over to 2013 for this purpose and other unanticipated changes such as changes in individual's health insurance plan status from single to family.

This budget includes \$28,000 for the Fox Cities Chamber of Commerce *Ignite Fox Cities* campaign. A total of \$72,000 is requested for this campaign, which is based on a \$1 per capita contribution. We recognize that for us to compete globally in a time of intense global competition, we need to look at our approach to economic development differently and objectively. Therefore the \$10,000 budgeted for 2012 for a strategic marketing plan plus \$34,000 anticipated vacant salary dollars from 2012 will be requested for carryover to add to the \$28,000 in the 2013 budget.

In Technology Services we looked at the anticipated training needs and expenditures for the remainder of 2012 and budgeted less in 2013 with the expectation that approximately \$10,000 would be carried over from 2012 for use in 2013.

This budget also assumes that the unused contingency funds in the Unclassified section of the budget will be carried over from 2012 to 2013. Therefore no new funds are budgeted in 2013. Anticipated balances in our contingency funds are estimated to be:

- Time Warner Cable PEG Access Settlement Funds (\$88,672)
- State Aid Contingency (\$1,076,140)
- General Contingency (will carryover whatever final balance is) (\$452,700)
- Fuel Contingency (\$137,315)
- Wage Reserve (\$148,370)

COMMUNITY AND ECONOMIC DEVELOPMENT

As mentioned, this budget includes funds to participate in the *Ignite Fox Cities* campaign. Additionally the staff will prepare an Economic Development Strategic Plan for the City. Capital budget items include:

- Exhibition Center – \$2,773,356 in support of the community’s efforts to build an exhibition center in downtown Appleton. City participation will include land acquisition and infrastructure improvements. The proposed center will house 30,000 - 35,000 sq. ft. of exhibition space and is projected to generate \$8.4 million per year in economic activity. It is important that we continue to move forward with this project in order to provide a full service convention center that will attract commerce and trade shows positioning the Fox Cities as a top tier Midwest destination for regional conventions.
- Industrial and Business Park Development – Funds are included for maintenance, marketing and miscellaneous infrastructure for the City’s Northeast Business Park and Southpoint Commerce Park (\$38,285) and to repurchase lots in the Northeast Business Park that are not in compliance with the protective covenants for construction (\$200,000).

FISCAL

- Taxes – Overall, this budget includes a decrease in levy-related expenditures of .19%; and a slight increase of .81% in revenues, resulting in a tax levy decrease of .93%. The decrease in the levy, coupled with the overall loss in the City’s tax base of 3.04% on an equalized basis, results in an increase of 2.1% or \$.17 in the equalized value mill rate (\$8.29 in 2012 vs. \$8.12 in 2011). However, since assessments are currently estimated at or above 100% for all counties, the average assessed mill rate decreases \$0.12 or 1.47% (\$8.02 in 2012 vs. \$8.14 in 2011). City and State imposed levy restrictions are met by this budget.
- Debt and Fund Balances – Despite the difficulties in the economy, the Debt and Fund Balance policies that we have put in place will be met by this budget to ensure the City’s outstanding bond ratings and financial stability. We have also maintained up to 1% of

the 2013 General Fund Budget by replenishing \$122,200 in the reserve for contingencies (\$574,900). As mentioned, reserves remain intact for state aid changes (\$1,076,140) and the fuel contingency (\$137,315) and are requested to be carried over from 2012.

UTILITIES

- Water – This budget continues to focus on replacing aged distribution and transmission mains (\$2,386,176). 2013 will be the first year to replace the existing radio-read water meters to an Advanced Metering Infrastructure (AMI) reading system (\$1,712,040). This project will take at least four years to complete. Based on EPA requirements, the water plant will incorporate the ultraviolet light process into the existing treatment process (\$4,620,000). The improvements will reduce chemical and energy costs upon completion of the project. This project replaces the originally planned 2012 secondary membrane project. On the revenue side, if eligible, the City will be seeking an inflationary rate increase (approximately 3%) through a simplified rate application process in April 2013.
- Wastewater – Wastewater collection system capital improvements include typical reconstruction projects in concert with road improvements (\$2,022,930). Utility capital improvements include a bar screen replacement that will minimize the amount of undesirable material entering the plant and ensure operational reliability. We continue to monitor the new NR 217 rule and the Total Maximum Daily Load (TMDL) legislation as they relate to phosphorous reduction criteria that will have significant implications to the Wastewater Utility. In 2013, the TMDL study will provide a comprehensive evaluation of existing treatment capabilities and provide recommendations for treatment improvements or technologies that effectively decrease phosphorus levels. The information compiled within the study will be utilized to determine the most cost effective path of compliance and the basis for future capital planning. There is no change in the Wastewater rates in the 2013 Budget.
- Stormwater – This budget reflects significant funding for the Theodore Street Phase 2 Flood Storage project (\$7,249,648) along with the Reid Golf Course detention pond project (\$291,000), the Wastewater Treatment Plant storm interceptor (\$1,827,386) and other infrastructure (\$1,796,021) as we continue to implement the Citywide stormwater management plan. There is an increase in Stormwater rates starting 7/1/13 from \$125 to \$155 per ERU as approved by the Common Council on June 15, 2011 for future rate planning.

PERSONNEL

In addition to the previously mentioned increases for employees not covered by a collective bargaining agreement, union contracts in place for Police and Fire represented staff for 2013 call for wage increases of 1% on June 1 and 3% on December 1. The Valley Transit contract is currently under negotiations.

The 2013 Executive Budget contains both additions and reductions in part-time and full-time positions, as well as reclassification of certain positions.

Personnel changes previously approved by the Common Council included in this budget are:

- Replace three Park and Recreation Program Supervisors with one Recreation Manager and two Recreation Programmers to gain operational efficiencies and reduce costs.
- Elimination of one DPW Sanitation Laborer related to the change in overflow collection beginning in 2013.
- Reduction of a full-time Grants Manager position in the Finance Department down to a .5 FTE in the face of declining CDBG and other grant revenues. Cooperatively, the Finance Department and Community and Economic Development Department developed a plan to segregate responsibilities for CDBG in order to take advantage of applicable expertise and deliver services in the most effective and efficient manner.
- Addition of one part-time and two full-time bus drivers in Valley Transit related to a new route serving the downtown and riverfront including Eagle Flats.
- Increase funding of the Golf Course Specialist position from .70 to .85 FTE.

Personnel changes not yet approved by the Common Council but contained in this budget include:

- Upon the retirement of the current Deputy City Clerk, eliminate the position and replace it with an Administrative Clerk III position. This change will provide the department with needed additional clerical help. By state statute, a new Deputy City Clerk will be designated. Supervisory responsibilities of the former position will be assumed by the City Clerk while non-supervisory duties will be distributed to other department staff members.
- Due to efficiencies gained through the Automated Materials Handling System (AMH) at the Library, eliminate a part-time Page Clerk position.
- Add funding to the Library Volunteer Coordinator's position to bring it up to a .5 FTE part-time position. The position is also partially funded by a grant from the Friends of the Appleton Public Library.
- Reduce the Public Health Nurse positions .20 FTE due to the loss of applicable grant funding.
- Eliminate a vacant part-time Bus Driver position in Valley Transit due to the overlap of the Downtown Trolley route with the new route servicing the downtown and riverfront. With the Trolley servicing the same area during its operating season, the position was no longer necessary.

It is important to note that most of these changes will be accomplished through attrition due to vacancies created by either retirements or other circumstances. Further details can be found under the major changes program narratives in the respective budgets.

CAPITAL IMPROVEMENT PROGRAM

Highlights of the remainder of the 2013 CIP are as follows:

- Public Works traffic enhancements include street lighting, traffic grid and traffic camera program expansion (\$152,692).
- The Prospect Avenue over Jackman Street bridge has a weight limit posted and is in degraded condition. Design of this project is set for 2013 (City share: \$137,575). This project receives 80% funding from the State and the construction is planned to take place in 2015. Design for the Lawe Street project over the power canal will also take place in 2012 - 2013 (City share: \$25,030). Design for South Island Bridge will take place in 2013 - 2014 (City share: \$49,260). The State is also participating at 80% of these projects and construction is anticipated to take place in 2013 - 2016.
- Technology needs include advancements in bandwidth and video to the desktop, along with web-based applications. The cost of this technology is \$400,000 with a ten-year life expectancy. Other technology upgrades include firewall and security (\$40,000), phone upgrade (\$35,000), camera system upgrade (\$68,000), and the third year of a three-year Enterprise License Agreement with our GIS software vendor (\$50,000).
- Facilities improvements include HVAC upgrades (\$165,000), fire protection (\$185,000), grounds improvements (\$100,000) and roof replacements (\$485,000). Library meeting room and security cameras are also included (\$185,000).
- Quality of Life improvements focus on maintaining playground equipment at our existing City parks (\$90,000), Erb Pool/Pavilion renovations (\$185,000), Pierce Park band shelter improvements (\$150,000), Appleton Memorial Park concession/restroom/walkway construction for the Miracle League Field (\$330,000), skate park design (\$35,000), and various tennis courts maintenance (\$140,000).
- Public safety investments include funding to replace all of the Police and Fire Departments wideband analog portable radios with P25 compatible narrowband digital radios in accordance with Federal Communication Commission (FCC) mandate (\$1,230,625). Replacement of the Fire Department self-contained breathing apparatus (\$527,900) is also included in the 2013 Budget.

CONCLUSION

In these times of constant change and uncertainty it is important to remember that the one thing that doesn't change is the City's mission of meeting the needs of the community and enhancing the quality of life. Our citizens demand that we continue to meet that mission at the same time they demand that we not further burden them to do so. This means that we must continue to find ways to be more efficient with the resources that our citizens entrust to us and to look for ways to permanently reduce our overhead while minimizing the impact on the services that our citizens have come to expect from the City. This is a trend that I believe needs to continue into the future whether we are in good times or not so good times. But it is even more important today as we continue to face a challenging and uncertain economic future.

It is my great honor to say thank you to our department directors and all of our employees for their ongoing dedication and selfless service to our organization and our community. In particular, I would like to recognize Finance Director Lisa Remiker, Deputy Director Tony Saucerman, John Hoft-March, Kelli Rindt and Stephanie Rogers for the many hours they have spent preparing this document, along with the incredible job they do each day to keep our city in excellent financial condition. They deserve a great deal of credit for the jobs they do on a daily basis on behalf of our community.

The City of Appleton continues to balance sound financial conditions with providing the basic essential needs of our City despite challenges faced in the local and national economy. Together we will continue our dedication to meet the needs of our community and enhance the quality of life. Appleton is a viable, strong community that can weather these stressful times.

Sincerely,

A handwritten signature in black ink, appearing to read "Timothy M. Hanna", with a long horizontal flourish extending to the right.

TIMOTHY M. HANNA
Mayor of Appleton

CITY OF APPLETON 2013 BUDGET
Summary of Changes from Department Requested to Executive Budget *

<u>Department</u>	<u>Revision</u>	<u>Reconciliation</u>
Mayor	<i>Requested Budget</i>	\$ 262,832
	Reduce training expense	(525)
	Net change	(525)
	<i>Executive Budget</i>	\$ 262,307
Facilities	<i>Requested Budget</i>	\$ 2,504,374
	Reduced office supplies	(1,000)
	Reduced engineering fees	(1,500)
	Reduced building maintenance expenses	(15,459)
	Net change	(17,959)
	<i>Executive Budget</i>	\$ 2,486,415
City Council	<i>Requested Budget</i>	\$ 101,469
	Added Council/committee recording expenses	36,000
	Net change	36,000
	<i>Executive Budget</i>	\$ 137,469
Finance	<i>Requested Budget</i>	\$ 882,987
	Net change	-
	<i>Executive Budget</i>	\$ 882,987
Unclassified	<i>Requested Budget</i>	\$ 2,334,017
	Added transfer out to CEA for plow	23,000
	Adjusted reserve for contingencies	95,070
	Net change	118,070
	<i>Executive Budget</i>	\$ 2,452,087
Information Services	<i>Requested Budget</i>	\$ 1,649,588
	Add for call time pay	5,520
	Delete WiscNet access payment	(8,000)
	Reduced training budget	(10,000)
	Net change	(12,480)
	<i>Executive Budget</i>	\$ 1,637,108
Attorney & Clerk	<i>Requested Budget</i>	\$ 1,083,142
	Reduce personnel for Deputy Clerk retirement / addition Clerk III	(8,728)
	Net change	(8,728)
	<i>Executive Budget</i>	\$ 1,074,414
HR	<i>Requested Budget</i>	\$ 675,335
	Added City-wide temporary help	30,000
	Reduced consulting services	(1,200)
	Net change	28,800
	<i>Executive Budget</i>	\$ 704,135
Risk Management	<i>Requested Budget</i>	\$ 1,455,077
	Net change	-
	<i>Executive Budget</i>	\$ 1,455,077

CITY OF APPLETON 2013 BUDGET
Summary of Changes from Department Requested to Executive Budget *

<u>Department</u>	<u>Revision</u>	<u>Reconciliation</u>
Community Devel.	<i>Requested Budget</i>	\$ 1,624,050
	Net change	-
	<i>Executive Budget</i>	\$ 1,624,050
Library	<i>Requested Budget</i>	\$ 4,202,188
	Eliminate 1/2 time page clerk/ replace with 20 hours/wk labor	(12,515)
	Add funding for Volunteer Coordinator	5,776
	Net change	(6,739)
	<i>Executive Budget</i>	\$ 4,195,449
Park & Recreation	<i>Requested Budget</i>	\$ 3,122,444
	Decrease training/conferences	(2,250)
	Decrease part time wages/fringes	(17,590)
	Eliminate trailer replacement	(10,000)
	Eliminate new signage	(3,000)
	Decrease concrete pads	(10,000)
	Decrease snow removal	(7,300)
	Decrease landscape supplies	(2,500)
	Net change	(52,640)
	<i>Executive Budget</i>	\$ 3,069,804
Reid Golf Course	<i>Requested Budget</i>	\$ 636,435
	Reduce training & conferences	(850)
	Delete bathroom remodeling project	(35,000)
	Delete grounds repair contracted services	(7,000)
	Delete forward tees project	(6,000)
	Net change	(48,850)
	<i>Executive Budget</i>	\$ 587,585
Valley Transit	<i>Requested budget</i>	\$ 9,128,599
	Delete 1 PT driver for Eagle Flats overlap with Trolley	(23,883)
	Delete special assessment for Washington St. moved to TIF 2	(13,095)
	Net change	(36,978)
	<i>Executive Budget</i>	\$ 9,091,621
Public Works	<i>Requested Budget</i>	\$ 14,525,085
	Moved Glory Lane reconstruction to 2014	(214,995)
	Move Intertech Court reconstruction to 2014	(82,733)
	Move E. South River Street reconstruction to 2014	(259,347)
	Move Washington Street reconstruction to TIF 2	(229,454)
	Move one block of Harriman Street reconstruction to TIF 2	(99,100)
	Move green dot sidewalk repairs in LMI areas to TIF 2	(10,299)
	Add E South River Street retaining wall design	30,000
	Add Calumet/Coop Road intersection design analysis	50,000
	Net change	(815,928)
	<i>Executive Budget</i>	\$ 13,709,157
Sanitation	<i>Requested Budget</i>	\$ 3,416,738
	Net change	-
	<i>Executive Budget</i>	\$ 3,416,738

CITY OF APPLETON 2013 BUDGET
Summary of Changes from Department Requested to Executive Budget *

<u>Department</u>	<u>Revision</u>	<u>Reconciliation</u>
Parking	<i>Requested budget</i>	\$ 2,984,016
	Add to Misc. Equipment for credit card machine @ midtown ramp	550
	Net change	550
	<i>Executive Budget</i>	\$ 2,984,566
CEA	<i>Requested budget</i>	\$ 5,145,154
	Net change	-
	<i>Executive Budget</i>	\$ 5,145,154
Health	<i>Requested Budget</i>	\$ 1,161,247
	Reduce personnel for PHN Supv retirement / 2wk overlap	(10,899)
	Net change	(10,899)
	<i>Executive Budget</i>	\$ 1,150,348
Police	<i>Requested Budget</i>	\$ 15,894,399
	Net change	-
	<i>Executive Budget</i>	\$ 15,894,399
Fire	<i>Requested Budget</i>	\$ 10,707,178
	Reduced fitness equipment	(1,300)
	Reduced temporary help	(10,000)
	Net change	(11,300)
	<i>Executive Budget</i>	\$ 10,695,878
Water	<i>Requested budget</i>	\$ 27,371,421
	Net change	-
	<i>Executive Budget</i>	\$ 27,371,421
Wastewater	<i>Requested budget</i>	\$ 14,526,606
	Added One-Man Aerial Lift	21,000
	Net change	21,000
	<i>Executive Budget</i>	\$ 14,547,606
Stormwater	<i>Requested Budget</i>	\$ 17,509,481
	Net change	-
	<i>Executive Budget</i>	\$ 17,509,481

CITY OF APPLETON
2013 BUDGET
Priority Listing of Expense and Revenue Increases
Not Included in Executive Budget

<u>Department</u>	<u>Title</u>	<u>Amount</u>
<u>Expenses:</u>		
DPW	Additional .5 FTE Clerical for 5th floor customer service *	\$ 27,406
Attorney/Clerk	Part-time temp labor hours *	28,892
Fire	Temporary help *	10,000
Risk Mgmt.	Intern for MSDS update project	1,200
DPW	Street light outage reporting and tracking system	10,000
Library	Open 1 addit. hour on Sundays during school year	6,915
CED	Replace GPS unit	10,175
CED	Transfer out to NRP for projects outside of HUD funding guidelines	10,000
Attorney/Clerk	Licensing software	12,895

* These three requests were not included in the Executive Budget but were responded to by the inclusion of \$30,000 in the HR budget to be managed by HR, along with coordination of available staff from other departments or on light duty following injury, to meet the need for additional clerical labor.

Revenues:

No extraordinary revenue enhancements were proposed for 2013.