City of Appleton, Wisconsin

2006
ADOPTED BUDGET
AND SERVICE PLAN

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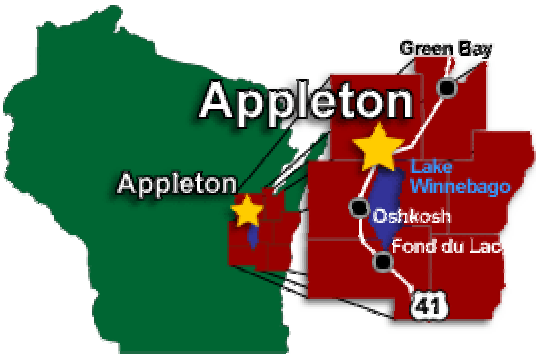
In the heart of the Fox Cities,
north of Lake Winnebago.



CITY OF APPLETON
2006 BUDGET

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

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November 16, 2005

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

Dear Appletonians:

I present to you the 2006 Budget and Service Plan, including the five-year Capital Improvement Plan. As in the past, this budget was developed within the parameters set by our City of Appleton fund balance policies and tax levy ordinance, as well as the State's Expenditure Restraint Program. As you are aware, this year we have the added consideration of a State-imposed tax levy limit.

Our own tax levy ordinance first limits the growth in our tax levy to a factor of inflation plus the growth of our tax base due to net new construction. Secondly, our ordinance makes adjustments for revenues that increase greater than inflation along with any new revenues and services transferred to user fee funding from tax levy funding. The State's new rules limit the increase in the tax levy to the greater of net new construction growth (2.815% in 2004) or 2%. These two limits on our tax levy take differing perspectives that, when considered together, assure our citizens and businesses that the City continues to strive to be more cost-effective while still providing quality services.

In 2006 there will be very little change in the amount of money the City receives from the State of Wisconsin in the form of shared revenues, expenditure restraint or

transportation aids. And again in 2006 we are looking at increased costs in the areas of personnel, fuel and utilities that affect the overall budget. The reality of flat revenues and increasing costs, however, is a reality that the City shares with all of its citizens and businesses.

One of the positive stories of 2005 is the successful negotiation and settlement of the City's labor agreements through 2008. As part of these settlements, the City will move to a new healthcare administrator that will help slow the trend of increasing healthcare costs. The diligent and hard work of our Human Resources staff, along with the representatives of organized labor, has enabled the City to negotiate a contract with United Health Care to administer the City's health plan and provide comparable coverage for our employees at a lesser cost. Focus will be placed on educating employees to become informed health care consumers benefiting both themselves and the City. While this doesn't stop or reverse the trend of rising healthcare costs, it will slow the anticipated increase stabilizing the City's expense for health care in 2006 and guarantees administrative increases to no more than 10% through 2008.

Another major factor having a positive effect on the 2006 budget is the performance of our Tax Incremental Financing (TIF) districts. The combined growth in equalized values in our six TIF districts was $57,388,200 or 24.5%. TIF District One is able to pay back deferred interest on the advances it received from the general fund in its early years of existence. This accounts for an increase in interest revenue of $1,778,397 in 2006 and projected revenue of $1,816,396 in 2007. After 2007, the district will close bringing an estimated $80,625,000 of property value onto the tax rolls which will help stabilize tax rates beyond the State's two-year freeze.

As you may recall, earlier this year we were faced with the unpleasant task of adjusting fares and routes for Valley Transit in response to dramatically increased and unanticipated fuel costs. It is becoming increasingly difficult to predict the cost of gasoline, electricity and natural gas with any certainty as far ahead as six to twelve months. For example, the 2005 budget anticipated fuel costs to be about $595,000. At this date, we are predicting the City's fuel costs to be about $936,000 by the end of 2005. The departmental budgets submitted in June for 2006 included anticipated fuel costs of $985,205. However, due to the recent volatility of fuel prices, we have added in the general fund budget a fuel contingency of $125,600 (pg. 71) and we increased the various enterprise funds for a final budget total of $1,166,450. Likewise, when the 2006 budget instructions were distributed back in May, departments were given parameters of an 8% increase for electric and 5% for natural gas. But again, due to the volatility and current projections concerning utility costs, I have included an additional $251,800 in a utility cost contingency for the general fund (pg. 71) and increased allowances for our enterprise funds to double the original parameters. Due to the above factors, construction costs are on the rise and this budget also includes a $200,000 contingency for Public Works construction projects (pg. 71).

Along with numerous small changes to departments' budgets, other highlights of the 2006 Budget include funds for: the full implementation of the combining of the former

Economic Development and Planning departments into Community Development; the purchase and implementation of software to facilitate on-line registration for Parks and Recreation; two additional automated check-out machines for the Library; and the purchase of SEQUEL software designed to greatly enhance the efficiency of day-to-day gathering and reporting of data.

I'd like to take this opportunity to thank all of our department heads and their staff for their hard work on this budget. The process of developing this budget has been one of openness and collaboration, and I thank the staff for working hard to keep the best interests of the City in mind, sometimes in spite of their own department's wants and desires. I would also like to thank Accounting Manager Kelli Rindt, Budget Manager John Hoft-March, Deputy Director Tony Saucerman and Director Lisa Maertz of the Finance Department for their tireless efforts in preparing this document. The financial condition of our city remains excellent in large part due to the work of this outstanding staff. They deserve a great deal of credit for the jobs they do on a daily basis on behalf of our community.

The major highlights of the 2006 Budget are as follows:

FISCAL

- Taxes – Overall, this budget includes an increase in levy-related expenditures of 4.27% which, when offset by increases in interest revenue, results in the tax levy meeting the limited increase of 2.815%. This increase in the levy, coupled with the growth of the City's tax base, results in an equalized tax rate of $7.8317 per thousand, down from $8.0627 or a 2.87% decrease. The City's mill rate decreased an average of 1% (weighted average), as assessed values have dropped to approximately 93% of equalized values, thus emphasizing the need for the residential revaluation in 2006 to assure equitability.

- Debt and Fund Balances – 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. In 2005 we maintained the City's outstanding bond ratings. These ratings enable the City to borrow funds at very low interest rates, which in turn save our taxpayers and ratepayers significant dollars.

- Revenues – The proposed 2006 budget includes a new fee charged to non-Appleton residents for response to vehicle fires and extrication. This budget also includes modest increased fees for Weights & Measures services, Environmental Health services and HVAC permits.

ECONOMIC DEVELOPMENT

Development related projects in this budget include:

- Industrial and Business Park Development – This budget includes continued

funding for infrastructure for the second phase of development for Southpoint Commerce Park in the amount of $2,846,040 which will create an additional 8 lots of industrial land inventory ranging in size from 1.5 to 9 acres.

- Riverfront Initiatives – The former Foremost Dairy property has been identified for future medium- to high-density residential development. The 2006 CIP request includes funding to assist with the demolition of the industrial structures, site preparation and infrastructure improvement to establish a buildable site for redevelopment.

UTILITIES

- Water – Focus in 2006 will be to optimize the new water treatment facility to meet water requirements providing customers with safe, potable, cost-effective high-quality water. We will work with engineering resources to define the most cost-effective process parameters and efficiencies. A rate study will be started late in 2005 to address the future necessary financial resources.

- Wastewater – Our goal is to provide for both short-term and long-term facility planning and management to address community growth and the challenges presented with treating the lime wastes that increase our biosolids production volumes beyond current storage capacity. This budget contains capital funding for the lime sludge dewatering press project and the recoating of secondary clarifiers.

- Stormwater – This budget provides funding to continue our efforts in the ever-increasing management of stormwater in the city to fulfill the obligations required from Natural Resources Regulations 151 and 216. This budget transfers the leaf collection program from the Sanitation Fund appropriately to this budget. The purpose of our leaf collection program is to stop the leaves from blocking catchbasins causing flooding and from polluting our ponds, streams and rivers and is a specific requirement of the regulations cited above. This budget contains capital funding for the Appleton Papers/Bellaire Ravine Area study by constructing the Pacific Street and Meade Street storm sewer tunneling project. A rate study is currently in process, with results expected late in 2005.

PERSONNEL

This proposed 2006 budget includes the net reduction of six full-time equivalent positions. Careful consideration was given in each department to the appropriate staff needed to carry out services and programs. In many cases, positions were eliminated and replaced with other positions to more efficiently perform the tasks necessary. As part of our normal course of business, most of these evaluations occurred as positions became vacant.

Based on an assessment of its services, the Police Department is proposing a

reorganization to enable them to continue to provide quality services to our community. The proposed reorganization results in the elimination of a Police Captain and replacing that position with an Officer position. The budget also proposes the elimination of a Communications Technician position and replacing it with increased part-time Community Service Officer hours.

This budget proposes the elimination of the Community Services Supervisor at the Library and adds in its place the position of Marketing and Development Coordinator at a lower pay grade. Also at the Library, a full-time Technical Services Clerk is proposed to be eliminated while adding a part-time page clerk.
The proposed budget for Valley Transit eliminates a full-time Communications Technician and replaces it with a part-time position. The proposed budget for Technology Services also proposes the elimination of the Mainframe Administrator to put in place an additional Help Desk position to better align the needs of the City with available resources that are most often needed.

Other positions eliminated in this budget proposal include a Maintenance Specialist and Electrician position for Central Building Maintenance and a Radio Technician position for the Central Equipment Agency. Minimal contracted dollars have been added with an additional focus on gaining efficiencies and better collaborative efforts among departments.

CAPITAL IMPROVEMENT PROGRAM

Highlights of the remainder of the 2006 CIP are as follows:

- Parking Utility structural repairs to Washington and City Center Parking Ramp – ($100,000)

- Voting equipment replacement in compliance with the Help America Vote Act (HAVA) – ($188,336)

- Second phase of conversion of City phones to Voice Over Internet Protocol – ($293,750) and implementation of a Storage Area Network to address additional data storage needs as well as greatly reduce future costs of expansion – ($110,000)

- Newberry Trail completion – ($200,000) and Riverfront Trail Development from Vulcan Heritage Park to Lutz Park – ($750,000)

- Lutz Park shoreline stabilization and boat launch work – ($450,000)

- Rapid Response Unit for Fire to be able to maintain coverage for more major incidents throughout the city by using this unit to respond to many minor incidents as the department is stretched in service capability at the outer areas of the city – ($180,000)

- Police Station design for the remodeling project with construction to take place in 2007-2008 over a sixteen month period – ($1,109,000 for 2006, total project cost $18,488,704)

- Bridge Improvements for Olde Oneida Street bridge over the navigational canal and the Lawe Street bridge over the navigational canal – ($1,031,000)

- Park improvements for Houdini Plaza – ($40,000), Linwood Park – ($50,000), initial grading and site work at the new park on the northeast side – ($75,000), and funding for a master plan for the area including Jones Park through the old water treatment plant on Water Street – ($50,000)

CONCLUSION

The City of Appleton is in sound financial condition as evidenced by our continued strong general purpose and revenue bond ratings, as well as our adherence to all external and internal financial policies. I believe this 2006 Budget balances the needs of the City in a fiscally responsible manner and effectively positions our community for the future.

Sincerely,

TIMOTHY M. HANNA
Mayor of Appleton

CITY OF APPLETON 2006 BUDGET
Summary of Changes from Department Requested to Executive Budget *

Department	Revision		Reconciliation
Mayor	*Requested Budget*	**$**	**298,588**
	Adjust personnel budget for hiring Construction Manager		19,825
	Executive Budget	**$**	**318,413**
City Council	*Requested Budget*	**$**	**126,310**
Finance	*Requested Budget*	**$**	**865,239**
	Decrease Grants Administrator allocation based on time records from CDBG		(13,155)
	Increase Cashier allocation based on time records from Utilities		15,435
	Reduce telephone expense for VOIP project		(1,415)
	Net change		865
	Executive Budget	**$**	**866,104**
Unclassified	*Requested Budget*	**$**	**2,524,908**
	Revise Appleton local share for changes to Valley Transit		(98,952)
	Reduce telephone expense for VOIP project		(142)
	Reduce CBM charges for distribution to users		(239,557)
	Add gas contingency		125,600
	Add utilities contingency		251,800
	Add allowance for health insurance to wage reserve		300,000
	Revise Appleton local share for VT changes		1,386
	Net change		340,135
	Executive Budget	**$**	**2,865,043**
City Clerk	*Requested Budget*	**$**	**613,928**
	Reduce telephone expense for VOIP project		(566)
	Reduce net postage expense to reflect allocations		(8,400)
	Net change		(8,966)
	Executive Budget	**$**	**604,962**
Assessor	*Requested Budget*	**$**	**496,979**
	Reduce telephone expense for VOIP project		(566)
	Add overtime for residential revaluation		3,450
	Net change		2,884
	Executive Budget	**$**	**499,863**
Technology Services	*Requested Budget*	**$**	**1,702,787**
	Reduce telephone expense for VOIP project		(5,426)
	Add SEQUEL query software and training		59,000
	Revise personnel for TS reorganization		(14,257)
	Net change		39,317
	Executive Budget	**$**	**1,742,104**
Attorney	*Requested Budget*	**$**	**381,615**
	Reduce telephone expense for VOIP project		(566)
	Move Earthtech water discharge consulting to Stormwater		(7,500)
	Net change		(8,066)
	Executive Budget	**$**	**373,549**
HR	*Requested Budget*	**$**	**587,967**
	Adjust payroll projection for CPQ upgrade		2,366
	Reduce consulting		(12,500)
	Reduce telephone expense for VOIP project		(764)
	Net change		(10,898)
	Executive Budget	**$**	**577,069**

* Excluding adminstrative adjustments

CITY OF APPLETON 2006 BUDGET
Summary of Changes from Department Requested to Executive Budget *

Department	Revision		Reconciliation
Risk Management	*Requested Budget*	**$**	**1,221,988**
	Revise projected losses for those already accrued		(84,000)
	Self-insure for collision coverage		(15,000)
	Adjust payroll projection for CPQ upgrade		3,055
	Net change		(95,945)
	Executive Budget	**$**	**1,126,043**
Communtiy Devel.	*Requested Budget*	**$**	**677,858**
	Adjust payroll projection for CPQ upgrade		4,344
	Reduce advertising expense		(1,000)
	Reduce telephone expense for VOIP project		(1,133)
	Add consulting for downtown study		30,000
	Add consulting for Smart Growth		25,000
	Net change		57,211
	Executive Budget	**$**	**735,069**
Library	*Requested Budget*	**$**	**3,894,551**
	Reduce maintenance & repair supplies		(4,500)
	Reduce telephone expense for VOIP project		(2,264)
	Delete Community Programs Supervisor		(80,798)
	Delete Technical Services Clerk		(54,778)
	Add .5 FTE Page Clerk in Technical Services		23,052
	Add Part Time dollars to Circulation		6,633
	Add Community Programs Coordinator		72,891
	Revise parking permits to one-time entry		(4,932)
	Add 2 self-check units		40,000
	Add carpeting replacement in lower level		23,600
	Net change		18,904
	Executive Budget	**$**	**3,913,455**
Park & Recreation	*Requested Budget*	**$**	**4,277,141**
	Adjust payroll projection for CPQ upgrade		802
	Reduce telephone expense for VOIP project		(3,554)
	Eliminate private tennis lessons		(3,509)
	Eliminate concessions at Erb & AMP during winter		(1,978)
	Eliminate free open skate sessions at Family Ice Center		(2,400)
	Move youth basketball games to Players Choice from AASD		(8,100)
	Move adult basketball games to Players Choice from AASD		2,000
	Add on-line registration program		45,000
	Net change		28,261
	Executive Budget	**$**	**4,305,402**
Reid Golf Course	*Requested Budget*	**$**	**649,167**
	Reduce telephone expense for VOIP project		(421)
	Executive Budget	**$**	**648,746**
Valley Transit	*Requested budget*	**$**	**7,006,756**
	Increase fuel cost for ultra-low sulphur fuel requirement		28,673
	Increase fuel cost for general increase		45,601
	Reduce telephone expense for VOIP project		(3,029)
	Delay floor scrubber purchase		(5,000)
	Delay computer replacement		(20,000)
	Increase ADA & Ancillary costs based on RFP		155,896
	Transit development plan update		60,000
	Delete 1.0 FTE Communications Technician position		(54,537)
	Add 0.5 FTE non-benefitted Communications Technician position		20,590
	Add Neenah transfer station renovation project		40,000
	Add transfer out for VoIP project		14,000
	Net change		282,194
	Executive Budget	**$**	**7,288,950**

* Excluding adminstrative adjustments

CITY OF APPLETON 2006 BUDGET
Summary of Changes from Department Requested to Executive Budget *

Department	Revision		Reconciliation
Public Works	*Requested Budget*	**$**	**10,627,606**
	Adjust payroll projection for CPQ upgrade		1,925
	Reduce telephone expense for VOIP project		(6,071)
	Increase building maintenance for CBM changes from Unclassifieds		62,827
	Move Spring St. reconstruction from 2007		216,552
	Add traffic software upgrade		30,000
	Allocate inspectors to Wastewater & Stormwater for Clear Water Program		(143,977)
	Eliminate one common use vehicle		(678)
	Eliminate one grader/add plow to backhoe		(20,444)
	Net change		140,134
	Executive Budget	**$**	**10,767,740**
Sanitation	*Requested Budget*	**$**	**3,128,852**
	Reduce telephone expense for VoIP project		(85)
	Early replacement of 2 refuse trucks offset by lower CEA maintenance exp.		-
	Net change		(85)
	Executive Budget	**$**	**3,128,767**
Parking	*Requested budget*	**$**	**2,050,966**
	Increase postage for mailing notices		6,000
	Reduce telephone expense for VOIP project		(964)
	Net change		5,036
	Executive Budget	**$**	**2,056,002**
CEA	*Requested Budget*	**$**	**4,114,183**
	Charge radio repair expense directly to user departments		(8,400)
	Executive Budget	**$**	**4,105,783**
Health	*Requested Budget*	**$**	**1,073,111**
	Adjust payroll projection for CPQ upgrade		3,825
	Increase .75 FTE nurse to .80, reduce other part time		(421)
	Allocate .5 FTE clerical to Bioterrorism		(18,501)
	Reduce telephone expense for VOIP project		(1,280)
	Net change		(16,377)
	Executive Budget	**$**	**1,056,734**
Police	*Requested Budget*	**$**	**13,308,140**
	Adjust CEA expense for deletion of 2 squad cars		(13,796)
	Adjust payroll projection for CPQ upgrade		1,506
	Reduce overtime for district meetings		(19,532)
	Reduce telephone expense for VOIP project		(12,644)
	Increase building maintenance for CBM changes		45,422
	Delete 1 Captain position, add 1 Patrol Officer		(34,581)
	Delete 1 Communications Technician, add hours to CSO		(22,404)
	Reduce overtime for Citizen Academy held during normal hours		(2,390)
	Transfer VCR program to Menasha		(38,000)
	Net change		(96,419)
	Executive Budget	**$**	**13,211,721**
Fire	*Requested Budget*	**$**	**8,939,298**
	Increase building maintenance for CBM changes		3,103
	Reduce telephone expense for VOIP project		(3,962)
	Move protective clothing replacement to 7 year cycle		(15,000)
	Delete personnel tracking software		(1,500)
	Adjust overtime to 2005 level		(7,471)
	Net change		(24,830)
	Executive Budget	**$**	**8,914,468**

* Excluding adminstrative adjustments

CITY OF APPLETON 2006 BUDGET
Summary of Changes from Department Requested to Executive Budget *

Department	Revision		Reconciliation
Water	*Requested budget*	**$**	**18,284,960**
	Wastewater charge for lime treatment		1,856,842
	Reduce telephone expense for VOIP project		(2,038)
	Increase gas/electric utilities expense		78,644
	Delete Lake Station Permanganate Feed System study		(24,500)
	Add oxidant study		10,000
	Add attorney fees		100,000
	Change floor mat exchange - weekly to monthly		(664)
	Reduce part time labor		(6,257)
	Reduce CEA expense for elimination of air compressor		(379)
	Replace 4-wheel drive truck, non-CEA portion		13,200
	Add transfer out for VoIP project		55,000
	Net change		2,079,848
	Executive Budget	**$**	**20,364,808**
Wastewater	*Requested budget*	**$**	**15,215,360**
	Eliminate Electrician position		(76,243)
	Eliminate Maintenance Specialist position		(66,691)
	Reduce part time labor - Maintenance		(15,264)
	Eliminate lawn fertilization		(2,322)
	Change floor mat exchange - weekly to monthly		(2,237)
	Increase contractor fees for electrical work		4,000
	Increase contractor fees for City Center HVAC		4,500
	CBM changes - reduce CBM allocation out		123,059
	Increase gas/electric utilities expense		102,863
	Reduce telephone expense for VOIP project		(5,661)
	Add transfer out for VoIP project		13,750
	Move aeration tank pipe painting from capital to maintenance		-
	Add allocation of inspector's time for Clear Water program		75,753
	Add commision for sale of Bear Creek Land		38,880
	Reduce part time labor - Treatment		(3,592)
	Net change		190,795
	Executive Budget	**$**	**15,406,155**
Stormwater	*Requested Budget*	**$**	**13,165,493**
	Move Earthtech water discharge consulting from Attorney		7,500
	Add Clearwater inspection labor		69,517
	Net change		77,017
	Executive Budget	**$**	**13,242,510**

* Excluding adminstrative adjustments

CITY OF APPLETON
2006 BUDGET
Priority Listing of Expense Increases
Not Included in Executive Budget

Department	Title	Mayor Priority	Amount
Police	Increase evidence clerk to .75 FTE	1	$ 19,033
Library	Additional circulation page hours (PT)	2	25,000
Park & Rec	Woodland Park Lighting	3	10,500
Park & Rec	Park Caretaker	4	32,716
Fire	SAFER Act grant match	5	32,670
Park & Rec	Arborist Upgrade	6	1,180
Fire	Tablet PCs	7	12,000
Park & Rec	Derks Park Summer Playground Site	8	6,370
Park & Rec	Bench and Railing Replacements	9	8,500
Reid	Cart Path Upgrade	10	14,000
Reid	Fairway Yardage Marking System	11	2,100
Reid	Fuel Pump Replacements	12	2,500
Reid	Golf Cart Divot Repair Program	13	800
Reid	Clubhouse Furniture Replacement	14	18,750
Park & Rec	Outdoor Art and Plaque Inventory	15	3,000
Fire	Station identification software	16	30,000
Fire	Consultant for fire utility study	17	75,000
Park & Rec	Adverse Possession Study	18	25,000
Park & Rec	Hydro Electric Plant Replica Restoration	19	25,000

The list above reflects items that were submitted by department directors that were not included in the 2006 budget proposal. This list is substantially shorter than last year's list due to directors' recognition that we are operating in tight budget times. I agree that each of the above items are important; however, when considering changes to the budget, I believe the following items should be given higher priority than those listed above:

* **Funding for additional infrastructure work.** The cost of materials continues to increase faster than inflation. Therefore, over time, the amount of work we are able to accomplish diminishes, even with modest funding increases.

* **Funding for additional police officers.** Over the last year, the Appleton Police Department, along with Human Resources, has worked hard to fill existing vacancies in the department.

* **Funding for the Executive Assistant to the Mayor.** This position would not only add value to the Mayor's office, but to the entire organization.

CITY OF APPLETON
2006 BUDGET
Priority Listing of Revenue Enhancements
Not Included in Executive Budget

Department	Title	Mayor Priority		Amount
Parks	Corporate sponsorships for "ON THE HILL" program.	1	$	1,650
Parks	Revenue increases, Recreation & Aquatics	2		35,000
Wastewater	Eliminate summer sewer credits	3		200,000
Wastewater	Receiving station revenue increase	4		20,000

City of Appleton 2006 Budget

Operational/Fund Structure Matrix

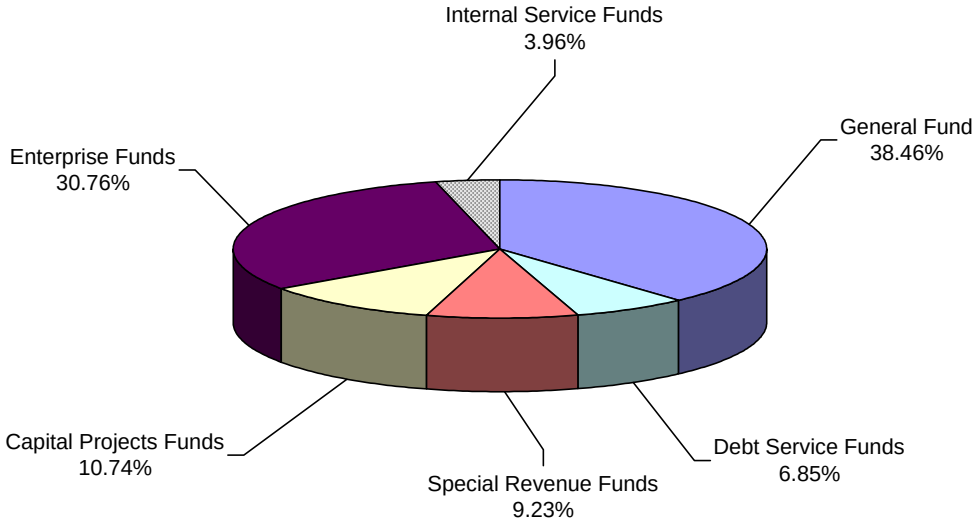
Operational Responsibility	General Fund	Special Revenue Funds	Capital Projects Funds	Enterprise Funds	Fiduciary Funds	Debt Service Funds
Mayor	x					
Common Council	x					
Finance	x					
Unclassified	x					
Room Tax Administration		x				
City Center Capital Projects [1]			x			
Debt Service						x
City Clerk	x					
City Center Capital Projects [1]			x			
City Assessor	x					
Technology Services	x					
Technology Capital Projects			x			
City Attorney	x					
Tuchscherer Disability		x				
Human Resources	x					
Risk Management				x		
Community Development	x					
Housing and Community Development		x				
Tax Increment District No. 1		x				
Tax Increment District No. 2		x				
Tax Increment District No. 3		x				
Tax Increment District No. 4		x				
Tax Increment District No. 5			x			
Tax Increment District No. 6			x			
Industrial Park Land			x			
Riverfront Initiatives			x			
Public Library	x					
Frank P. Young Memorial					x	
Library Capital Projects Fund			x			
Parks and Recreation	x					
Forestry		x				
Parks & Recreation Projects			x			
Union Spring Park Trust		x				
Peabody Estate Trust		x				
Balliet Locomotive		x				
Lutz Park Recreational Trust		x				
Park Purpose Open Space		x				
Universal Playground		x				
Reid Municipal Golf Course				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 [2]				x		
Wastewater Utility [2]				x		
Health Services	x					
Health Services Grants		x				
Police	x					
Public Safety Capital Projects [3]			x			
Fire	x					
Hazardous Materials		x				
Water Utility [2]				x		
Wastewater Utility [2]				x		

1. The City Center Capital Projects Fund will be used in 2006 to fund both Finance and City Clerk capital projects.
2. 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.
3. The Public Safety Capital Projects Fund is used to fund both Police and Fire capital projects.

CITY OF APPLETON 2006 BUDGET

EXPENDITURE BY FUND GROUP

$132,264,124



General Fund - The General Fund is the general operating fund of the City. This fund accounts for the financial resources of the City which are not accounted for in any other fund. Principal sources of revenue are property taxes, state transportation aids, and state shared revenues. Primary expenditures are for public security, public works, education and recreation, community development and general government.

Debt Service Funds - Debt Service funds are used to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest, and related costs, excluding that payable from proprietary funds.

Special Revenue Funds - Special Revenue funds are used to account for the proceeds of specific revenue sources (other than special assessments, expendable trusts or major capital projects) that are legally restricted to expenditures for specified purposes.

Capital Projects Funds - Capital Projects funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities other than those financed by proprietary funds and trust funds. Resources are derived from general obligation bond and note issues, certain federal grants, and other specific receipts.

Permanent Fund - To account for assets restricted for purposes of generating interest income.

Enterprise Funds - Enterprise funds are used to account for activities that are financed and operated in a manner similar to that found in the private sector, where the determination of net income is necessary or useful to sound financial administration. Good or services from such activities provided to outside parties are accounted for in enterprise funds.

Internal Service funds - Internal Service funds are used to account for the financing of goods or services provided by one department or agency to other departments or agencies of the City, or other governments, on a cost reimbursement basis.

Agency funds - Agency funds are used to account for resources held by the City in a purely custodial capacity (assets equal liabilities).

CITY OF APPLETON

MISSION STATEMENT

The City of Appleton is dedicated to meeting the needs of our community and enhancing the quality of life.

- **We believe in Appleton . . .**

  as a vibrant, innovative and well planned community

  exemplifying a high quality of life and being a safe place to live, work and play

  having a government with the highest standards of ethics and integrity

  having a government that informs its citizens and encourages active and positive participation in support of the community

  having a government that provides quality, efficient, responsive service to our customers

  having a government that is fiscally responsible by providing necessary services in a cost effective manner

  having a Council that is competent, well informed and responsive to provide vision and act in the best interest of the entire City

  having a government workforce that is highly competent and productive

  having a government that has a high level of respect for its employees and provides an attractive, challenging and rewarding work environment

BELIEF STATEMENTS

- ***We believe in Appleton as a vibrant, innovative and well planned community.***

  We promote a wide range of opportunities.

  We encourage innovative thinking for solutions to problems.

  We recognize the dynamic and diverse nature of our community and plan accordingly.

  The City is part of the regional community and its actions have impact beyond the corporate limits.

- ***We believe in Appleton exemplifying a high quality of life and being a safe place to live, work and play.***

  We promote community-oriented activities.

  We value our cultural and socio-economic diversity.

  We promote community health and wellness.

  We provide a clean, safe and healthy environmental infrastructure.

- ***We believe in Appleton having a government with the highest standards of ethics and integrity.***

  We keep citizens informed.

  We use the power of our positions reasonably in the public interest.

- ***We believe in Appleton having a government that informs its citizens and encourages active and positive participation in support of the community.***

  The City informs citizens of the workings of City government.

  The City defines priorities in response to input from citizens.

  The City provides for citizen participation.

  The City balances special interests against the needs of the broader community.

  The City recognizes the media as a means to inform the public.

- ***We believe in Appleton having a government that provides efficient, responsive service to our customers.***

  City services and information are easily accessible and understandable.

  City employees are approachable, courteous and appropriately responsive.

  We train our employees to provide quality service.

  City management supports continuous improvement in the quality of service delivery.

BELIEF STATEMENTS

- ***We believe in Appleton having a government that is fiscally responsive by providing necessary services in a cost effective manner.***

  We involve citizens in assessing the service needs of the community.

  We continually evaluate our services to ensure the best delivery methods.

  We provide a fair and equitable balance between fees and taxes in paying for services.

  We invest in the future to provide a sound infrastructure.

- ***We believe in Appleton having a Council that is competent, well informed and responsive to provide vision and acts in the best interest of the entire City.***

  Council members take the time to analyze issues, review various alternatives and make rational and studied decisions.

  Council members respect and trust each other and support the decisions made by the body.

  The Council understands and focuses upon its policy-making role in providing direction for the City.

  Council members view their role as representing all citizens of Appleton and reject decisions catering to special interests which are not in the best interest of the City.

  The Council sets policy to develop, support and implement the City's mission statement.

  The Council interacts with staff respecting professional opinions, while working to accomplish mutual goals.

- ***We believe in Appleton having a government work force that is highly competent and productive.***

  We provide necessary training to enhance employee development.

  We insist on mutual respect among employees.

  We hire and promote based upon qualifications and demonstrated performance.

  We set meaningful and measurable goals and objectives.

  We encourage innovation and risk taking.

BELIEF STATEMENTS

- ***We believe in Appleton having a government that respects its employees and provides an attractive, challenging and rewarding work environment.***

We listen with an open mind.

We are open to innovative ideas.

We provide an environment that fosters innovation and risk taking.

We encourage employees to grow and develop to their fullest potential.

We provide an environment that is safe and attractive and fosters a productive and enjoyable work place

We compensate fairly with salaries, benefits and good working conditions.

Management coaches, mentors and nurtures employees.

We include employees at all levels in the decision-making process (Q.I.P.).

We provide equipment and resources to allow employees to achieve their goals.

KEY STRATEGIES

1 Early discussion with leadership team to evaluate and determine city-wide priorities, associated service levels, and necessary budget levels, involving the Council at appropriate decision points.

2 Proactively pursue regional cooperation of services to provide value for our citizens, to reduce threats to our security and economy, and promote stronger community partnerships, while supporting the mission and vision of the city.

3 Train, develop, and support our human resources to pursue our vision and apply our values with increasing effectiveness. Increase employees' potential and job satisfaction by celebrating their successes and recognizing progress towards our mission and vision.

4 Be proactive in communication to encourage open and productive working relationships with the Council, staff and community.

5 Proactively work to improve influence over outside funding, statutory and regulatory processes.

6 Work continuously to improve the efficiency and effectiveness of City services delivered to both internal and external customers, keeping neighborhoods in mind.

CITY OF APPLETON
2006 BUDGET

DISTINGUISHED BUDGET AWARD

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the City of Appleton, Wisconsin for its annual budget for the fiscal year beginning January 1, 2005. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operating guide, as a financial plan, and as a communications device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements and we are submitting it to GFOA to determine its eligibility for another award.

GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

City of Appleton

Wisconsin

For the Fiscal Year Beginning

January 1, 2005

President

Executive Director

CITY OF APPLETON
Directory of Officials

MAYOR
Timothy M. Hanna

PRESIDENT OF THE COUNCIL
Edward S. Baranowski

COUNCIL MEMBERS

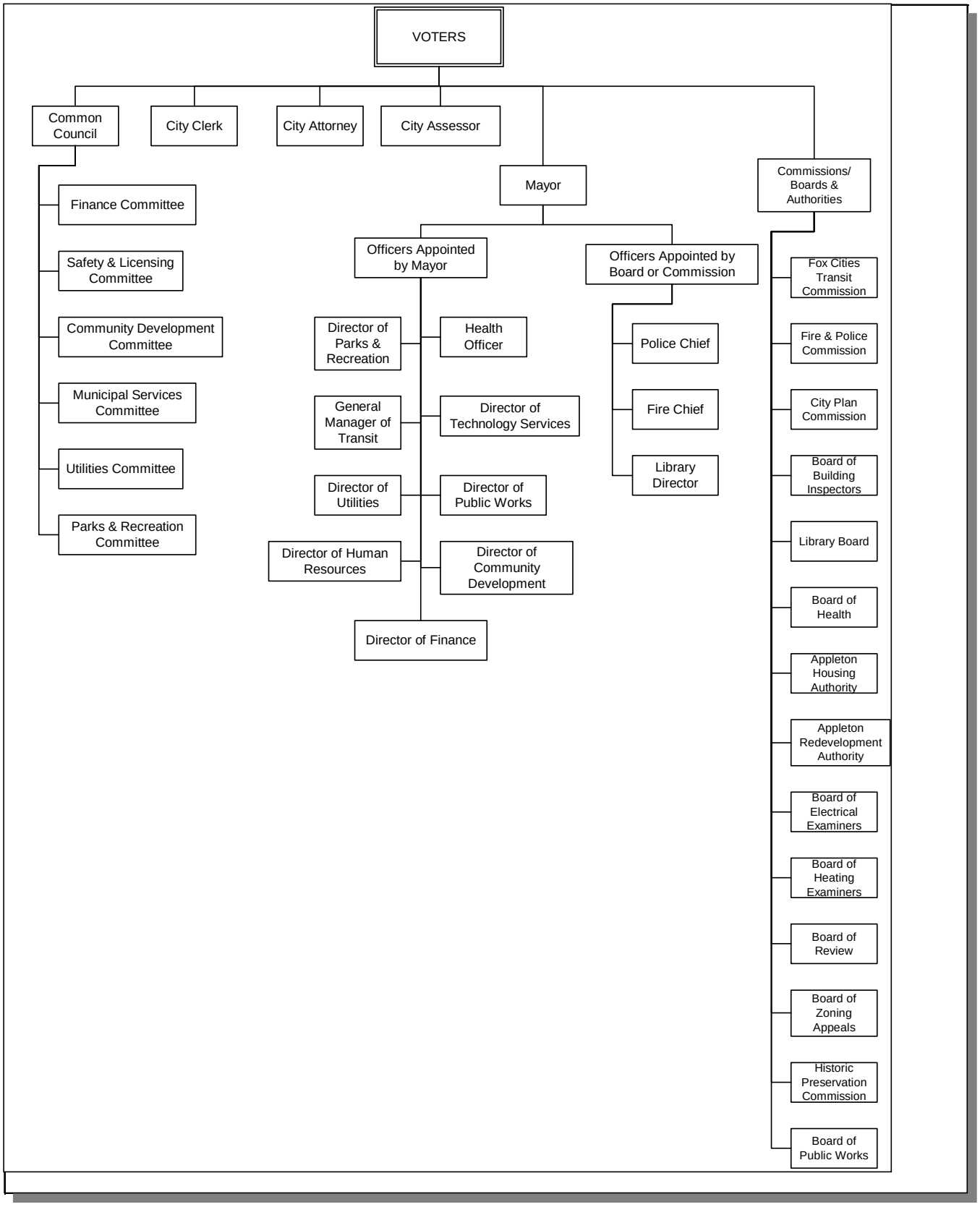
District 1:	Walter H. Kalata	District 9:	Peter J. Stueck
District 2:	Amy L. Jozwiak	District 10:	Michael R. Smith
District 3:	Curt J. Konetzke	District 11:	Earl J. Brooker
District 4:	Wayne C. Defferding	District 12:	Cathy M. Spears
District 5:	Edward S. Baranowski	District 13:	James E. Clemons
District 6:	Thomas P. Brown	District 14:	Kathy D. Groat
District 7:	John R. Mueller	District 15:	Jeffrey M. Jirschele
District 8:	Richard A. Thompson	District 16:	Jerome R. Hiler

DEPARTMENT HEADS

Director of Human Resources	Sandra A. Neisen
City Attorney	James P. Walsh
Fire Chief	Neil A. Cameron
Director of Library	Terry P. Dawson
Director of Community Develop.	Peter A. Hensler
Director of Parks & Recreation	William N. Lecker
City Clerk	Cynthia I. Hesse
Valley Transit General Manager	Charles L. Kamp
Director of Utilities	Jessica A. Garratt (acting)
Director of Information Services	Scott J. Liske
Police Chief	Richard W. Myers
Director of Public Works	Paula A. Vandehey
City Assessor	DeAnn L. Brosman
Health Officer	Kurt D. Eggebrecht
Director of Finance	Lisa A. Maertz

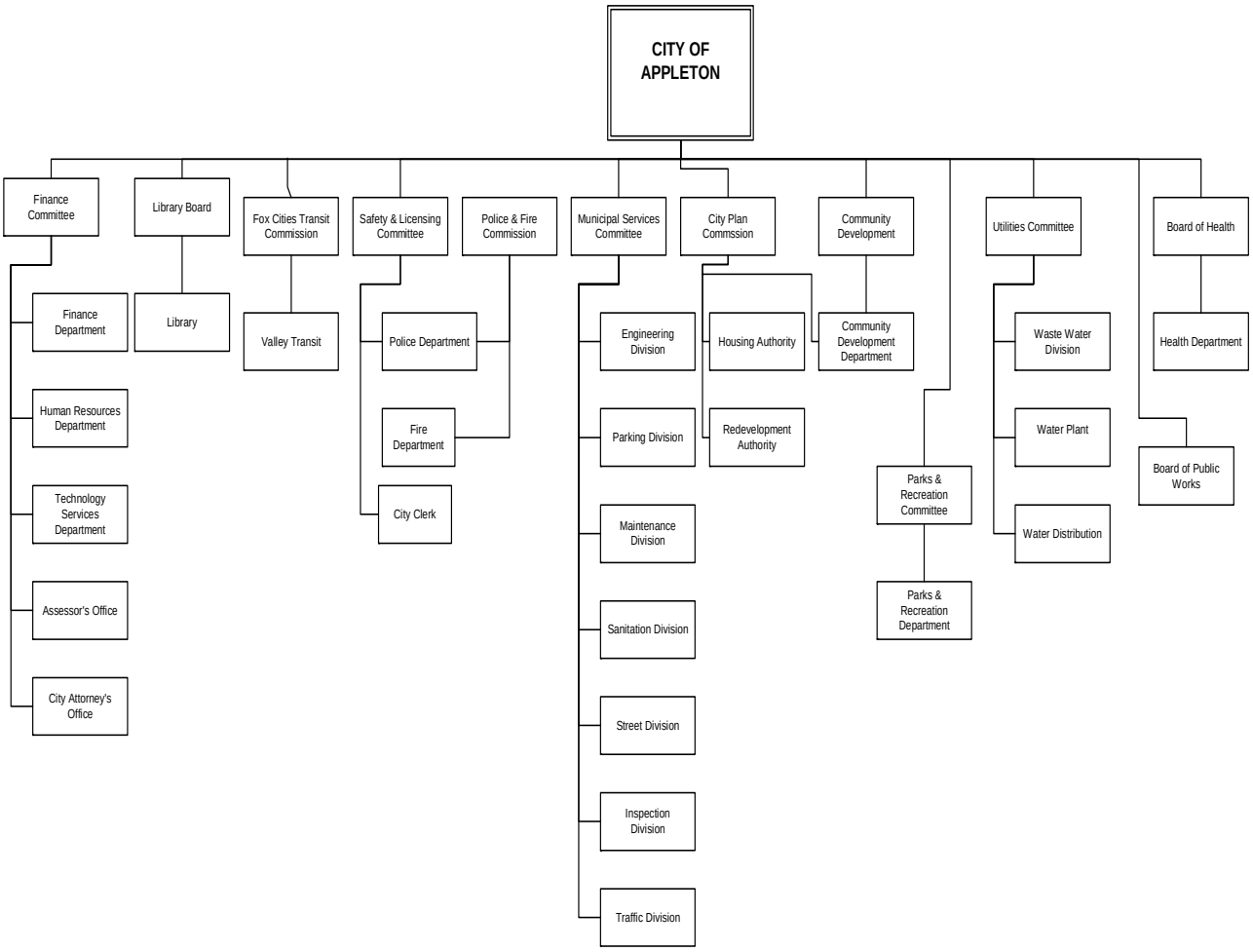
CITY OF APPLETON 2006 BUDGET

Structure by Voters



CITY OF APPLETON 2006 BUDGET

Organizational Structure by Committee



CITY OF APPLETON
2006 BUDGET
STANDING COMMITTEES

FINANCE
Kathy D. Groat (C)
Amy L. Jozwiak (VC)
Edward S. Baranowski
James E. Clemons
Curt J. Konetzke

Meets WEDNESDAY of the week following Council at 5:00 P.M. in Committee Room "6A"

SAFETY AND LICENSING
Earl J. Brooker (C)
Michael R. Smith (VC)
Thomas P. Brown
Amy L. Jozwiak
Walter H. Kalata

Meets THURSDAY of the week following Council at 4:00 P.M. in Committee Room "6A"

COMMUNITY DEVELOPMENT
Wayne C. Defferding (C)
Walter Kalata (VC)
James E. Clemons
Jerome R. Hiler
Jeffrey M. Jirschele

Meets MONDAY of the week following Council at 5:00 P.M. in Committee Room "6A"

PARKS AND RECREATION
Richard A. Thompson (VC)
James E. Clemons
Thomas P. Brown
John R. Mueller
Peter J. Stueck

Meets WEDNESDAY of the week following Council at 6:00 P.M. in Committee Room "6A

UTILITIES
Edward S. Baranowski (C)
Cathy M. Spears (VC)
Jeffrey M. Jirschele
Amy L. Jozwiak
Peter J. Stueck

Meets TUESDAY of the week following Council at 6:00 P.M. in Committee Room "6A"

MUNICIPAL SERVICES
Curt J. Konetzke (C)
Earl J. Brooker (VC)
Michael R. Smith
Cathy M. Spears
Richard A. Thompson

Meets TUESDAY of the week following Council at 5:00 P.M. in Committee Room "6A"

CITY OF APPLETON
2006 BUDGET
OTHER COMMITTEES AND BOARDS

APPLETON HOUSING AUTHORITY

Valerie Drier	2009
Lisa Schneider	2005
Ray Barlow	2006
Ed Schmidt	2007
Sgt. Patrick DeWall	2008

Meets the 3rd TUESDAY of each month at 3:30 P.M. at Oneida Heights, 525 N. Oneida St.

APPLETON REDEVELOPMENT AUTHORITY

Alderperson Jeffrey Jirschele	2005
William Hodgkiss	2006
Anne Higgins	2007
Dennis Hultgren	2008
Edward Klug	2009
Vacant	
Vacant	

Meets at the call of the Chair

BOARD OF BUILDING INSPECTION

Mayor Timothy Hanna	*
City Attorney James Walsh	*
Director of Public Works Paula Vandehey	*
Inspection Supervisor	*
Fire Chief Neil Cameron	*
Alderperson Michael Smith	2006

Meets at the call of the Chair
* Term of office

BOARD OF ELECTRICAL EXAMINERS

John Peter Morris	2005
Thomas Seidl	2005
Guy Thompson	2005
Donald Woelz	2005
Robert Stephenson	2005
Alderperson Cathy Spears	2006
Inspection Supervisor	*

Meets at the call of the Chair
* Term of office

LIBRARY BOARD

Terry Bergen (Pres)	2007
Alderperson Wayne Defferding	2006
Pastor Willis Bloedow	2008
Karen DeYoung	2008
Sue Moua	2008
Peter Ducklow	2006
Terry Bergman	2006
Hurley Wilbourne	2007
Ronald Dunlap, AASD Representative	

Meets the second THURSDAY of each month at 4:00 P.M. at the Appleton Public Library.

BOARD OF PUBLIC WORKS

Mayor Timoth Hanna (C)	*
Alderperson Wayne Defferding (VC)	*
City Clerk Cynthia Hesse (S)	*
Director of Public Works Paula Vandehey	*
Director of Finance Lisa Maertz	*
City Attorney James Walsh	*
Alderperson Edward Baranowski	2006
Alderperson Kurt Konetzke	2006
Alderperson Kathy Groat	2006
Alderperson Richard Thompson	2006

Meets WEDNESDAY of the week following Council at 4:00 P.M. in Committee Room "6A"
* Term of office

BOARD OF REVIEW –2005

Mayor Timothy Hanna	*
City Clerk Cynthia Hesse	*
Alderperson Jerome Hiler	2005
Alderperson Earl Brooker	2005
Alderperson Walter Kalata	2005
Eleanor Maloney	2005
Linda Marx	2005
James Smith	2005

* Term of office

CITY OF APPLETON
2006 BUDGET
OTHER COMMITTEES AND BOARDS

BOARD OF HEALTH

Doug Nelson, D.D.S. (C)	2007
Daniel Densow (VC)	2006
Mayor Timothy Hanna	*
Alderperson Cathy Spears	2006
Lee Marie Vogel, M.D.	2007
Sally Mielke	2006
Vacant	

Meets the 1st WEDNESDAY of each month at 7:00 a.m. in Committee Room "6A"
* Term of office

BOARD OF HEATING EXAMINERS

Earl Christensen	2006
William Christensen	2006
Charles Fisher	2006
Frank Koroch	2005
Alderperson Cathy Spears	2006
Inspection Supervisor	*
Fire Chief Neil Cameron	*

Meets at the call of the Chair
* Term of office

BOARD OF ZONING APPEALS

Eleanor Maloney	2008
Raymond Brock	2006
Jack Gillsespie	2006
Paul McCann	2007
Ken Joosten	2007
Vacant	
Inspection Supervisor	*

Meets the 3rd MONDAY of each month (except December) at 7:30 p.m. in Committee Room "6D"
* Term of office

CITY OF APPLETON
2006 BUDGET
COMMISSIONS

HISTORIC PRESERVATION COMMISSION

Thomas Werth (C)	2006
Laura Leimer (VC)	2007
Mayor Timothy Hanna	*
Mathew Carpenter	2006
George Mattheis	2008
Linda Muldoon	2008
Vacant	
Jeff Towne, Planning Representative	*

Meets the 3rd TUESDAY of the month at 4:30 p.m. in Committee Room "6D"
* Term of office

CITY PLAN COMMISSION

Mayor Timothy Hanna (C)	*
Gerald Fisher (VC)	2007
Alderperson Curt Konetzke	2006
Dr. Richard Gosse	2006
Dennis Olson	2008
Vacant	
Director of Public Works Paula Vandehey	*

Meets the MONDAY following Council at 4:00 p.m. in Committee Room "6A"
* Term of office

FOX CITIES TRANSIT COMMISSION

Charles Rundquist (C)	2006
Alderperson Kathy Groat	2006
Alderperson John Mueller	2006
George Dearborn	2006
Lynn Erickson	2006
Carol Kasimor	2007
Richard Kendall	2007
Carolyn Mewhorter	2007

Meets the Wednesday of the week following Council at 3:00 PM in Committee Room "6A"

POLICE AND FIRE COMMISSION

Dale Schumaker (C)	2009
Harvey Samson (S)	2005
Barbara Luedtke	2006
Ralph Evans	2007
Sharon Hulce	2008

Meets at the call of the Chair

CITY OF APPLETON 2006 BUDGET
CERTIFIED APPORTIONMENT OF PROPERTY TAXES
2005 TAX, COLLECTIBLE IN 2006

District	Outagamie	Calumet	Winnebago	Total
City	$ 25,681,522	$ 4,176,795	$ 500,839	$ 30,359,156
WTCS	5,573,532	906,469	108,695	6,588,696
School - Appleton	27,165,342	4,212,993	101,399	31,479,734
School - Menasha	4,893	-	450,168	455,061
Schools - Freedom	49,620	-	-	49,620
School - Kimberly	-	234,036	-	234,036
County	14,434,396	2,251,351	338,744	17,024,491
State	660,011	109,900	11,996	781,907
TIF's #1 - 6	5,284,419	1,200,312	-	6,484,731
TOTAL TAX	$ 78,853,735	$ 13,091,856	$ 1,511,841	$ 93,457,432
Less State Credits	3,455,135	569,806	75,083	4,100,024
NET TAX LEVY	$ 75,398,600	$ 12,522,050	$ 1,436,758	$ 89,357,408

CITY DISTRIBUTION:	Equalized Value w/o TID	Percent	City Tax
Outagamie County	3,279,169,500	84.59%	25,681,522
Calumet County	533,318,100	13.76%	4,176,795
Winnebago County	63,950,100	1.65%	500,839
TOTAL	$ 3,876,437,700	100.00%	$ 30,359,156

This chart shows the total property taxes levied on properties in the City of Appleton, broken down by levying authority and by county. The basis for the allocation of the levy between the various counties in which the City is located is the equalized value of property, not including Tax Incremental Financing Districts. Equalized value is an estimate by the State of the full value of property and is based on actual property sales and transfers.

CITY OF APPLETON 2006 BUDGET
ASSESSED TAX RATES

OUTAGAMIE COUNTY

Outagamie County/ Appleton School Dist.	Assessed 2004 Tax Rate (2005 Budget)	Assessed 2005 Tax Rate (2006 Budget)	Increase (Decrease)	Percent Change
City	$ 8.5035	$ 8.4351	$ (0.0684)	-0.80%
Public Schools	8.9156	8.9402	0.0246	0.28%
Technical College	1.8169	1.8306	0.0137	0.75%
County	4.7299	4.7410	0.0111	0.23%
State	0.2109	0.2021	(0.0088)	-4.17%
GROSS TAX RATE	24.1768	24.1490	(0.0278)	-0.11%
Less State Credits	1.1307	1.0581	(0.0726)	-6.42%
NET TAX RATE	**$ 23.0461**	**$ 23.0909**	**$ 0.0448**	0.19%

Outagamie County/ Menasha School Dist.	Assessed 2004 Tax Rate (2005 Budget)	Assessed 2005 Tax Rate (2006 Budget)	Increase (Decrease)	Percent Change
City	$ 8.5035	$ 8.4351	$ (0.0684)	-0.80%
Public Schools	9.9846	9.3720	(0.6126)	-6.14%
Technical College	1.8169	1.8306	0.0137	0.75%
County	4.7299	4.7410	0.0111	0.23%
State	0.2109	0.2021	(0.0088)	-4.17%
GROSS TAX RATE	25.2458	24.5808	(0.6650)	-2.63%
State Credits	1.1307	1.0581	(0.0726)	-6.42%
NET TAX RATE	**$ 24.1151**	**$ 23.5227**	**$ (0.5924)**	-2.46%

Outagamie County/ Freedom School Dist.	Assessed 2004 Tax Rate (2005 Budget)	Assessed 2005 Tax Rate (2006 Budget)	Increase (Decrease)	Percent Change
City	$ 8.5035	$ 8.4351	$ (0.0684)	-0.80%
Public Schools	9.6151	9.0077	(0.6074)	-6.32%
Technical College	1.8169	1.8306	0.0137	0.75%
County	4.7299	4.7410	0.0111	0.23%
State	0.2109	0.2021	(0.0088)	-4.17%
GROSS TAX RATE	24.8763	24.2165	(0.6598)	-2.65%
State Credits	1.1307	1.0581	(0.0726)	-6.42%
NET TAX RATE	**$ 23.7456**	**$ 23.1584**	**$ (0.5872)**	-2.47%

CITY OF APPLETON 2006 BUDGET
ASSESSED TAX RATES

CALUMET COUNTY

Calumet County/ Appleton School Dist.	Assessed 2004 Tax Rate (2005 Budget)	Assessed 2005 Tax Rate (2006 Budget)	Increase (Decrease)	Percent Change
City	$ 8.5163	$ 8.3441	$ (0.1722)	-2.02%
Public Schools	8.9291	8.8437	(0.0854)	-0.96%
Technical College	1.8197	1.8109	(0.0088)	-0.48%
County	4.6637	4.4976	(0.1661)	-3.56%
State	0.2113	0.1999	(0.0114)	-5.40%
GROSS TAX RATE	24.1401	23.6962	(0.4439)	-1.84%
State Credits	1.0920	1.0362	(0.0558)	-5.11%
NET TAX RATE	**$ 23.0481**	**$ 22.6600**	**$ (0.3881)**	-1.68%

Calumet County/ Kimberly School Dist.	Assessed 2004 Tax Rate (2005 Budget)	Assessed 2005 Tax Rate (2006 Budget)	Increase (Decrease)	Percent Change
City	$ 8.5163	$ 8.3441	$ (0.1722)	-2.02%
Public Schools	10.0980	9.6764	(0.4216)	-4.18%
Technical College	1.8197	1.8109	(0.0088)	-0.48%
County	4.6637	4.4976	(0.1661)	-3.56%
State	0.2113	0.1999	(0.0114)	-5.40%
GROSS TAX RATE	25.3090	24.5289	(0.7801)	-3.08%
State Credits	1.0920	1.0362	(0.0558)	-5.11%
NET TAX RATE	**$ 24.2170**	**$ 23.4927**	**$ (0.7243)**	-2.99%

CITY OF APPLETON 2006 BUDGET
ASSESSED TAX RATES

WINNEBAGO COUNTY

Winnebago County/ Appleton School District	Assessed 2004 Tax Rate (2005 Budget)	Assessed 2005 Tax Rate (2006 Budget)	Increase (Decrease)	Percent Change
City	$ 8.5598	$ 8.3402	$ (0.2196)	-2.57%
Public Schools	8.9746	8.8396	(0.1350)	-1.50%
Technical College	1.8289	1.8100	(0.0189)	-1.03%
County	5.7212	5.6409	(0.0803)	-1.40%
State	0.2123	0.1998	(0.0125)	-5.89%
GROSS TAX RATE	25.2968	24.8305	(0.4663)	-1.84%
State Credits	1.3329	1.2503	(0.0826)	-6.20%
NET TAX RATE	**$ 23.9639**	**$ 23.5802**	**$ (0.3837)**	-1.60%

Winnebago County/ Menasha School Dist.	Assessed 2004 Tax Rate (2005 Budget)	Assessed 2005 Tax Rate (2006 Budget)	Increase (Decrease)	Percent Change
City	$ 8.5598	$ 8.3402	$ (0.2196)	-2.57%
Public Schools	10.0507	9.2665	(0.7842)	-7.80%
Technical College	1.8289	1.8100	(0.0189)	-1.03%
County	5.7212	5.6409	(0.0803)	-1.40%
State	0.2123	0.1998	(0.0125)	-5.89%
GROSS TAX RATE	26.3729	25.2574	(1.1155)	-4.23%
State Credits	1.3329	1.2503	(0.0826)	-6.20%
NET TAX RATE	**$ 25.0400**	**$ 24.0071**	**$ (1.0329)**	-4.12%

CITY OF APPLETON 2006 BUDGET
EQUALIZED TAX RATES

OUTAGAMIE COUNTY

Outagamie County/ Appleton School Dist.	Equalized 2004 Tax Rate (2005 Budget)	Equalized 2005 Tax Rate (2006 Budget)	Increase (Decrease)	Percent Change
City	$ 8.0627	$ 7.8317	$ (0.2310)	-2.86%
Public Schools	8.4534	8.3007	(0.1527)	-1.81%
Technical College	1.7227	1.6997	(0.0230)	-1.34%
County	4.4847	4.4018	(0.0829)	-1.85%
State	0.2000	0.1877	(0.0123)	-6.15%
GROSS TAX RATE	22.9235	22.4216	(0.5019)	-2.19%
Less State Credits	1.0721	0.9825	(0.0896)	-8.36%
NET TAX RATE	**$ 21.8514**	**$ 21.4391**	**$ (0.4123)**	-1.89%

Outagamie County/ Menasha School Dist.	Equalized 2004 Tax Rate (2005 Budget)	Equalized 2005 Tax Rate (2006 Budget)	Increase (Decrease)	Percent Change
City	$ 8.0627	$ 7.8317	$ (0.2310)	-2.86%
Public Schools	9.4669	8.7016	(0.7653)	-8.08%
Technical College	1.7227	1.6997	(0.0230)	-1.34%
County	4.4847	4.4018	(0.0829)	-1.85%
State	0.2000	0.1877	(0.0123)	-6.15%
GROSS TAX RATE	23.9370	22.8225	(1.1145)	-4.66%
State Credits	1.0721	0.9825	(0.0896)	-8.36%
NET TAX RATE	**$ 22.8649**	**$ 21.8400**	**$ (1.0249)**	-4.48%

Outagamie County/ Freedom School Dist.	Equalized 2004 Tax Rate (2005 Budget)	Equalized 2005 Tax Rate (2006 Budget)	Increase (Decrease)	Percent Change
City	$ 8.0627	$ 7.8317	$ (0.2310)	-2.86%
Public Schools	9.1166	8.3634	(0.7532)	-8.26%
Technical College	1.7227	1.6997	(0.0230)	-1.34%
County	4.4847	4.4018	(0.0829)	-1.85%
State	0.2000	0.1877	(0.0123)	-6.15%
GROSS TAX RATE	23.5867	22.4843	(1.1024)	-4.67%
State Credits	1.0721	0.9825	(0.0896)	-8.36%
NET TAX RATE	**$ 22.5146**	**$ 21.5018**	**$ (1.0128)**	-4.50%

CITY OF APPLETON 2006 BUDGET
EQUALIZED TAX RATES

CALUMET COUNTY

Calumet County/ Appleton School Dist.	Equalized 2004 Tax Rate (2005 Budget)	Equalized 2005 Tax Rate (2006 Budget)	Increase (Decrease)	Percent Change
City	$ 8.0627	$ 7.8317	$ (0.2310)	-2.86%
Public Schools	8.4534	8.3007	(0.1527)	-1.81%
Technical College	1.7227	1.6997	(0.0230)	-1.34%
County	4.4152	4.2214	(0.1938)	-4.39%
State	0.2000	0.1876	(0.0124)	-6.20%
GROSS TAX RATE	22.8540	22.2411	(0.6129)	-2.68%
State Credits	1.0338	0.9726	(0.0612)	-5.92%
NET TAX RATE	**$ 21.8202**	**$ 21.2685**	**$ (0.5517)**	-2.53%

Calumet County/ Kimberly School Dist.	Equalized 2004 Tax Rate (2005 Budget)	Equalized 2005 Tax Rate (2006 Budget)	Increase (Decrease)	Percent Change
City	$ 8.0627	$ 7.8317	$ (0.2310)	-2.86%
Public Schools	9.5601	9.0822	(0.4779)	-5.00%
Technical College	1.7227	1.6997	(0.0230)	-1.34%
County	4.4152	4.2214	(0.1938)	-4.39%
State	0.2000	0.1876	(0.0124)	-6.20%
GROSS TAX RATE	23.9607	23.0226	(0.9381)	-3.92%
State Credits	1.0338	0.9726	(0.0612)	-5.92%
NET TAX RATE	**$ 22.9269**	**$ 22.0500**	**$ (0.8769)**	-3.82%

CITY OF APPLETON 2006 BUDGET
EQUALIZED TAX RATES

WINNEBAGO COUNTY

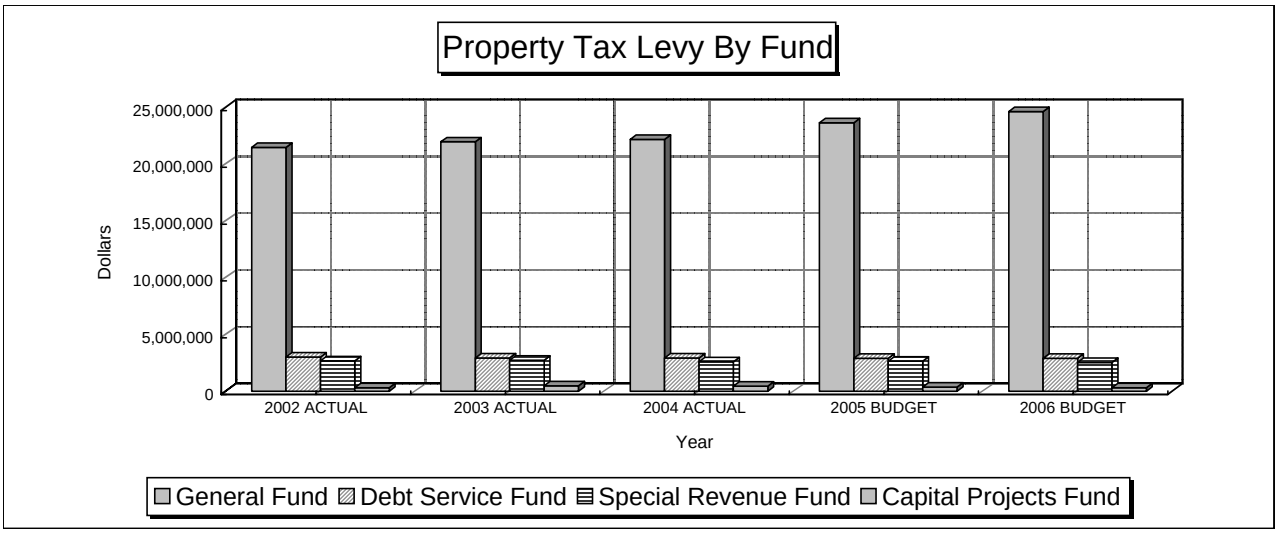
Winnebago County/ Appleton School District	Equalized 2004 Tax Rate (2005 Budget)	Equalized 2005 Tax Rate (2006 Budget)	Increase (Decrease)	Percent Change
City	$ 8.0627	$ 7.8317	$ (0.2310)	-2.86%
Public Schools	8.4534	8.3007	(0.1527)	-1.81%
Technical College	1.7227	1.6997	(0.0230)	-1.34%
County	5.3890	5.2970	(0.0920)	-1.71%
State	0.2000	0.1876	(0.0124)	-6.20%
GROSS TAX RATE	23.8278	23.3167	(0.5111)	-2.14%
State Credits	1.2555	1.1741	(0.0814)	-6.48%
NET TAX RATE	**$ 22.5723**	**$ 22.1426**	**$ (0.4297)**	-1.90%

Winnebago County/ Menasha School District	Equalized 2004 Tax Rate (2005 Budget)	Equalized 2005 Tax Rate (2006 Budget)	Increase (Decrease)	Percent Change
City	$ 8.0627	$ 7.8317	$ (0.2310)	-2.86%
Public Schools	9.4669	8.7016	(0.7653)	-8.08%
Technical College	1.7227	1.6997	(0.0230)	-1.34%
County	5.3890	5.2970	(0.0920)	-1.71%
State	0.2000	0.1876	(0.0124)	-6.20%
GROSS TAX RATE	24.8413	23.7176	(1.1237)	-4.52%
State Credits	1.2555	1.1741	(0.0814)	-6.48%
NET TAX RATE	**$ 23.5858**	**$ 22.5435**	**$ (1.0423)**	-4.42%

CITY OF APPLETON 2006 BUDGET
SUMMARY OF PROPERTY TAX LEVY BY FUND

PROPERTY TAX LEVIES [1]	2002 ACTUAL	2003 ACTUAL	2004 ACTUAL	2005 BUDGET	2006 BUDGET
General Fund	$ 21,463,222	$ 21,952,494	$ 22,174,113	$ 23,626,615	$ 24,625,020
Debt Service Funds	3,000,396	2,922,956	2,917,334	2,903,025	2,897,879
Special Revenue Funds					
Sanitation & Recycling	2,620,894	2,681,342	2,551,044	2,619,536	2,518,357
Forestry Fund	40,000	40,000	22,900	17,900	17,900
City Parades Fund	2,700	-	-	-	-
Total Special Revenue Funds	2,663,594	2,721,342	2,573,944	2,637,436	2,536,257
Capital Project Funds					
Subdivision Development	-	460,370	446,371	365,731	300,000
Parks & Recreation Projects	171,146	-	-	-	-
CEA Replacement	120,000	-	-	-	-
Total Capital Project Funds	291,146	460,370	446,371	365,731	300,000
TOTAL PROPERTY TAX LEVY:	**$ 27,418,358**	**$ 28,057,162**	**$ 28,111,762**	**$ 29,532,807**	**$ 30,359,156**

[1] Excludes tax increment district revenues.



CITY OF APPLETON 2006 BUDGET

COMBINED SUMMARY OF REVENUES AND EXPENSES

REVENUES AND OTHER FINANCING SOURCES*	2003 ACTUAL	2004 ACTUAL	2005 BUDGET	2005 PROJECTED	2006 BUDGET
General Fund	$ 46,361,721	$ 48,022,750	$ 48,306,853	$ 51,088,667	$ 50,423,952
Debt Service Funds	7,884,953	8,006,615	7,557,384	7,632,384	8,973,609
Special Revenue Funds					
Tax Increment District #1	1,726,260	1,576,539	1,674,054	1,635,852	1,779,797
Tax Increment District #2	190,634	83,022	100,082	303,218	169,087
Tax Increment District #3	488,719	830,311	989,340	950,043	1,142,451
Tax Increment District #4	2,231,927	2,337,486	2,343,009	2,831,826	2,723,292
Sanitation & Recycling	3,589,686	3,461,669	3,581,092	3,601,092	3,130,098
Hazardous Materials Level A	113,725	136,256	92,601	376,971	92,601
Police Grants	-	58,201	-	105,000	25,000
Health Services Grants	374,053	433,750	529,822	529,822	584,067
Forestry Fund	45,079	25,426	30,000	20,755	25,000
Housing & Community Development Grants	1,279,677	1,465,028	1,433,662	1,649,032	1,751,857
Room Tax Administration	189,152	240,793	193,090	193,090	200,000
Union Spring Park	141	59	40	100	60
Tuchscherer Disability Fund	3,630	1,480	2,550	2,700	2,800
Peabody Estate Trust	3,326	1,454	1,000	2,000	1,500
Balliet Locomotive	342	145	100	200	150
Lutz Park Trust	27,281	11,818	7,000	20,000	12,000
Park Open Space	41,276	27,187	42,500	52,600	36,000
Universal Playground	20,336	347	245	600	350
Prior Year Funds	-	-	-	-	-
Total Special Revenue Funds	10,325,244	10,690,971	11,020,187	12,274,901	11,676,110
Capital Projects Funds					
Subdivision Development	1,867,277	1,724,420	1,647,490	1,546,521	1,642,256
Parks & Recreation Projects	264,399	615,221	-	13,000	6,320
City Center	-	-	-	-	86,400
Tax Increment District #5	78,709	65,245	71,431	79,422	106,198
Tax Increment District #6	843,219	1,116,455	1,292,916	1,182,855	1,628,689
Technology	104,430	-	-	-	82,750
Public Works	316,863	251,793	-	4,500	3,581
Industrial Park Land	624,071	1,149,440	310,190	2,763,450	284,000
Equipment Replacement	1,473,306	1,516,417	1,516,534	1,471,534	1,521,564
Riverfront Initiatives	506,347	1,014	-	1,512	800
LMI Project	-	-	-	-	-
Public Safety	21,013	245,946	-	300	3,700
Library	-	-	-	-	-
Prior Year Projects	-	-	-	-	-
Total Capital Projects Fund	6,099,634	6,685,951	4,838,561	7,063,094	5,366,258
Enterprise Funds					
Water Utility	14,706,802	14,340,969	14,849,487	14,241,119	14,350,578
Wastewater Utility	8,996,495	8,556,279	8,352,500	8,094,800	10,915,857
Stormwater Utility	3,656,507	4,102,246	4,029,500	4,157,500	4,379,106
Parking Utility	1,904,188	2,119,926	2,035,000	2,081,800	2,304,000
Golf Course	697,190	509,471	583,381	526,745	617,650
Valley Transit	5,448,440	5,934,852	6,034,403	6,115,153	6,709,177
Total Enterprise Funds	35,409,622	35,563,743	35,884,271	35,217,117	39,276,368
Internal Service Funds					
Central Building Maintenance	-	-	-	-	-
Central Equipment Agency	1,591,376	1,844,753	2,075,305	2,329,305	2,472,322
Insurance	1,002,313	862,596	965,744	915,744	904,144
Total Internal Service Funds	2,593,689	2,707,349	3,041,049	3,245,049	3,376,466
Trust Funds					
Frank P. Young Memorial	272	981	1,000	900	900
Total Trust Funds	272	981	1,000	900	900
TOTAL REVENUES:	**$ 108,675,135**	**$ 111,678,360**	**$ 110,649,305**	**$ 116,522,112**	**$ 119,093,663**

*Net of proceeds of debt and contributed capital

CITY OF APPLETON 2006 BUDGET
COMBINED SUMMARY OF REVENUES AND EXPENSES

EXPENSES AND OTHER FINANCING USES	2003 ACTUAL	2004 ACTUAL	2005 BUDGET	2005 PROJECTED	2006 BUDGET
General Fund	$ 48,281,928	$ 49,539,366	$ 48,976,853	$ 50,339,897	$ 50,873,006
Debt Service Funds	7,913,675	8,036,970	7,672,747	13,257,747	9,063,609
Special Revenue Funds					
Tax Increment District #1	571,190	504,675	443,285	443,956	381,033
Tax Increment District #2	105,340	128,154	147,752	147,532	152,240
Tax Increment District #3	4,506,811	3,850,251	2,577,049	2,560,815	2,706,406
Tax Increment District #4	2,659,364	2,474,980	1,864,614	1,950,699	2,530,859
Sanitation & Recycling	3,567,773	3,688,175	3,759,589	3,759,589	3,128,767
Hazardous Materials Level A	70,627	169,043	85,601	436,294	115,601
Police Grants	-	5,000	-	158,201	25,000
Health Services Grants	374,053	433,750	529,822	529,822	584,067
Forestry Fund	45,104	28,427	30,000	20,755	25,000
Housing & Community Development Grants	1,275,175	1,465,387	1,433,662	1,649,032	1,751,857
Room Tax Administration	189,810	239,343	193,090	193,090	200,000
Union Spring Park	181	368	400	200	400
Tuchscherer Disability Fund	6,391	6,391	6,391	6,391	6,391
Peabody Estate Trust	-	-	-	-	-
Balliet Locomotive	250	245	1,100	900	250
Lutz Park Trust	-	27,000	180,000	500	450,000
Park Open Space	-	-	-	-	150,000
Universal Playground Trust	-	-	1,500	1,500	1,750
Prior Year Funds	25,667	-	-	-	-
Total Special Revenue Funds	13,397,736	13,021,189	11,253,855	11,859,276	12,209,621
Capital Projects Funds					
Subdivision Development	1,239,652	1,451,849	1,576,399	1,871,399	2,127,405
Parks & Recreation Projects	399,416	406,310	610,000	1,136,037	1,150,000
City Center	-	-	-	-	213,336
Tax Increment District #5	95,622	286,080	210,312	232,935	101,984
Tax Increment District #6	2,210,738	1,968,042	3,404,369	3,498,425	3,712,590
Public Works	38,139	559,603	254,150	370,890	1,271,391
Technology	658,612	-	244,000	244,000	403,750
Industrial Park Land	323,999	432,665	846,457	2,471,241	1,053,581
Equipment Replacement	1,229,732	1,480,026	1,845,991	1,792,540	2,078,453
Riverfront Initiatives	540,348	19,069	-	-	800,000
LMI Project	-	-	1,300,000	1,300,000	-
Public Safety	397,333	289,169	2,820,018	1,748,518	1,289,000
Library	-	-	34,000	34,000	-
Prior Year Projects	-	-	-	-	-
Total Capital Projects Fund	7,133,591	6,892,813	13,145,696	14,699,985	14,201,490
Enterprise Funds					
Water Utility	12,314,486	12,280,891	12,967,743	13,568,046	15,353,553
Wastewater Utility	10,500,715	10,913,370	10,175,477	10,435,361	10,762,199
Stormwater Utility	2,993,614	3,945,112	3,933,226	4,116,841	4,729,322
Parking Utility	1,839,354	1,901,986	1,973,633	2,011,939	1,956,002
Golf Course	706,906	578,499	617,323	562,306	648,746
Valley Transit	5,948,679	6,426,072	6,598,087	6,645,971	7,233,950
Total Enterprise Funds	34,303,754	36,045,930	36,265,489	37,340,464	40,683,772
Internal Service Funds					
Central Building Maintenance	10,819	-	-	-	-
Central Equipment Agency	3,478,128	3,734,487	3,689,823	3,946,123	4,105,783
Insurance	1,173,132	1,191,258	1,186,149	1,186,149	1,126,043
Total Internal Service Funds	4,662,079	4,925,745	4,875,972	5,132,272	5,231,826
Trust Funds					
Frank P. Young Memorial	-	1,200	500	500	800
Total Trust Funds	-	1,200	500	500	800
TOTAL EXPENDITURES:	**$ 115,692,763**	**$ 118,463,213**	**$ 122,191,112**	**$ 132,630,141**	**$ 132,264,124**

1. Expenditures/Expenses in excess of revenues are financed by existing fund balances or debt proceeds.

2. Expenditures/Expenses are shown net of residual equity transfers out and, for Enterprise and Internal Service funds, are shown net of capita expenditures and depreciation charged to contributed capital.

CITY OF APPLETON 2006 BUDGET

COMBINED SUMMARY OF CHANGES IN FUND BALANCES

	2003 ACTUAL	2004 ACTUAL	2005 BUDGET	2005 PROJECTED	2006 BUDGET
GENERAL FUND					
FUND BALANCE - Beginning (Jan. 1)	32,142,973 *	30,369,864 *	28,853,248	28,853,248	29,602,018
Property Taxes	21,952,494	22,174,113	23,626,615	23,626,927	24,625,020
Other Revenue	24,409,227	25,848,637	24,680,238	27,461,740	25,798,932
Expenditures	48,281,928	49,539,366	48,976,853	50,339,897	50,873,006
FUND BALANCE - Ending (Dec. 31)	30,222,766	28,853,248	28,183,248	29,602,018	29,152,964
* as restated					
DEBT SERVICE FUNDS					
FUND BALANCE - Beginning (Jan. 1)	50,202	31,480	1,125	1,125	762
Property Taxes	2,922,956	2,917,334	2,903,025	2,903,025	2,897,879
Other Revenue	4,971,997	5,089,281	4,744,359	10,354,359	6,165,730
Expenditures	7,913,675	8,036,970	7,672,747	13,257,747	9,063,609
FUND BALANCE - Ending (Dec. 31)	31,480	1,125	(24,238)	762	762
CAPITAL PROJECTS FUNDS					
FUND BALANCE - Beginning (Jan. 1)	6,863,338	9,193,593	9,914,615	9,914,615	8,425,242
Property Taxes	1,297,354	1,553,482	1,526,168	1,539,129	1,627,535
Other Revenue	8,166,492	6,060,353	11,085,967	11,671,483	10,626,844
Expenditures	7,133,591	6,892,813	13,145,696	14,699,985	14,201,490
FUND BALANCE - Ending (Dec. 31)	9,193,593	9,914,615	9,381,054	8,425,242	6,478,131
SPECIAL REVENUE FUNDS					
FUND BALANCE - Beginning (Jan. 1)	(23,394,446)	(25,720,838) *	(27,879,588)	(27,879,588)	(27,463,963)
Property Taxes	6,705,051	6,761,072	7,307,521	7,163,377	7,799,409
Other Revenue	4,558,724	4,101,367	3,712,666	5,111,524	3,876,701
Expenditures	13,397,736	13,021,189	11,253,855	11,859,276	12,209,621
FUND BALANCE - Ending (Dec. 31)	(25,528,407)	(27,879,588)	(28,113,256)	(27,463,963)	(27,997,474)
* 2004 beginning balance as restated					
ENTERPRISE FUNDS					
FUND BALANCE - Beginning (Jan. 1)	184,991,266	190,442,479	197,264,092	197,264,092	198,952,978
Property Taxes	-	-	-	-	-
Other Revenue	35,409,622	35,563,743	35,884,271	35,217,117	39,276,368
Contributed Capital	4,345,345	7,303,800	1,841,754	3,812,233	1,465,221
Expenditures	34,303,754	36,045,930	36,265,489	37,340,464	40,683,772
FUND BALANCE - Ending (Dec. 31)	190,442,479	197,264,092	198,724,628	198,952,978	199,010,795
INTERNAL SERVICE FUNDS					
FUND BALANCE - Beginning (Jan. 1)	13,030,632	12,465,358	12,264,995	12,264,995	12,182,678
Property Taxes	-	-	-	-	-
Other Revenue	2,593,689	2,707,349	3,041,049	3,245,049	3,376,466
Contributed Capital	1,503,116	2,018,033	1,741,024	1,804,906	1,950,432
Expenditures	4,662,079	4,925,745	4,875,972	5,132,272	5,231,826
FUND BALANCE - Ending (Dec. 31)	12,465,358	12,264,995	12,171,096	12,182,678	12,277,750
FIDUCIARY FUNDS					
FUND BALANCE - Beginning (Jan. 1)	15,650	15,922	15,703	15,703	16,103
Property Taxes	-	-	-	-	-
Other Revenue	272	981	1,000	900	900
Expenditures	0	1,200	500	500	800
FUND BALANCE - Ending (Dec. 31)	15,922	15,703	16,203	16,103	16,203
COMBINED TOTALS					
FUND BALANCE - Beginning (Jan. 1)	213,699,615	216,797,858	220,434,190	220,434,190	221,715,818
Property Taxes	32,877,855	33,406,001	35,363,329	35,232,458	36,949,843
Other Revenue	85,958,484	88,693,544	86,732,328	98,679,311	92,537,594
Expenditures	115,692,763	118,463,213	122,191,112	132,630,141	132,264,124
FUND BALANCE - Ending (Dec. 31)	216,843,191	220,434,190	220,338,735	221,715,818	218,939,131

CITY OF APPLETON 2006 BUDGET

COMBINED SUMMARY OF REVENUES BY TYPE

REVENUES AND OTHER FINANCING SOURCES	2003 ACTUAL	2004 ACTUAL	2005 BUDGET	2005 PROJECTED	2006 BUDGET
Property Tax	32,614,254	32,883,651	35,363,329	35,232,458	36,901,843
Other Tax	866,069	1,195,606	608,590	629,414	696,800
Intergovernmental	24,281,888	23,131,463	22,996,330	23,632,180	24,128,736
Licenses & Permits	857,425	855,231	818,500	818,500	829,842
Special Assessments	695,710	749,459	845,000	750,000	965,000
Charges for Service	2,393,102	2,504,028	2,625,159	2,350,000	2,280,000
Interest Income	2,054,932	3,478,572	2,190,635	4,036,212	4,177,338
Fines & Forfeitures	33,862,511	34,033,801	35,188,355	34,320,141	37,076,680
Other Revenues	3,568,943	4,724,327	3,115,368	6,241,424	4,022,752
Interfund Transfers	7,480,301	8,122,222	6,898,039	8,511,783	8,014,672
TOTAL REVENUES	**$ 108,675,135**	**$ 111,678,360**	**$ 110,649,305**	**$ 116,522,112**	**$ 119,093,663**

COMBINED SUMMARY OF EXPENSES BY CATEGORY

EXPENSES AND OTHER FINANCING USES	2003 ACTUAL	2004 ACTUAL	2005 BUDGET	2005 PROJECTED	2006 BUDGET
Personnel	46,758,613	48,449,237	48,683,655	48,652,998	50,216,584
Administrative [1]	37,872,907	38,101,299	37,709,072	46,002,890	41,894,552
Supplies & Materials	5,871,064	5,863,313	6,632,788	7,585,872	7,524,130
Purchased Services	7,225,499	7,227,625	9,862,258	9,920,557	9,579,388
Utilities	4,007,484	4,170,894	4,206,980	4,411,537	6,338,318
Repair & Maintenance	4,706,832	4,575,052	5,081,292	5,075,380	5,168,765
Capital Expense [2]	9,250,364	10,075,793	10,015,067	10,980,907	11,542,387
TOTAL EXPENSE	**$ 115,692,763**	**$ 118,463,213**	**$ 122,191,112**	**$ 132,630,141**	**$ 132,264,124**

1 Includes debt service, interfund transfers, and depreciation expense.
2 Net of capitalized fixed assets

BUDGET DEVELOPMENT PROCESS

The following calendar describes the process of developing the City's Annual Budget and Service Plan for 2006:

05/02/05	The Mayor requests a budget proposal from each department and Finance department staff distributes budget forms and other materials to departments. Departments are required to develop an operating budget which represents full funding of all of the department's existing programs. Any proposed changes to programs, either additions or deletions and including all staff changes, changes in service levels, equipment acquisitions, etc. are required to be submitted separately from the operating budget request. Any capital project proposals are also required to be made separately from the operating budget.
6/03/05 - 9/12/05	Each department head submits a proposed budget as outlined above based on the Department's Mission Statement and major objectives, including expenditures and applicable revenue projections. The Mayor and Finance Department staff meet with Departments to review their budget requests. Decisions are made on operating budget adjustments, program additions and deletions, and capital projects.
9/12/05 - 10/05/05	The Mayor and staff assemble the Budget and Service Plan for submission to the Common Council. Copies of the document are made available for public review.
10/22/05	The Council's Finance Committee reviews the Budget and Service Plan in hearing with the Mayor and staff, and recommends a budget to the Council.
11/02/05	A public hearing is held to seek property owner input prior to Council acceptance of the budget.
11/09/05	The budget is adopted formally by resolution of the Common Council.

CITY OF APPLETON
POLICIES

FINANCIAL POLICIES

The City of Appleton's financial policies set forth the basic framework for the overall fiscal management of the City. Operating concurrently with changing circumstances and conditions, these policies assist the decision-making process of the Common Council. These policies provide guidelines for evaluating both current activities and proposals for future programs.

Most of the policies represent long-standing principles, traditions and practices and follow generally accepted accounting principles which have guided the City in the past and have helped maintain financial stability over the last several decades.

OPERATING BUDGET POLICIES

- The City will prepare an annual budget for all operating funds.
- The City will maintain a budgetary control system to ensure adherence to the budget and will prepare reports comparing actual revenues and expenditures to budgeted amounts.
- The City will use performance measurement and performance objectives with the operating budget.
- A contingency account will be maintained in the annual operating budget to provide for unanticipated expenditures of a nonrecurring nature or to meet unexpected small increases in service delivery costs. Transfers from the contingency account to the operating programs will require approval (2/3 vote) by the Common Council.
- Budgets are classified as either lapsing (spending authority terminates at year-end) or non-lapsing (spending authority continues through the life of a project; non-lapsing budgets are reviewed annually). All lapsing budgets are prepared for fiscal year operations beginning January 1 and ending December 31. Listed below are all budgeted funds showing the type of appropriation.

Lapsing Appropriations		**Non-Lapsing Appropriations**
General Fund	Central Bldg. Maintenance	Community Development Block Grant
All Special Revenue Funds (Except Grant Funds)	Parking Utility	Housing and Community Development Grants
	Reid Golf Course	Health Grants
Debt Service Funds	Insurance	
Water Utility	Valley Transit	
Sewer Utility	All Trust Funds	
Stormwater Utility	All Capital Project Funds	
Central Equip Agency		

- Operating budgets are established on a fund/department basis.

BUDGET AMENDMENT POLICIES

- Interfund and interdepartment transfers require the approval of the Finance Committee and two-thirds of the Common Council.

- Transfers over $15,000 between programs within a department require approval of the Finance Committee and two-thirds of the Common Council.

- New appropriations funded by grants, user fees, or other non-tax revenues up to $15,000 require written approval by the Mayor, countersigned by the Finance Director and reported to the Finance Committee as an informational item.

- New appropriations in excess of $15,000 and any appropriations funded by taxes or debt require the approval of the Finance Committee and two-thirds of the Common Council.

- Transfers from the Reserve for Contingencies require the approval of the Finance Committee and two-thirds of the Common Council.

- Excess budgeted personnel dollars due to vacancies can not be transferred to increase the supplies and services budget with the exception to fund temporary employment service assistance.

- Capital budgeted items may only be used for the specific items indicated in the budget document. Alternate uses require the approval of the finance Committee and two-thirds of the Common Council.

OPERATING BUDGET PREPARATION CRITERIA

The following budget criteria were established by the Mayor prior to the preparation of the 2006 budget.

- Limit tax levy growth to the extent possible.

- Maintain current service levels: service increases or reductions should be highlighted; cost implications should be shown.

BASIS OF BUDGETING

The budgets for governmental funds, expendable trust funds and agency funds are prepared on a modified accrual basis. Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual, i.e., both measurable and available. Available means collectible within the current 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, except for unmatured interest on long-term debt, claims, judgements, compensated absences and pension expenditures, which are recorded as a fund liability when expected to be paid with expendable available financial resources.

Property taxes are budgeted as revenues in the year in which services financed by the levy are being provided, i.e., in the year subsequent to the levy. Taxes are levied in December on the assessed value of property as of the prior January 1.

Property tax calendar – 2005 tax roll:

Lien date and levy date	December, 2005
Tax bills mailed	December, 2005
Payment in full or 1st installment due	January 31, 2006
2nd installment due	March 31, 2006
3rd installment due	May 31, 2006
4th installment due	July 31, 2006

Intergovernmental aids and grants are recognized as revenues in the period in which the related expenditures are incurred, if applicable, or when the city is entitled to the aids. Special assessments are recognized as they are expected to be received. Other general revenues, such as fines and forfeitures, inspection fees, recreation fees, and miscellaneous revenues, are recognized when received in cash or when measurable and available under the criteria described above.

Proprietary funds and non-expendable trust funds are budgeted on the accrual basis. Revenues such as user fees are recognized in the accounting period in which they are earned; expenses are recognized in the period in which they are incurred. Unbilled receivables are recorded when services are provided.

The Comprehensive Annual Financial Report (CAFR) shows the status of the city's finances on the basis of "generally accepted accounting principles" (GAAP). In most cases this conforms to the way the city prepares its budget. One exception to note is capital expenditures in the enterprise funds, which are included in the operating budget. In preparation of the CAFR, capital expenditures in excess of $10,000 are capitalized.

CAPITAL BUDGET POLICIES

- Funding for utility projects should be obtained through borrowing from:
  - Revenue Bonds
  - General Obligation Notes
  - Internal funds
- The City shall utilize available funding sources for capital improvements whenever practical and feasible:
  - Grant funds
  - Special assessments
  - Developer contributions
- The City will develop a five-year capital improvement program, which will be reviewed and updated annually.
- The complete five-year capital project funding plan must be balanced each year by matching projected expenditures with proposed revenue sources by fund.
- The City will maintain its physical assets at a level adequate to protect the City's capital investment and to minimize future maintenance and replacement costs. The budget will provide for the adequate maintenance and the orderly replacement of the capital plant and equipment from current revenues when possible.
- The City will try to ensure that industrial acreage is available for development within the City and served with necessary infrastructure.

REVENUE POLICIES

- The City will try to maintain a diversified and stable revenue system to minimize short-run fluctuations in any one revenue source.
- The City will attempt to maximize benefits from major revenue sources as a way of maintaining a stable tax rate.
- The City will follow an aggressive policy of collecting revenues.
- The City will establish all user charges and fees at a level related to the full cost (operating, direct, and indirect) of providing the service, whenever practical.
- The City will attempt to review license fees/charges annually to determine if the revenues support the cost of providing the service.
- Sewer, Stormwater, and Water Utility funds will be self-supporting through user fees.
  - The minimum utilities rates should be set at a rate which will yield net income which is 1.25 times the highest principal and interest payment due. This requirement is in conformance with the mortgage revenue bond requirements. Rate adjustments for the Water Utility are submitted to the Public Service Commission and Common Council for review and approval.

- Rate adjustments for the Stormwater and Sewer Utilities will be submitted to the Common Council for review and approval.

RESERVE POLICIES

- Redemption will be established in the Water, Stormwater and Sewer Utilities in accordance with Revenue Bond Ordinance provisions.

- Funds will be reserved for equipment, major replacement and repairs in the Sewer Utility, as required by EPA grant provisions.

- All general obligation debts will be paid through a general debt service fund, except for that incurred by an enterprise fund. Operating budgets will be prepared to meet the annual principal, interest and service charge costs for each fund. Net debt service requirements (debt service expenditures less debt service revenue) will be funded through the general tax levy.

Wastewater Utility

- Maintain a working Capital Reserve equivalent to three months of operation expenditures based on the audited expenditures of prior year in the Wastewater Utility Fund.

- Any projected favorable balance above Working Capital Reserves in the Wastewater Utility Fund is to be used to pay costs for all possible approved Capital expenditures.

General Fund

- All General Fund Unreserved Designations and related policy should be approved in advance of their creation/amendment by the Common Council.

- The amount to be retained in Designated for Health Insurance Cost Stabilization Unreserved Fund Balance be equal to the stop loss percentage.

- Interest income will not accrue in the Designated for Health Insurance Cost Stabilization Fund Balance Account.

- Total Unreserved Fund Balances (excluding Designated for Debt Service) will be 25% of the following year's budgeted appropriations with the designation for Working Capital Reserve equal to 17% of the following year's budgeted appropriations.

- The City will maintain a Designated Fund Balance for Debt Service of 25% of ensuing years Debt Service requirements. Any excess funds over that amount will be used to pay existing long-term debt.

- At least 75% of General Fund Balances in excess of the reserve policy (currently 3 months operating expenditures) be used for the reduction of Long-Term liabilities. Utilization of the remaining funds be subject to recommendation from the Finance Committee to be used for additional reduction of Long-Term liabilities or General Fund expenditures with final council approval.

New Subdivision Fund

- The unreserved Designated New Subdivision Fund Balance will be no less than three months' operating expenses based on the prior year's audited expenditures and a maximum of 80% of the most recent 5 year average including current budgeted total expenditures. Reserved Fund Balance will be the result of the 100% carryover policy.

- Excess funds remaining in the New Subdivision Fund Balance after applying the New Subdivision Fund Balance policy will be transferred to the General Fund.

Industrial Park Fund

- The Industrial Park Fund shall first designate fund balance for debt service to the extent of total debt outstanding and if available shall designate up to $50,000 for working capital.

- Excess funds remaining in the Industrial Park Fund after applying the above criteria will be transferred to the General Fund.

Parking Utility Fund

- The Parking Fund shall maintain a working capital reserve equivalent to three months of audited operating expenditures of the prior year in the Parking Utility Fund.

Any projected favorable balance above the Working Capital Reserve in the Parking Utility Fund will be advanced to TIF District #3 to meet debt requirements related to parking facilities constructed by that district.

Risk Management Fund

- The Risk Management Fund shall first designate fund balance for debt service to the extent of total debt outstanding.

- The Risk Management Fund will maintain a working capital reserve equivalent to three months of operation expenditures based on the audited expenditures of prior year.

- Any projected favorable balance above these designations in the Risk Management Fund shall be used to reduce charges for services to all contributing departments in an amount not to exceed 20% of budgeted expenditures.

INVESTMENT POLICIES

FOR

General Fund-Core Portion
DNR Replacement Fund
Sewerage Redemption Fund
Water Bond Reserve Fund
Water Tax Escrow Fund
Frank Young Memorial Fund

Investment Objectives

- The overall objective of City of Appleton investment management is to maximize the total return of designated funds and preserve capital within stated parameters.

- The performance objective is to achieve total returns on the portfolios that exceed the total return of the Lehman Brothers Intermediate Government Index over a market cycle.

Investment Guidelines

- Investments will conform to Wisconsin State Statute 66.04.

- Individual corporate bonds will have a 7-year maximum maturity or put (tender at option of holder) limit. Treasury and mortgage securities will have no maturity limit.

- All debt securities, excluding issues of the U.S. Government and its agencies, shall be rated AA or higher.

- No single issuer, with the exception of the U.S. Government and its agencies, shall constitute more than 5% of the value of the fund (at time of purchase).

- No single corporate industry group shall constitute more than 15% of the value of the fund (at time of purchase).

Communication And Reporting

- The Investment Manager shall issue a quarterly report to the City of Appleton reviewing the performance and investment strategy of the firm on behalf of the portfolios.

- The Investment Manager is expected to meet with designated employees of the City of Appleton to review the portfolios and to discuss investment results in the context of these guidelines and objectives upon request. At all times the Investment Manager and Investment committee are encouraged to communicate on significant matters pertaining to investment policies and the management of the portfolios.

DEBT POLICIES

- The City will confine long-term borrowing to capital improvements.

- The City will attempt to limit use of short-term debt to bond anticipation purposes.

- The City will follow a policy of full disclosure on every financial report and bond prospectus.

- The City will use "pay as you go" financing to fund street reconstruction and equipment purchases.

- Section 67.03(1) of the Wisconsin Statutes provides that the amount of indebtedness of a municipality shall not exceed 5 percent of the equalized valuation of the taxable property in the municipality. Although State Statutes allow five per cent of the equalized valuation, the City has set an internal debt goal, which seeks to remain below 40 per cent of the maximum amount allowed by the State Statutes.

- The levy for debt service shall be no greater than 20% of the total levy, with an effort to maintain the levy at a proportionate even level for tax rate stabilization.

SPECIAL ASSESSMENT POLICIES

GENERAL POLICY

- Special assessments will be billed on all abutting property owners for construction of sidewalk, curb and gutter, paving, sanitary sewer mains and laterals, stormwater facilities and laterals, and some water mains and services. All improvements are guaranteed for a set number of years. In the event the improvement does not last the entire estimated period, a prorata credit adjustment will be made for the remaining life of the improvement.

SPECIAL ASSESSMENTS SUBJECT TO PAYMENT PLANS

- Bills of $500 or less are due by January 31. For bills in excess of $500, a five year payment plan is assumed. Deferred payments will bear an interest on the unpaid balance at the rate of 9% per annum (12% for developers).

Street Construction and Reconstruction

- The assessment is based on a percentage of the cost of a residential street with a 33' width (curb to curb), a 3" asphalt surface, and a 7" concrete surface.

- Useful Life of Pavements:
  - Curb and Gutter – 20 Years.
  - Asphalt Surfacing – no curb and gutter – 1 Year.
  - Asphalt Partial Reconstruction or Overlay – 15 Years.
  - Asphalt Reconstruction – 20 Years.
  - Portland Cement Concrete Reconstruction – 30 Years.
  - Concrete Driveway Aprons – 1 Year.

Sidewalks

- The assessment Rate for new construction is based on 100% of assessable construction costs, including engineering costs.

- There is no assessment for sidewalk that meets the "green dot" criteria. Assessments are levied when sidewalks not meeting "green dot" criteria are replaced at the property owner's request.

- Useful Life-20 years

Sanitary Sewers

- The assessment rate for new sanitary sewers is based on actual construction cost up to and including 12" sanitary sewer main and manholes, plus area assessment where applicable. The assessment Rate for reconstruction is 125% of the assessment rate for new sewer construction, except that credit will be given for the remaining useful life calculated on current cost of construction.

- Useful Life – 75 Years.

Storm Sewers/ Facilities

- Previously developed or reconstructed storm sewers and facilities are assessed at 100% of the assessment rate for new sewer construction plus area assessment. Existing properties zoned R-1 or R-2 receive no assessment. New subdivisions are assessed at 100% of actual construction costs of facilities required by the subdivision plus area assessment.

- Useful Life-75 Years

- Regional Stormwater facilities are assessed on an Equivalent Residential Unit (ERU) basis to all properties being served by the improvements

Water Mains

- The assessment Rate for new construction is determined on the basis of actual construction cost.

- Useful Life-75 Years

SPECIAL ASSESSMENTS DUE IN YEAR ASSESSED

- Ornamental street lighting, snow removal, weed cutting, tree planting, Business Improvement Districts, delinquent utility charges.

- The assessment is based on the total cost of operating and maintaining the system and is assessed in full to benefited properties.

PURCHASING POLICIES

- Purchases for all City departments for the City of Appleton shall be in accordance with the City Procurement Policy.

- The methods of source selection are as follows:

  - Public Construction – Competitive Sealed Bidding must be used for purchases of $15,000 or greater in accordance with Wisconsin Statutes. This process shall consist of:

    - Invitation for bids
    - Public notice
    - Bid opening
    - Bid acceptance and evaluation
    - Bid award-Common Council approval

- Purchases of $5,000 or more (other than Public Construction) require that a minimum of three written quotations be solicited. Evaluation criteria that favorably and accurately assess the relevant cost or service advantages of local procurement are required. Any new contracts or agreements for services with an anticipated cost of $15,000 or more require the approval of the Committee of Jurisdiction and the Common Council prior to execution.

- Purchases greater than $500 but less than $5,000 require that at least two formal or informal quotes be solicited. Purchases up to $500 may be made based upon the best judgment of the department making the purchase.

- Sole Source Procurements – Purchases of goods and materials under $15,000 may be made without competition when it is agreed between the department and the Purchasing Manager that there is only one acceptable source available. Reasons for sole source purchases must be documented and will expire on an annual basis. Emergency purchases, as defined in the Procurement Policy, may also be exempted from the competitive bidding process. Such emergency purchases must also be documented and approved by the Mayor.

PENSION FUNDING AND REPORTING POLICIES

- All current pension liabilities shall be funded on an annual basis.

Existing Plan Funding

- All permanent employees of the City are participants in the Wisconsin Retirement System (WRS), a state-wide, defined-benefit pension plan to which employer and employees both contribute. The rates of employer and employee contributions are set annually by WRS based on actuarial evaluations. The State's policy is to fund retirement contributions to meet current costs of the plan. The 2006 rate requirements for the Wisconsin Retirement System employees are as follows:

	General	Police	Fire	Elected
Employee Contribution	5.9%	5.0%	3.3%	2.9%
City Contribution	4.5%	11.7%	14.3%	8.4%
Total	10.4%	16.7%	17.6%	11.3%

Prior Years' Unfunded Pensions

- The State of Wisconsin administers a plan for retired employees of the Appleton Police and Fire Departments. These individuals had been covered by a private pension plan prior to the City joining the WRS. No new employees are added to the plan. The City's policy is to fund retirement contributions to meet current benefit payments to retired employees.

  The City has paid off all WRS prior year unfunded pension liability.

ACCOUNTING, AUDITING, AND FINANCIAL REPORTING POLICIES

- An independent audit will be performed annually for all City funds.

- The City will produce a Comprehensive Annual Financial Report (CAFR) in accordance with Generally Accepted Accounting Practices (GAAP) as outlined by the Governmental Accounting Standards Board (GASB).

RISK MANAGEMENT POLICY

On January 1, 1990, the City of Appleton joined 39 other municipalities to form Cities and Villages Mutual Insurance Company (CVMIC), a municipal insurance pool, to provide liability insurance services. As part of this self-funded program, the City's Insurance Fund provides coverage of $175,000 per general, automobile, police professional or public officials liability claims, to a maximum of $700,000 per year. The mutual insurance is liable for any costs above these limits up to $1 million per event/$10 million aggregate.

Additionally, the insurance fund provides coverage for:

$350,000 per worker's compensation claim for Police and Fire employees, $300,000 per claim for all other employees, with purchased coverage to $2 million,
$100 - $20,000 per property damage claim, depending on the property, with purchased replacement value coverage,
$25,000 per employment practices liability claim, with purchased coverage to $1 million per occurrence/ $1 million aggregate per year, and
$25,000 per environmental liability claim related to the Mackville Landfill Site, with purchased coverage to $5 million per occurrence/$5 million aggregate.

- The objective of this program is to protect the City, its assets and the public against accidental losses, destruction, or depletion.

- The City will self-insure all losses which occur with predictable frequency and those which will not have a significant impact on the City's financial position.

- The Human Resources Department and City Attorney's Office review and make determinations on all claims. Claims in excess of $5,000 property damage and all bodily injury claims are also reviewed by CVMIC.

SPECIAL EVENTS POLICIES – INSURANCE REQUIREMENTS

Organizations that use City parks and/or City facilities for special events such as foot races, parades, festivals, etc., are required to obtain liability insurance (and other insurance as may be required for the event).

- $1,000,000/occurrence - $1,000,000 aggregate coverage is required for "large exposure events" such as parades, rock concerts, bike races, circuses, sidewalk sales, activities that draw 5,000 – 25,000 people, events with amusement devices, pony rides, bleachers used to seat more than 500 people or fireworks displays and other events with a high potential for liability. (For events in excess of 25,000 people, there is also a $2,000,000 umbrella requirement.)

- $500,000/occurrence - $1,000,000 aggregate coverage is required for "medium exposure events" such as concerts (not rock), dances, parades (under 500 spectators), auto shows, animal shows or activities that draw 250-5,000 people or activities requiring "street occupancy permits".

- Certificates of insurance are not normally required for "small exposure events" such as block parties, concerts (under 500 spectators), most private gatherings in parks, plays, or activities that draw less than 250 people. However, the sponsoring organization is responsible for any losses which may occur as a result of their activity. Further, they are required to sign a "Hold Harmless Indemnification" and defense sheet and are to carry adequate insurance to protect themselves. Event sponsors have the option of purchasing liability insurance from the City through CVMIC's "TULIP" program (Tenant/Users Liability Insurance Program.

- Coverage for "miscellaneous" jobs or activities such as asbestos abatement, pollution cleanup, oil recycling, hazardous waste removal, or any new contract or activities where it is not clear what level of insurance should be required will be set by the Human Resources Director/Risk Manager on a case by case basis.

Events not covered by the above-mentioned categories must be reviewed by the Human Resources Director/Risk Manager. All waivers of liability insurance must be approved by the Human Resources Director /Risk Manager.

CITY OF APPLETON
2006 BUDGET
BACKGROUND/GENERAL INFORMATION

Geography/Early History
Appleton is located in northeast Wisconsin, in Outagamie, Winnebago, and Calumet Counties. It lies 30 miles south of Green Bay, just north of Lake Winnebago, on the Fox River. In 1634, Jean Nicolet, commissioned by Samuel de Champlain to explore this region, navigated up the Fox River from Green Bay. From earliest times, Indian tribes occupied the area that is present-day Appleton. In the Treaty of 1831, the Menominee Indians ceded the lands to the United States. During the first years of its history, there were three villages where Appleton now stands: Lawesburgh on the east side, Grand Chute on the west end and Appleton in the middle. The three settlements were incorporated under the name of Appleton as a village in 1853, and later as a city in 1857.

Education
Education was, and continues to be, a priority in Appleton. With the financial backing of Amos Lawrence, the Lawrence Institute was chartered in 1847. Samuel Appleton donated $10,000 to the newly founded college library, and in appreciation, his name was given to the community. Today, Lawrence University's 84 acre campus, with 32 instructional, recreational and administrative buildings, has 1200 students drawn from 45 states and 38 foreign countries and a faculty of 114 men and women. It lies just east of the city's downtown and its students and faculty members supply the community with an endless array of music, drama and sports activities.

In 1850, Daniel Huntley taught in the first free public school. The St. Mary Catholic Church opened the first parochial school in the community in 1864. The first 4 year high school began operating in 1876 in the Hercules School and Kindergarten was initiated in 1898 in Lincoln School. With population growth came the need for additional facilities. Today there are 24 public and 13 parochial schools.

Appleton traditionally has had a commitment to vocational education. The Vocational School was established in 1912, and the first facility in the United States to be built exclusively for this purpose was erected here in 1917. When the State of Wisconsin was divided into vocational, technical and adult education districts in 1965, the local program was expanded and the Fox Valley Technical College was established.

Government
Appleton has a mayor/council form of government with 16 alderpersons elected for two-year terms and the mayor for a four-year term. It is also the Outagamie County seat, the largest city (population 70,623) in both Outagamie and Calumet Counties, and the designated Metropolitan Statistical Area “Center-City” of the Appleton-Oshkosh-Neenah urban area as defined by the Federal Office of Management and Budget, thus an “Entitlement City” under the federal block grant program.

The City is a “full-service” municipality providing: police and fire protection, public works-related services including refuse pickup, street construction, maintenance and cleaning, snow and ice control, planning, inspection, health, parks and recreation, library, mass transit, water and wastewater disposal services, among others.

Industry
Fur traders seeking to do business with Fox River Valley Indians were the first settlers in Appleton. Soon dams and canals along the Fox River made it possible to both navigate the river with larger vessels and generate water power for industry, allowing for the City’s steady growth. The paper industry, beginning with the building of the first paper mill in the city in 1853, has been at the forefront of the City's development. Appleton now has a diversified industrial, commercial and service industry tax base, with major manufacturing, paper-related industries, national and regional insurance companies and financial institutions providing a sound, vigorous corporate economy. Some of the City's major corporate citizens include Thrivent, Guardian and Secura insurance companies, Appleton (formerly Appleton Papers), Miller Electric, and the Appleton Medical Center.

CITY OF APPLETON
2006 BUDGET
DEMOGRAPHIC AND ECONOMIC INFORMATION

Per Return Adjusted Gross Income

	State of Wisconsin	Outagamie County	Calumet County	Winnebago County	City of Appleton
2004	$ 43,512	$ 45,445	$ 47,565	$ 44,761	$ 45,631
2003	42,474	44,027	45,709	42,904	43,972
2002	40,719	43,118	44,287	42,638	43,228
2001	40,847	43,647	43,710	42,122	43,597
2000	40,570	42,803	43,504	41,945	43,159

Source: Wisconsin Department of Revenue, Division of Research and Analysis

Unemployment Rate

	State of Wisconsin	Appleton Oshkosh Neenah MSA	Outagamie County	City of Appleton
July, 2005	4.6 %	4.1 %	4.2 %	5.4 %
July, 2004	4.8	4.3	4.4	5.9
Average, 2004	4.9 %	4.5 %	4.5 %	6.0 %
Average, 2003	5.6	5.0	5.2	6.7
Average, 2002	5.5	5.0	5.2	6.5
Average, 2001	4.5	3.6	3.7	4.7
Average, 2000	3.5	2.6	2.7	3.2

Source: Wisconsin Department of Revenue, Division of Research and Analysis

2004 Estimated Effective Buying Income ("EBI")

	Percent of Households in EBI Range					
	United States	State of Wisconsin	Outagamie County	Calumet County	Winnebago County	City of Appleton
Under $19,000	22.3%	20.5%	14.8%	12.3%	18.6%	16.8%
$20,000 - 34,999	23.3	24.5	21.9	21.1	25.9	23.7
$35,000 - 49,999	19.0	22.4	24.8	25.5	23.7	23.8
$50,000 and over	35.4	32.6	38.5	41.1	31.8	35.7
Totals	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%
Median Household EBI	$ 38,201	$ 38,084	$ 43,237	$ 45,342	$ 38,289	$ 40,605
Average Household EBI	49,721	45,552	49,581	51,367	45,073	49,345
Per Capita EBI	18,662	17,850	18,806	19,102	17,657	19,011

Source: Survey of Buying Power, "Sales and marketing Management Magazine", September 20034

Building Permits - City of Appleton

Year	Valuation
2005	$ 69,702,474 *
2004	69,974,898
2003	110,918,858
2002	118,522,104
2001	124,785,436

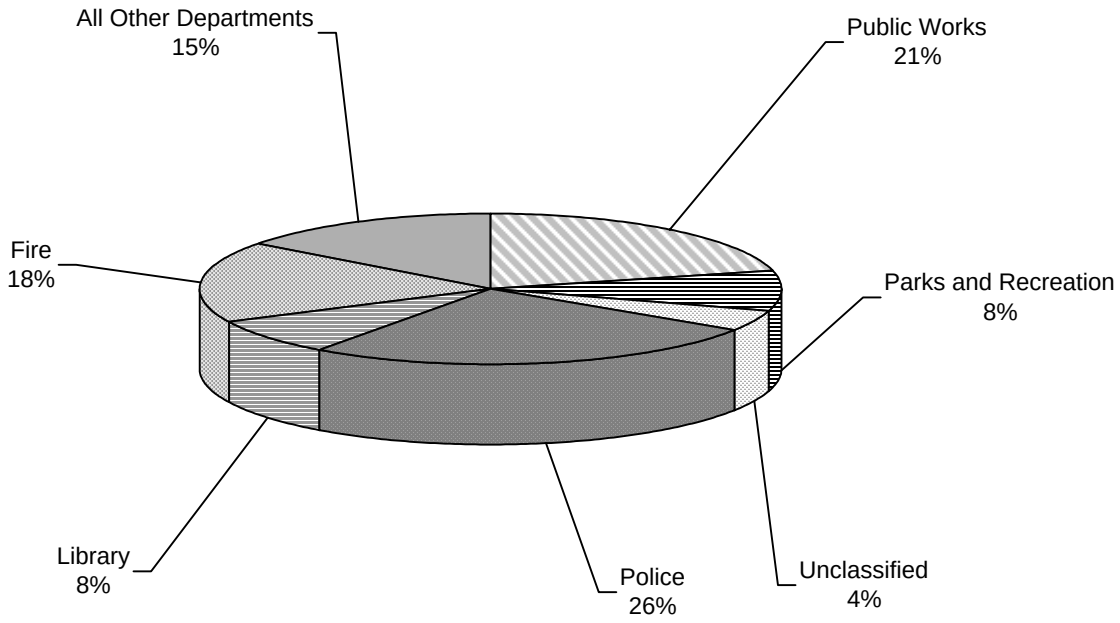
**As of August 1, 2005*
Source: City of Appleton Public Works Department

CITY OF APPLETON 2006 BUDGET
GENERAL FUND

The General Fund is the general operating fund of the City. This fund accounts for the financial resources of the City which are not accounted for in any other fund. Principal sources of revenue are property taxes, state transportation aids, and state shared revenues. Primary expenditures are for police protection, fire protection, public works, maintenance of parks, and general administration.

2006 GENERAL FUND

$50,873,006



CITY OF APPLETON 2006 BUDGET

GENERAL FUND

	Actual		Budget			%
	2003	2004	Adopted 2005	Projected 2005	2006	Change *
REVENUES						
Taxes	$ 22,365,810	$ 22,596,576	$ 24,042,115	$ 24,063,251	$ 25,073,820	4.29%
Intergovernmental	18,043,299	16,837,389	16,565,509	16,584,283	16,658,039	0.56%
Licenses and Permits	857,425	855,231	818,500	818,500	829,842	1.39%
Special Assessments	1,097,997	1,295,953	1,410,900	1,250,000	1,280,000	-9.28%
Charges for Services	1,694,585	1,434,721	1,480,410	1,300,000	1,320,880	-10.78%
Interest Income	(28,167)	2,207,637	1,127,000	2,600,000	2,810,397	149.37%
Fines and Forfeitures	277,692	281,958	360,000	270,000	300,000	-16.67%
All Other Revenue	797,895	921,882	752,143	854,000	792,439	5.36%
TOTAL REVENUES	**45,106,536**	**46,431,347**	**46,556,577**	**47,740,034**	**49,065,417**	**5.39%**
EXPENDITURES						
Common Council	125,040	127,982	125,954	125,954	126,310	0.28%
Mayor	317,137	223,439	298,260	298,260	318,413	6.76%
City Clerk	542,770	729,131	584,066	584,066	604,962	3.58%
City Assessor	428,937	476,414	475,669	475,669	499,863	5.09%
Finance	843,357	818,700	832,216	832,216	866,104	4.07%
Technology Services	1,653,701	1,691,025	1,690,552	1,690,552	1,742,104	3.05%
Human Resources	547,606	543,372	579,189	579,189	577,069	-0.37%
City Attorney	401,207	420,515	370,312	370,312	368,549	-0.48%
Unclassified	1,086,810	879,038	1,989,253	2,576,674	2,263,561	13.79%
Community Development	888,815	753,561	753,047	753,047	735,069	-2.39%
Library	3,841,716	3,850,461	3,831,298	3,831,298	3,913,455	2.14%
Parks & Recreation	4,487,610	4,161,691	4,133,876	4,104,273	4,305,402	4.15%
Public Works	10,139,441	10,825,971	10,319,154	11,015,781	10,767,740	4.35%
Health Services	986,475	1,076,069	1,035,083	1,048,910	1,056,734	2.09%
Police	12,715,741	12,601,723	12,860,985	12,889,633	13,211,721	2.73%
Fire	7,927,405	8,701,042	8,521,365	8,545,188	8,914,468	4.61%
TOTAL EXPENDITURES	**46,933,768**	**47,880,134**	**48,400,279**	**49,721,022**	**50,271,524**	**3.87%**
REVENUES OVER EXPENDITURES	**(1,827,232)**	**(1,448,787)**	**(1,843,702)**	**(1,980,988)**	**(1,206,107)**	**-34.58%**
OTHER FINANCING SOURCES (USES)						
Sale of City Property	47,952	283,947	19,000	45,914	26,000	36.84%
Other Financing Sources	1,207,233	1,307,456	1,731,276	3,302,719	1,332,535	-23.03%
Other Financing Uses	(1,348,160)	(1,659,232)	(576,574)	(618,875)	(601,482)	4.32%
TOTAL OTHER FINANCING	**(92,975)**	**(67,829)**	**1,173,702**	**2,729,758**	**757,053**	**-35.50%**
NET CHANGE IN EQUITY	**(1,920,207)**	**(1,516,616)**	**(670,000)**	**748,770**	**(449,054)**	-32.98%
FUND BALANCE - Beginning	32,142,973 *	30,369,864 *	28,853,248	28,853,248	29,602,018	2.60%
FUND BALANCE - Ending	**$ 30,222,766**	**$ 28,853,248**	**$ 28,183,248**	**$ 29,602,018**	**$ 29,152,964**	**3.44%**

* as restated

CITY OF APPLETON 2006 BUDGET
GENERAL FUND BALANCE

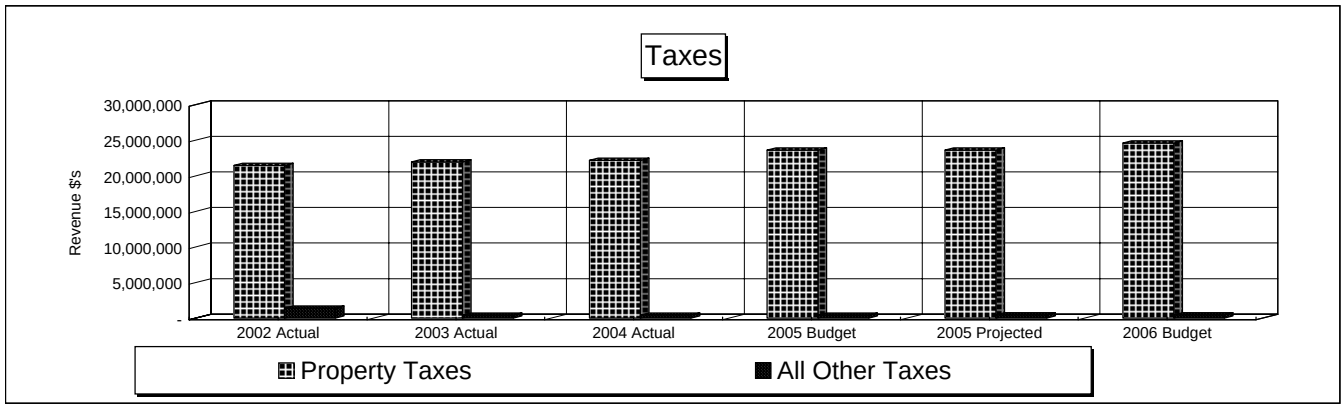
	PAGE IN BUDGET	AMOUNT
Projected Fund Balance @ 12/31/05	38	$ 29,602,018
Less Reserved for:		
Inventories and Prepaid Items		(700,000)
Developer Loans		(582,000)
Advance to other Funds		(10,897,585)
Less Designations:		
Health Insurance Cost Stabilization*		(1,271,893)
Working Capital - 25% of budgeted expenditures (25% * $50,873,006, includes transfers)	38	(12,718,252)
Debt Service - 25% of ensuing year's debt service requirements		
(25% * ($9,063,609 Debt Service Obligation - $1,000 Interest Income))	477	(2,265,652)
Projected General Fund Balance in excess of the reserve policy @ 12/31/05		$ 1,166,636
75% required to be used for reduction of long-term liabilities		$ 874,977
25% subject to Finance Committee recommendation		$ 291,659

* The City is purchasing aggregate stop loss insurance with the change to United Health Care. The premium at this time makes this purchase cost beneficial and considered prudent due to the changes the City is making with providers as a safeguard. The amount designated represents the difference between expected claims and maximum claims (125% of expected).

Note: The amount in excess of the reserve policy is largely due to the transfer in from the Industrial Park Fund (see page 224) related to the sale of Lot 30 to Gateway of Appleton, LLC. This sale was not anticipated; therefore, it was not included in the 2005 Budget. This amount is projected only at this time. As typically done, upon completion of the audit, final amounts will be determined and brought forward for action by Finance Committee.

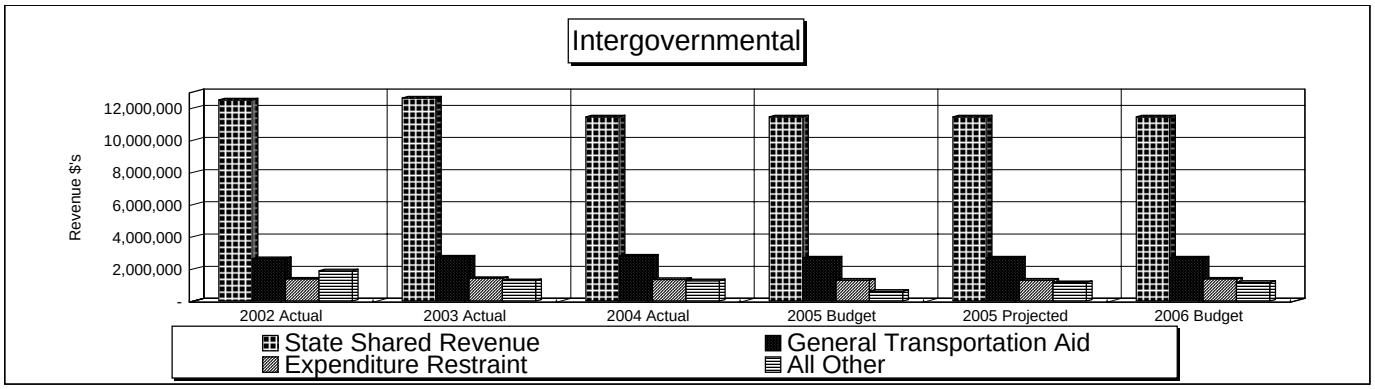
CITY OF APPLETON 2006 BUDGET
GENERAL FUND REVENUES

Taxes	2002 Actual	2003 Actual	2004 Actual	2005 Budget	2005 Projected	2006 Budget	% Change
Property Taxes	21,463,222	21,952,494	22,174,113	23,626,615	23,626,927	24,625,020	4.22%
Tax from Municipal Utility	980,192	-	-	-	-	-	N/A
Payment in Lieu of Taxes	424,627	413,316	422,463	415,500	436,324	448,800	2.86%
Total Taxes	**22,868,041**	**22,365,810**	**22,596,576**	**24,042,115**	**24,063,251**	**25,073,820**	**4.20%**



Taxes are derived from several sources. Property taxes provide roughly 48% of our City general fund revenues. The tax base has grown steadily in recent years, increasing 6.95% on an equalized basis in 2005. The City also collects "in lieu" payments from the water utility, as well as voluntary and contractual payments from other tax exempt entities. Beginning with 2003 and the adoption of Governmenta Accounting Standards Board statement # 34 (GASB 34), the Tax from Municipal Utility is shown as a transfer to the General Fund. In 2005, the State of Wisconsin adopted a two year budget that restricts growth in local property taxes to the greater of 2.0% or the amount of new construction which is 2.815% for Appleton.

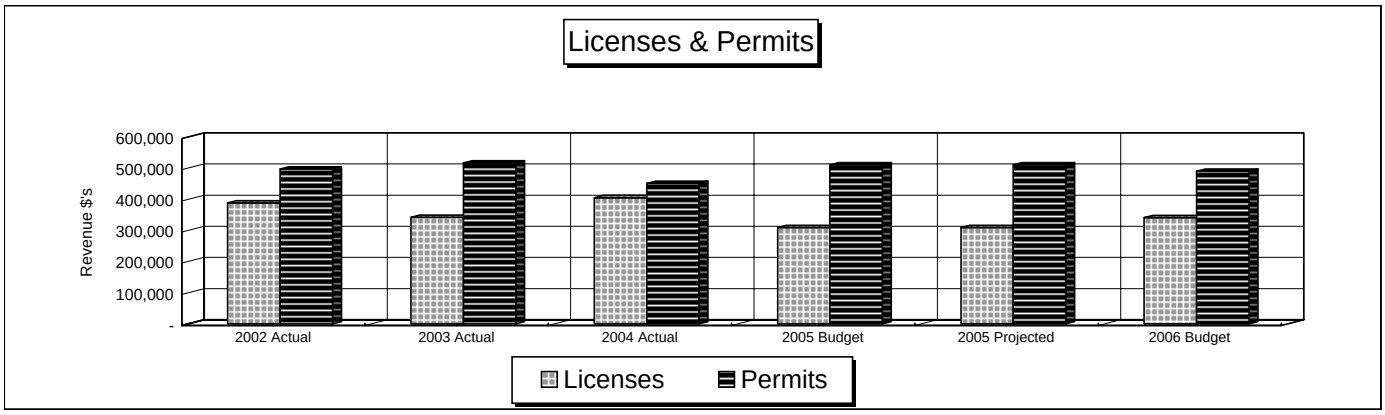
Intergovernmental Revenue	2002 Actual	2003 Actual	2004 Actual	2005 Budget	2005 Projected	2006 Budget	% Change
State Shared Revenue	12,495,488	12,620,442	11,441,055	11,440,184	11,440,184	11,443,527	0.03%
General Transportation Aid	2,635,379	2,742,814	2,796,599	2,685,978	2,685,978	2,685,000	-0.04%
Expenditure Restraint	1,368,796	1,409,174	1,341,138	1,303,330	1,303,330	1,367,529	4.93%
Library Grants & Aids	559,387	602,310	602,310	606,827	606,827	606,827	0.00%
Other	1,314,014	668,559	656,287	529,190	547,964	555,156	1.31%
Total Intergovernmental	**18,373,064**	**18,043,299**	**16,837,389**	**16,565,509**	**16,584,283**	**16,658,039**	**0.44%**



State shared revenues are state sales and income taxes that are returned to the City based on a complex formula which includes growth and the per capita tax burden. After a declining approximately $1,178,000 in 2004, a reduction of over 9%, State shared revenues have remained virtually unchanged. Expenditure Restraint is a State program which allocates funds to municipalities that hold to spending limits specified by the program. Money available to the City of Appleton from the Expenditure Restraint program is expected to increase by almost 5% for 2006, based on projected participants by the State. General Transportation Aid and Connecting Highway Aid is a reimbursement provided by the State to defray a portion of the costs incurred with construction and maintenance of roads under local jurisdiction (or designated by the State in the case of a state trunk highway system or a swing or lift bridge) based on either a share of eligible transportation-related expenditures or a per mile payment. The Library grant is from the County and is derived from a tax levied on areas that do not have a municipality that provides library service. The County allocates this tax to libraries in the County through a formula based on use. Other intergovernmental revenues include fire inspection dues, federal innovative community policing grants, as well as various other miscellaneous items. Trends have been generally consistent over the years for this source of revenue.

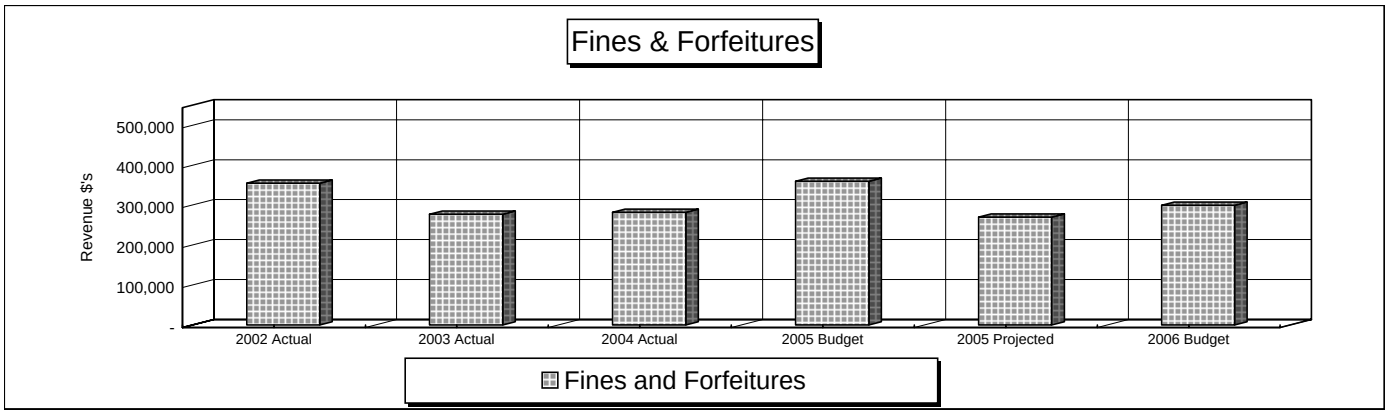
CITY OF APPLETON 2006 BUDGET
GENERAL FUND REVENUES

Licenses and Permits	2002 Actual	2003 Actual	2004 Actual	2005 Budget	2005 Projected	2006 Budget	% Change
Licenses	387,590	341,282	404,823	308,350	308,350	340,692	10.49%
Permits	496,410	516,143	450,408	510,150	510,150	489,150	-4.12%
Total Licenses and Permits	**884,000**	**857,425**	**855,231**	**818,500**	**818,500**	**829,842**	**1.39%**



Licenses and permits are required for the privilege to carry on a business or trade within the City that is regulated by ordinance and are renewed on an annual basis. The payment of all personal property taxes, room taxes, special assessments and other amounts due to the City imposed pursuant to Code, in addition to all forfeitures or judgments resulting from conviction for violation of any City ordinance is required prior to the granting of such license or permit. The volume of licenses and permits granted by the City has been relatively steady in recent years. The 2004 budget included an increase in the building permit fee to the average of those of the surrounding communities but actual revenue received declined due to a sluggish economy.

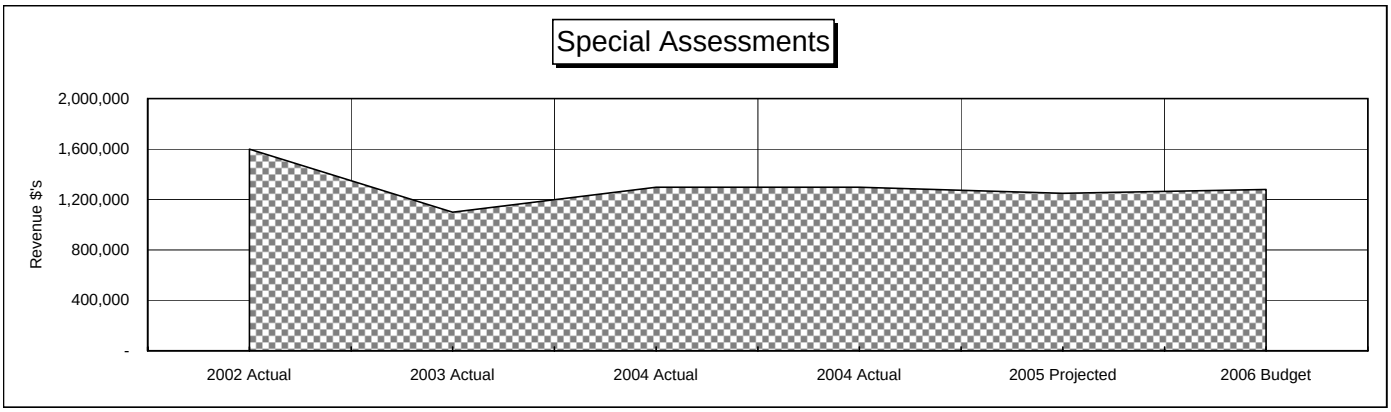
	2002 Actual	2003 Actual	2004 Actual	2005 Budget	2005 Projected	2006 Budget	% Change
Fines and Forfeitures	355,125	277,692	281,958	360,000	270,000	300,000	11.11%



Fines and forfeitures are collected for City ordinance violations, traffic citations, and other misdemeanors covered by City Code and State Statute. Since 2001, there has been a significant decline in the number of such cases being processed by the county courts due to the courts' other caseload. This has resulted in fewer fines being assessed and a consequent decline in fines and forfeitures as a source of revenue.

CITY OF APPLETON 2006 BUDGET
GENERAL FUND REVENUES

	2002 Actual	2003 Actual	2004 Actual	2005 Budget	2005 Projected	2006 Budget	% Change
Special Assessments	1,599,912	1,097,997	1,295,953	1,410,900	1,250,000	1,280,000	2.40%



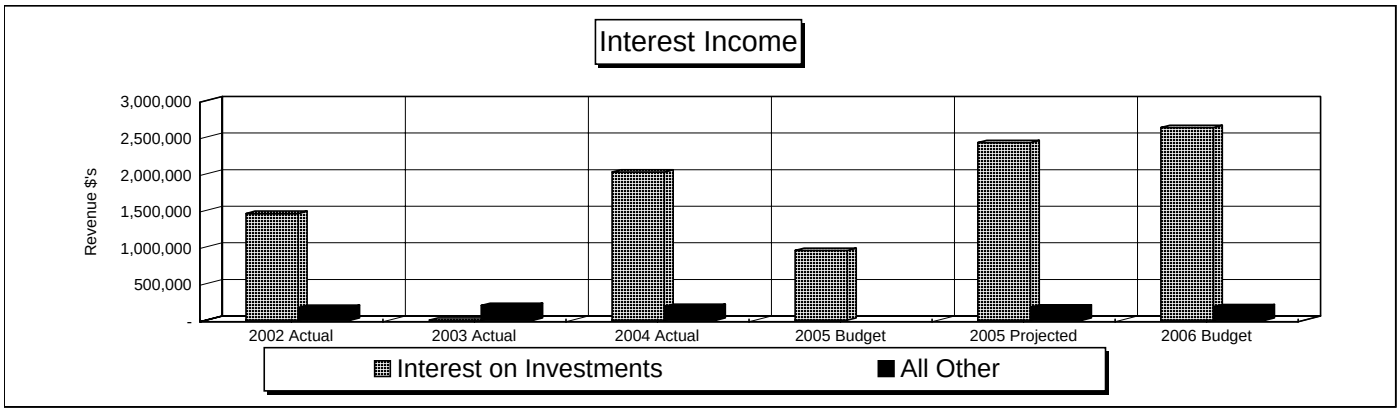
The City levies special assessments on property benefited by the construction and installation of public improvements. Revenue varies based on the payment options selected by property owners and the amount of infrastructure budgeted and completed in a given year. The options for payment are:

If the assessment is $500 or less, it must be paid in one installment.

If the assessment is over $500, it may be paid in one installment or in five equal installments.

Deferred payments bear an interest rate of 9% per year on the unpaid balance.

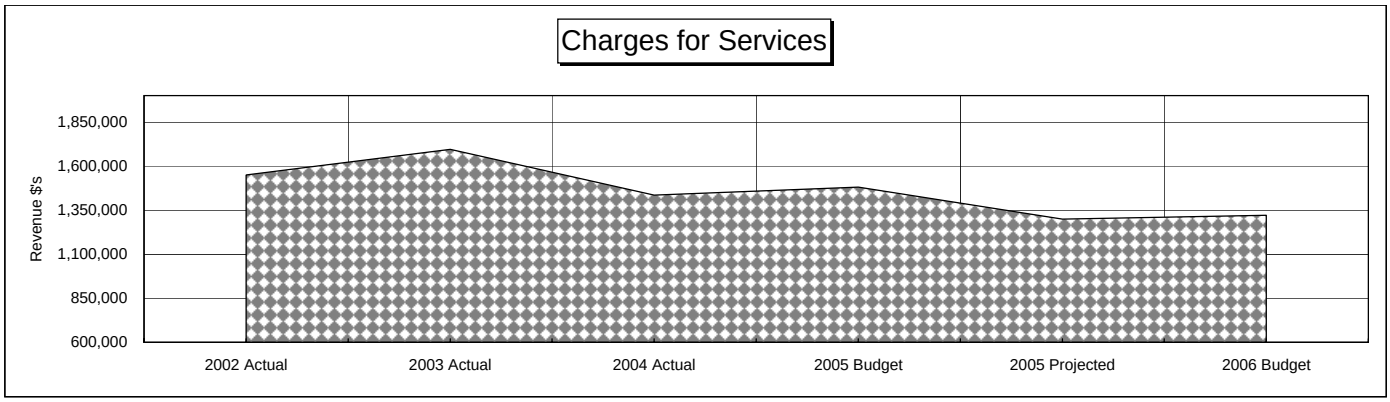
Interest Income	2002 Actual	2003 Actual	2004 Actual	2005 Budget	2005 Projected	2006 Budget	% Change
Interest on Investments	1,456,283	(228,517)	2,021,817	952,000	2,425,000	2,628,397	8.39%
Interest on Delinquent Tax	75,362	90,861	86,007	85,000	85,000	87,000	2.35%
Interest - Deferred Specials	95,658	109,489	99,813	90,000	90,000	95,000	5.56%
Total Interest Income	**1,627,303**	**(28,167)**	**2,207,637**	**1,127,000**	**2,600,000**	**2,810,397**	**8.09%**



This revenue source reflects interest earned on public funds being held until distributed to other taxing authorities as well as funds held until expended by the City. Two factors which determine investment income are interest rates and the cash balances available for investment. Actual interest earned in 2003 was more than offset by unrealized losses on investments that were not allocated to the other funds but posted exclusively to the General Fund. Starting in 2004, we have begun allocating the unrealized losses or gains along with actual interest received, based on cash balances available in funds on a monthly basis. Returns on short term investments are beginning to recover in 2005. A large portion of the interest income in 2004 - 2006 relates to Tax Incremental District # 1 paying deferred interest on previous advances with now available increment.

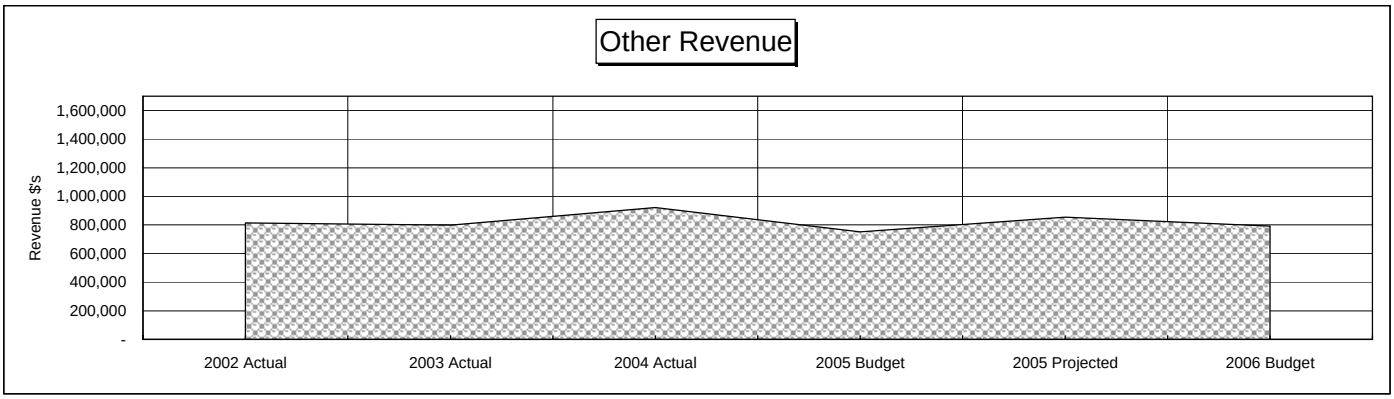
CITY OF APPLETON 2006 BUDGET
GENERAL FUND REVENUES

	2002 Actual	2003 Actual	2004 Actual	2005 Budget	2005 Projected	2006 Budget	% Change
Charges for Services	1,550,236	1,694,585	1,434,721	1,480,410	1,300,000	1,320,880	1.61%



User charges are established where the service is being provided for the specific benefit of the person charged, rather than to the general public. User charges are paid by all users including non-residents and those exempt from property taxes. Fees include swimming pool and recreation program fees, school district payments for police liaison officers, charges for street repairs following utility excavations, etc.

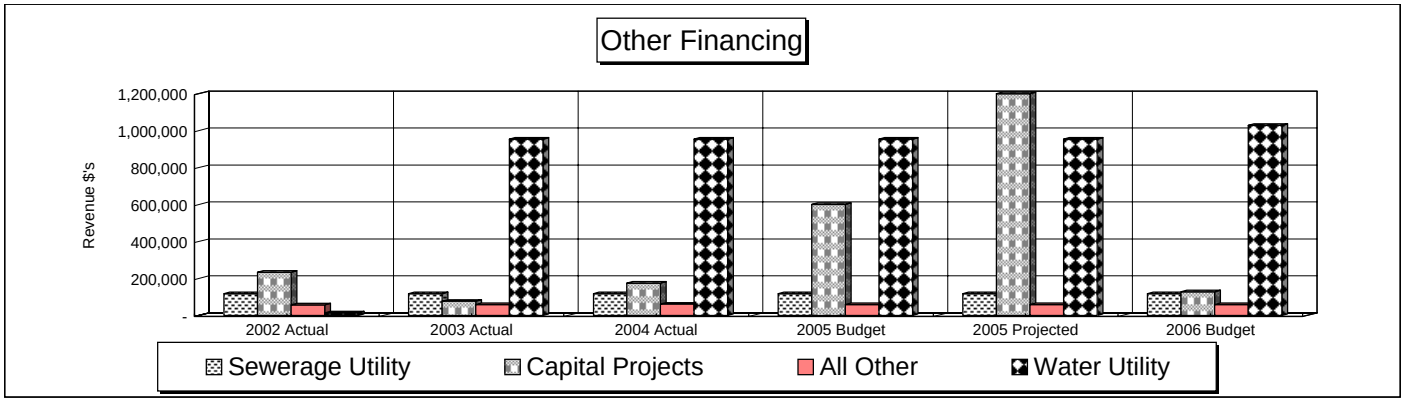
Other Revenue	2002 Actual	2003 Actual	2004 Actual	2005 Budget	2005 Projected	2006 Budget	% Change
Sales of City Property	-	47,952	283,947	19,000	45,914	26,000	-43.37%
Other Revenue	813,435	797,895	921,882	752,143	854,000	792,439	-7.21%
	813,435	**845,847**	**1,205,829**	**771,143**	**899,914**	**818,439**	**-9.05%**



Other revenue includes fees, commissions, damage to City property and other reimbursements.

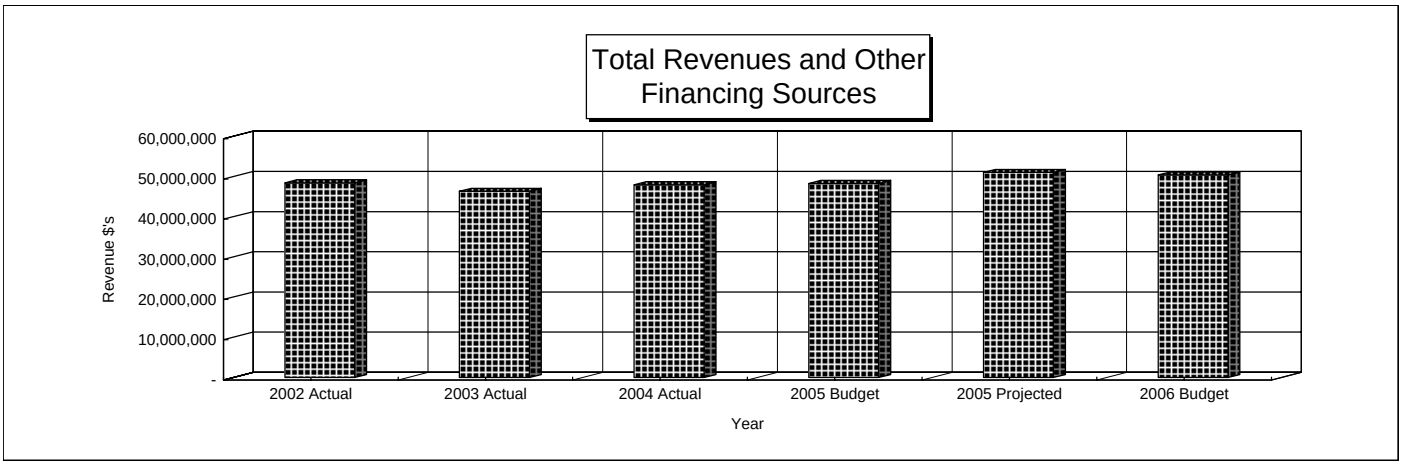
CITY OF APPLETON 2006 BUDGET
GENERAL FUND REVENUES

Other Financing Sources	2002 Actual	2003 Actual	2004 Actual	2005 Budget	2005 Projected	2006 Budget	% Change
Water Utility	13,800	954,528	954,528	954,528	954,528	1,028,364	7.74%
Golf Course Fund	17,900	17,900	17,900	17,900	17,900	17,900	0.00%
Sewerage Utility	117,450	117,450	117,450	117,450	117,450	117,450	0.00%
Parking Utility	9,300	9,300	9,300	9,300	9,300	9,300	0.00%
Stormwater Utility	12,500	12,500	12,500	12,500	12,500	12,500	0.00%
Special Revenue	16,842	18,670	21,480	18,390	18,390	19,000	3.32%
Capital Projects	233,200	76,885	174,298	601,208	2,172,651	128,021	-94.11%
Total Other Financing Sources	**420,992**	**1,207,233**	**1,307,456**	**1,731,276**	**3,302,719**	**1,332,535**	**-59.65%**



Charges for administrative expenditures (centrally budgeted services such as personnel, accounting and information services) incurred by the City on behalf of all funds are recovered by the General Fund through this charge. Beginning with 2003 and the adoption of Governmental Accounting Standards Board Statement # 34 (GASB 34), the transfer from the Water Utility includes the Payment in Lieu of Tax. The increase in capital projects is due to the sale of Lot 30 in the Northeast Industrial Park to Gateway of Appleton, LLC allowing the fund to pay back all general fund assistance received for debt service in earlier years.

	2002 Actual	2003 Actual	2004 Actual	2005 Budget	2005 Projected	2006 Budget	% Change
Total Revenues and Other Financing Sources	**48,492,108**	**46,361,721**	**48,022,750**	**48,306,853**	**51,088,667**	**50,423,952**	**-1.30%**



CITY OF APPLETON 2006 BUDGET

MAYOR'S OFFICE

Mayor: Timothy M. Hanna

CITY OF APPLETON 2006 BUDGET
OFFICE OF THE MAYOR

MISSION STATEMENT

In order to maintain a safe, vibrant city with a high quality of life and so that the community thrives with a strong tax base of housing, neighborhoods, commercial, and industrial sectors, the Mayor's Office will provide vision, leadership, and coordination of city services as well as aggressively implementing a comprehensive strategic economic plan for the benefit of all current and future citizens of Appleton.

DISCUSSION OF SIGNIFICANT 2005 EVENTS

In 2005, the Mayor and City staff continued to research and implement ways to respond to increasing administrative costs (such as health care) and to prepare for potential decreases in shared revenue from the state in 2006. Much of the department directors' time was spent on working with staff to find more efficient ways to offer quality services to our constituents. In addition, the directors continued to foster opportunities for collaboration with other governments (specifically Outagamie County), school districts, non-profit organizations and other entities to maximize resources throughout our community. The City also added a new position, the Director of Facilities and Construction, to maximize the life span of both facilities and equipment, and strategically manage new construction to make the most of the City's investments.

On a statewide level, the Mayor continued to work with lobby groups and legislators from Madison to represent Appleton's best interest.

On a local level, the City continued to be proactive in riverfront development through the Riverfront Action Committee. In addition, City staff continued to work with developers to grow our downtown business district. To further enhance service to our customers, City directors also revisited our internal processes to determine how to make working with the City even more streamlined and customer-friendly, without compromising the standards the City has adopted to follow. The Mayor continually worked with businesses and local government leaders on regional economic development issues as well.

CITY OF APPLETON 2006 BUDGET
OFFICE OF THE MAYOR

MAJOR 2006 OBJECTIVES

Work with department heads to prepare the Executive Budget and implement the vision outlined by the City's policy makers

Provide quality, conscientious constituent services

Work with other local, county, state, and federal entities to support and protect the City's interests in the lawmaking and regulatory processes

Continue to meet the needs of a growing diverse population and further awareness and understanding of those needs

Improve the environment in Appleton to promote business and industry and attract investment

Promote Appleton's interest through active participation on various boards, committees, and organizations

Continue to build relationships between City staff and Council members

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2003	2004	Adopted 2005	Amended 2005	2006	Change *
Program Revenues		$ 7,525	$ 7,500	$ -	$ -	$ -	N/A
10510	Administration	115,004	83,995	166,589	166,589	187,336	12.45%
10520	Citizen Outreach	164,498	103,005	96,088	96,088	95,283	-0.84%
10530	Intergovernmental	37,635	36,439	35,583	35,583	35,794	0.59%
TOTAL		$ 317,137	$ 223,439	$ 298,260	$ 298,260	$ 318,413	6.76%
Expenses Comprised Of:							
Personnel		237,031	174,755	252,544	252,544	275,220	8.98%
Administrative Expense		37,978	22,528	24,571	24,571	23,497	-4.37%
Supplies & Materials		24,552	9,109	9,945	9,945	8,732	-12.20%
Purchased Services		16,352	15,823	10,040	10,040	10,040	0.00%
Utilities		1,224	1,224	1,160	1,160	924	-20.34%
Repair & Maintenance		-	-	-	-	-	N/A
Capital Expenditures		-	-	-	-	-	N/A
Full Time Equivalent Staff:							
Personnel allocated to programs		3.00	2.00	3.00	3.00	3.00	

** % change from prior year adopted budget*

CITY OF APPLETON 2006 BUDGET

OFFICE OF THE MAYOR

Administration **Business Unit 10510**

PROGRAM MISSION

The Mayor's Office will coordinate the day-to-day operation of the City and pursue initiatives to ensure accountable, affordable, and accessible government.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategies # 1: "…encourage open and productive working relationships.", # 2: "…recognize and celebrate individuals, teams and departments for their accomplishments….", and # 5: " Encourage an open and collaborative annual budgeting process …".

Objectives:

Prepare the 2006 Executive Budget and Capital Improvement Plan
Promote interdepartmental communication which includes having more staff involved in "big picture" budget development
Evaluate the performance of department heads according to criteria outlined in the City's compensation plan
Communicate with the Common Council regarding City operations and issues brought before them
Work with committee chairs to communicate issues and successes, and bring department budget priorities and considerations to committees early for information
Bring emerging issues and updates to committees of jurisdiction
Involve Council President in building Council relationships

Major Program Changes:

This budget includes funding ($86,000 - salaries, $20,857 - fringes) for a Construction Manager position. This position was originally added to the 2005 budget by Council action in 2004. The position has remained vacant the first half of 2005 while the Mayor and staff have researched and formalized job duties and compiled a job description. Advertising and interviews for the position occurred in August/September. As of this writing, an offer has been extended to a potential candidate to fill this position.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Minimize tax levy impact					
% change in levy	2.1%	0.4%	5.1%	5.1%	2.8%
Average % change in City mill rate	-8.2%	-1.6%	1.1%	1.1%	2.1%
Strategic Outcomes					
Maximize non-residential tax base					
Commercial/industrial tax base; % of total	24.0%	24.7%	25.4%	25.4%	26.5%
Work Process Outputs					
% of staff and Council involved in scheduled public budget meetings	New measure →		100%	100%	100%
# of departmental orientations for new Alderpersons	New measure →		20	32	16

CITY OF APPLETON 2006 BUDGET
OFFICE OF THE MAYOR

Administration **Business Unit 10510**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
5010 Misc Revenue - Nontax	$ 25		$ -	$ -	$ -
Total Revenue	$ 25	$ -	$ -	$ -	$ -
Expenses					
6101 Regular Salaries	$ 79,207	$ 56,507	$ 115,374	$ 115,374	$ 139,831
6105 Overtime	48	114	-	-	-
6150 Fringes	31,926	23,739	45,582	45,582	42,133
6201 Training\Conferences	124	117	2,000	2,000	2,000
6206 Parking Permits	972	612	612	612	636
6301 Office Supplies	358	771	700	700	700
6302 Subscriptions	216	200	416	416	416
6316 Miscellaneous Supplies	152	-	-	-	-
6320 Printing & Reproduction	778	711	745	745	696
6413 Utilities	1,223	1,224	1,160	1,160	924
Total Expense	$ 115,004	$ 83,995	$ 166,589	$ 166,589	$ 187,336

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2006 BUDGET

OFFICE OF THE MAYOR

Citizen Outreach **Business Unit 10520**

PROGRAM MISSION

In order to connect citizens with local government, we will respond to specific requests and disseminate accurate information about city services to all citizens.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 4: "… a government that informs its citizens and encourages active and positive participation in support of the community."

Objectives:

Provide courteous service and timely, accurate information to citizens who contact the Mayor's Office
Represent the City at community events including charity dinners, service organization meetings, school events, ground breakings, ribbon cuttings, and convention openings
Publish informative and well-written editions of AppleSource, the City's official newsletter
Continue the use of open hours and implement other initiatives to provide easier public access to City government
Conduct educational sessions with high school and middle school students and youth organizations
Communicate current issues to citizens through the City's website

Major Program Changes:

No major changes.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Timely, accurate responses to requests for information					
% of phone & e-mail inquiries answered within 48 hours	95%	95%	95%	95%	95%
% of letters replied to within seven working days	95%	90%	90%	90%	90%
Strategic Outcomes					
Citizens have access to current City information					
# of visits to City of Appleton internet website	450,000	640,000	1,000,000	1,000,000	1,000,000
Work Process Outputs					
Publish City newsletter	4	2	2	2	2
# of formal open hours	9	9	10	10	12
# of meetings with high school and middle school students	8	9	7	11	9

CITY OF APPLETON 2006 BUDGET
OFFICE OF THE MAYOR

Citizen Outreach **Business Unit 10520**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
5020 Donations & Memorials	$ 7,500	$ 7,500	$ -	$ -	$ -
Total Revenue	$ 7,500	$ 7,500	$ -	$ -	$ -
Expenses					
6101 Regular Salaries	$ 69,943	$ 47,136	$ 46,888	$ 46,888	$ 47,914
6105 Overtime	82	22	-	-	-
6150 Fringes	30,076	22,486	20,460	20,460	20,743
6201 Training\Conferences	94	21	-	-	-
6301 Office Supplies	-	-	150	150	150
6304 Postage/Freight	23,797	8,302	9,100	9,100	8,400
6305 Awards & Recognition	250	250	250	250	-
6307 Food & Provisions	282	-	-	-	-
6316 Miscellaneous Supplies	506	436	-	-	-
6320 Printing & Reproduction	23,116	7,962	9,200	9,200	8,036
6404 Consulting Services	-	567	-	-	-
6599 Other Contracts/Obligations	16,352	15,823	10,040	10,040	10,040
Total Expense	$ 164,498	$ 103,005	$ 96,088	$ 96,088	$ 95,283

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Other Contracts/Obligations

Parades/bands	
Memorial Day	$ 5,020
Flag Day	5,020
	$ 10,040

CITY OF APPLETON 2006 BUDGET

OFFICE OF THE MAYOR

Intergovernmental **Business Unit 10530**

PROGRAM MISSION

To maintain and further develop constructive (positive) relationships with other public and private entities in an effort to ensure that the best interests of the citizens of the City of Appleton are represented.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 4: "… pursue regional cooperation of services…".

Objectives:

Monitor and influence state and federal legislative and regulatory processes that could affect the City
Actively participate in the Wisconsin Alliance of Cities, League of Wisconsin Municipalities, East Central Wisconsin Regional Planning Commission and other organizations
Maintain lines of communication with state and federal representatives to discuss any pending state or federal legislation that could impact Appleton along with seeking any assistance from them that may help the city achieve its goals
Meet with County Executives of Winnebago and Outagamie Counties along with the Supervisors that represent Appleton in the Calumet County Board to identify, discuss and implement joint initiatives
Develop strategy for regional discussions

Major Program Changes:

No major changes.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Appleton represented at State level					
# of State level meetings in which Appleton representatives participate directly	42	19	12	12	12
Strategic Outcomes					
# of collaborations with other entities:					
Other governments	N/A	30	30	39	32
School districts	N/A	19	12	12	12
Non-profit organizations	N/A	8	5	5	5
Other	N/A	6	5	5	5
Work Process Outputs					
# of meetings with other units of government	6/mo.	6/mo.	6/mo.	8/mo.	7/mo.

CITY OF APPLETON 2006 BUDGET
OFFICE OF THE MAYOR

Intergovernmental **Business Unit 10530**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Expenses					
6101 Regular Salaries	$ 18,640	$ 17,515	$ 17,653	$ 17,653	$ 17,929
6105 Overtime	7	2	-	-	-
6150 Fringes	7,103	7,234	6,587	6,587	6,670
6201 Training\Conferences	680	483	350	350	350
6301 Office Supplies	-	-	50	50	50
6303 Memberships & Licenses	11,205	11,205	10,943	10,943	10,795
Total Expense	$ 37,635	$ 36,439	$ 35,583	$ 35,583	$ 35,794

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Memberships & Licenses	
Wisconsin Alliance of Cities	$ 10,471
Fox Cities Chamber of Commerce	324
	$ 10,795

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CITY OF APPLETON 2006 BUDGET

COMMON COUNCIL

Council President: Edward S. Baranowski

CITY OF APPLETON 2006 BUDGET
COMMON COUNCIL

MISSION STATEMENT

Appleton City government exists to provide quality services responsive to the needs of the community.

MAJOR 2006 OBJECTIVES

Link to City Goals:

Implements Key Strategies # 2: "….pursue regional cooperation of services…" and # 6: "Work to continuously improve the efficiency and effectiveness of City services…"

Objectives:

The legislative powers of the City are vested in the Council with the responsibility of establishing policy, adopting an annual budget and service plan and carrying out the duties defined by State Statutes and City Ordinances.

Communicate thoughts, ideas, and information needs concerning City plans and procedures to the Mayor and staff

Provide constituent services

Communicate with constituents via televised Council proceedings

Participate in exercise(s) to improve Council relations among Council and with staff

Identify and participate in internal and external training opportunities

Major Program Changes:

No major changes.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Work Process Outputs					
Percent of alderpersons attending at least 80% of Common Council and assigned committee meetings	100%	87%	100%	87%	100%
Overall average attendance	93%	91%	95%	93%	95%

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2003	2004	Adopted 2005	Amended 2005	2006	Change *
Program Revenues		$ -	$ -	$ -	$ -	$ -	N/A
Program Expenses							
10000	Common Council	125,040	127,982	125,954	125,954	126,310	0.28%
TOTAL		$ 125,040	$ 127,982	$ 125,954	$ 125,954	$ 126,310	0.28%
Expenses Comprised Of:							
Personnel		96,561	97,870	97,072	97,072	97,143	0.07%
Administrative Expense		12,239	12,499	12,682	12,682	12,867	1.46%
Supplies & Materials		960	958	900	900	1,000	11.11%
Purchased Services		15,280	16,655	15,300	15,300	15,300	0.00%
Utilities		-	-	-	-	-	N/A
Repair & Maintenance		-	-	-	-	-	N/A
Capital Improvements		-	-	-	-	-	N/A
Capital Expenditures		-	-	-	-	-	N/A
Council Members:							
# of Council Members		18.00	16.00	16.00	16.00	16.00	

** % change from prior year adopted budget*

CITY OF APPLETON 2006 BUDGET
COMMON COUNCIL

Common Council **Business Unit 10000**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Expenses					
6101 Regular Salaries	$ 89,702	$ 90,920	$ 90,176	$ 90,176	$ 90,240
6150 Fringes	6,859	6,950	6,896	6,896	6,903
6201 Training\Conferences	130	284	350	350	350
6303 Memberships & Licenses	11,858	11,745	11,982	11,982	12,067
6305 Awards & Recognition	89	259	100	100	200
6307 Food & Provisions	162	211	250	250	250
6316 Miscellaneous Supplies	291	34	-	-	100
6320 Printing & Reproduction	669	924	900	900	900
6599 Other Contracts/Obligations	15,280	16,655	15,300	15,300	15,300
Total Expense	$ 125,040	$ 127,982	$ 125,954	$ 125,954	$ 126,310

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Memberships & licenses

League of Wisconsin Municipalities membership	$ 12,067
	$ 12,067

Other Contracts & Obligations

UW Center Fox Valley taping of Council meetings	$ 15,300
	$ 15,300

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CITY OF APPLETON 2006 BUDGET

FINANCE DEPARTMENT

Finance Director: Lisa A. Maertz, CPA, CPFO

Deputy Finance Director: Anthony D. Saucerman, CPA

CITY OF APPLETON 2006 BUDGET
FINANCE DEPARTMENT

MISSION STATEMENT

For the benefit of all City departments, the Common Council, and the Mayor, in order to assist them in meeting program delivery objectives, assure compliance with government policies, and safeguard the assets of the City, we will provide financial management, billing, and collection services.

DISCUSSION OF SIGNIFICANT 2005 EVENTS

The City received an unqualified opinion on it's 2004 financial audit, single audit and Tax Incremental District (TID) # 3 and TID #6 30% program audits. Staff did an excellent job preparing for the audits putting in many additional hours.

In the purchasing area, we implemented a city-wide first aid supply contract resulting in standardization and cost savings. We also assumed purchasing responsibility for Finance Department forms from Technology Services with initial orders showing substantial price reductions. We also began to participate in cooperative purchasing contracts related to office and electric supplies that will result in considerable savings and rebate opportunities. The Procurement Policy, especially regarding surplus disposition, was revised and approved.

Performance measure audits are being completed with suggestions for improvements reported back to departments and copied to the Mayor. We have kept close watch on the state budget process analyzing impacts for the City as we prepare our 2006 Budget.

Other items include the close out of the payroll bank account (since mid-January all payroll payments are made either by direct deposit or automated wire transfers). We have also worked on some automation of manual processes including the transfer of employee's deferred compensation information to the third party vendor, Wisconsin Retirement System (WRS) extranet program for changes to employee data, and the transfer of property tax payment information to Outagamie County through dedicated lines rather than exchange of tapes.

We have completed the remodel of our office area by giving space to Human Resources to accommodate requirements for a private office to comply with the Health Insurance Portability and Accountability Act (HIPAA) regulations. Through this process, we also took the opportunity to improve the layout of our office to improve customer service response.

Primary Concentration for Remainder of Year:

Implement electronic payment options for City services. We have initiated contact with an internet payment provider to begin internet payment options to the City's website.

Continue implementation of purchasing procedures and policies and identification of areas where cost savings can be achieved

Train staff and continue to focus on technology improvements that will allow the Department to meet the demands of a growing City as efficiently as possible

Complete the Investment and Budget Policies

CITY OF APPLETON 2006 BUDGET
FINANCE DEPARTMENT

MAJOR 2006 OBJECTIVES

Maintain a sound credit rating in the financial community and assure taxpayers that the City is well managed by using prudent financial management practices and maintaining a sound fiscal condition

Accurately record financial transactions and provide centralized accounting services to City departments in order to verify their public purpose and compliance with the various sections of the ordinances and budget

Provide knowledgeable, courteous customer service to all individuals who contact the department with questions and/or concerns

Consider expansion of electronic payment options for City services

Continue development of performance based budgeting and provide education and support for departments

Implement the Accounts Receivable JDEdwards package with assistance from Technology Services regarding any connections to AS 400 systems

Continue implementation of purchasing procedures and policies and identification of areas where cost savings can be achieved

Train staff and continue to focus on technology improvements that will allow the Department to meet the demands of a growing City as efficiently as possible

Promote a department working environment conducive to employee productivity, growth and retention

Provide opportunities for staff to cross-train in various positions in the department

DEPARTMENT BUDGET SUMMARY

		Actual		Budget			%
Unit	**Title**	**2003**	**2003**	**Adopted 2005**	**Amended 2005**	**2006**	**Change ***
Program Revenues		$ 6,650	$ 4,569	$ 6,000	$ 6,000	$ 6,000	0.00%
Program Expenses							
11510	Administration	129,611	122,004	121,477	121,477	128,045	5.41%
11520	Billing & Collection Svc	96,906	93,858	94,106	94,106	92,195	-2.03%
11530	Support Services	616,840	602,838	616,633	616,633	645,864	4.74%
TOTAL		$ 843,357	$ 818,700	$ 832,216	$ 832,216	$ 866,104	4.07%
Expenses Comprised Of:							
Personnel		679,431	694,058	682,337	682,337	717,469	5.15%
Administrative Expense		28,370	27,752	29,005	29,005	28,200	-2.78%
Supplies & Materials		11,241	9,621	18,132	18,132	13,175	-27.34%
Purchased Services		114,290	78,702	93,455	93,455	101,815	8.95%
Utilities		5,310	4,805	5,550	5,550	3,585	-35.41%
Repair & Maintenance		4,715	3,762	3,737	3,737	1,860	-50.23%
Capital Expenditures		-	-	-	-	-	N/A
Full Time Equivalent Staff:							
Personnel allocated to programs		10.63	9.75	9.75	9.75	9.87	

** % change from prior year adopted budget*

CITY OF APPLETON 2006 BUDGET
FINANCE DEPARTMENT

Administration **Business Unit 11510**

PROGRAM MISSION

We will provide training and supervision to the Finance Department in order to provide for the overall direction, coordination and support of the activities of Finance staff.

PROGRAM NARRATIVE

Link to City Strategic Plan:

Implements Key Strategies #3: "Train, develop, and support our human resources…" and # 4: "…encourage open and productive working relationships."

Objectives:

Provide cost-effective administrative management to support the activities of the Finance Department

Provide education and training opportunities for our employees to promote personal and professional growth and development

Initiate systematic changes by examining existing procedures and technology needs

Provide support and accountability towards our department vision statement, "The Finance Department will provide excellent service in a helpful, courteous and professional manner. We will do our work and interact with each other in a way that demonstrates a positive attitude, respect, mutual support, enthusiasm, and a sense of fun."

Major Program Changes:

An increase in salaries and benefits will result from the administration of electronic payment options. An offsetting decrease will result in the customer service area due to a decrease in the number of transactions that will be manually processed.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Trained staff					
% of staff adequately trained	100%	98%	100%	100%	100%
Strategic Outcomes					
Improved program performance					
# of recommendations implemented	10	9	10	10	10
Work Process Outputs					
Training conducted					
Hours of training per employee	21	19	20	20	20
Procedures manuals updated					
% of manuals rated current	80%	70%	100%	80%	100%

CITY OF APPLETON 2006 BUDGET
FINANCE DEPARTMENT

Administration **Business Unit 11510**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4705 General Interest	$ 901	$ 1	$ -	$ -	$ -
4801 Charges for Serv.- Nontax	3,870	4,891	4,000	4,000	4,000
5010 Misc Revenue - Nontax	2,045	13	2,000	2,000	2,000
5011 Misc Revenue - Tax	120	-	-	-	-
5085 Cash Short or Over	(286)	(336)	-	-	-
Total Revenue	$ 6,650	$ 4,569	$ 6,000	$ 6,000	$ 6,000
Expenditures					
6101 Regular Salaries	$ 78,954	$ 71,347	$ 70,061	$ 70,061	$ 74,828
6105 Overtime	233	-	-	-	-
6150 Fringes	30,133	28,244	26,846	26,846	31,907
6201 Training\Conferences	6,075	8,943	9,200	9,200	9,200
6202 Local Auto Expense	108	-	-	-	-
6206 Parking Permits	792	207	820	820	325
6301 Office Supplies	1,451	1,554	1,940	1,940	1,675
6302 Subscriptions	200	-	250	250	100
6303 Memberships & Licenses	1,910	1,320	1,910	1,910	1,450
6304 Postage\Freight	136	183	-	-	200
6305 Awards & Recognition	-	105	225	225	225
6307 Food & Provisions	3	35	-	-	-
6315 Books & Library Materials	620	341	250	250	250
6316 Miscellaneous Supplies		16			
6320 Printing & Reproduction	3,570	4,742	3,725	3,725	3,800
6327 Miscellaneous Equipment	117	162	700	700	500
6413 Utilities	5,309	4,805	5,550	5,550	3,585
Total Expense	$ 129,611	$ 122,004	$ 121,477	$ 121,477	$ 128,045

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2006 BUDGET

FINANCE DEPARTMENT

Billing & Collection Services **Business Unit 11520**

PROGRAM MISSION

For the benefit of all City departments and various other government entities, in order to collect all revenues authorized by policy in support of program delivery objectives, we will provide centralized billing, collection, and information services.

PROGRAM NARRATIVE

Link to City Strategic Plan:

Implements Key Strategies # 2: "… pursue regional cooperation of services…" and #6: "… work to continuously improve the efficiency and effectiveness of City services...."

Objectives:

Provide an efficient, centralized collection location for convenient payment of all City-generated billings via mail, drive through, night deposit, or walk ins by:

Improving cash receipting speed and accuracy with formalized procedures and improved systems
Investigating debit, credit card and internet payment options

Provide a favorable impression of the City since we are a primary contact for the general public by:

Maintaining a working knowledge of all City departments
Updating the general information guide to direct and inform customers

Provide professional and courteous service

Maintain parking ticket records and issue reminder and state suspension notices to ensure the proper amount is billed

Major Program Changes:

The decrease in salaries and benefits is due to the implementation of electronic payment options that result in a decrease of the number of transactions that will be processed manually. There is an increase in the administration business unit for providing this service.

The 2005 Budget included funds for additional staff hours for tax collection during peak times. It was assumed that the individual who was laid off in 2004 would be interested in this work. This person had declined thus resulting in hiring of temporary help instead. The 2006 Budget reflects this change.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Accurate, understandable statements					
Billing adjustments required	1,624	1,383	1,100	1,300	1,100
Strategic Outcomes					
Asset safeguarding					
Receivables/Receivables Aging					
% current	63%	67%	67%	70%	65%
Service turnoffs	55	62	60	70	60
Work Process Outputs					
Financial transaction processing					
Receipts posted	197,302	205,873	190,000	200,000	190,000
Information response					
% staff trained in customer svc.	100%	100%	100%	100%	100%

CITY OF APPLETON 2006 BUDGET
FINANCE DEPARTMENT
Billing & Collection Services **Business Unit 11520**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Expenditures					
6101 Regular Salaries	$ 57,017	$ 47,588	$ 51,568	$ 51,568	$ 49,885
6105 Overtime	534	1,337	4,789	4,789	2,500
6150 Fringes	22,530	29,223	22,225	22,225	21,723
6201 Training\Conferences	-	-	-	-	-
6206 Parking Permits	1,612	1,612	1,612	1,612	1,612
6301 Office Supplies	7	-	-	-	-
6304 Postage\Freight	10,911	10,172	9,885	9,885	10,200
6316 Miscellaneous Supplies	-		-	-	-
6320 Printing & Reproduction	1,614	469	1,500	1,500	2,475
6327 Miscellaneous Equipment	870	232	650	650	500
6411 Temporary Help	-	1,170	-	-	1,200
6418 Equip Repairs & Maint	1,811	2,043	1,877	1,877	2,100
6431 Interpreter Services	-	12	-	-	-
Total Expense	$ 96,906	$ 93,858	$ 94,106	$ 94,106	$ 92,195

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Postage

Real estate tax bills	$ 8,400
Central Delivery charges	1,800
	$ 10,200

CITY OF APPLETON 2006 BUDGET
FINANCE DEPARTMENT

Support Services **Business Unit 11530**

PROGRAM MISSION

We will provide financial services and support to all City departments in order to assist them in meeting program delivery objectives, assure compliance with government policies, and safeguard the assets of the City.

PROGRAM NARRATIVE

Link to City Strategic Plan:

Implements Key Strategies # 1: " ...evaluate and determine city-wide priorities…", # 2: "… pursue regional cooperation of services…", # 5: "… work to improve influence over statutory and regulatory processes.", and #6: "… work to continuously improve the efficiency and effectiveness of City services....".

Objectives:

Serve as the collection point for all payroll data and process the City's payroll and complete related reports to ensure compliance with the City personnel policy and government regulations

Produce timely payments to employees and vendors for contracted obligations to maintain a high level of credibility

Account for real and personal property taxes in a timely and efficient manner at the least possible cost thus accumulating funds for providing maximum services to the public

Provide administration of the City's accounts receivable and collection functions (NSF, small claims, special assessments)

Provide accurate service invoices for the City and produce reminder notices for delinquent accounts to sustain an adequate cash flow

Provide financial reporting and coordinate the annual City audit

Actively identify and pursue local and regional cooperative purchasing opportunities

Major Program Changes:

The decrease in the audit fees is due to the allocation of fees to other City funds. In total, the audit fees remain stable except for pricing increases reflecting inflationary adjustments and costs of complying with new regulations. However, since more audit time was spent on non-general fund activities, more audit fees were allocated out. In 2004, the preliminary work for the 2004 audit was completed and paid for in December of 2003, thus fewer costs were recorded in 2004.

The decrease in printing and reproduction is due to price savings as a result of the Purchasing Manager taking over ordering of forms. There is also an available inventory of some specific forms that will not need to be ordered in 2006.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Accurate and timely financial statements					
% months closed within 10 work days	90%	92%	100%	90%	100%
# of items received after cutoff	3	2	3	3	3
Strategic Outcomes					
Financial integrity of programs maintained					
# of auditor's compliance issues	0	1	0	0	0
Asset/resource safeguarding					
bond rating	Aa1	Aa1	Aa1	Aa1	Aa1
Work Process Outputs					
Financial transaction processing					
Avg. # journal entries made monthly	239	288	225	250	250
Avg. # of A/P checks issued monthly	1,172	1,022	1,000	1,000	975

CITY OF APPLETON 2006 BUDGET
FINANCE DEPARTMENT

Support Services **Business Unit 11530**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Expenditures					
6101 Regular Salaries	$ 338,214	$ 349,972	$ 348,209	$ 348,209	$ 374,141
6105 Overtime	1,280	1,261	2,059	2,059	2,500
6150 Fringes	150,537	165,086	156,580	156,580	159,985
6201 Training\Conferences	2,002	132	-	-	-
6206 Parking Permits	2,713	2,713	2,713	2,713	2,713
6301 Office Supplies	-	-	-	-	-
6303 Memberships & Licenses	-	325	-	-	-
6305 Awards & Recognition	450	450	450	450	500
6316 Miscellaneous Supplies	639	614	650	650	675
6320 Printing & Reproduction	3,606	2,250	10,007	10,007	4,325
6327 Miscellaneous Equipment	205	796	650	650	650
6401 Accounting/Audit	20,955	9,384	24,655	24,655	19,865
6403 Bank Services	89,804	67,720	64,944	64,944	76,000
6412 Advertising	506	338	580	580	550
6418 Equip Repairs & Maint	2,904	1,719	1,860	1,860	1,860
6599 Other Contracts/Obligations	3,025	78	3,276	3,276	2,100
Total Expense	$ 616,840	$ 602,838	$ 616,633	$ 616,633	$ 645,864

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Accounting/Audit

Annual financial audit	$ 19,000
Special accounting research	865
	$ 19,865

Bank Services

Banking fees	$ 12,000
Investment fees	64,000
	$ 76,000

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CITY OF APPLETON 2006 BUDGET
UNCLASSIFIED CITY HALL

DISCUSSION OF SIGNIFICANT 2005 EVENTS

These programs are comprised of a variety of activities not specifically under the jurisdiction of a single department. The Finance Department is responsible for submitting this budget.

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2003	2004	Adopted 2005	Amended 2005	2006	Change *
Program Revenues		$ 19,321,730	$ 20,654,304	$ 19,578,068	$ 19,578,068	$ 21,033,588	7.43%
Program Expenses							
12020	Reserves & Conting.	75,000	-	749,706	1,337,127	1,226,200	63.56%
12030	City Center	479,524	356,903	601,662	601,662	343,508	-42.91%
12050	Miscellaneous	532,286	522,135	637,885	637,885	693,853	8.77%
12060	Transfers Out	1,348,160	1,659,232	576,574	618,875	601,482	4.32%
TOTAL		$ 2,434,970	$ 2,538,270	$ 2,565,827	$ 3,195,549	$ 2,865,043	11.66%
Expenses Comprised Of:							
Personnel		152,677	142,996	314,523	314,523	359,523	14.31%
Administrative Expense		1,850,374	2,158,646	1,849,142	2,478,864	2,349,686	27.07%
Supplies & Materials		245	449	-	-	-	N/A
Purchased Services		103,713	39,955	500	500	13,386	2577.20%
Utilities		424	412	500	500	358	-28.40%
Repair & Maintenance		288,327	154,635	401,162	401,162	125,150	-68.80%
Capital Expenditures		39,210	41,177	-	-	16,940	N/A

** % change from prior year adopted budget*

CITY OF APPLETON 2006 BUDGET
UNCLASSIFIED CITY HALL

Reserves and Contingencies **Business Unit 12020**

PROGRAM MISSION

For the benefit of General Fund departments, to provide operational flexibility and to ensure accurate budgeting, this program provides funding for emergencies, other unforeseen expenditures, and settlement of labor contracts and non-represented compensation plan performance increases.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 6: "Work to continuously improve the efficiency and effectiveness of City services…"

Objectives:

This program includes two types of reserves; a wage reserve and a reserve for contingencies.

The wage reserve is a reserve for unsettled labor contracts and the non-represented compensation plan performance increases. It is distributed to the various general fund departments as those contractual obligations become known.

The reserve for contingencies is a reserve for unforeseen emergencies or opportunities that occur throughout the year. If approved by the Finance Committee and two-thirds of the Common Council, the funds are transferred to the requesting department's operating budget. Currently, the contingency balance is $476,457. This balance was carried over from prior years per the annual budget reappropriation request approved by Council in March of 2005.

Major Program Changes:

Salary adjustments to be covered from the wage reserve are General Fund non-represented staff cost of living adjustments (COLA), performance adjustments for 2006 and any adjustments related to the formation of the Community Development Department.

Due to the devastation caused by the hurricanes in the southern part of the country, and the effect the rebuilding efforts will have on fuel and energy prices nationwide, this budget includes a contingency increase for fuel and utility increases above the original amounts proposed in the individual budgets. The original projections for these costs included only an increase for inflation.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Provide funding for emergencies or opportunities					
# of cases funded	0	0	0	0	0
Strategic Outcomes					
Provide flexibility					
Contingency funds available	$ 474,070	$ 476,457	$ 476,457	$ 476,457	$ 1,053,857
Contingency funds expended	$ 0	$ 0	$ 0	$ 0	$ 0

CITY OF APPLETON 2006 BUDGET
UNCLASSIFIED CITY HALL

Reserves and Contingencies **Business Unit 12020**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Expenses					
6599 Other Contracts/Obligations	$ 75,000	$ -	$ -	$ -	$ -
6640 Reserve for Contingencies	-	-	-	476,457	577,400
6641 Wage Reserve	-	-	749,706	860,670	648,800
	$ 75,000	$ -	$ 749,706	$ 1,337,127	$ 1,226,200

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Reserve for Contingencies	
Fuel contingency	$ 125,600
Public Works construction contingency	200,000
Utilities contingency	251,800
	$ 577,400
Wage Reserve	
Cost of living increases and performance adjustments for non-represented staff	$ 527,000
Health insurance	100,000
Wage adjustments related to the formation of the Community Development Department	21,800
	$ 648,800

CITY OF APPLETON 2006 BUDGET
UNCLASSIFIED CITY HALL

City Center **Business Unit 12030**

PROGRAM MISSION

For the benefit of General Fund departments, in order to provide an adequate amount of functional work space, this program will provide for various facilities expenses.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 6: "Work to continuously improve the efficiency and effectiveness of City services…"

Objectives:

To provide for the condominium dues, capital replacement needs, preventive and corrective maintenance and cleaning of the 1st, 5th and 6th floors of City Center and the area beneath the Avenue Ramp.

Major Program Changes:

This budget reflects a change in allocating corrective and preventive maintenance charges from Central Building Maintenance (CBM). Maintenance expense will now be charged directly to individual departments rather than being allocated entirely to this budget (decrease of $291,012).

The increase in lease expense ($15,000) is due to an increase in the condominium dues paid to the condominium association for City Hall. There has not been a rate change since 2001. Rising utility costs are the driving force behind the increase.

With the elimination of a Maintenance Specialist position in CBM, the City Hall HVAC and lighting systems will be maintained by staff of Pfefferle Management who perform these functions for the condominium. Economies are realized since the staff is already located in the building. They will also open City Hall each day as part of the condominium charges.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Adequate products are supplied to facilities					
# of unexpected deliveries	0	2	0	1	0
Provide scheduled meeting room setups in a timely and reliable manner					
# of room setups scheduled	New measure	→	→	→	212
% of room setups completed on time	New measure	→	→	→	100%
Strategic Outcomes					
Provision of custodial services with minimal disruption to client services					
# of complaints addressed	2	1	0	1	0

CITY OF APPLETON 2006 BUDGET
UNCLASSIFIED CITY HALL

City Center **Business Unit 12030**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Expenses					
6306 Building Maint./Janitorial	$ -	$ 9,716	$ 10,000	$ 10,000	$ 10,000
6413 Utilities	424	412	500	500	358
6414 Janitorial Service	-	82,507	85,150	85,150	85,150
6416 Building Repairs & Maint.	-	-	-	-	15,000
6420 CBM charges	288,327	72,128	316,012	316,012	25,000
6502 Leases	190,773	192,140	190,000	190,000	208,000
	$ 479,524	$ 356,903	$ 601,662	$ 601,662	$ 343,508

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Building Maint./Janitorial

Various supplies for cleaning and maintenance of City Hall	$ 10,000
	$ 10,000

Janitorial Service

Contracted janitorial service for City Hall	$ 85,150
	$ 85,150

Building Repairs & Maint.

HVAC maintenance	$ 5,500
Lighting maintenance	9,500
	$ 15,000

CBM charges

City Hall special projects - Community Development Dept.	$ 10,000
Corrective/preventive Maintenance	15,000
	$ 25,000

Leases

City Hall condominium dues	$ 208,000
	$ 208,000

CITY OF APPLETON 2006 BUDGET
UNCLASSIFIED CITY HALL

Miscellaneous **Business Unit 12050**

PROGRAM MISSION

For the benefit of current and former staff of General Fund departments, this program provides for a variety of miscellaneous expenses.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 6: "Work to continuously improve the efficiency and effectiveness of City services…"

Objectives:

The following expenditures are provided for by this program:

	2005	2006
Special Assessments for General Fund Properties	-	16,940
Tax Adjustments	5,000	5,000
Employee Recognition	1,150	1,150
Retirees	240,000	285,000
Fire and Police Pension (old plan)	74,523	74,523
Insurance	316,712	297,854
Town of Freedom - Property annexation	-	12,500
Town of Buchanon - Property annexation	-	386
Miscellaneous	500	500
Total	$ 637,885	$ 693,853

Major Program Changes:

In 2005, we revised the way retiree's contributions to the Post Employment Benefit Plan (PEHP) for accumulated sick leave is recorded. This was previously expensed to the health insurance account. To more accurately reflect our health care costs for any single year, this payout has been reclassified as a retiree expense.

The special assessments are for the Northside Development park related to the Apple Creek Estates first addition from the Subdivision Fund.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Retiree (Police and Fire) pension benefits					
# of retirees in Fire and Police pension plan (old plan)	13	11	11	11	11
# of retirees	9	17	12	12	12
Average payout*	$ 16,801	$ 18,777	$ 20,000	$ 24,400	$ 23,750

* Includes retiree's contribution to the PEHP plan

CITY OF APPLETON 2006 BUDGET
UNCLASSIFIED CITY HALL

Miscellaneous **Business Unit 12050**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4110 Property Taxes	$ 21,952,494	$ 22,174,113	$ 23,626,615	$ 23,626,615	$ 24,630,020
4130 Pmt in Lieu of Taxes	413,316	422,463	415,500	415,500	448,800
4220 State Shared Revenues	12,620,442	11,441,055	11,440,184	11,440,184	11,443,527
4221 State Tax Disparity Act	1,409,174	1,341,138	1,303,330	1,303,330	1,367,529
4222 Highway Aids - Con. Streets	222,067	219,417	215,338	215,338	215,000
4223 State Aid - Local Streets	2,520,747	2,577,182	2,470,640	2,470,640	2,470,000
4224 Miscellaneous State Aid	12,177	12,546	12,000	12,000	10,000
4227 State Aid - Computers	294,321	276,578	275,000	275,000	344,000
4405 Trailer Parking	14,418	13,317	15,000	15,000	14,000
4611 Service Connections	13,958	-	-	-	-
4614 Miscellaneous Specials	26,099	33,973	20,000	20,000	-
4705 General Interest	51,711	1,649,606	52,000	52,000	1,828,397
4710 Interest on Investments	251,139	809,436	900,000	900,000	800,000
4711 Amortization of Investment	-	(335,867)	-	-	-
4712 Accretion on Investments	-	(50,512)	-	-	-
4715 Gain on Sale of Investments	63,944	(8,570)	-	-	-
4716 Unrealized Gains/Losses	(596,212)	(42,278)	-	-	-
4720 Interest on Delinquent Taxes	90,861	86,007	85,000	85,000	87,000
4730 Interest - Deferred Specials	109,489	99,813	90,000	90,000	95,000
5001 Fees & Commissions	406,033	422,235	425,000	425,000	440,000
5002 Zoning & Subdivision Fee	30	40	-	-	-
5003 Property Inquiry Fees	102,112	114,192	110,000	110,000	110,000
5004 Sale of City Prop - NonTax	14,334	242,437	8,000	8,000	15,000
5005 Sale of City Prop - Tax	10,869	6,595	8,000	8,000	8,000
5007 Exempt Property Fee	-	840	-	-	-
5010 Misc Revenue	4,898	3,993	-	-	3,000
5015 Rental of City Property	22,200	5,800	1,800	1,800	1,800
5030 Damage to City Property	500	-	-	-	-
5035 Other Reimbursements	17,879	5,412	-	-	-
5045 Reimb from Prior Yr. Exp.	17,990	-	-	-	-
5922 Trans In - Special Revenue	18,671	21,480	18,390	18,390	19,000
5924 Trans In - Capital Projects	76,885	174,298	601,208	601,208	128,021
5925 Trans In - Wastewater	117,450	117,450	117,450	117,450	117,450
5926 Trans In - Water Utility	954,528	954,528	954,528	954,528	1,028,364
5927 Trans In - Parking Utility	9,300	9,300	9,300	9,300	9,300
5928 Trans In - Golf Course	17,900	17,900	17,900	17,900	17,900
5933 Trans In - Stormwater	12,500	12,500	12,500	12,500	12,500
	$ 41,274,224	$ 42,828,417	$ 43,204,683	$ 43,204,683	$ 45,663,608
Expenses					
6111 Severance Pay for Retirees	$ 47,932	$ 60,540	$ 172,000	$ 172,000	$ 275,000
6150 Fringes	18,373	6,129	68,000	68,000	10,000
6152 Retirement	86,372	76,327	74,523	74,523	74,523
6305 Awards & Recognition	5,038	-	1,150	1,150	1,150
6316 Miscellaneous Supplies	245	449	-	-	-
6501 Insurance	291,000	300,900	316,712	316,712	297,854
6599 Other Contracts/Obligations	28,713	39,955	500	500	13,386
6602 Tax Refunds	-	515	5,000	5,000	5,000
6604 Miscellaneous Expense	166	166	-	-	-
6609 Tax Adjustments	11,797	(3,442)	-	-	-
6610 Bus Token Program	535	-	-	-	-
6623 Uncollectible Accounts	2,943	(580)	-	-	-
6650 Discounts Available	(38)	(1)	-	-	-
6809 Infrastructure Construction	39,210	41,177	-	-	16,940
	$ 532,286	$ 522,135	$ 637,885	$ 637,885	$ 693,853

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Infrastructure Construction	
Asphalt special assessments	$ 16,940
	$ 16,940

CITY OF APPLETON 2006 BUDGET
UNCLASSIFIED CITY HALL

Transfers Out **Business Unit 12060**

PROGRAM MISSION

For the benefit of people with limited transportation options so that they can contribute to the community and improve their quality of life, this program provides for the City's local share of Valley Transit expenses.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 2: "… pursue regional cooperation of services …"

Objectives:

Provide for the City's local share of Valley Transit

Major Program Changes:

No major changes.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Support public transit					
Local share of Valley Transit	$ 457,080	$ 562,840	$ 618,875	$ 618,875	$ 601,482
Safe, reliable, convenient service					
% on-time performance	89%	92%	90%	94%	90%
Strategic Outcomes					
Cost effective service delivery					
Cost per trip	$ 4.15	$ 4.42	$ 4.51	$ 4.50	$ 4.59
Work Process Outputs					
Service Provided					
Trips taken	909,197	937,410	934,000	965,532	950,534

CITY OF APPLETON 2006 BUDGET
UNCLASSIFIED CITY HALL

Transfers Out **Business Unit 12060**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Expenses					
7913 Trans Out - Debt Service	$ -	$ -	$ -	$ -	$ -
7914 Trans Out - Capital Projects	891,080	1,096,392	-	-	-
7920 Trans Out - Valley Transit	457,080	562,840	576,574	618,875	601,482
	$ 1,348,160	$ 1,659,232	$ 576,574	$ 618,875	$ 601,482

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Transfers out - Valley Transit	
Appleton local share of Valley Transit operating budget	$ 601,482
	$ 601,482

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CITY OF APPLETON 2006 BUDGET
SPECIAL REVENUE FUNDS

NOTES

CITY OF APPLETON 2006 BUDGET
SPECIAL REVENUE FUNDS

Room Tax Administration **Business Unit 2600**

PROGRAM MISSION

For the benefit of the Fox Cities Convention and Visitors Bureau (FCCVB) and the Fox Cities Performing Arts Center (PAC), in order to provide support for the activities of the convention bureau and the retirement of PAC debt, we will collect and remit the proceeds of the room tax.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 4: "…pursue regional cooperation of services..."

Objectives:

The purpose of this fund is to account for receipt of room tax proceeds and the corresponding transfers to the Performing Arts Center, the Convention and Visitors Bureau, and the General Fund for administrative costs.

Starting in October 2001, the hotels have remitted the room tax related to the Performing Arts Center directly to Associated Trust. This change was made pursuant to the terms of the bond resolution. Associated Trust in turn remits the 5% administrative fee to the City.

Major program changes:

No major changes

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Timely remission of proceeds					
# quarters settled within 10 work days of hotels' due date	4	4	4	4	4
Strategic Outcomes					
Support $ provided by room tax					
FCCVB	$ 171,139	$ 217,863	$ 174,700	$ 174,700	$ 181,000
PAC debt retirement	$ 117,383	$ 136,569	$ 117,000	$ 117,000	$ 121,200
PAC Operating Fund	$ 57,703	$ 67,378	$ 57,700	$ 57,700	$ 59,800
Work Process Outputs					
# of quarterly settlement checks issued	4	4	4	4	4

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2003	2004	Adopted 2005	Amended 2005	2006	Change *
Program Revenues		$ 189,152	$ 240,793	$ 193,090	$ 193,090	$ 200,000	3.58%
Program Expenses		$ 189,810	$ 239,343	$ 193,090	$ 193,090	$ 200,000	3.58%
Expenses Comprised Of:							
Personnel		-	-	-	-	-	N/A
Administrative Expense		189,810	239,343	193,090	193,090	200,000	3.58%
Supplies & Materials		-	-	-	-	-	N/A
Purchased Services		-	-	-	-	-	N/A
Utilities		-	-	-	-	-	N/A
Repair & Maintenance		-	-	-	-	-	N/A
Capital Expenditures		-	-	-	-	-	N/A

CITY OF APPLETON 2006 BUDGET
SPECIAL REVENUE FUNDS

Room Tax Administration **Business Unit 2600**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4140 Room Taxes	$ 189,152	$ 240,793	$ 193,090	$ 193,090	$ 200,000
Total Revenue	$ 189,152	$ 240,793	$ 193,090	$ 193,090	$ 200,000
Expenses					
6606 Room Tax	$ 171,139	$ 217,863	$ 174,700	$ 174,700	$ 181,000
7911 Trans Out - General Fund	18,671	21,480	18,390	18,390	19,000
Total Expense	$ 189,810	$ 239,343	$ 193,090	$ 193,090	$ 200,000

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2006 BUDGET
ROOM TAX ADMINISTRATION FUND
SOURCES AND USES OF FUNDS

	2003 Actual	2004 Actual	2005 Budget	2005 Projected	2006 Budget
Revenues					
Property Taxes	$ -		$ -	$ -	$ -
Other	189,152	240,793	193,090	193,090	200,000
Total Revenues	189,152	240,793	193,090	193,090	200,000
Expenses					
Program Costs	171,139	217,863	174,700	174,700	181,000
Total Expenses	171,139	217,863	174,700	174,700	181,000
Revenues over (under) Expenses	18,013	22,930	18,390	18,390	19,000
Other Financing Sources (Uses)					
Operating Transfers Out - Other Funds	(18,671)	(21,480)	(18,390)	(18,390)	(19,000)
Total Other Financing Sources (Uses)	(18,671)	(21,480)	(18,390)	(18,390)	(19,000)
Net Change in Equity	(658)	1,450	-	-	-
Fund Balance - Beginning	4,922	4,264	5,714	5,714	5,714
Fund Balance - Ending	$ 4,264	$ 5,714	$ 5,714	$ 5,714	$ 5,714

CITY OF APPLETON 2006 BUDGET
CAPITAL PROJECTS FUNDS

NOTES

CITY OF APPLETON 2006 BUDGET
CAPITAL PROJECTS FUNDS

City Center **Business Unit 4030**

MAJOR 2006 OBJECTIVES

This fund provides for capital improvements to the City Center facility.

Further descriptions of projects to be funded from this fund can be found in the Capital Projects section of the budget, as follows:

Project	Amount	Page
Drive-up Window Tube System Replacement	$ 25,000	Projects, Pg. 647
Voting equipment	188,336	Projects, Pg. 646
	$ 213,336	

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2003	2004	Adopted 2005	Amended 2005	2006	Change *
Program Revenues		$ -	$ -	$ -	$ -	$ 86,400	N/A
Program Expenses		$ -	$ -	$ -	$ -	$ 213,336	N/A
Expenses Comprised Of:							
Personnel		-	-	-	-	-	N/A
Administrative Expense		-	-	-	-	-	N/A
Supplies & Materials		-	-	-	-	-	N/A
Purchased Services		-	-	-	-	-	N/A
Utilities		-	-	-	-	-	N/A
Repair & Maintenance		-	-	-	-	-	N/A
Capital Expenditures		-	-	-	-	213,336	N/A

** % change from prior year adopted budget*

CITY OF APPLETON 2006 BUDGET
CAPITAL PROJECTS FUNDS

City Center **Business Unit 4030**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4224 Misc. State Aids	$ -	$ -	$ -	$ -	$ 86,400
5910 Proceeds of Long-term Debt	-	-	-	-	126,936
Total Revenue	$ -	$ -	$ -	$ -	$ 213,336
Expenses					
6804 Equipment	$ -	$ -	$ -	$ -	$ 213,336
7911 Trans Out - General Fund	-	-	-	-	-
7915 Trans Out - Enterprise	-	-	-	-	-
Total Expense	$ -	$ -	$ -	$ -	$ 213,336

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Equipment	
Drive-up window pneumatic tube system replacement	$ 25,000
Voting equipment	188,336
	$ 213,336

CITY OF APPLETON 2006 BUDGET
CITY CENTER
Schedule of Revenues, Expenditures and Changes in Fund Balance (Deficit)

	2003 Actual	2004 Actual	2005 Budget	2005 Projected	2006 Budget
Revenues					
Property Taxes	$ -	$ -	$ -	$ -	$ -
Interest Income	-		-	-	-
Other	-	-	-	-	86,400
Total Revenues	-	-	-	-	86,400
Expenses					
Program Costs	-		-	-	213,336
Total Expenses	-	-	-	-	213,336
Revenues over (under) Expenses	-	-	-	-	(126,936)
Other Financing Sources (Uses)					
Proceeds of G.O. Debt	-		-	-	126,936
Operating Transfers In	-		-	-	-
Operating Transfers Out	-		-	-	-
Sale of City Property	-	-	-	-	-
Total Other Financing Sources (Uses)	-	-	-	-	126,936
Net Change in Equity	-	-	-	-	-
Fund Balance - Beginning	-	-	-	-	-
Residual Equity Transfers Out	-	-	-	-	-
Fund Balance - Ending	$ -	$ -	$ -	$ -	$ -

CITY OF APPLETON 2006 BUDGET

CITY CLERK

City Clerk: Cynthia I. Hesse

Deputy City Clerk: Mary E. Wendell

CITY OF APPLETON 2006 BUDGET
CITY CLERK

MISSION STATEMENT

The Appleton City Clerk's Office maintains and provides accurate information, quality services and assistance to the public, elected officials and City departments relative to the functions of government in a courteous and timely manner.

DISCUSSION OF SIGNIFICANT 2005 EVENTS

Designed a Special Event Manual which was adapted for the city web site providing more detailed information on special events requirements and provided easier access to all other department licenses and permits involved in special event licensing.

Created and implemented a process to utilize templates for Council agendas and reports which assisted all departments in the preparation of these documents and provided for uniform documents to the Council and citizens.

Continued to seek ways to best utilize mailing of documents and materials. While the number of mail pieces has continually been growing, we have managed to keep postage costs within budget parameters.

Increased the fee for Special Events licensing to help cover the staff processing costs associated with this license.

Eliminated the licensing of Massage Establishments in the city.

Administered two elections and provided all the required training of the election workers.

Worked closely with the State SVRS (State-wide Voter Registration System) team to convert all our voter registration records to the state system.

Processed the petition for direct legislation filed in January, certified to its sufficiency and prepared the necessary documents and information for the question regarding a smoke-free workplace which was placed on the April ballot.

Updated the City Clerk web page with additional election and license information.

Used internet for reporting of April election results allowing for immediate results to be displayed when the returns were delivered to City Hall.

Implemented the County-wide process for ballots, coding and publications. Coordination and cooperation with the county has realized considerable savings in publication costs, ballot printing and ballot coding charges.

The 5th annual citizen information class will be scheduled for this fall.

CITY OF APPLETON 2006 BUDGET
CITY CLERK

MAJOR 2006 OBJECTIVES

Administer four elections in 2006; the February 21 Spring Primary, April 4 Spring Election, September 12 Partisan Primary and the November 7 General Election.

Implement all HAVA (Help America Vote Act) election regulations, including the implementation of ADA (Americans with Disabilities Act) adaptable voting equipment and the state-wide voter registration system.

Purchase HAVA certified election equipment and provide training and education to the election officials and the citizens of Appleton on this equipment.

Continue to seek ways to provide information in the most efficient manner to citizens, staff and Council members. This will be accomplished through proper use of the website and electronic document management.

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2003	2004	Adopted 2005	Amended 2005	2006	Change *
Program Revenues		$ 200,276	$ 252,179	$ 166,550	$ 166,550	$ 164,000	-1.53%
Program Expenses							
11010	Administration	111,185	108,676	106,366	106,366	106,762	0.37%
11020	Recordkeeping	87,972	85,682	96,762	98,562	89,389	-7.62%
11030	Licensing	51,009	135,678	52,235	52,235	54,463	4.27%
11040	Elections	110,415	220,452	127,904	126,104	152,979	19.60%
11050	Mail/Copy Services	182,189	178,643	200,799	200,799	201,369	0.28%
TOTAL		$ 542,770	$ 729,131	$ 584,066	$ 584,066	$ 604,962	3.58%
Expenses Comprised Of:							
Personnel		324,777	419,093	346,223	346,223	395,918	14.35%
Administrative Expense		153,332	220,641	166,030	166,030	161,995	-2.43%
Supplies & Materials		46,621	48,411	46,350	46,350	33,450	-27.83%
Purchased Services		15,013	30,425	19,750	19,750	9,550	-51.65%
Utilities		2,000	1,929	2,200	2,200	1,434	-34.82%
Repair & Maintenance		1,027	8,632	3,513	3,513	2,615	-25.56%
Capital Expenditures		-	-	-	-	-	N/A
Full Time Equivalent Staff:							
Personnel allocated to programs		5.00	5.00	5.00	5.00	5.00	

** % change from prior year adopted budget*

CITY OF APPLETON 2006 BUDGET

CITY CLERK

Administration **Business Unit 11010**

PROGRAM MISSION

For the benefit of the citizens of Appleton, we will provide guidance, training and development to the City Clerk's Department employees keeping them well informed while increasing their potential and job satisfaction.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 3: "Train, develop, and support our human resources…"

Objectives:

Administer cost effective management of department activities
Encourage employees to attend training in personal and professional development
Continue to review all department functions and strive for maximum efficiency utilizing up to date technologies
Plan, prepare and monitor operational budgets
Review all existing policies and processes and develop and implement new procedures when deemed necessary
Administer the Board of Review
Hold weekly staff meetings with department staff
Continue involvement with State and national organizations associated with the professionalism of the Municipal Clerk
Insure safety and safe working conditions for employees of the City Clerk's Office and City Hall employees
Provide customer service to both internal and external customers at a level of acceptable or higher.

Major Program Changes:

Training for all employees is included in the Administration budget.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Satisfaction of service provided					
Positive survey response	98%	93%	100%	95%	100%
Strategic Outcomes					
Prompt service					
% of customers surveyed rating service acceptable or better	98%	90%	100%	95%	100%
Work Process Outputs					
Staff training					
# of hours of staff training	185	127	200	150	150

CITY OF APPLETON 2006 BUDGET
CITY CLERK

Administration **Business Unit 11010**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4801 Charges for Serv.- Nontax	$ 21	$ 943	$ -	$ -	$ 200
Total Revenue	$ 21	$ 943	$ -	$ -	$ 200
Expenses					
6101 Regular Salaries	$ 69,272	$ 70,136	$ 70,609	$ 70,609	$ 71,663
6108 Part-Time	150	-	-	-	-
6150 Fringes	26,208	29,079	26,413	26,413	26,715
6201 Training\Conferences	4,223	3,329	2,500	2,500	3,300
6202 Local Auto Expense	423	-	-	-	-
6204 Tuition Fees	307	-	350	350	350
6206 Parking Permits	1,636	1,861	2,040	2,040	1,680
6301 Office Supplies	1,296	744	1,000	1,000	1,000
6302 Subscriptions	573	397	200	200	200
6303 Memberships & Licenses	885	720	345	345	345
6305 Awards & Recognition	1,634	-	75	75	75
6316 Miscellaneous Supplies	114	106	200	200	-
6320 Printing & Reproduction	-	-	200	200	-
6328 Signs	278	91	-	-	-
6411 Temporary Help	1,952	-	-	-	-
6413 Utilities	2,000	1,929	2,200	2,200	1,434
6418 Equip Repairs & Maint	234	284	234	234	-
Total Expense	$ 111,185	$ 108,676	$ 106,366	$ 106,366	$ 106,762

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2006 BUDGET
CITY CLERK

Recordkeeping **Business Unit 11020**

PROGRAM MISSION

In order to meet legal requirements and to provide a history of the City to the Common Council, City departments and the public, we will provide timely filing, maintenance and retrieval of all official City documents and provide support services.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 1: "…evaluate and determine city-wide priorities.", Key Strategy #4: "…encourage open and productive working relationships", and Key Strategy #6: "Work to continuously improve the efficiency and effectiveness of City services....."

Objectives:

Respond to all document requests in the most reasonable time period possible
Maintain the City web page with current and accurate information
Develop new web pages for the City Clerk's Office
Maintain the disaster recovery program for records
Perform data entry and coordination of records, utilizing the document management system
Retain all documents as set forth by retention periods set by state law, and extend the retention period for some City projects to maintain a history of the project
Continue to develop the uses of the document management system and continue the evaluation for the potential of electronic distribution of documents to the members of the Common Council.

Major Program Changes:

Electronic information distribution is being utilized and has reduced the need for paper copies of many of our documents. One area that has seen a great reduction is the request for the Official City Directory, therefore to eliminate the waste of excess directories I have reduced the number of directories to be printed with a budget reduction of $2,100.

Reduced the advertising budget by $8,000. The last three years have shown a decrease in actual costs.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Retrieval of information					
% same day responses	94%	90%	90%	90%	90%
1 week retrieval for detailed requests	6%	10%	10%	10%	10%
Strategic Outcomes					
Legal requirements are met					
# of legal challenges sustained	0	0	0	0	0
Work Process Outputs					
# hrs maintaining records	1,658	1,512	1,450	1,470	1,450
# of requests for information	289	253	200	175	200
# of publication notices	493	427	500	400	450
# of ordinances	229	179	200	150	175

CITY OF APPLETON 2006 BUDGET
CITY CLERK

Recordkeeping **Business Unit 11020**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Expenses					
6101 Regular Salaries	$ 38,573	$ 39,881	$ 39,866	$ 39,866	$ 42,258
6150 Fringes	18,995	21,958	20,246	20,246	20,781
6201 Training\Conferences	109	-	200	200	-
6301 Office Supplies	4,677	943	2,000	2,000	2,000
6320 Printing & Reproduction	3,552	3,712	3,700	3,700	1,600
6402 Legal Fees	198	380	400	400	400
6404 Consulting Services	-	-	-	1,800	-
6408 Contractor Fees	150	160	350	350	350
6412 Advertising	21,677	18,568	30,000	30,000	22,000
6418 Equip Repairs & Maintenance	41	80	-	-	-
Total Expense	$ 87,972	$ 85,682	$ 96,762	$ 98,562	$ 89,389

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Advertising

Required legal publications	$ 22,000
	$ 22,000

CITY OF APPLETON 2006 BUDGET

CITY CLERK

Licensing **Business Unit 11030**

PROGRAM MISSION

In order to ensure a safe, healthy and accepting environment for our community, we will process all applications and issue all approved licenses and permits in a timely manner to individuals and organizations.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 1: "…evaluate and determine city-wide priorities…", Key Strategy #5: "…work to improve influence over statutory and regulatory processes.", and Key Strategy #6: "Work to continuously improve the efficiency and effectiveness of City services…."

Objectives:

Answer all inquiries, both telephone and in person, related to license issues
Provide prompt turnaround time from the initial application to final Council approval
Maintain accurate data files on all applications and licenses issued
Further enhance the monitoring and maintenance of license data files
Ensure all renewal applications are processed by timelines established by State law or department policies
Generate more communication with applicants on pending license approvals
Work with Technology Services to develop software to track, organize, and produce licenses issued by the City Clerk

Major Program Changes:

Elimination of massage establishment license was approved in April 2005 reducing revenue for this license in the amount of $3,000.
The adoption of the Smoke Free Workplace ordinance has impacted the number of cigarette licenses applied for, and thereby reducing the revenue by approximately $2,500 for these licenses.
The Special Event license fee was increased to $125 to cover the cost of staff evaluations. This will increase the revenue by $7,800 for this type of license.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Prompt application processing					
% processed on same day	100%	100%	100%	100%	100%
% issued within 90 days of application	100%	100%	100%	100%	100%
Strategic Outcomes					
Statutory and Ordinance compliance of all licenses issued					
# of legal challenges	0	0	0	0	0
Work Process Outputs					
License applications processed					
# of beer/liquor licenses issued	193	176	175	180	180
# of operator licenses issued	875	932	800	800	800
# of general licenses issued	815	583	550	575	550

CITY OF APPLETON 2006 BUDGET
CITY CLERK

Licensing **Business Unit 11030**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4301 Amusements	$ 7,955	$ 9,665	$ 8,000	$ 8,000	$ 10,000
4303 Cigarette	10,820	10,240	10,000	10,000	7,500
4306 Liquor	86,667	133,850	60,000	60,000	60,000
4307 Operators	55,570	57,505	50,000	50,000	55,000
4309 Sundry	3,964	4,212	5,000	5,000	5,000
4313 Special Events	1,665	1,950	1,200	1,200	9,750
4314 Massage Establishment	2,705	3,165	2,500	2,500	-
4316 Second Hand/Pawnbroker	2,540	2,490	2,000	2,000	2,300
4317 Commercial Solicitation	4,725	3,785	4,000	4,000	4,000
4318 Christmas Tree	405	450	400	400	400
4319 Street & Sidewalk Cement	555	595	500	500	500
4320 Taxi Cab/Limousine	1,710	1,530	1,500	1,500	1,500
4321 Taxi Driver	1,470	1,750	1,500	1,500	1,700
4322 Special "B" Beer License	890	900	500	500	800
4323 Escort Service	900	500	-	-	-
4324 Street Vendor	-	-	-	-	250
4411 Sundry Permits	220	250	200	200	200
5010 Misc. Revenue - Nontax	4,480	4,760	3,500	3,500	4,200
Total Revenue	$ 187,241	$ 237,597	$ 150,800	$ 150,800	$ 163,100
Expenses					
6101 Regular Salaries	$ 27,391	$ 29,299	$ 30,350	$ 30,350	$ 31,593
6105 Overtime	14	690	500	500	500
6150 Fringes	16,875	20,035	18,685	18,685	18,870
6201 Training\Conferences	149	-	200	200	-
6301 Office Supplies	2,410	1,489	500	500	500
6320 Printing & Reproduction	4,170	2,105	2,000	2,000	2,500
6599 Other Contracts/Obligations	-	2,060	-	-	500
6630 Other Grant Payments	-	80,000	-	-	-
Total Expense	$ 51,009	$ 135,678	$ 52,235	$ 52,235	$ 54,463

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2006 BUDGET

CITY CLERK

Elections **Business Unit 11040**

PROGRAM MISSION

For the benefit of the community, in order to ensure effective democratic decision-making and to maintain all election data and to respond to information requests, we will administer elections as required.

PROGRAM NARRATIVE

Link to City Goals:

This program links to all the key strategies of the 2004 - 2005 Strategic Plan.

Objectives:

Register all qualified electors
Ensure a sufficient quantity of ballots at each election so every citizen has the opportunity to cast a ballot
Maintain accurate files of all voters who cast a ballot in the City of Appleton
Keep a history of all election information
Keep up to date on all election law changes
Provide training to all election officials prior to every election, educating them on the specific regulations and differences associated with each election
Provide information and guidelines on nomination papers and the election process to all local candidates

Major Program Changes:

Four elections to be held in 2006.

Through coordination with the County Clerk, ballot preparations and publications are being handled on a county-wide process allowing for considerable costs savings in the amount of ballots costs, coding charges, and publication fees. The City will no longer receive Intergovernmental Revenue from counties and school districts for election costs.

Chief election inspectors trained in the mandated state certification training which started in 2004 are now due for their 2 year recertification.

Transition to the statewide voter registration system will become effective January 1, 2006. Costs to the city for this system are unknown at this time.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Accurate election roll					
# changes, add and deletes	7,120	29,663	7,500	5,000	7,500
# of voters purged (biannual)	694	0	0	0	7,500
Strategic Outcomes					
Fair and accurate election process					
# of legal challenges	0	0	0	0	0
Work Process Outputs					
# of election votes cast	12,593	74,459	10,000	27,842	36,000
# of registered voters	129,671	141,755	65,000	83,928	150,000
# of elections administered	2	4	2	2	4
# of candidates filing nomination papers	19	18	15	11	15
# of ballot styles	50	87	35	62	80
% of staff trained at each election	97%	97%	100%	97%	100%

CITY OF APPLETON 2006 BUDGET
CITY CLERK

Elections **Business Unit 11040**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4801 Charges for Serv.- Nontax	$ 407	$ 741	$ 750	$ 750	$ 700
4802 Charges for Serv. - Tax	12	14	-	-	-
4908 Misc. Intergov. Charges	12,595	12,884	15,000	15,000	-
Total Revenue	$ 13,014	$ 13,639	$ 15,750	$ 15,750	$ 700
Expenses					
6101 Regular Salaries	$ 60,828	$ 121,498	$ 69,763	$ 69,763	$ 106,493
6105 Overtime	1,411	6,377	700	700	2,304
6108 Part-Time	110	490	-	-	-
6150 Fringes	19,932	29,573	20,371	20,371	23,187
6201 Training\Conferences	189	276	200	200	-
6202 Local Auto Expense	13	75	-	-	-
6206 Parking Permits	11	15	25	25	150
6301 Office Supplies	427	1,124	600	600	600
6302 Subscriptions	187	-	195	195	195
6316 Miscellaneous Supplies	0	400	-	-	-
6320 Printing & Reproduction	22,865	27,259	20,000	20,000	11,000
6327 Miscellaneous Equipment	-	-	2,200	400	350
6328 Signs	48	59	50	50	-
6411 Temporary Help	-	12,680	6,000	6,000	4,800
6412 Advertising	3,137	10,598	6,000	6,000	1,500
6418 Equip Repairs & Maint	-	7,912	600	600	-
6420 CBM charges	257	116	200	200	400
6503 Rent	1,000	2,000	1,000	1,000	2,000
Total Expense	$ 110,415	$ 220,452	$ 127,904	$ 126,104	$ 152,979

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Printing & reproduction	
Ballot printing - 4 elections	$ 11,000
	$ 11,000

CITY OF APPLETON 2006 BUDGET

CITY CLERK

Mail/Copy Services **Business Unit 11050**

PROGRAM MISSION

In order to insure mail, photocopy and package handling services to all City departments in the most timely and cost effective manner, we will provide prompt service and education to all users of our services.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 1: "…evaluate and determine city-wide priorities….", Key Strategy #3: "Train, develop, and support our human resources…", and Key Strategy #6: "Work to continuously improve the efficiency and effectiveness of City services…"

Objectives:

Provide two mail deliveries to City Hall departments each day
Process all photocopy requests in a timely manner, ensure delivery of photocopied documents to departments on or before their requested delivery time, and reduce the percentage of miscopied materials
Identify department coordinators to educate and train departments on mail and copy policies and procedures and implement corrective actions
Track all postage and UPS pieces and dollar costs
Seek ways to utilize the electronic distribution of records and information

Major Program Changes:

Postage\Freight expense budget has changed for the following reasons: a 5% increase in USPS postal rates mid-year 2006; $6,000 postage for parking ticket notices to be paid by the Parking Utility; $3,600 postage for water turn-off notices to be paid for by the water utility; $1,300 postage for final utility invoices to be paid equally between the sanitation fund and the water, wastewater and stormwater utilities and increased utilization of electronic records distribution.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Prompt mail delivery					
Mail delivery on schedule	100%	100%	100%	100%	100%
Accurate photocopy services					
Remake of request	5%	5%	0%	4%	0%
Strategic Outcomes					
Efficient mail processing					
# of pcs of mail returned for correction from mailing service	237	246	50	300	50
Work Process Outputs					
# of pieces of outgoing mail	198,791	209,195	200,000	300,000	250,000
# of packages handled	622	525	650	450	500
# of copies made in Mail Center	1,724,945	1,483,196	2,100,000	1,500,000	1,500,000

CITY OF APPLETON 2006 BUDGET
CITY CLERK

Mail/Copy Services **Business Unit 11050**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Expenses					
6101 Regular Salaries	$ 28,005	$ 30,032	$ 29,656	$ 29,656	$ 32,094
6105 Overtime	19	-	500	500	500
6150 Fringes	16,995	20,042	18,564	18,564	18,960
6201 Training/Conferences	149	-	200	200	-
6301 Office Supplies	502	650	500	500	500
6304 Postage\Freight	102,919	96,339	119,000	119,000	111,600
6316 Miscellaneous Supplies	12,694	10,064	13,000	13,000	13,000
6320 Printing & Reproduction	2,900	4,617	5,000	5,000	5,000
6418 Equip Repairs & Maint	360	240	2,479	2,479	2,215
6420 CBM Charges	135	-	-	-	-
6429 Interfund Allocations	(12,214)	(14,021)	(23,000)	(23,000)	(20,000)
6503 Rent	29,612	30,680	34,900	34,900	37,500
6599 Other Contracts/Obligations	113	-	-	-	-
Total Expense	$ 182,189	$ 178,643	$ 200,799	$ 200,799	$ 201,369

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Postage/Freight	
United Mailing Service	$ 14,250
UPS	5,000
US Postal Service	92,350
	$ 111,600
Misc. Supplies	
Paper cost for mail/copy center	$ 13,000
	$ 13,000
Interfund Allocations	
Copies charged to other funds	$ (20,000)
	$ (20,000)
Rent	
Copier charges	$ 29,088
Postage machine	8,412
	$ 37,500

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CITY OF APPLETON 2006 BUDGET

CITY ASSESSOR

City Assessor: DeAnn l. Brosman

Deputy City Assessor: Timothy J. Smith

CITY OF APPLETON 2006 BUDGET
CITY ASSESSOR

MISSION STATEMENT

The Appleton Assessor's Office, as a professional team, exists to maintain equitable market value assessments and to serve as an informational resource to the community. We will accomplish our goals in a timely cost effective manner, continually analyze market trends, maintain accurate records and provide easily accessible information to the community, other City departments and the Common Council.

DISCUSSION OF SIGNIFICANT 2005 EVENTS

Our office successfully completed a revaluation of all commercial property outside the central business district. This included the review of over 1,000 commercial buildings completed by City staff with no additional resources. This revaluation added over $68 million to the assessment roll. We concluded the year on a typical timeline with our Board of Review held June 7th. Eight property owners appeared at the Board of Review. Of the eight property owners that appeared, seven of the assessments were upheld and one was reduced.

We completed our digital photo project in March. All 22,000 building photos are now available on the intranet for use by all City departments. These have assisted Police, Health, Economic Development, Public Works, etc. in their daily work. Along with these photos, we have assisted Technology Services in the creation of a property lookup on our intranet site. This provides building information, ownership, sales data, and other assessment records previously not easily accessible by other departments. With the help of the Technology Services Department, we also created and printed our own assessment notices and assessment roll for the first time. We no longer have to spend days transferring data to Outagamie County, correcting errors, and balancing with their assessment figures. We estimate that approximately $3,000 in staff time was saved by printing these documents internally. It allowed us to eliminate errors and omissions that had previously appeared on these documents when they were produced by the County. These corrections were necessary to comply with State statutes.

The 2005 locally assessed value increased $183,138,600 (slightly under 5%) over the 2004 value. This included approximately $1,090,000 in new annexation value; $1,813,900 in value that was formerly exempt (including $759,700 of Northeast Business Park land and $226,400 of land value where the Big Picture is located); $68,650,000 due to increases in commercial revaluations; $7,111,800 due to increases in residential revaluations; $100,000,000 in new construction and permit value; and approximately $8,222,900 in miscellaneous increases. These increases were offset partially by $3,750,000 in property value that came off the assessment roll as exempt ($1.1 million of this was buildings purchased by Outagamie County).

The 2005 Equalized value changes are as follows (TIF included);

	2004 value	2005 value	Percent Incr./ (Decr.)
Outagamie County	$ 3,279,424,800	$ 3,518,555,600	7.29%
Calumet County	$ 557,078,100	$ 585,882,700	5.17%
Winnebago County	$ 60,964,500	$ 63,950,100	4.90%

CITY OF APPLETON 2006 BUDGET
CITY ASSESSOR

MAJOR 2006 OBJECTIVES

In 2006, we will review all 23,000 residential properties in the city. The last residential reassessment was in 2002. We are continuing to reassess all property every 3-4 years to keep assessments near 100% of market value and to provide for small increases and ensure equity among parcels Commercial parcels were reviewed in 2005, apartments in 2004 and the Central Business District (CBD) in 2003 completing the entire City cycle.

The 2006 residential review will include: increasing land values to current sales prices; analyzing assessment/sale ratios by district, age, style, price range, etc. to determine trends; inspecting recent sales and building permits; reviewing assessment data cards and computer data for accuracy; finding comparable sales for each home; driving by each home to review final values and provide for equitability. Our goal is to complete the residential review with current City staff by August, 2006 without the use of any contracted services. We hope to save time by using recently created automated batch land value updates to update property records versus manually having to enter new values. Also, we hope to automate our market analysis and house costs in order to eliminate manual entry as well. Because it was not budgeted for, interior inspections of all homes will not be done for this revaluation unless requested. The cost to perform approximately 17,500 interior inspections will need to be budgeted in 2008 and 2009 for the next residential revaluation.

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2003	2004	Adopted 2005	Amended 2005	2006	Change *
Program Revenues		$ 1,658	$ 1,612	$ 1,800	$ 1,800	$ 2,000	11.11%
Program Expenses							
13510	Administration	185,683	211,383	205,233	205,233	214,065	4.30%
13520	Assessing	243,254	265,031	270,436	270,436	285,798	5.68%
TOTAL		$ 428,937	$ 476,414	$ 475,669	$ 475,669	$ 499,863	5.09%
Expenses Comprised Of:							
Personnel		416,871	449,779	446,839	446,839	471,969	5.62%
Administrative Expense		4,110	4,799	4,950	4,950	5,191	4.87%
Supplies & Materials		2,082	1,249	1,320	1,320	2,075	57.20%
Purchased Services		281	16,244	16,160	16,160	15,600	-3.47%
Utilities		2,034	1,944	2,300	2,300	1,434	-37.65%
Repair & Maintenance		3,559	2,399	4,100	4,100	3,594	-12.34%
Capital Expenditures		-	-	-	-	-	N/A
Full Time Equivalent Staff:							
Personnel allocated to programs		7.00	7.00	7.00	7.00	7.00	

** % change from prior year adopted budget*

CITY OF APPLETON 2006 BUDGET

CITY ASSESSOR

Administration **Business Unit 13510**

PROGRAM MISSION

The Assessors office will provide services in a timely, cost effective manner by following an organized plan. We will maintain accurate records and provide easily accessible information to property owners, the community, other city departments and common council. We will inform and educate the public on assessment issues and procedures.

PROGRAM NARRATIVE

Link to City Goals:

Implements our City's belief statement "We believe in having a government that provides efficient, responsive service to our customers." City services and information are easily accessible and understandable.

Objectives:

Provide for better access of property records. We have helped create an intranet "property lookup" site containing parcel and tax data for quick access by other city departments. This is currently available on the city intranet and it is nearing completion. An internet website for the public with then be developed this summer based on the intranet site.

Continue our multi-year project of entering digital building sketches for all improvements

Update the 20 year old assessor system by adding batch updates & batch calculations, pull-down menus, more fields, etc. This will reduce and speed up data entry providing for much more efficiency.

Develop better procedures to measure performance indicators of the assessment process

Major Program Changes:

No major changes.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Accurate, timely and easily accessible information					
Property data/information updated in City system within 3 working days	95%	95%	90%	90%	90%
Strategic Outcomes					
Well informed general public and property owners on assessment procedures					
Clerical staff able to answer telephone questions without transferring to appraiser	75%	80%	80%	85%	85%
Articles in Applesource	3	2	2	2	2
Work Process Outputs					
Property record maintenance					
# deeds processed	3,065	2,975	2,600	2,600	2,750
# lot splits, CSM's, new plats	277	501	275	530	530
# new annexation parcels	4	7	5	5	4
State reports filed timely					
Final Reports	6/2/2003	5/24/2004	6/6/2005	6/1/2005	5/8/2006
Statement of Assessments	6/9/2003	6/9/2004	6/13/2005	6/13/2005	6/12/2006
TIF reporting	6/9/2003	6/10/2004	6/13/2005	6/13/2005	6/12/2006
Board of Review (BOR)	5/29/2003	5/17/2004	6/7/2005	6/7/2005	8/10/2006

CITY OF APPLETON 2006 BUDGET
CITY ASSESSOR

Administration **Business Unit 13510**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4801 Charges for Serv.- Nontax	$ 1,658	$ 1,464	$ 1,800	$ 1,800	$ 2,000
5035 Other Reimbursements	-	148	-	-	-
Total Revenue	$ 1,658	$ 1,612	$ 1,800	$ 1,800	$ 2,000
Expenses					
6101 Regular Salaries	$ 126,283	$ 134,939	$ 134,720	$ 134,720	$ 142,695
6150 Fringes	53,823	70,581	64,203	64,203	65,870
6201 Training\Conferences	-	254	350	350	400
6202 Local Auto Expense	360	-	-	-	-
6206 Parking Permits	2,232	2,544	2,300	2,300	2,316
6301 Office Supplies	153	481	550	550	600
6302 Subscriptions	151	112	150	150	150
6305 Awards & Recognition	-	100	100	100	100
6307 Food & Provisions	82	-	100	100	-
6320 Printing & Reproduction	309	428	200	200	400
6408 Contractor Fees	-	-	260	260	-
6412 Advertising/Publication	256	-	-	-	100
6413 Utilities	2,034	1,944	2,300	2,300	1,434
Total Expense	$ 185,683	$ 211,383	$ 205,233	$ 205,233	$ 214,065

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2006 BUDGET
CITY ASSESSOR

Assessing **Business Unit 13520**

PROGRAM MISSION

The Appleton Assessor's Office will strive to maintain equitable market value property assessments in a cost effective manner. We will continually analyze market trends and have knowledgeable, professional assessors well versed in standard appraisal practices to accomplish this mission.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 6: " Work to continuously improve the efficiency and effectiveness of City services…"

Objectives:

Accurately reassess all 23,000 residential properties for 2006 to maintain equitability and market values of 100%. We will provide property owners with a thorough understanding of the assessment process including their appeal rights in a courteous and respectful manner.

Utilize all newly available technology in the 2006 assessment process including GIS, Apex sketch software, digital photos, and request updates of the 20 year old assessment system as needed. The use of this technology is necessary to complete this revaluation in one year without extra staff.

Major Program Changes:

The increase in printing & reproduction ($400) is due to the cost of envelopes necessary to perform the residential revaluation. Approximately 23,000 notices will need to be mailed to residents in 2006 versus approximately 3,000 in other years.

The 2006 request for $3,450 of overtime is due to the need to complete the 2006 residential revaluation with existing staff. The last time the revaluation was completed (in 2002), we had one more full-time Appraiser position. This position was eliminated in 2003, thus the need for overtime for the remaining staff to complete the task in 2006.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Equitable assessments and equitable distribution of tax levy					
District assessment to sale ratios within 5% of each other	99%	95%	96%	93%	99%
Strategic Outcomes					
Assessments to accurately reflect market values					
Residential class level of assessment	99%	94%	94%	90%	100%
Commercial class level of assessment	95%	98%	99%	99%	99%
Overall level of assessment	98%	95%	94%	90%	100%
Work Process Outputs					
Property Inspections - % of properties inspected					
Commercial new construction	95%	95%	95%	95%	95%
Residential new construction	97%	95%	95%	93%	95%
Sales reviews	35%	35%	50%	30%	35%
Assessment/Sale Ratios					
Neighborhood district ratio	98%	93%	94%	90%	100%
Coefficient of dispersion	8%	9%	9%	9%	7%

CITY OF APPLETON 2006 BUDGET
CITY ASSESSOR

Assessing **Business Unit 13520**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Expenses					
6101 Regular Salaries	$ 165,482	$ 165,588	$ 172,578	$ 172,578	$ 181,816
6105 Overtime	165	-	-	-	3,450
6150 Fringes	71,119	78,671	75,338	75,338	78,138
6201 Training/Conferences	495	701	900	900	1,000
6301 Office Supplies	36	287	200	200	300
6302 Subscriptions	490	200	200	200	225
6303 Memberships & Licenses	110	120	100	100	100
6320 Printing & Reproduction	398	209	500	500	900
6327 Miscellaneous Equipment	1,375	612	620	620	775
6425 CEA Equip. Rental	3,559	2,399	4,100	4,100	3,594
6599 Other Contracts/Obligations	25	16,244	15,900	15,900	15,500
Total Expense	$ 243,254	$ 265,031	$ 270,436	$ 270,436	$ 285,798

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Other Contracts/Obligations

State manufacturing assessment fee	$ 15,500
	$ 15,500

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CITY OF APPLETON 2006 BUDGET

TECHNOLOGY SERVICES

Technology Services Director: Scott J. Liske

CITY OF APPLETON 2006 BUDGET
TECHNOLOGY SERVICES

MISSION STATEMENT

The Technology Services Department serves to provide all City departments with reliable, timely and accurate computer applications, as well as planning and implementation for efficient use of technology related hardware and services that are both cost effective and responsive to departmental needs.

DISCUSSION OF SIGNIFICANT 2005 EVENTS

Automated the data collection process and completed the first interchange transfer process for the mandated State Wide Voter Registration System.

Automated and tested the fuel data transfer which collects data from the new MSB fuel system and eliminates manual printing and entry.

Completed the testing of the data exchange for the Nova time clocks at Park & Recreation which eliminates data entry.

Developed a preventive maintenance history report on all Valley Transit facility assets to be used by the Federal Transportation Agency to monitor preventive maintenance activity for qualification purposes.

Developed and tested an automated electronic file transfer process with Outagamie County which will eliminate several processes and tape media exchanges.

Developed and tested a system, and assumed responsibility for printing the City of Appleton assessment notices and assessment roll, which were previously done by Outagamie County.

Implemented the inspections GIS web page viewer on the internal Intranet, which gives City personnel a single source to identify potential issues that need to be considered before issuing permits.

Completed the transition to flat panel monitors for all City sites.

Resolved fire protection and air conditioning issues in the data center.

Constructed a web viewer for ease of identifying Neighborhood Watch participants, as well as a source for general observation of watch program coverage.

Converted the sign inventory and parking restrictions map to GIS for easier updates, maintenance and mapping.

Organized Fox Valley area trails information and used it as part of a program for a regional health consortium. The maps were also utilized to display the various trails on the Park & Rec web page.

Created an address grid to assist with effective assigning of addresses. This grid was also presented to Outagamie County and the Town of Grand Chute. While the County chose not to use the grid since it did not fit into their addressing scheme which includes N and W address specifications, Grand Chute agreed to use this grid when assigning new addresses which will allow a consistent model in addressing. This will also alleviate inconsistencies in addresses for both the E911 system and when new areas are annexed into the City.

Selected a vendor to implement a City Hall security system which is funded through a Homeland Security grant. The security upgrade project is expected to be completed by the end of 2005.

CITY OF APPLETON 2006 BUDGET
TECHNOLOGY SERVICES

MAJOR 2006 OBJECTIVES

Continue in the development and support of additional Client/Server projects on the AS400 with the emphasis being on best utilization of IBM's new Websphere tools to create Graphical User Interfaces (GUI) as well as browser based access to AS400 enterprise systems

Prioritize and continue upgrade of existing internally developed, as well as third-party supplied, software

Continue to enhance the efficiency at all City locations by providing on-going training and support for all approved software and hardware

Respond in a timely manner to any new system development projects, hardware and software support issues, needed connectivity enhancements, and any other technology items as may be determined or assigned

Continue the development and implementation of the City-wide GIS project and incorporate enhanced inter/intranet functionality for analysis of GIS data

Enhance the internal Intranet and external Internet pages to efficiently provide for the timely availability and sharing of information to all City employees as well as citizens

Upgrade designated PC's and laptops to meet 2006 established standards

Completion of moving the majority of phone connections in the City to an Internet Protocol (IP) telephony system that runs over our fiber network, to greatly reduce the number of commercial phone lines needed

Implementation of a system to archive e-mail data to meet regulatory requirements

Upgrade the City's server, data storage and backup hardware and processes

Enhance disaster recovery and business continuity processes

Eliminate the Mainframe Administrator position and replace it with an additional Help Desk position. This change will better align the needs of the City with available resources while saving approximately $14,000 annually.

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2003	2004	Adopted 2005	Amended 2005	2006	Change *
Program Revenues		$ 37,713	$ 29,107	$ 3,000	$ 3,000	$ 3,000	0.00%
Program Expenses							
13010	Administration	215,090	277,163	175,625	175,625	182,169	3.73%
13020	Mainframe	605,552	530,417	586,150	586,150	575,618	-1.80%
13030	Network	623,798	684,494	720,752	720,752	755,469	4.82%
13040	GIS	209,261	198,951	208,025	208,025	228,848	10.01%
TOTAL		$ 1,653,701	$ 1,691,025	$ 1,690,552	$ 1,690,552	$ 1,742,104	3.05%
Expenses Comprised Of:							
Personnel		1,062,655	1,134,833	1,133,058	1,133,058	1,180,296	4.17%
Administrative Expense		60,831	50,160	50,220	50,220	51,555	2.66%
Supplies & Materials		249,313	275,955	274,050	274,050	226,624	-17.31%
Purchased Services		38,096	3,201	15,000	15,000	20,000	33.33%
Utilities		63,923	38,079	19,530	19,530	14,104	-27.78%
Repair & Maintenance		178,883	188,797	198,694	198,694	190,525	-4.11%
Capital Expenditures		-	-	-	-	59,000	N/A
Full Time Equivalent Staff:							
Personnel allocated to programs		15.40	15.40	15.40	15.40	15.40	

* % change from prior year adopted budget

CITY OF APPLETON 2006 BUDGET
TECHNOLOGY SERVICES

Administration **Business Unit 13010**

PROGRAM MISSION

To ensure that staff within the Technology Services Department can perform their duties in an effective manner while working in a pleasing and comfortable atmosphere, we will provide necessary tools, equipment and support to promote a healthy work environment that encourages customer support and personal development.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategies # 1: "…evaluate and determine city-wide priorities….", # 2: "…pursue regional cooperation of services…", # 3: "Train, develop, and support our human resources…" # 4: "...encourage open and productive working relationships...", and # 6: "…Work to continuously improve the efficiency and effectiveness of City services..."

Objectives:

Provide training resources to maintain, enhance and develop skills for efficient job performance and personal development
Provide workspace, parking and supplies to create a comfortable working environment that meets safety and environmental needs
Provide resources including telephone and voicemail to enhance communication opportunities for staff
Provide for opportunities to network with industry professionals through memberships and subscriptions to trade publications
Provide space for the conduct of City training functions
Continue the implementation of VoIP digital, Internet Protocol (IP) based phone technology for voice communication to eliminate many leased phone lines

Major Program Changes:

The increase in printing and reproduction costs ($2,390) is due to Technology Services complying with the Intrafund Billing Policy which prohibits charges between General Fund Departments for services provided (in this case, color copies). In past years, these charges were passed on to the other departments.

The $5,000 request in Other Contracts/Obligations is for the ARMS system (off-site storage of data for disaster recovery). This procedure was first put in place in 2005.

The increase in training/conferences ($2,000) is due to the anticipated increased use, and cost, of educational reimbursements by T/S staff. More staff members are expected take advantage of this benefit in 2006.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Satisfaction of service provided					
Positive survey responses	98%	98%	99%	99%	99%
Work Process Outputs					
Staff technical training provided (hrs)	325	265	400	340	400
Staff development training provided (hrs)	150	110	180	160	200

CITY OF APPLETON 2006 BUDGET
TECHNOLOGY SERVICES

Administration **Business Unit 13010**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4230 Miscellaneous Local Aids	$ 20,000	$ -	$ -	$ -	$ -
4802 Charges for Serv.- Taxable	95	437	-	-	-
5004 Sale of City Prop - Nontax	17,516	28,630	3,000	3,000	3,000
5005 Sale of City Prop - Tax	27	-	-	-	-
5010 Misc Revenue - Nontax	75	40	-	-	-
Total Revenue	$ 37,713	$ 29,107	$ 3,000	$ 3,000	$ 3,000
Expenses					
6101 Regular Salaries	$ 108,610	$ 160,128	$ 94,669	$ 94,669	$ 99,466
6104 Call Time	1,394	1,866	1,600	1,600	928
6105 Overtime	42	-	-	-	-
6150 Fringes	40,105	63,347	35,724	35,724	33,585
6201 Training\Conferences	14,672	19,792	10,966	10,966	12,966
6202 Local Auto Expense	1,487	-	-	-	-
6206 Parking Permits	5,306	5,304	5,304	5,304	5,484
6301 Office Supplies	710	505	700	700	700
6302 Subscriptions	318	318	300	300	-
6303 Memberships & Licenses	670	772	820	820	275
6305 Awards & Recognition	172	127	300	300	300
6320 Printing & Reproduction	6,380	7,997	8,160	8,160	10,550
6327 Miscellaneous Equipment	13,470	676	2,000	2,000	2,000
6412 Advertising	-	870	-	-	-
6413 Utilities	13,990	13,520	15,082	15,082	10,915
6503 Rent	7,764	1,941	-	-	-
6599 Other Contracts/Obligations	-	-	-	-	5,000
Total Expense	$ 215,090	$ 277,163	$ 175,625	$ 175,625	$ 182,169

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Training/Conferences	
Tuition Reimbursement	$ 3,066
Technical Training	9,000
Staff development	900
	$ 12,966
Utilities	
Telephone	$ 10,555
Cellular Phone	360
	$ 10,915

CITY OF APPLETON 2006 BUDGET
TECHNOLOGY SERVICES

Mainframe **Business Unit 13020**

PROGRAM MISSION

To ensure that all mainframe users within City departments can collect, process and manage needed information, and communicate more effectively, we will assist with the analysis, development, testing and implementation of new and upgraded automated systems, as well as maintain the availability and reliability of the mainframe computer.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategies # 1: "…evaluate and determine city-wide priorities….", # 2: "… pursue regional cooperation of services…" and # 6: "Work to continuously improve the efficiency and effectiveness of City services…"

Objectives:

Communicate on a regular basis with department liaisons to ascertain information needs
Complete ongoing prioritization of all new and existing mainframe systems development tasks
Coordinate, prioritize and complete department projects in line with available resources, and ensure all departments are regularly kept informed of progress
Enhance knowledge to efficiently use newly implemented technology including hardware, software and specialized systems through effective training programs
Maintain availability of reliable computer hardware and software through a cost effective upgrade schedule
Continue the development of new graphical user interfaces (GUI) for selected applications on the AS400 utilizing IBM's WebSphere tools

Major Program Changes:

This budget reflects a change in the way printing costs for forms are charged. In prior years, this program included printing costs for most forms used throughout the City, with no cost allocation to user departments. In 2003, both the cost and control over generic printed stationery and envelopes became the responsibility of the City Clerk. With the 2005 budget, responsibility for forms used by the Finance Department was transferred to Finance. Further reduction in this account ($4,741) was made based on our history of costs for remaining forms we still purchase.
In 2005 we changed from a contracted maintenance agreement for our 40 laser printers throughout the City to a time and material agreement with an alternate vendor. This, along with a reduction in the number of required printers made possible by a transition to using multi-function copy machines will allow a $5,000 decrease in this budget category.
There is an approximate $74,000 decrease in salaries and fringe benefits due to the elimination of the Mainframe Administer position. This position is being replaced by a Help Desk Analyst position in the Network budget (net savings of approximately $14,000).
$59,000 has been included in this budget for SEQUEL. SEQUEL is an AS400 query tool that has been demonstrated to allow greatly enhanced efficiency in day to day data gathering and reporting. It would allow a reduction in staff time needed for these processes, which would allow more staff time to concentrate on priority projects.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Rapid response to information needs					
% requests completed or WIP within the year requested	62%	69%	80%	88%	95%
# of project requests outstanding	118	180	150	135	100
Strategic Outcomes					
AS400 unscheduled downtime	30 min	none	none	2 hrs	none
Sustain personnel resource allocation					
% of staff time allocated to new application development	45%	52%	55%	42%	60%
Work Process Outputs					
Requests to develop new systems					
# requests	67	46	20	26	20
Requests to enhance existing systems					
# requests	115	153	200	260	200

CITY OF APPLETON 2006 BUDGET
TECHNOLOGY SERVICES

Mainframe **Business Unit 13020**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Expenses					
6101 Regular Salaries	$ 331,342	$ 286,397	$ 329,575	$ 329,575	$ 284,980
6104 Call Time	3,752	3,253	3,500	3,500	3,712
6105 Overtime	168	-	-	-	-
6108 Part-Time	12,017	13,567	10,926	10,926	11,475
6150 Fringes	125,667	118,512	123,851	123,851	111,917
6301 Office Supplies	6,336	5,052	7,200	7,200	7,200
6320 Printing & Reproduction	11,915	16,190	14,130	14,130	8,814
6327 Miscellaneous Equipment	44,117	13,985	20,000	20,000	20,000
6418 Equip Repairs & Maint	42,187	37,949	38,772	38,772	36,665
6424 Software Support	28,051	35,512	38,196	38,196	31,855
6815 Software Acquisition	-	-	-	-	59,000
Total Expense	$ 605,552	$ 530,417	$ 586,150	$ 586,150	$ 575,618

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Miscellaneous Equipment

Equipment replacement (printers, peripherals, cables, etc.)	$ 20,000
	$ 20,000

Software Acquisition

SEQUEL AS400 query software	$ 45,000
SEQUEL training	14,000
	$ 59,000

Equipment Repairs & Maint

Laser printer maintenance contract	$ 12,125
IBM maintenance contract	8,091
IBM printer maintenance	5,404
Decision One contract	4,945
Laser printer parts	3,000
Other repairs & parts	3,100
	$ 36,665

Software Support

JDEdwards	$ 16,700
IBM	8,540
Computech on site	5,000
Elite forms	1,000
Misc. software support	615
	$ 31,855

CITY OF APPLETON 2006 BUDGET
TECHNOLOGY SERVICES

Network **Business Unit 13030**

PROGRAM MISSION

To ensure that users of City network data and communication systems can continue to perform automated functions in an effective manner, we will maintain the availability and reliability of such systems and correct any operational problems, as well as provide appropriate upgrades and development of new systems as needed.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategies # 1: "…evaluate and determine city-wide priorities….", # 2: "… pursue regional cooperation of services…" and # 6: "Work to continuously improve the efficiency and effectiveness of City services…"

Objectives:

Minimize downtime of computer systems, applications, phone, voice mail and copier services through timely and skilled maintenance and problem solving
Maintain availability of reliable hardware and software through a cost effective maintenance and upgrade schedule
Maximize the availability and use of the County-shared training room and resource center to enhance knowledge of the City's hardware and software systems
Enhance effective information availability through an internal Intranet as well as external Internet site
Continue work toward full utilization of the new fiber optic network which will vastly increase the efficiency of network administration as well as the speed at which employees can access information

Major Program Changes:

The decrease in Misc. Equipment ($34,500) is due to completion of an upgrade of all computer monitors in 2005.

The decrease in Software Support ($9,927) is due to the discontinuance of vendor support for internal project management software and the completion of a two year payment for anti-virus protection on the network. However, this decrease has been partially offset by the cost of document management software support of $7,281.

The $5,000 request in training/conferences for 2006 represents the cost of purchasing training hours for use by City staff at the County training center.

There is an approximate $60,000 increase in salaries and fringe benefits due to the addition of a Help Desk Analyst position. This position replaces that of the Mainframe Administrator in the Mainframe budget (net savings of approximately $14,000).

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Quick problem resolution					
Avg. time to resolve problems	17 min	40 min	<30 min	56 min	<30 min
# of project requests outstanding	80	75	50	43	40
Strategic Outcomes					
Minimized disruption to City operations because of hardware/software issues					
Network unscheduled downtime	2 hrs	30 min	none	6 hrs	none
Informed citizens					
# of visitors to web site	450,000	640,000	1,000,000	1,000,000	1,000,000
Work Process Outputs					
New systems implemented					
# of new network users	24	29	24	31	20
# of web pages maintained	160	180	150	115	150
# PC's replaced/upgraded - 3 yr cycle	74	110	35	35	130
Help Desk problems resolved					
PC occurrences (per week)	75	36	50	39	40
# personnel trained	200	107	100	82	100

CITY OF APPLETON 2006 BUDGET
TECHNOLOGY SERVICES

Network **Business Unit 13030**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Expenses					
6101 Regular Salaries	$ 166,231	$ 195,177	$ 226,595	$ 226,595	$ 278,033
6104 Call Time	2,369	3,006	3,100	3,100	2,784
6105 Overtime	1,696	1,012	3,000	3,000	3,000
6150 Fringes	71,679	95,701	99,493	99,493	130,768
6201 Training\Conferences	5,204	-	5,000	5,000	5,000
6301 Office Supplies	16,291	15,266	17,630	17,630	17,630
6326 Equipment Parts	1,962	-	-	-	-
6327 Miscellaneous Equipment	167,043	237,106	229,760	229,760	185,260
6404 Consulting Services	38,096	2,331	15,000	15,000	15,000
6413 Utilities	49,219	24,559	4,448	4,448	3,189
6418 Equip Repairs & Maint	31,841	15,025	26,331	26,331	26,331
6419 Communication Eq. Repairs	8,825	12,661	11,825	11,825	11,825
6424 Software Support	63,342	82,650	78,570	78,570	76,649
Total Expense	$ 623,798	$ 684,494	$ 720,752	$ 720,752	$ 755,469

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Office Supplies	
Network supplies - toner, ink, tapes	$ 17,630
	$ 17,630
Miscellaneous Equipment	
Upgrade/replace PCs	$ 163,600
Routers, controllers and web hosting & filtering software	10,000
Application and network management software	11,660
	$ 185,260
Equip Repairs & Maint	
Core switch maintenance	$ 14,220
Identitech printer maintenance	665
"3rd level" hardware support	8,000
Router maintenance	2,446
Other network equipment	1,000
	$ 26,331
Communication Equip. Repair	
Pro-rata share of fiber network costs	$ 11,825
	$ 11,825

Software Support	
Novell support	$ 36,043
ISP (Internet) fee	5,725
Web support	5,000
On-site software support	7,000
Shopkey, Insight, & Mitchell software support for MSB	4,000
Fingerprint & ID software	7,000
Doc management support	7,281
Eaglepoint support agreement	2,400
Miscellaneous software support	2,200
	$ 76,649
Consulting Services	
Document mgmt. system	$ 4,500
Network backup, storage	7,000
Problem resolution	3,500
	$ 15,000

CITY OF APPLETON 2006 BUDGET
TECHNOLOGY SERVICES

Geographic Information Systems (GIS) **Business Unit 13040**

PROGRAM MISSION

To ensure that City employees have access to a standardized, coordinate based and positionally accurate geographic information system (GIS) that meets the current and future needs of all City departments, and to provide appropriate public access to the City's geographic and demographic information.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategies # 1: "…evaluate and determine city-wide priorities….", # 2: "… pursue regional cooperation of services…", and # 6: "Work to continuously improve the efficiency and effectiveness of City services…."

Objectives:

Communicate and provide updates on a regular basis to the City GIS Steering Committee
Complete ongoing prioritization of all new and existing tasks based on the impact and benefits to the City, available resources, and ensure all departments are regularly kept informed of progress
Enhance knowledge to efficiently use newly implemented technology including hardware, software and specialized systems through effective training programs
Continue development of the GIS in order to increase accessibility, functionality and accuracy of the data which will decrease duplication of efforts while providing greatly enhanced features

Major Program Changes:

The increase in software support ($2,200) reflects the reclassification of the support cost of ArcGIS (GIS software) into the appropriate program from the Network program (13030) where it was previously budgeted.

The projected percentage of staff time allocated to application development for 2005 has decreased due to GIS staff working cooperatively with Outagamie County in including Appleton data on the County's GIS web page. Since City staff does not have to spend time developing this application independently, more time is being spent working on the ever-increasing number of smaller mapping requests for the departments.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Accurate and useful information					
# completed map layers	26	64	20	25	10
Improve business and work flow					
% positive survey responses	98%	99%	100%	99%	100%
# of project requests outstanding	2	7	10	11	10
Strategic Outcomes					
Sustain personnel resource allocation					
% of staff time allocated to application development	55%	55%	60%	43%	50%
Informed citizens					
# of visitors to GIS web site	0	2,600	10,000	10,000	15,000
Work Process Outputs					
New systems implemented					
# of departments utilizing GIS	14	15	16	16	16
New applications training provided					
Number of persons trained	16	45	40	40	50

CITY OF APPLETON 2006 BUDGET
TECHNOLOGY SERVICES

Geographic Information Systems (GIS) **Business Unit 13040**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Expenses					
6101 Regular Salaries	$ 146,632	$ 139,617	$ 149,323	$ 149,323	$ 157,331
6104 Call Time	1,666	1,275	1,400	1,400	1,856
6150 Fringes	49,283	51,975	50,302	50,302	60,461
6301 Office Supplies	1,902	1,084	2,000	2,000	2,000
6327 Miscellaneous Equipment	4,425	-	-	-	-
6413 Utilities	715	-	-	-	-
6424 Software Support	4,638	5,000	5,000	5,000	7,200
Total Expense	$ 209,261	$ 198,951	$ 208,025	$ 208,025	$ 228,848

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

None

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CITY OF APPLETON 2006 BUDGET
CAPITAL PROJECTS FUNDS

NOTES

CITY OF APPLETON 2006 BUDGET
CAPITAL PROJECTS FUNDS

Technology **Business Unit 4220**

MAJOR 2006 OBJECTIVES

This fund provides for various data processing, communications, and technology related needs.

Further descriptions of projects to be funded from this fund can be found in the Capital Projects section of the budget, as follows:

Project	Amount	Page
Technology Upgrades & Enhancements	$ 110,000	Projects, Pg. 657
Voice Over Internet Protocol (VOIP)	293,750	Projects, Pg. 658
	$ 403,750	

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2003	2004	Adopted 2005	Amended 2005	2006	Change *
Program Revenues		$ 104,430	$ -	$ -	$ -	$ 82,750	N/A
Program Expenses		$ 658,612	$ -	$ 244,000	$ 244,000	$ 403,750	65.47%
Expenses Comprised Of:							
Personnel		-	-	-	-	-	N/A
Administrative Expense		49,572	-	-	-	-	N/A
Supplies & Materials		38,195	-	-	-	-	N/A
Purchased Services		-	-	-	-	-	N/A
Utilities		-	-	-	-	-	N/A
Repair & Maintenance		101,608	-	-	-	-	N/A
Capital Expenditures		469,237	-	244,000	244,000	403,750	65.47%

** % change from prior year adopted budget*

CITY OF APPLETON 2006 BUDGET
CAPITAL PROJECTS FUNDS

Technology **Business Unit 4220**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4224 Miscellaneous State Aids	$ -	$ -	$ -	$ -	$ -
4710 Interest on Investments	5,609	-	-	-	-
5910 Proceeds of Long-term Debt	349,079	-	244,000	244,000	321,000
5921 Trans In - General Fund	98,821	-	-	-	-
5925 Trans In - Wastewater	-	-	-	-	13,750
5926 Trans In - Water	-	-	-	-	55,000
5930 Trans In - Valley Transit	-	-	-	-	14,000
Total Revenue	$ 453,509	$ -	$ 244,000	$ 244,000	$ 403,750
Expenses					
6327 Misc. Equipment	$ 38,195	$ -	$ -	$ -	$ -
6424 Software Support	101,608	-	-	-	-
6804 Equipment	469,237	-	244,000	244,000	403,750
7911 Trans Out - General Fund	11,885	-	-	-	-
7915 Trans Out - Enterprise	37,687	-	-	-	-
Total Expense	$ 658,612	$ -	$ 244,000	$ 244,000	$ 403,750

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Equipment	
Voice Over Internet Protocol telecommunications equipment:	
General fund departments	$ 211,000
Water utility	55,000
Wastewater utility	13,750
Valley Transit	14,000
Technology upgrades:	
Blade Server/SAN Project	110,000
	$ 403,750

CITY OF APPLETON 2006 BUDGET
TECHNOLOGY
Schedule of Revenues, Expenditures and Changes in Fund Balance (Deficit)

	2003 Actual	2004 Actual	2005 Budget	2005 Projected	2006 Budget
Revenues					
Property Taxes	$ -	$ -	$ -	$ -	$ -
Interest Income	5,609	-	-	-	-
Other	-	-	-	-	-
Total Revenues	5,609	-	-	-	-
Expenses					
Program Costs	609,040	-	244,000	244,000	403,750
Total Expenses	609,040	-	244,000	244,000	403,750
Revenues over (under) Expenses	(603,431)	-	(244,000)	(244,000)	(403,750)
			-		
Other Financing Sources (Uses)					
Proceeds of G.O. Debt	349,079	-	244,000	244,000	321,000
Operating Transfers In	98,821	-	-	-	82,750
Operating Transfers Out	(49,572)	-	-	-	-
Sale of City Property	-	-	-	-	-
Total Other Financing Sources (Uses)	398,328	-	244,000	244,000	403,750
Net Change in Equity	(205,103)	-	-	-	-
Fund Balance - Beginning	205,103	-	-	-	-
Residual Equity Transfers Out	-	-	-	-	-
Fund Balance - Ending	$ -	$ -	$ -	$ -	$ -

CITY OF APPLETON 2006 BUDGET

CITY ATTORNEY

City Attorney: James P. Walsh

Deputy City Attorney: Ellen L. Totzke

CITY OF APPLETON 2006 BUDGET
CITY ATTORNEY

MISSION STATEMENT

The mission of the office of the City Attorney encompasses two general areas: (1) representing the City in civil and quasi-criminal proceedings; and (2) serving as legal advisor to the City, its agencies, officials and, in some instances, its employees. Most specifically, these missions include: prosecuting and defending claims and lawsuits for and against the City, its officials, and its employees according to law; prosecuting ordinance and traffic violations in Outagamie County Circuit Court; providing legal services to City-owned utilities; and in-house counsel for the Police Department.

DISCUSSION OF SIGNIFICANT 2005 EVENTS

2005 has been a busy year for the City Attorney's Office as we continue to work with representatives of Calumet County and the Town of Harrison relating to areas of interest to all three communities.

We worked with the Economic Development and Finance Departments on a development agreement for the Gateway Development at the intersection of Ballard Road and U.S. Hwy 41. This was a challenging process which involved a conveyance to a developer and a further conveyance to the ultimate property owners. This was successful through the cooperative efforts of several City departments.

The City has become involved in several eminent domain processes for municipal improvements. Those areas involve the acquisition of right-of-way for the College Avenue project west of Richmond Street, the widening of the Meade Street-Capitol Drive area and the drainage project near French Road (construction of French Road Swale).

We have been in, and anticipate remaining involved in, discussions related to the smoke free workplace direct legislation which was implemented on July 1.

The revocation hearing and procedure involving Chef Chu's restaurant also was a matter which involved significant staff time.

The cable television franchise negotiations continue as a regional cooperative effort between the cities of Appleton, Menasha and Neenah and outside counsel. We had our first face-to-face negotiation session with Time Warner Cable and have another scheduled for June. We will continue to investigate matters involving Time Warner as we move forward with our negotiations. We hope to conclude negotiations in 2006 and have a new franchise agreement and revised ordinance in place.

This office continues to be involved with Human Resource issues. We continue to handle worker's compensation issues, Americans with Disabilities Act issues, EEOC/discrimination complaints and mediations and arbitrations internally.

CITY OF APPLETON 2006 BUDGET
CITY ATTORNEY

MAJOR 2006 OBJECTIVES

To continue the momentum developed on the City's north side caused by the Apple Hill Farms annexation, and to facilitate continued development in that area

Continue to work with the cities of Neenah and Menasha on completing the negotiations with Time Warner Cable and enter into a new long-term cable franchise agreement and adopt an updated ordinance

The City currently has several pending litigation matters including employment-related issues before administrative bodies which will consume a great portion of staff time

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2003	2004	Adopted 2005	Amended 2005	2006	Change *
Program Revenues		$ 1,329	$ 2,431	$ 3,000	$ 3,000	$ 3,000	0.00%
Program Expenses							
14510	Administration	179,601	181,588	142,716	142,716	145,946	2.26%
14521	Litigation	181,319	198,626	187,693	187,693	182,155	-2.95%
14522	Real Estate	40,287	40,301	39,903	39,903	40,448	1.37%
TOTAL		$ 401,207	$ 420,515	$ 370,312	$ 370,312	$ 368,549	-0.48%
Expenses Comprised Of:							
Personnel		341,792	360,368	311,459	311,459	323,312	3.81%
Administrative Expense		31,434	26,614	31,153	31,153	31,403	0.80%
Supplies & Materials		1,362	1,508	2,500	2,500	2,000	-20.00%
Purchased Services		24,810	30,370	23,000	23,000	10,500	-54.35%
Utilities		1,665	1,570	2,000	2,000	1,134	-43.30%
Repair & Maintenance		144	85	200	200	200	0.00%
Capital Expenditures		-	-	-	-	-	N/A
Full Time Equivalent Staff:							
Personnel allocated to programs		4.00	4.00	3.67	3.67	3.67	

* % change from prior year adopted budget

CITY OF APPLETON 2006 BUDGET

CITY ATTORNEY

Administration **Business Unit 14510**

PROGRAM MISSION

We will provide legal services to City staff and Alderpersons in an efficient manner to assist them in making fully informed decisions.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategies # 1: "…evaluate and determine city-wide priorities..." and # 4: "...encourage open and productive working relationships..."

Objectives:

Attorneys will prepare contracts and legal opinions in a timely fashion and provide counsel and legal advice to departments and officials

Attorneys will attend all meetings of the Common Council's standing committees and provide legal advice, including parliamentary procedure advice, as requested by members and respond to requests for information

Major Program Changes:

No major changes

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Timely legal information is provided upon which Alderpersons and staff members can make decisions					
Meet time-frame of requester	100%	100%	>90%	>90%	>90%
Contracts are reviewed in a timely manner to allow performances to proceed					
# of performances delayed due to review not being completed	0	0	0	0	0
Strategic Outcomes					
Dispute avoidance					
# of suits filed against City	6	3	0	3	0
Work Process Outputs					
Written opinions issued	31	15	>25	>25	>25
Ordinances reviewed	205	184	100	125	100

CITY OF APPLETON 2006 BUDGET
CITY ATTORNEY

Administration **Business Unit 14510**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4801 Charges for Serv.- Nontax	$ 7	$ 33	$ -	$ -	$ -
4802 Charges for Serv. - Tax	308	1,283	2,000	2,000	2,000
Total Revenue	$ 315	$ 1,316	$ 2,000	$ 2,000	$ 2,000
Expenses					
6101 Regular Salaries	$ 118,011	$ 120,474	$ 89,739	$ 89,739	$ 93,186
6105 Overtime	-	26	-	-	-
6150 Fringes	39,981	44,355	30,167	30,167	31,066
6201 Training\Conferences	5,809	2,114	7,000	7,000	7,000
6202 Local Auto Expense	449	-	-	-	-
6206 Parking Permits	1,344	1,284	1,400	1,400	1,400
6301 Office Supplies	359	362	550	550	550
6302 Subscriptions	8,216	8,332	7,500	7,500	7,500
6303 Memberships & Licenses	2,176	1,478	1,500	1,500	1,750
6304 Postage\Freight	38	-	100	100	100
6305 Awards & Recognition	-	-	60	60	60
6320 Printing & Reproduction	1,362	1,508	2,500	2,500	2,000
6402 Legal Fees	47	-	-	-	-
6413 Utilities	1,665	1,570	2,000	2,000	1,134
6418 Equip Repairs & Maint	144	85	200	200	200
Total Expense	$ 179,601	$ 181,588	$ 142,716	$ 142,716	$ 145,946

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2006 BUDGET
CITY ATTORNEY

Litigation **Business Unit 14521**

PROGRAM MISSION

We will continue to represent the City of Appleton and its employees in pending litigation and advise the departments concerning such matters in an effort to minimize claims against the City.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategies # : " …evaluate and determine city-wide priorities..." and # 6: "Work to continuously improve the efficiency and effectiveness of City services...".

Objectives:

The City of Appleton, by its very nature, is involved in a multitude of circumstances which could result in litigation. We are engaged in the continuous processes of employment activity and such things as law enforcement, real estate acquisitions and numerous other activities. The City has potential exposure in all of these areas if a step is missed or an inappropriate action is taken. This office has maintained an active and aggressive stance in representing the interests of the City. We will continue this procedure in an attempt to minimize legal exposure for the citizens and employees of the City of Appleton.

Major Program Changes:

Cable Negotiations: We believe we were underpaid for franchise fees for a period of time. Pursuant to the underpayment, we will be conducting a more in-depth audit of those fees which will then be wrapped into the negotiations for the new franchise agreement. Every effort will be made to resolve the underpayment and the franchise issues.

Northside Developers: The City of Appleton sold a piece of property to Northside Developers for development purposes. Northside Developers has filed a claim against the City claiming that the City is responsible for certain increased costs to that development because of actions taken by the City. Should the claim proceed to formal litigation, expert witnesses will be required to testify on the City's behalf. Monies are included in the 2005 budget to cover the estimated cost of those experts. Should the claim not be resolved prior to the end of the year, the unexpended budget for those expert witnesses will be carried over to 2006.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Active participation by this office will minimize the number of claims against the City					
# of claims filed against City	92	90	100	100	100
Strategic Outcomes					
Minimize cost of settlements					
$ value of settlements and judgments	$37,634	$17,057	$13,000	$13,000	$20,000
Minimize use of outside counsel					
# of cases	0	0	0	0	0
Work Process Outputs					
Most cases handled by this office will be handled by the City Attorney staff.					
% of cases handled by staff	100%	100%	100%	100%	100%

CITY OF APPLETON 2006 BUDGET
CITY ATTORNEY

Litigation **Business Unit 14521**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4801 Charges for Serv.- Nontax	$ 1,014	$ 842	$ 1,000	$ 1,000	$ 1,000
4802 Charges for Serv. - Tax	-	273	-	-	-
Total Revenue	$ 1,014	$ 1,115	$ 1,000	$ 1,000	$ 1,000
Expenses					
6101 Regular Salaries	$ 104,764	$ 110,368	$ 109,956	$ 109,956	$ 115,516
6150 Fringes	38,749	44,845	41,694	41,694	43,096
6402 Legal Fees	1,687	1,765	3,000	3,000	3,000
6404 Consulting Services	23,076	28,605	20,000	20,000	7,500
6625 Disability Payments	13,043	13,043	13,043	13,043	13,043
Total Expense	$ 181,319	$ 198,626	$ 187,693	$ 187,693	$ 182,155

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Consulting services	
Cable franchise audit fee	$ 5,000
Misc. legal fees (court stenographer, expert witnesses, other legal representation)	2,500
	$ 7,500
Disability payments	
Rosemary Stoffel	$ 5,153
Earl Jackson	7,890
	$ 13,043

CITY OF APPLETON 2006 BUDGET

CITY ATTORNEY

Real Estate **Business Unit 14522**

PROGRAM MISSION

We will negotiate land transactions and prepare necessary documents to ensure that City projects are not delayed.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategies # 4: "…encourage open and productive working relationships..." and # 6: "Work to continuously improve the efficiency and effectiveness of City services...".

Objectives:

The City of Appleton is continuously involved in real estate acquisitions, sales and other land transactions. Among these included are condemnation proceedings and lease arrangements for City property. This office will continue to be involved in the real estate aspect of the City's business to ensure that appropriate steps are taken to protect the City's interest and to ensure that there are no clouds on the City's real estate transactions.

Major Program Changes:

No major changes

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
The City will acquire necessary real estate within the time period requested by the department heads making the request. Projects will not be delayed due to real estate acquisition issues.					
# projects delayed	0	0	0	0	0
Strategic Outcomes					
Acquisitions are made in a manner acceptable to both the property owner and to the City					
% of contested condemnation cases	0	0	0	0	0
Work Process Outputs					
# of real estate acquisitions	13	10	10	10	10

CITY OF APPLETON 2006 BUDGET
CITY ATTORNEY

Real Estate **Business Unit 14522**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Expenses					
6101 Regular Salaries	$ 30,043	$ 29,406	$ 29,904	$ 29,904	$ 30,322
6150 Fringes	10,244	10,895	9,999	9,999	10,126
Total Expense	$ 40,287	$ 40,301	$ 39,903	$ 39,903	$ 40,448

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

None

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CITY OF APPLETON 2006 BUDGET
SPECIAL REVENUE FUNDS

Tuchscherer Disability **Business Unit 7120**

PROGRAM MISSION

To account for moneys received by the City in an employee disability settlement, and the corresponding expenditures for such purposes.

PROGRAM NARRATIVE

Objectives:

The City's obligation under this trust is partially offset by the investment income. It is expected that this fund possesses the resources to meet future required payments.

Major program changes:

No major changes.

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

	2003 Actual	2004 Actual	2005 Adopted Budget	2005 Projected	2006 Budget
Revenues					
Interest Income	$ 3,630	$ 1,480	$ 2,550	$ 2,700	$ 2,800
Expenses					
Program Costs	6,391	6,391	6,391	6,391	6,391
Revenues over (under) Expenses	(2,761)	(4,911)	(3,841)	(3,691)	(3,591)
Fund Balance - Beginning	92,746	89,985	85,074	85,074	81,383
Fund Balance - Ending	$ 89,985	$ 85,074	$ 81,233	$ 81,383	$ 77,792

CITY OF APPLETON 2006 BUDGET
SPECIAL REVENUE FUNDS

NOTES

CITY OF APPLETON 2006 BUDGET

HUMAN RESOURCES

Human Resources Director: Sandra A. Neisen

Deputy Director of Human Resources: Debra M. Keckeisen

CITY OF APPLETON 2006 BUDGET
HUMAN RESOURCES

MISSION STATEMENT

To establish and maintain a high quality, competent and loyal workforce and to provide on-going support, training, and prompt and courteous service to all City departments, staff and the public.

DISCUSSION OF SIGNIFICANT 2005 EVENTS

In the area of general administration, a great deal of the year was spent on promoting the change of the employee medical insurance plan policies effective for January 1, 2006. This required several meetings with union representatives, management, our insurance agent and the insurance company staff. We have continued to educate all active employees on benefit related issues during mandatory general employee or supervisory training throughout the year. Staff started, worked on, or finished updating 23 separate policies throughout the year. We continue to coordinate and have monthly Insurance Team meetings between our insurance agent, representatives of each union group and non union employees to help educate so that those employees can bring information back to other employees. Staff has finalized the position control program which tracks every benefited full and part time position. This program was an additional asset for preparing the 2006 budget in comparing approved staffing levels. We completed the 10% update of the comprehensive position questionnaires as well as forwarding those put on hold over the last two years and brought forward for approval for the 2006 budget process. By year end, we plan on having the document imaging system in place to facilitate storage of files electronically. We ran our annual health screening program for all employees in 2005 as well as offering the program to current retirees on our insurance who are pre-Medicare eligible. Also significant was the work that staff did in planning and transitioning Occupational Health Providers. Based on new Fair Labor Standards Act (FLSA) regulation updates, staff also began work on an audit of position descriptions and FLSA status. We also continued to work toward further compliance in the area of privacy as it relates to the Health Insurance Portability and Accountability Act (HIPAA) by working on safeguards for use of electronic data and by constructing a private office for the Benefits Assistant.

Recruitment activities remained pretty constant. The department completed both a Police and Fire Fighter process as well as filling multiple vacancies throughout the City from terminations and retirements.

In the area of employee/labor relations, the department prepared for one arbitration hearing with the City prevailing in the Wastewater grievance arbitration relating to direct deposit of payroll. The department also handled several grievances and employee issues throughout the year.

In the area of Staff Development and Training, the staff continued to be very active in the education and training of supervisors and employees. The department trained all general and supervisory employees on legally mandated topics in 21 classes held throughout the year and provided required training to all seasonal employees. The staff conducted six new employee orientation programs, offered lead worker training and supervisory success seminars. We also put on two “retirement planning” series for all employees with one series targeted for employees close to retirement and another for those needing to plan for their future retirement.

CITY OF APPLETON 2006 BUDGET
HUMAN RESOURCES

MAJOR 2006 OBJECTIVES

To provide Departmental support meeting the City's organizational needs in the areas of:

Administration:
Continue work on changes to the Health Insurance Program
Educate employees on health care costs and managed care
Administer changes to fringe benefits as they occur
Coordinate and facilitate monthly benefit team meetings
Update 10% of Comprehensive Position Questionnaires
Continue to offer the Health Screening Program to employees and pre-Medicare eligible retirees and spouses
Update policies as needed to comply with changing regulations and environment

Recruitment and Retention:
Conduct a police officer recruitment process as necessary
Conduct a fire fighter recruitment process as necessary
Fill vacant positions as they are approved to be filled
Participate in at least one job fair to promote city employment opportunities

Employee and Labor Relations:
Begin contract negotiations with Waste Water, Water and Police
Continue work on the labor/management relationship development program

Staff Training and Development:
Offer approximately 20 required general employee training sessions
Implement E-Learning Modules
Conduct new employee orientation sessions bi-monthly and develop an on-line orientation
Conduct Seasonal Employee Training
Offer 4 supervisory training sessions
Offer a lead worker training program
Conduct Supervisory Success Seminars and Models of Management Seminars
Continue to build on Staff/Council relations
Offer benefit training opportunities for City employees

This budget includes an increase in personnel expense of $1,406 resulting from an external review of the position of Recruitment Specialist and $960 for the position of HR Generalist partially allocated to this fund. The total adjustment for the HR Generalist position is $1,978, split between the Human Resources department and the Risk Management Fund.

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2003	2004	Adopted 2005	Amended 2005	2006	Change *
Program Revenues		$ 581	$ 216	$ -	$ -	$ -	N/A
Program Expenses							
14010	Administration	166,067	167,157	217,919	217,919	223,131	2.39%
14020	Recruitment	180,651	200,751	171,977	171,977	170,530	-0.84%
14030	Employee Relations	116,582	95,097	86,372	86,372	82,583	-4.39%
14040	Staff Development	84,306	80,367	102,921	102,921	100,825	-2.04%
TOTAL		$ 547,606	$ 543,372	$ 579,189	$ 579,189	$ 577,069	-0.37%
Expenses Comprised Of:							
Personnel		443,244	433,630	446,400	446,400	468,066	4.85%
Administrative Expense		50,774	44,651	61,269	61,269	51,017	-16.73%
Supplies & Materials		6,030	5,099	11,720	11,720	6,050	-48.38%
Purchased Services		44,791	57,631	56,600	56,600	50,000	-11.66%
Utilities		2,767	2,361	3,200	3,200	1,936	-39.50%
Repair & Maintenance		-	-	-	-	-	N/A
Capital Expenditures		-	-	-	-	-	N/A
Full Time Equivalent Staff:							
Personnel allocated to programs		5.95	5.95	5.95	5.95	5.95	

** % change from prior year adopted budget*

CITY OF APPLETON 2006 BUDGET
HUMAN RESOURCES

Administration **Business Unit 14010**

PROGRAM MISSION

For the benefit of managers and employees, so that City departments can reach program objectives, we will develop and administer policies and procedures, coordinate and administer competitive fringe benefits and maintain employment related records.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 3: "Train, develop, and support our human resources…"

Objectives:

Develop, implement, maintain and distribute policies and procedures applicable to City employees
Implement affirmative action and equal employment opportunity policies and procedures
Serve as a resource for other agencies seeking employment and statistical data
Administer various policies and programs to comply with state and federal legislation
Administer fringe benefit programs and voluntary fringe benefit programs
Counsel employees on benefit related issues
Conduct organizational benefit reviews
Coordinate and administer the employee compensation and classification system
Administer the performance and goal evaluation system
Educate employees on health insurance costs and issues
Maintain employment records
Coordinate transition of health insurance changes

Major Program Changes:

The decrease in miscellaneous equipment (-$2,000) is due to the cost of an imaging license in 2005. Since the cost of the license was a one-time expense, there is no corresponding expense in 2006.

Additionally, the 2006 budget requests for printing/reproduction and utilities (telephone) have been reduced in a continuing effort to operate more cost effectively in light of budget constraints.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Timely and appropriate support of departments					
% of internal customers who rated HR services as satisfactory overall	New measure →		70%	70%	75%
Strategic Outcomes					
Consistent and understandable employment policies and procedures					
# of employment practices claims	1	2	0	1	0
Work Process Outputs					
Policy Implementation					
# of policies developed	6	3	1	1	0
# of policies updated	11	6	5	20	20
# of policy training sessions	263	166	180	180	180
Fringe Benefits					
# of new fringe benefits	3	0	0	0	0
# of modified fringe benefits	12	11	3	3	3
# of fringe benefit training sessions	1	8	5	30	30

CITY OF APPLETON 2006 BUDGET
HUMAN RESOURCES

Administration **Business Unit 14010**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4801 Charges for Serv.- Nontax	$ 241	$ 216	$ -	$ -	$ -
4802 Charges for Serv. - Tax	340	-	-	-	-
Total Revenue	$ 581	$ 216	$ -	$ -	$ -
Expenses					
6101 Regular Salaries	$ 101,728	$ 101,467	$ 141,782	$ 141,782	$ 149,144
6105 Overtime	315	950	-	-	-
6108 Part-Time	2,150	-	2,710	2,710	2,719
6150 Fringes	42,751	45,018	55,134	55,134	56,965
6202 Local Auto Expense	2,110	-	-	-	-
6206 Parking Permits	2,070	1,440	1,540	1,540	1,588
6301 Office Supplies	1,767	2,502	2,625	2,625	2,625
6302 Subscriptions	617	1,283	400	400	400
6305 Awards & Recognition	-	129	89	89	89
6307 Food & Provisions	28	-	119	119	119
6320 Printing & Reproduction	4,281	4,712	5,820	5,820	5,050
6327 Miscellaneous Equipment	28	180	3,000	3,000	500
6404 Consulting Services	6,654	8,200	3,000	3,000	3,000
6413 Utilities	1,525	1,214	1,700	1,700	932
6599 Other Contracts/Obligations	43	62	-	-	-
Total Expense	$ 166,067	$ 167,157	$ 217,919	$ 217,919	$ 223,131

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2006 BUDGET
HUMAN RESOURCES

Recruitment and Selection **Business Unit 14020**

PROGRAM MISSION

For the benefit of the community so that the City will have a qualified, diverse staff, we will research, recruit and recommend appropriate candidates.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 3: "Train, develop, and support our human resources…"

Objectives:

Review and make recommendations on the filling of vacancies, reorganizations and other staffing changes
Review and update job descriptions
Posts or advertise vacant positions
Receive, enter Equal Employment Opportunity (EEO) information and screen applications
Administer selection process including: corresponding with applicants, maintaining recruitment data, testing. interviewing, performing background and reference checks, coordinating travel arrangements, assessment centers, medical, psychological and physical agility tests and documenting employment offers
Maintain statistical data on applicant files
Outline and document all hiring processes
Through the Intercultural Relations Coordinator, actively pursue alliances with diverse organizations
Finalize the Fair Labor Standards Act (FLSA) audit and update job descriptions as applicable
Continue to explore online opportunities for job postings

Major Program Changes:

The decrease in employee recruitment (-$5,000) is due to continuing efforts to reduce the recruitment costs related to Police and Fire candidates. We have been successful in reducing the number of candidates as they flow through the process by utilizing panel interviews and changing the order of the interview process. This has saved us in the cost of testing materials, background checks and other recruitment expenses.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Staff Retention					
Regular employees on staff < 1 year	24	25	27	30	30
Regular employees on staff 1-5 years	179	117	184	155	150
Regular employees on staff 6-10 years	120	141	122	147	140
Regular employees on staff 10+ years	318	341	317	318	330
Strategic Outcomes					
City operates more efficiently					
# of open positions throughout year	51	92	64	80	72
# staff turnover non-union positions	11	11	12	10	12
# staff turnover union positions	34	42	41	35	41
Work Process Outputs					
Candidate recruitment					
# of positions posted internally	24	35	38	24	35
# of positions advertised externally	37	67	51	58	50
# of telephone interviews	8	2	12	10	5
# of face to face interviews	334	361	320	320	320
# of assessment centers	1	1	2	2	3
# of candidates tested	420	762	400	400	450

CITY OF APPLETON 2006 BUDGET
HUMAN RESOURCES

Recruitment and Selection **Business Unit 14020**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Expenses					
6101 Regular Salaries	$ 108,248	$ 95,583	$ 72,253	$ 72,253	$ 76,535
6105 Overtime	47	309	-	-	-
6150 Fringes	47,137	47,193	35,814	35,814	36,996
6204 Tuition Fees	-	360	-	-	-
6205 Employee Recruitment	4,415	9,773	17,000	17,000	12,000
6206 Parking Permits	15	-	-	-	-
6303 Memberships & Licenses	210	195	210	210	210
6307 Food & Provisions	115	9	500	500	500
6320 Printing & Reproduction	1,134	128	2,900	2,900	500
6404 Consulting Services	10,235	30,512	25,100	25,100	26,000
6412 Advertising	8,109	15,785	17,000	17,000	17,000
6413 Utilities	986	904	1,200	1,200	789
Total Expense	$ 180,651	$ 200,751	$ 171,977	$ 171,977	$ 170,530

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Employee Recruitment	
Background checks	$ 2,000
Testing materials	7,000
Miscellaneous recruitment charges	3,000
	$ 12,000
Consulting Services	
Pre-employment physicals	$ 10,500
Pre-employment psychologicals	10,500
Police & Fire physicals and psychologicals	5,000
	$ 26,000
Advertising	
General recruitment ads	$ 10,000
Police & Fire recruitment	7,000
	$ 17,000

CITY OF APPLETON 2006 BUDGET
HUMAN RESOURCES

Employee & Labor Relations **Business Unit 14030**

PROGRAM MISSION

For the benefit of the citizens so that the City can maintain a fiscally responsible and motivated workforce that enables managers and supervisors to effectively carry out their missions, we will conduct labor contract negotiations, administer agreements, resolve grievances and assist with employee related issues.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy #1, "Early discussion with leadership…" and Key Strategy #6, "Work continuously to improve… "

Objectives:

Negotiate and administer City labor agreements for the Wastewater, Water and Police Departments
Address employee issues and handle grievances as they occur
Investigate complaints and follow through to resolution
Provide intervention and conflict resolution services
Assist employees with issues or concerns
Assist and advise employees on employment related issues
Provide contract interpretation and training
Coordinate and participate in grievance and interest arbitrations
Monitor unemployment compensation
Develop a sick leave/attendance program

Major Program Changes:

The reduction in consulting fees reflects the progress made in 2005 on negotiating labor agreements with the City's various bargaining groups.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Grievance resolution					
# of grievances	36	22	30	30	25
# of grievances sent to arbitration	1	1	0	0	0
Strategic Outcomes					
Sick leave frequency					
# sick hours used city wide	32,613	33,190	34,488	43,388	32,000
Avg. sick hours used per employee	44.2	49.8	45.8	65.9	42.0
Work Process Outputs					
Labor contracts negotiated and administered					
# of contracts under negotiation	16	15	15	15	3
# of contracts sent to arbitration	1	1	0	0	0

CITY OF APPLETON 2006 BUDGET
HUMAN RESOURCES

Employee & Labor Relations **Business Unit 14030**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Expenses					
6101 Regular Salaries	$ 68,837	$ 65,008	$ 52,750	$ 52,750	$ 55,757
6105 Overtime	104	30	-	-	-
6150 Fringes	25,448	26,172	20,666	20,666	21,455
6302 Subscriptions	1,596	-	676	676	676
6303 Memberships & Licenses	500	380	380	380	380
6307 Food & Provisions	91	191	100	100	100
6404 Consulting Services	19,751	3,073	11,500	11,500	4,000
6413 Utilities	255	243	300	300	215
Total Expense	$ 116,582	$ 95,097	$ 86,372	$ 86,372	$ 82,583

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2006 BUDGET
HUMAN RESOURCES

Staff Development & Training **Business Unit 14040**

PROGRAM MISSION

For the benefit of City staff and the community, we will provide training to meet strategic goals and educational opportunities for staff to enhance employees' skills, to fulfill legally mandated training requirements and to increase employee satisfaction and productivity.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 3, "Train, develop, and support our human resources…" and Key Strategy #4, "Be proactive in communication to encourage…"

Objectives:

Coordinate and conduct general employee training for all employees
Coordinate and conduct supervisory training
Research and develop a strategic planning program
Conduct needs assessment to identify training opportunities
Evaluate effectiveness of programs to meet training needs
Recommend and implement training programs (including budgetary implications) to address training needs
Maintain Citywide training/tracking database
Serve as a resource for employees and supervisors for identifying and creating career development and team building plans
Facilitate and assist in the coordination of departmental meetings and retreats Citywide
Create and distribute a quarterly employee newsletter and a quarterly supervisors' newsletter
Research and offer leadership conferences and seminars for directors and supervisors
Facilitate team development, including conflict resolution and setting of communication expectations
Coordinate facilitation and development of strategic plans for department directors

Major Program Changes:

The budget includes a reduction in training/conferences (-$5,300) due to continuing efforts to provide City-wide training in the most cost-effective means possible. These efforts include utilizing City staff to conduct training sessions rather than hiring outside consultants and eliminating or substantially reducing non-required training.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Timely, resourceful training provided					
% employees reported very satisfied	88%	59%	60%	60%	60%
% employees reported satisfied	11%	41%	40%	40%	40%
% employees reported not satisfied	0%	0%	0%	0%	0%
Strategic Outcomes					
% of employees reporting that training will help improve their:					
Work skills	N/A	N/A	75%	75%	75%
Work Process Outputs					
Training programs conducted					
# employee training sessions	181	166	100	125	100
Avg. number participants per session	21	23	22	35	25

CITY OF APPLETON 2006 BUDGET
HUMAN RESOURCES

Staff Development & Training **Business Unit 14040**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Expenses					
6101 Regular Salaries	$ 33,646	$ 35,442	$ 45,862	$ 45,862	$ 48,402
6108 Part-Time	-	147	-	-	-
6150 Fringes	12,834	16,311	19,429	19,429	20,093
6201 Training\Conferences	34,735	27,749	36,950	36,950	31,650
6204 Tuition Fees	1,578	177	-	-	-
6303 Memberships & Licenses	-	165	180	180	180
6307 Food & Provisions	926	298	500	500	500
6315 Books & Library Materials	307	78	-	-	-
6320 Printing & Reproduction	280	-	-	-	-
Total Expense	$ 84,306	$ 80,367	$ 102,921	$ 102,921	$ 100,825

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Training and Conferences	
HR professional/technical training	$ 6,900
City-wide training:	
Organizational development	6,750
Supervisory training	12,000
General training	6,000
	$ 31,650

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CITY OF APPLETON 2006 BUDGET

RISK MANAGEMENT

Human Resources Director: Sandra A. Neisen

Deputy Director of Human Resources: Debra M. Keckeisen

CITY OF APPLETON 2006 BUDGET
RISK MANAGEMENT

MISSION STATEMENT

To establish and maintain a successful risk management program and to provide on-going support and training to all City Departments and staff as well as prompt and fair service to the public.

DISCUSSION OF SIGNIFICANT 2005 EVENTS

The Risk staff started off the year by completing annual insurance renewals and an analysis of current coverages. The staff coordinated the placement, installation and training for the Automated External Defibrillators (AED's) at City Hall and is working on developing a policy for the use of the AED's. Staff began work on video taping of all city facilities in case of catastrophic loss so that contents at each facility could be fully documented. The Accident review procedures were revisited and revised to improve the overall process. Risk staff also began work on a brochure for a City-wide fleetwatch program. Additionally, risk staff were asked to review and make recommendations regarding several potential programs for departments such as a Canine Unit at Police and Volunteer insurance for the departments that utilize volunteer workers.

Evaluation of workers' compensation statistics was also done and some areas targeted for further follow-up as a result of those statistics and results were shared with departments. The OSHA 300A log for tracking workers' compensation injuries was completed and filed with the Wisconsin Department of Commerce.

Safety staff worked on centralizing safety training for Parks & Recreation, Utilities and Public Works. A total of six (6) full-day training dates were provided in which 21 safety topics were covered at each session. Staff corrected more than 3 dozen safety hazards as a result of safety inspections. Lead screening for the Police Department range instructors and the annual audiogram screening for field positions were completed.

CITY OF APPLETON 2006 BUDGET
RISK MANAGEMENT

MAJOR 2006 OBJECTIVES

In 2006, for the key objective of ensuring that the City has sufficient insurance coverage and reserves for any type of claim and to handle all claims and potential claims involving the City our focus will be:

Develop Lead and Asbestos policies
Complete development of an Automated External Defibrillator Policy
Monitor the status of the Fox River cleanup
Evaluate alternatives for auto liability coverage
Evaluate insurance coverages including a review of Valley Transit coverages

In 2006, for the key objective of educating City departments and employees in the prevention of losses our focus will be:

Lead worker training
Supervisory training with emphasis on Harassment & Discrimination, Accident Investigation, Reasonable Suspicion, and Right to Know
Training of General Employees on Right to Know and Harassment and Discrimination
Conduct an alderperson orientation program and train on Harassment and Discrimination
Offer Safety Days to accomplish required safety training
Conduct a supervisor orientation to familiarize supervisors with risk issues
Train volunteers, seasonal employees and part-time employees on required topics

This budget includes an increase in personnel expense of $2,034 resulting from an external review of the position of Claims/Loss Control Analyst and $1,016 for the position of HR Generalist partially allocated to this fund. The total adjustment for the HR Generalist position is $1,976, split between the Risk Management Fund and the Human Resources department in the General Fund.

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2003	2004	Adopted 2005	Amended 2005	2006	Change *
Program Revenues		$ 1,002,313	$ 862,596	$ 965,744	$ 965,744	$ 904,144	-6.38%
Program Expenses							
6210	Administration	1,057,154	1,076,629	1,055,065	1,055,065	995,735	-5.62%
6220	Loss Control	115,977	114,629	131,084	131,084	130,308	-0.59%
Total Program Expenses		$ 1,173,131	$ 1,191,258	$ 1,186,149	$ 1,186,149	$ 1,126,043	-5.07%
Expenses Comprised Of:							
Personnel		192,541	205,220	253,420	253,420	268,305	5.87%
Administrative Expense		951,395	968,038	898,009	898,009	830,517	-7.52%
Supplies & Materials		5,229	2,252	5,120	5,120	3,420	-33.20%
Purchased Services		23,479	15,286	28,400	28,400	23,200	-18.31%
Utilities		487	462	1,200	1,200	601	-49.92%
Repair & Maintenance		-	-	-	-	-	N/A
Capital Expenditures		-	-	-	-	-	N/A
Full Time Equivalent Staff:							
Personnel allocated to programs		2.65	2.65	2.98	2.98	2.98	

** % change from prior year adopted budget*

CITY OF APPLETON 2006 BUDGET
RISK MANAGEMENT

Administration **Business Unit 6210**

PROGRAM MISSION

For the financial benefit of our citizens, we will proactively administer and manage a fiscally responsible risk management program.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy #2, "Proactively pursue regional cooperation of services…" and Key Strategy #6, "Work continuously to improve the efficiency and effectiveness of City services…"

Objectives:

Review the auto liability coverage for alternatives
Review Valley Transit insurance coverages
Look for ways to gain efficiencies on handling of certificates of insurance
Videotape City facilities to document contents
Analyze statistical data and develop programs to reduce exposures

Major Program Changes:

The decrease in consulting services is a result of deletion of the costs for the actuarial study. The actuarial study is done every other year and was completed in 2005. The changes in uninsured losses ($64,103 decrease in general, $32,695 increase in workers' compensation) are based on a seven year loss history of actual losses incurred plus estimates of any needed new reserves for claims still pending. The overall level of reserves is determined by the City's Risk Manager, Claims Committee and Finance Director, with input from the Cities and Villages Mutual Insurance Company (CVMIC) and the actuarial study.

The reduction in insurance premiums from the 2005 budget ($15,000) reflects the inclusion of vehicle collision coverage among the risks for which the City will self-insure, rather than purchasing this coverage from CVMIC.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Insurance Costs					
Average worker's compensation costs per claim	$ 1,075	$ 2,081	$ 2,500	$ 2,500	$ 2,000
Average cost per general liability claim	$ 276	$ 184	$ 236	$ 200	$ 200
Average cost per auto liability claim	$ 432	$ 307	$ 400	$ 400	$ 400
Strategic Outcomes					
Minimize claims expense					
$ value of claims paid	$ 35,993	$ 23,279	$ 30,000	$ 30,000	$ 25,000
$ value of subrogation recovery	$ 14,998	$ 6,442	$ 5,000	$ 5,000	$ 5,000
Work Process Outputs					
Insurance Coverage Maintenance					
# of insurance policy renewals	10	10	10	10	10
# of new insurance policies purchased	0	0	0	0	0
Claim processing					
# of claims filed	108	171	175	175	175

CITY OF APPLETON 2006 BUDGET
RISK MANAGEMENT

Administration **Business Unit 6210**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Expenses					
4710 Interest on Investments	$ 128,150	$ 66,979	$ 130,000	$ 130,000	$ 87,350
4716 Unrealized Gains/Losses	(19,459)	(40,094)	-	-	-
4801 Charges for Serv.- Nontax	600,094	578,554	583,656	583,656	561,794
5035 Other Reimbursements	270,499	257,113	252,088	252,088	255,000
5045 Reimb from Prior Yr. Exp	1,114	-	-	-	-
5082 Insurance Proceeds	21,415	-	-	-	-
Total Revenue	$ 1,001,813	$ 862,552	$ 965,744	$ 965,744	$ 904,144
Expenses					
6101 Regular Salaries	$ 74,809	$ 75,116	$ 115,529	$ 115,529	$ 124,285
6150 Fringes	28,410	31,815	44,905	44,905	45,771
6202 Local Auto Expense	425	-	-	-	-
6206 Parking Permits	1,130	1,080	1,080	1,080	1,116
6301 Office Supplies	1,992	2,197	2,500	2,500	2,500
6320 Printing & Reproduction	186	-	-	-	-
6327 Miscellaneous Equipment	58	180	500	500	500
6401 Accounting/Audit	984	1,058	1,200	1,200	1,200
6403 Bank Services	-	3,552	-	-	3,800
6404 Consulting Services	7,829	-	8,000	8,000	-
6501 Insurance	409,450	428,282	442,145	442,145	427,245
6599 Other Contracts/Obligations	43	62	-	-	-
6626 Uninsured Losses	188,405	191,649	208,103	208,103	144,000
6627 Uninsured Losses - WC	267,178	280,901	187,305	187,305	220,000
6720 Interest Payments	76,255	60,737	43,798	43,798	25,318
Total Expense	$ 1,057,154	$ 1,076,629	$ 1,055,065	$ 1,055,065	$ 995,735

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Insurance	
CVMIC Pool Coverage:	
Liability	$ 91,000
Excess liability	17,500
Employment practice	25,000
Automobile	36,100
Package property	200,000
Treasurer's bond	645
Worker's compensation	57,000
	$ 427,245
Uninsured Losses	
General liability	$ 21,000
Automobile	23,000
Accrual for incurred but not reported claims	100,000
	$ 144,000
Uninsured Losses - WC	
Worker's compensation	$ 220,000
	$ 220,000

CITY OF APPLETON 2006 BUDGET
RISK MANAGEMENT

Safety/Loss Prevention **Business Unit 6220**

PROGRAM MISSION

For the benefit of City employees, we will identify, educate and promote loss prevention programs in order to provide a safe and healthy work environment.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 3, "Train, develop, and support our human resources ..."

Objectives:

Conduct supervisor orientation on certificates of insurance, contracts and other risk areas
Develop an Automated External Defibrillator (AED) Policy and continue training employees on usage of the AED
Conduct training with volunteers, seasonals and part-time employees-Harassment and Discrimination, Workplace Violence, etc...
Conduct Right to Know training for supervisors, and general employees
Continue with safety day presentations to cover required safety policies and updates

Major Program Changes:

Reduced training and conferences, awards and recognition, safety supplies and consulting services to reflect recent history of these expenses. 2004 actual expenditures for these items reflect the deferral of expenses which could reasonably be deferred from 2004 to 2005, including all but the most critical Risk Management staff training. We continually strive to balance the use of outside trainers for City-wide training with having our own staff conduct the training to get the most effective training at the least cost.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2004	Target 2006
Client Benefits/Impacts					
Safety and loss prevention knowledge					
# of attendees at safety sessions	3,075	1,782	3,000	2,952	3,000
Strategic Outcomes					
Convenient, understandable safety policies & procedures					
# of safety inspections conducted	84	72	70	76	75
# of safety problems	176	168	150	160	150
# of safety corrections	142	144	125	130	125
Work Process Outputs					
Employees Educated					
# of educational programs given	84	69	100	100	80
Ave employees per session	37	26	30	30	30

CITY OF APPLETON 2006 BUDGET
RISK MANAGEMENT

Safety/Loss Prevention **Business Unit 6220**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
5010 Misc Revenue - Nontax	$ 500	$ 44	$ -	$ -	$ -
Total Revenue	$ 500	$ 44	$ -	$ -	$ -
Expenses					
6101 Regular Salaries	$ 64,031	$ 66,445	$ 64,896	$ 64,896	$ 69,704
6105 Overtime	17	37	-	-	-
6108 Part-Time	-	-	354	354	344
6150 Fringes	25,275	31,807	27,736	27,736	28,201
6201 Training\Conferences	3,662	1,532	9,875	9,875	7,875
6202 Local Auto Expense	-	79	-	-	-
6301 Office Supplies	-	33	-	-	-
6302 Subscriptions	44	79	100	100	100
6303 Memberships & Licenses	810	730	810	810	810
6305 Awards & Recognition	1,960	660	1,540	1,540	700
6307 Food & Provisions	83	79	753	753	853
6315 Books & Library Materials	2,780	-	100	100	100
6320 Printing & Reproduction	1,458	1,458	1,920	1,920	2,070
6323 Safety Supplies	525	614	2,100	2,100	500
6327 Miscellaneous Equipment	222	-	500	500	250
6404 Consulting Services	14,623	10,614	19,200	19,200	18,200
6413 Utilities	487	462	1,200	1,200	601
Total Expense	$ 115,977	$ 114,629	$ 131,084	$ 131,084	$ 130,308

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Consulting Services	
Hearing tests	$ 5,700
Commercial Driver's License program	5,300
Respirator tests	6,200
Misc. safety consultant	1,000
	$ 18,200

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CITY OF APPLETON 2006 BUDGET
RISK MANAGEMENT FUND
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET ASSETS

	2003 Actual	2004 Actual	2005 Budget	2005 Projected	2006 Budget
Revenues					
Charges for Services	$ 600,094	$ 578,554	$ 583,656	$ 583,656	$ 561,794
Other	293,528	257,157	252,088	252,088	255,000
Total Revenues	893,622	835,711	835,744	835,744	816,794
Expenses					
Operating Expenses	1,096,877	1,130,521	1,142,351	1,142,351	1,100,725
Total Expenses	1,096,877	1,130,521	1,142,351	1,142,351	1,100,725
Operating Income (Loss)	(203,255)	(294,810)	(306,607)	(306,607)	(283,931)
Non-Operating Revenues (Expenses)					
Investment Income	108,691	26,885	130,000	80,000	87,350
Interest Expense	(76,255)	(60,737)	(43,798)	(43,798)	(25,318)
Total Non-Operating	32,436	(33,852)	86,202	36,202	62,032
Change in Net Assets	(170,819)	(328,662)	(220,405)	(270,405)	(221,899)
Fund Balance - Beginning	3,559,536	3,388,717	3,060,055	3,060,055	2,789,650
Fund Balance - Ending	$ 3,388,717	$ 3,060,055	$ 2,839,650	$ 2,789,650	$ 2,567,751

SCHEDULE OF CASH FLOWS

Cash - Beginning of Year	$ 2,906,110	$ 2,436,785
+ Change in Net Assets	(270,405)	(221,899)
- Principal Repayment	(198,920)	(216,899)
Working Cash - End of Year	$ 2,436,785	$ 1,997,987

Discussion of changes in fund balances:

The decline in net assets in this fund reflects the intentional, gradual reduction of fund balance.

Allowable use of fund balance per reserve policy:

12/31/04 audited balance	$ 3,060,055
Designated for debt service	(726,876)
Designated for working capital reserve	(297,815)
Projected 2005 use of fund balance	(270,405)
Amount available for 2006 budget	$ 1,764,959
20% of 2006 budgeted expenditures maximum	$ 225,209

CITY OF APPLETON 2006 BUDGET
RISK MANAGEMENT FUND
LONG TERM DEBT

	1987 G.O. Revenue Bonds	
Year	Principal	Interest
2006	216,899	25,318
2007	236,791	5,150
	$ 453,690	$ 30,468

CITY OF APPLETON 2006 BUDGET

COMMUNITY DEVELOPMENT

Community Development Director: Peter A. Hensler

Deputy Director: Monica N. Klaeser

CITY OF APPLETON 2006 BUDGET
COMMUNITY DEVELOPMENT

MISSION STATEMENT

Appleton's Economic Development program provides resources to promote Appleton as a leader in the Fox Cities, enhance and diversify the tax base, and partners with the community in initiatives which promote Appleton as a vital community in which to live and do business. The Appleton Planning program serves the community with land use planning, development coordination, local zoning regulation administration, promotion of comprehensive and smart growth concepts and special project management in order to enhance the quality of life and economic vitality of Appleton.

DISCUSSION OF SIGNIFICANT 2005 EVENTS

In mid-2005, after the departure of the City's Planning Director, a resolution was submitted to consider combining the Planning and Economic Development programs into one department titled Community Development. The Mayor submitted his executive budget with the combination and the merger was ultimately approved by the Common Council at their October 5, 2005 meeting.

Economic Development
Economic Development staff had an active year with projects throughout the City. Heartwood Homes Senior Living, an assisted living facility, has broken ground at Wisconsin Avenue and Mason Street. This was a TIF assisted project which occupies a long vacant parcel. Along the Riverfront, the Historic Atlas Mill, including the Paper Discovery Center and Paper Creations, opened. This is a 35,000 sq. ft. development that will act as a magnet for the Riverfront District. Also, the Trolley Square project on the former Valmet site has broken ground and will be another attraction for the Riverfront. In Downtown, the Big Picture opened for business early in 2005. This large format family theater will attract many visitors.

In 2005, the City sold just over 40 acres in the Northeast Business Park. These sales will result in about $30 million in new development in the coming year. In addition to these sales, Economic Development staff aided two business, CMD and C3, to obtain State Technology Zone tax credits totaling $500,000 for their expansion.

Economic Development staff continue to work with area businesses through publication of our quarterly electronic newsletter, the Vantage Point, which informs the commercial real estate community of available development opportunities, as well as developments in progress. The department also publishes an annual newsletter, the Appleton Advantage, which is sent to all businesses in the City to inform them of development activities during the year. Staff also conduct business retention calls throughout the year to explore ways to help businesses succeed and expand in Appleton.

Planning
Planning staff has conducted a review of the new Zoning Code, adopted in 2004. This resulted in amendments to clarify language, correct editing errors and eliminate duplicated standards.

2005 saw the completion of the first phase of the R-1C Central City Residential District rezoning project. This is a multi-phase project to change existing single family dwellings in the oldest parts of the City to an R-1C designation, which is a new zoning category created by the 2004 Zoning Ordinance. Because many older single family homes were built to a different zoning standard than that embodied in the City's current R-1 designation, many of them were classified as non-conforming, creating difficulties for homeowners with respect to financing and insurance. The R-1C designation accommodates these older development standards and relieves owners of a non-conforming designation.

In addition to the newly created R-1C zoning designation, the 2004 Zoning Ordinance also created the PI Public Institutional zoning designation. The PI designation recognizes that institutions such as schools and churches are compatible with residential areas but do not meet the R-1 criteria. In 2005, all Appleton Area School District properties were rezoned to PI, as were several churches and private schools.

Other Planning activities include:
Continuation of the "Contact Report" concept, first initiated in 2003, designed to encourage better communication among all City Departments on specific development issues by documenting information exchanged between City staff and the public regarding specific properties within the City. The department also uses the "permit hold" concept which prevents permits from being issued on parcels that have restrictions placed on them that must be satisfied prior to the issuance of any new permits.

Presented certificates of recognition to ten owners of residential properties by the Historic Preservation Committee (HPC) for their efforts related to the restoration and stewardship of the historic character of their properties.

CITY OF APPLETON 2006 BUDGET
COMMUNITY DEVELOPMENT

MAJOR 2006 OBJECTIVES

Maintain a positive work environment for Department employees, enabling them to achieve work related goals and a high level of personal satisfaction.

Formulate and implement a marketing plan that will result in development within targeted districts of the City.

Call on at least 40 businesses in the City with information on business assistance programs and general City information.

Attract development to the City, with an emphasis on targeted districts, that will result in substantial tax base enhancement. The target for tax base enhancement is an increase of 2.5% of equalized value.

Sell 15 acres of business park land.

Proactively manage projects after approval to monitor the status and ensure compliance and completion.

Administration and monitoring of the Zoning Ordinance including regular updates when necessary to address any challenges or problems in the implementation of the Code with a target of June 2006 to recommend any necessary changes to the Code to introduce change, adjustment, or amendment to the Code when necessary.

Update chapters of the VISION 20/20: Comprehensive Plan to reflect the direction provided through the State of Wisconsin Smart Growth Initiative including the Downtown Development Plan.

Coordinate the Development Review Team process and provide the Plan Commission and Common Council with full analysis and information of the various development proposals submitted for their review and approval.

Encourage and pursue opportunities for riverfront development in accordance with the Focus Fox River: A Master Plan. Continue to provide staffing and participation on the Riverfront Action Committee.

Work with the development community, elected and appointed officials, neighborhoods, and businesses to formulate development proposals which implement City-wide and neighborhood development plans.

Encourage design and aesthetics review in planned development, special use permit, and site plan applications.

Administer the principles of design and development which promote the health, safety, and welfare of the community through a City-wide coordinated site plan review process.

Continue the process to downzone several of the older residential neighborhoods of the City to R-1C Central City Residential District.

This budget includes an increase in personnel expense of $2,221 resulting from an external review of the position of Business Development Specialist and $2,123 for the position of Economic Development Specialist.

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2003	2004	Adopted 2005	Amended 2005	2006	Change *
	Program Revenues	$ 36,173	$ 34,746	$ 40,300	$ 40,300	$ 40,300	0.00%
	Program Expenses						
10550	Administration	294,402	232,617	229,069	229,069	133,171	-41.86%
10551	Marketing	94,223	78,658	81,614	81,614	81,601	-0.02%
10552	Business Services	42,925	44,500	44,625	44,625	46,555	4.32%
10553	New & Redevelopment	88,020	81,331	78,675	78,675	82,645	5.05%
10550	Business Park	69,751	59,280	57,608	57,608	61,347	6.49%
15020	Current Planning	217,290	161,818	176,676	176,676	169,424	-4.10%
15030	Long Range Planning	29,920	40,455	28,565	28,565	101,642	255.83%
15040	Historic Planning	4,193	4,669	6,713	6,713	6,957	3.63%
15050	Technical Services	48,091	50,233	49,502	49,502	51,727	4.49%
	TOTAL	$ 888,815	$ 753,561	$ 753,047	$ 753,047	$ 735,069	-2.39%
	Expenses Comprised Of:						
	Personnel	719,934	663,719	671,044	671,044	602,083	-10.28%
	Administrative Expense	65,767	44,163	50,953	50,953	50,989	0.07%
	Supplies & Materials	2,080	6,028	5,630	5,630	4,880	-13.32%
	Purchased Services	95,738	35,414	19,920	19,920	73,050	266.72%
	Utilities	5,058	4,051	4,800	4,800	3,367	-29.85%
	Repair & Maintenance	238	186	700	700	700	0.00%
	Capital Expenditures	-	-	-	-	-	N/A
	Full Time Equivalent Staff:						
	Personnel allocated to programs	4.00	4.00	3.50	3.50	3.50	

** % change from prior year adopted budget*

CITY OF APPLETON 2006 BUDGET
COMMUNITY DEVELOPMENT

Administration **Business Unit 10550**

PROGRAM MISSION

For the benefit of staff so that productivity, efficiency, product quality, delivery of service and job satisfaction are optimized, we will provide a healthy work environment including proper supervision, training, evaluation, coaching, and support services to better the quality of life in Appleton.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 3: "Train, develop, and support our human resources..."

Objectives:

Prepare and manage budgets responsibly
Complete staff goals and reviews in a complete and timely manner and provide leadership conducive to individual and organizational success
Provide training as appropriate to facilitate an efficient and professional staff
Work continuously to pursue a regional outreach to the professional and residential community and encourage involvement in the Planning process.
Provide department-wide systems improvement among programs, crosstraining of staff, and public information coordination and development for timely and improved customer (internal and external) service.
Develop, review, evaluate, and update departmental policies, procedures, and practices as needed and train personnel on new policies to ensure high quality of services.
Maintain and adhere to deadlines as set by department policies and City and State codes.

Major Program Changes:

Staff time allocated to this program has been adjusted to more accurately reflect actual history of efforts in addition to projected work load for 2006.
The increase in the Membership and Licenses expense reflects membership rate increases on the part of several professional organizations.
This budget reflects the elimination of the Planning Director's salary and consolidating all Training\Conference expense in the Administration program.
Make any adjustments necessary to work space (see page 72) and job descriptions (see page 70) related to the merger of departments.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Employee retention					
% staff turnover	0%	0%	0%	0%	9%
Compliance with policies					
# violations	0	0	0	0	0
Provide pleasant, professional, and timely service to all internal and external customers					
Positive survey response rate	100%	100%	92%	100%	93%
Strategic Outcomes					
Improve Community Economic Conditions					
# of meetings attended with community based organization	New Measure	110	125	130	140
Ascertain relevant policies, objectives, and resolutions of Plan Commission are carried out					
Review of staff recommendations	100%	100%	92%	100%	95%
Planning Department reputation reflected as a professional entity					
Positive survey response rate	94%	100%	92%	100%	92%
Work Process Outputs					
Annual perf eval completed					
% complete	100%	100%	100%	100%	100%
Annual goals & obj. mutually dev					
% complete	100%	100%	100%	100%	100%
Training courses completed					
% complete	100%	100%	100%	100%	100%
Developer/applicant informed					
Provided with calendar of deadlines	100%	100%	100%	100%	100%
Sent agenda, staff review & completion letter	100%	100%	100%	100%	100%

CITY OF APPLETON 2006 BUDGET
COMMUNITY DEVELOPMENT

Administration **Business Unit 10550**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
5010 Misc Revenue - Nontax	$ 54	$ 123	$ 200	$ 200	$ 200
5011 Misc Revenue - Tax	29	73	100	100	100
Total Revenue	$ 83	$ 196	$ 300	$ 300	$ 300
Expenses					
6101 Regular Salaries	$ 184,706	$ 146,414	$ 145,070	$ 145,070	$ 73,225
6105 Overtime	472	-	-	-	-
6108 Part-Time	164	-	-	-	-
6150 Fringes	77,483	64,363	59,131	59,131	33,260
6201 Training\Conferences	7,185	3,111	4,400	4,400	7,400
6202 Local Auto Expense	1,954	23	-	-	-
6204 Tuition Fees	-	445	200	200	200
6206 Parking Permits	4,335	3,219	3,528	3,528	3,564
6301 Office Supplies	2,739	1,284	2,950	2,950	2,950
6302 Subscriptions	600	594	650	650	650
6303 Memberships & Licenses	1,129	2,835	2,650	2,650	2,650
6304 Postage & Freight	-	-	100	100	100
6305 Awards & Recognition	65	172	165	165	165
6307 Food & Provisions	291	78	250	250	250
6315 Books & Library Materials	-	695	75	75	75
6320 Printing & Reproduction	1,205	1,633	1,800	1,800	1,600
6327 Miscellaneous Equipment	523	2,349	1,730	1,730	1,730
6404 Consulting Services	3,500	-	-	-	-
6411 Temporary Help	2,763	1,761	2,000	2,000	2,000
6412 Advertising	1,836	886	670	670	660
6413 Utilities	3,213	2,569	3,000	3,000	1,992
6418 Equip Repairs & Maint	238	186	700	700	700
Total Expense	$ 294,401	$ 232,617	$ 229,069	$ 229,069	$ 133,171

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2006 BUDGET
COMMUNITY DEVELOPMENT

Marketing **Business Unit 10551**

PROGRAM MISSION

For the benefit of prospective businesses and developers so that they will select Appleton as the prime location to establish, expand, and make investments, we will promote the advantages of the City of Appleton through several means.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategies # 2: "...pursue regional cooperation of services..." and #6: "…work to continuously improve the efficiency and effectiveness of City services…"

Objectives:

This program is comprised of activities conducted to promote the City of Appleton for private investment and development. Included are advertising, creation and distribution of promotional materials (including but not limited to print media and webpages), and acting as the City's liaison with various development-related organizations. The City continues its membership contributions to Appleton Downtown, Inc. and the Fox Cities Economic Development Partnership.

Promote Appleton to the broader public, especially business and industry
Target businesses to achieve the desired economic profile
Support sustained economic growth within the City by attracting new businesses
Promote the City's interests through active participation on various boards, committees, and organizations
Assist prospective businesses and developers and track results for evaluation of promotional activities

Major Program Changes:

No major changes.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Information specific to development in Appleton					
# of prospect information deliveries	88	86	70	70	70
Strategic Outcomes					
Expanded and diversified Appleton economy					
# and description of developments	1	1	2	2	2
Work Process Outputs					
Marketing plan prepared					
Plan complete	1	1	1	1	1
Marketing materials produced					
# of pieces developed	3	1	2	2	2
Prospects tracked & follow-up performed					
% prospects tracked	100%	100%	100%	100%	100%
% due diligence conducted	100%	100%	100%	100%	100%

CITY OF APPLETON 2006 BUDGET
COMMUNITY DEVELOPMENT

Marketing **Business Unit 10551**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Expenses					
6101 Regular Salaries	$ 23,711	$ 24,177	$ 23,987	$ 23,987	$ 25,637
6150 Fringes	9,425	10,584	9,707	9,707	10,089
6303 Memberships & Licenses	45,114	32,000	32,000	32,000	32,000
6315 Books & Library Materials	30	-	-	-	-
6404 Consulting Services	3,580	4,940	4,120	4,120	3,200
6412 Advertising	10,942	5,607	10,300	10,300	9,600
6413 Utilities	1,421	1,350	1,500	1,500	1,075
Total Expense	$ 94,223	$ 78,658	$ 81,614	$ 81,614	$ 81,601

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Memberships & Licenses	
Fox Cities Economic Development Partnership	$ 7,000
Appleton Downtown, Inc.	25,000
	$ 32,000

CITY OF APPLETON 2006 BUDGET
COMMUNITY DEVELOPMENT

Business Services **Business Unit 10552**

PROGRAM MISSION

For the benefit of Appleton's current and prospective businesses and their employees so that services of business assistance are identified and conveyed, we will provide information and expertise to address business issues.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategies #5: "work to improve influence over statutory and regulatory processes…" and # 6: "work to continuously improve the efficiency and effectiveness of City services..."

Objectives:

This program is comprised of activities undertaken to maximize the City's likelihood of retaining and growing its business base. The elements include business retention visits, newsletters, technical assistance, business recognition awards, and database maintenance.

Improve the environment in Appleton to promote business and industry and attract investment. Conduct business retention visits to share information, assist in company plans for expansion, and address issues within local control. Act as ombudsman for Appleton businesses in their efforts to resolve issues with the City. Continue to examine ways in which City government can be improved to be more responsive to business needs. Administer the business recognition award program to acknowledge and demonstrate the City's appreciation of its business and industry. Provide technical assistance for start-up companies.

Major Program Changes:

No major changes.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Connection to source of issue resolution or resource					
# Existing businesses assisted	41	48	35	40	40
# Start-up businesses assisted	111	98	80	60	60
Strategic Outcomes					
Appleton's businesses grow or new businesses established					
# Expansions or new businesses	15	12	15	15	15
# Targeted buildings filled	13	6	5	8	8
Work Process Outputs					
Retention visit clients served					
# business retention visits & follow-ups	39	39	40	40	40
Newsletter					
# Annual newsletter completed	1	1	1	1	1
# Annual newsletter recipients	1,661	1,750	2,000	2,000	2,000
# Quarterly broker/dev newsletter	New measure	4	4	4	4
# Quarterly broker/dev recipients	New measure	451	100	125	140
Web pages revised or added					
# pages	56	53	15	25	25

CITY OF APPLETON 2006 BUDGET
COMMUNITY DEVELOPMENT

Business Services **Business Unit 10552**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Expenses					
6101 Regular Salaries	$ 29,315	$ 30,198	$ 29,963	$ 29,963	$ 32,185
6108 Part-Time	822	-	-	-	-
6150 Fringes	11,744	13,265	12,162	12,162	12,670
6303 Memberships & Licenses	910	-	-	-	-
6305 Awards & Recognition	134	-	700	700	700
6320 Printing & Reproduction	-	1,037	1,800	1,800	1,000
Total Expense	$ 42,925	$ 44,500	$ 44,625	$ 44,625	$ 46,555

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2006 BUDGET
COMMUNITY DEVELOPMENT

New and Redevelopment Projects **Business Unit 10553**

PROGRAM MISSION

For the benefit of targeted businesses and/or developers so that desired development occurs, we will prospect, encourage, direct, negotiate, coordinate, and secure development projects.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 6: "…work to continuously improve the efficiency and effectiveness of City services..."

Objectives:

This program is comprised of activities undertaken to assist the development community in its effort to commence development initiatives in the City of Appleton. Development coordination, prioritization, and direction are among the functions performed within this program. Economic Development serves as the executive director and staff to the Appleton Redevelopment Authority and as the City's representative to various development-related organizations.

Provide quality information and direction, as well as financial and technical assistance to businesses seeking to expand or locate within the City. Act as ombudsman for developers pursuing investments in the City. Increase the commercial and industrial components' respective shares of the City's tax base, giving highest priority to redevelopment areas and tax incremental financing districts. Create developable parcels throughout the City, especially within the City's industrial and business parks, redevelopment districts, and tax incremental financing districts

Major Program Changes:

No major changes.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Guidance rec'd to success in dev. in Appleton					
# projects consulted	9	15	20	15	20
Assist in land assembly, development incentives, or project management					
# dev. generated via direct mgt	5	3	2	3	3
Strategic Outcomes					
Tax base enhanced					
$ increase industrial/commercial	$ 45.1 million	$17 million	$20 million	$20 million	$20 million
$ increase in target districts	$ 36.2 million	$10.3 million	$10 million	$10 million	$10 million
% increase in new equalized value	2.47%	2.57%	2.50%	2.50%	2.50%
Work Process Outputs					
# of real estate transactions completed	1	7	2	6	4
# of development agreements completed	2	5	2	4	2

CITY OF APPLETON 2006 BUDGET
COMMUNITY DEVELOPMENT

New and Redevelopment Projects **Business Unit 10553**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Expenses					
6101 Regular Salaries	$ 54,162	$ 55,799	$ 55,355	$ 55,355	$ 58,549
6108 Part-Time	7,230	-	-	-	-
6150 Fringes	21,429	23,591	21,595	21,595	22,371
6320 Printing & Reproduction	321	291	225	225	225
6327 Miscellaneous Equipment	-	-	-	-	250
6402 Legal Fees	269	402	250	250	1,250
6404 Consulting Services	2,981	-	1,250	1,250	-
6408 Contractor Fees	1,410	804	-	-	-
6413 Utilities	218	444	-	-	-
Total Expense	$ 88,020	$ 81,331	$ 78,675	$ 78,675	$ 82,645

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2006 BUDGET
COMMUNITY DEVELOPMENT

Business Park **Business Unit 10554**

PROGRAM MISSION

For the benefit of Appleton's growing business and industrial base so that appropriate building sites are available for industrial growth, we will plan, assemble, prepare, and market industrial/business park land.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 6: "work to continuously improve the efficiency and effectiveness of City services..."

Objectives:

This program is comprised of activities conducted to plan the City's industrial and business parks, market these parks, and maintain the City-owned property comprised of land awaiting sale and berms/signs/plantings.

Provide ample and varied opportunities for the location of industrial and business activities in Appleton
Promote the City's industrial and business parks to those prospects fitting the desired economic profile
Develop the City's 20-year master plan for industrial/business park development
Properly maintain City-owned property in the business and industrial parks and enforce deed restrictions as appropriate
Plan and manage projects conducted to acquire land for industrial and business park expansion, provide necessary infrastructure to facilitate developments of raw land, and secure the appropriate public approvals to allow development to occur

Major Program Changes:

No major changes.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Variety of parcel options available					
# of improved acres	123	110	110	110	110
Size of parcels	1-16 acres	1-16 acres	1-16 acres	1-16 acres	1-16 acres
# vacant buildings filled	4	3	4	4	4
Strategic Outcomes					
Industrial portion of Appleton's tax base growth					
$ industrial investment	$8.74 million	$ 0.77 million	$ 4 million	$15 million	$ 4 million
Work Process Outputs					
Industrial/business park land plan developed					
# of illustrative/narrative plans	1	1	1	1	1
Land development					
# acres acquired	0.5	0	0	0	0
# acres optioned & sold	15.62	35.87	15	40	15

CITY OF APPLETON 2006 BUDGET
COMMUNITY DEVELOPMENT

Business Park **Business Unit 10554**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Expenses					
6101 Regular Salaries	$ 40,374	$ 41,387	$ 41,048	$ 41,048	$ 44,090
6150 Fringes	15,744	17,761	16,260	16,260	16,957
6408 Contractor Fees	13,426	-	-	-	-
6413 Utilities	207	132	300	300	300
Total Expense	$ 69,751	$ 59,280	$ 57,608	$ 57,608	$ 61,347

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2006 BUDGET
COMMUNITY DEVELOPMENT

Current Planning **Business Unit 15020**

PROGRAM MISSION

The Current Planning Program provides information, analysis, and coordination of the various development processes to assure citizen knowledge and interaction, while balancing the community's growth needs and compliance with relevant Codes, to ensure an aesthetically compatible and quality built environment.

PROGRAM NARRATIVE

Link to Key Strategies:

Implements Key Strategies #2: "... pursue regional cooperation of services...", #3: "Train, develop, and support our human resources...", #4: "... encourage open and productive working relationships...", and #6: "Work to continuously improve the efficiency and effectiveness of City services...".

Objectives:

Education, implementation, administration and monitoring of the new Zoning Ordinance for the City.
Coordinate the Development Review Team process and provide the Plan Commission and Common Council with full analysis and information of the various development proposals submitted for their review and approval.
Review site plans and be site plan coordinator/liaison between the development community and City staff.
Provide follow-up/monitoring to determine all Planning projects are built per approved plans.
Work with the development community, elected and appointed officials, other City departments, neighborhoods and businesses to formulate development proposals which implement City-wide and neighborhood development plans.
Administer and assist users with the Sign Code and the City's Master Sign Program.
Provide recommendations on licenses and Zoning Board of Appeals.

Major Program Changes:

As a result of significant staff effort on the front end of a submittal (holding presubmittal meetings with applicants, requiring complete applications at the time of submittal, and ensuring review letters cover all City Departments' concerns), applicants have received fewer and far more comprehensive letters and we have fewer "resubmittals" going through the Development Review Team.

This budget reflects moving Training\Conference expense of $1,450 to the Administration program.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Efficient processing of development plans @ 100 PC items & 50 Site Plans					
Timeframe adhered to by Planning	100%	100%	95%	98%	96%
Developer has necessary Planning information					
Positive survey response rate	87%	100%	90%	98%	92%
Coordinate with other departments regarding development proposals					
# of Development Review Team, Plan Commission, and Site Plan Agendas per year	87	100	90	90	90
# of Site Plan letters & DRT notes per year	111	59	70	50	50
Strategic Outcomes					
Development is compatible with the neighborhood and community projection	100%	100%	90%	100%	92%
Planning process is user friendly	94%	100%	90%	100%	92%
Planners provide professional assistance	100%	100%	90%	100%	92%
Work Process Outputs					
Site Plans reviewed in a timely manner					
Review letter sent within two days	95%	100%	90%	92%	92%
Resubmittals distributed within 8 hours	100%	100%	95%	100%	95%

CITY OF APPLETON 2006 BUDGET
COMMUNITY DEVELOPMENT

Current Planning **Business Unit 15020**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
5002 Zoning & Subdivision Fees	$ 36,090	$ 34,550	$ 40,000	$ 40,000	$ 40,000
Total Revenue	$ 36,090	$ 34,550	$ 40,000	$ 40,000	$ 40,000
Expenses					
6101 Regular Salaries	$ 114,771	$ 94,233	$ 119,387	$ 119,387	$ 116,959
6108 Part-Time	2,177	-	-	-	-
6150 Fringes	45,309	47,308	54,359	54,359	51,635
6201 Training\Conferences	313	76	2,030	2,030	-
6404 Consulting Services	53,899	19,395	-	-	-
6412 Advertising	821	806	900	900	830
Total Expense	$ 217,290	$ 161,818	$ 176,676	$ 176,676	$ 169,424

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2006 BUDGET
COMMUNITY DEVELOPMENT

Long Range Planning **Business Unit 15030**

PROGRAM MISSION

The Long Range Planning Program focuses on enhancing the quality of life for Appleton's residents and enhancing Appleton's place in the regional community by concentrating on the overall development of the City as a community that promotes effective and coordinated land uses by balancing residential, commercial, and industrial needs.

PROGRAM NARRATIVE

Link to Key Strategies:

Implements Key Strategies #1: "… evaluate and determine City-wide priorities...", #2: "... pursue regional cooperation of services...", #3: "Train, develop, and support our human resources...", and #6: "Work to continuously improve the efficiency and effectiveness of City services...".

Objectives:

Update the Downtown Development Plan chapter of the VISION 20/20: Comprehensive Plan.
Create drafts of the Transportation and Utilities and Community Facilities chapters of the VISION 20/20: Comprehensive Plan and update the existing plan and future land use maps with current data where applicable.
Represent the principles and assure continuity with VISION 20/20: Comprehensive Plan through staff recommendations.
Based on changes in State government, stay abreast of issues pertaining to State of Wisconsin mandated Smart Growth initiatives and update chapters of VISION 20/20: Comprehensive Plan to be in compliance with initiatives.
Encourage and pursue, where possible, opportunities for riverfront development in accordance with the Focus Fox River: A Master Plan.
In concurrence with the Smart Growth initiatives, promote elements of traditional neighborhood subdivision design.
Utilize current census information to determine growth projections and analyze past trends.
Promote coordinated land use and overall development through design guidelines when reviewing planned developments, special use permits, and site plan applications to provide for enjoyable aesthetics and quality of life.

Major Program Changes:

Staff time allocated to this program has been adjusted to more accurately reflect that as a result of short-staffing in the Planning Department and statutory time limits on reviews of current planning items, a higher percentage of planner time has been spent on current planning than on long-range or comprehensive planning.

This budget includes $25,000 for general consulting assistance on the Smart Growth plan requirements for the 2010 deadline on the Comprehensive Plan. This request will assist us to stay on target due to staffling level reductions included with the merger of departments. Additionally, $30,000 is allocated for specific focus on the Downtown Plan which is a component of the overall Comprehensive Plan.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
All Plan Commission items reflect goals of VISION 20/20, where applicable					
Document review	100%	100%	100%	100%	100%
Work on draft of 1 chapter which reflects Smart Growth					
Legislation/Ordinance Amendments	0	2	1	1	1
Strategic Outcomes					
Represented in development initiative meetings					
# of meetings attended	8	11	8	8	8
Continue leadership with Riverfront Initiative					
# projects reviewed	2	1	1	1	1
Proactive management of projects					
% of projects	New measure	100%	100%	100%	100%
Work Process Outputs					
# of public/professional mtgs. attended	8	16	10	10	10
# of VISION 20/20 elements updated	1	0	1	1	1
# of projects utilizing districts criteria	91	57	25	40	40

CITY OF APPLETON 2006 BUDGET
COMMUNITY DEVELOPMENT

Long Range Planning **Business Unit 15030**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Expenses					
6101 Regular Salaries	$ 17,106	$ 27,043	$ 19,345	$ 19,345	$ 32,563
6108 Part-Time	4,932	-	-	-	-
6150 Fringes	6,990	12,946	8,740	8,740	13,849
6201 Training\Conferences	580	96	330	330	-
6204 Consulting	-	-	-	-	55,000
6412 Advertising	312	370	150	150	230
Total Expense	$ 29,920	$ 40,455	$ 28,565	$ 28,565	$ 101,642

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Consulting	
Downtown Plan	$ 30,000
Smart Growth Assistance	25,000
	$ 55,000

CITY OF APPLETON 2006 BUDGET
COMMUNITY DEVELOPMENT

Historic Planning **Business Unit 15040**

PROGRAM MISSION

The Historic Planning Program provides planning as well as technical and support services to the Historic Preservation Commission serving under the Community Development Committee. Assistance is provided to those areas within the City deemed to be of historic value.

PROGRAM NARRATIVE

Link to Key Strategies:

Implements Key Strategies #1: "... evaluate and determine City-wide priorities...", #2: "... pursue regional cooperation of services...", #3: "Train, develop, and support our human resources...", and #6: "Work to continuously improve the efficiency and effectiveness of City services...".

Objectives:

Provide monthly professional and administrative support, along with technical assistance, to the City's Historic Preservation Commission under the Community Development Committee.
Initiate and promote the historic nature, value, and elements within the Fox River Corridor.
Integrate all pertinent historic elements and components into all applicable current planning reviews.
Provide technical and administrative support to the Historic Preservation Commission in the process of recognizing sites, structures, and districts within the City as being historically significant.

Major Program Changes:

This budget reflects moving Training\Conference expense of $60 to the Administration program.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Professional staffing of Historic Preservation Commission meetings					
Attend scheduled HPC meetings	100%	100%	100%	100%	100%
Representation of Department in all City-wide identified Historic Planning issues					
Attend Historic Planning functions	100%	100%	95%	95%	95%
Timely responses processed to clients					
Positive customer survey response	N/A	100%	90%	90%	90%
Assist with historic recognition					
# sites/structures/districts recognized	10	11	6	10	6
Strategic Outcomes					
Ascertain relevant policies, objectives, and resolutions of Historic Preservation Commission are carried out					
Review of staff recommendations	100%	100%	100%	100%	100%
Planning Department reputation reflected as a professional entity					
Positive survey response rate	N/A	100%	90%	95%	92%
Department represented professionally in local issues					
Attend local conferences	2	0	1	1	1
Work Process Outputs					
Project and time management	100%	100%	100%	100%	100%
Staff all appropriate meetings and accurately report to CDC and Council	100%	100%	95%	100%	95%

CITY OF APPLETON 2006 BUDGET
COMMUNITY DEVELOPMENT

Historic Planning **Business Unit 15040**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Expenses					
6101 Regular Salaries	$ 2,764	$ 2,964	$ 4,185	$ 4,185	$ 4,441
6150 Fringes	1,315	1,577	2,068	2,068	2,126
6201 Training\Conferences	40	105	70	70	-
6305 Awards & Recognition	74	-	360	360	360
6320 Printing & Reproduction	-	23	-	-	-
6412 Advertising	-	-	30	30	30
Total Expense	$ 4,193	$ 4,669	$ 6,713	$ 6,713	$ 6,957

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2006 BUDGET
COMMUNITY DEVELOPMENT

Technical Services **Business Unit 15050**

PROGRAM MISSION

The Technical Services Program provides mapping, graphic, statistical, demographic, and other technical services to both internal and external customers of the City of Appleton in support of the planning and development needs of the City.

PROGRAM NARRATIVE

Link to Key Strategies:

Implements Key Strategies #2: "... pursue regional cooperation of services...", #3: "Train, develop, and support our human resources...", and #6: "Work to continuously improve the efficiency and effectiveness of City services...".

Objectives:

Provide all necessary and requested maps and graphic files in support of Planning, internal city requests, and external customer needs.
Maintain website to provide browsers with the most current and useful information possible.
Maintain AutoCAD Section Base maps to show the zoning changes.
Continue acquiring knowledge of GIS software and increase mapping capabilities.
Update and amend VISION 20/20: Comprehensive Plan maps to reflect anticipated growth and available 2000 census data.
Continue to maintain Planning history maps, recording all site plans, rezonings, certified survey maps, special use permits, annexations, and lot splits as they occur.

Major Program Changes:

This budget reflects moving Training\Conference expense of $440 to the Administration program.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
User receives data within requested time					
Document review	100%	100%	94%	100%	94%
Website browsers have access to current and accurate info					
Positive customer survey response	75%	87%	95%	100%	95%
Computer and mylar zoning maps accurate within 1 week of approval by Council					
Document review	100%	100%	100%	100%	100%
Strategic Outcomes					
Consistent, current, and accurate graphics available to all staff, clients, and citizens					
Positive customer survey response	80%	100%	92%	100%	92%
Work Process Outputs					
State-of-the-art maps for clients					
# maps for Plan Commission	266	289	300	375	250
# of maps for other depts & projects	28	3	30	20	30
Website updated quarterly	100%	100%	100%	100%	100%
Create accurate and easily understood presentations for each Plan Commission meeting	100%	100%	92%	100%	92%

CITY OF APPLETON 2006 BUDGET
COMMUNITY DEVELOPMENT

Technical Services **Business Unit 15050**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Expenses					
6101 Regular Salaries	$ 36,236	$ 37,300	$ 37,003	$ 37,003	$ 39,250
6150 Fringes	11,551	12,808	11,679	11,679	12,227
6201 Training\Conferences	304	125	570	570	-
6412 Advertising	-	-	250	250	250
Total Expense	$ 48,091	$ 50,233	$ 49,502	$ 49,502	$ 51,727

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

None

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CITY OF APPLETON 2006 BUDGET

HOUSING AND COMMUNITY DEVELOPMENT GRANTS

Economic Development Director: Peter A. Hensler

Finance Director: Lisa A. Maertz, CPA, CPFO

CITY OF APPLETON 2006 BUDGET
HOUSING AND COMMUNITY DEVELOPMENT GRANTS

MISSION STATEMENT

The primary goal of the City's Housing and Community Development Grant programs is the development of a viable urban community by providing decent housing and a suitable living environment and expanding economic opportunities, principally for persons of low and moderate income.

DISCUSSION OF SIGNIFICANT 2005 EVENTS

Community Development Block Grant (CDBG) - The City of Appleton received an annual entitlement award of $684,260, which is a 5% decrease from 2004. These funds were distributed to 24 different community programs. Some of the types of activities funded in 2005 were neighborhood revitalization, homeowner housing rehabilitation, emergency shelter, creation of affordable housing, and first time home ownership. The Housing Rehabilitation and Neighborhood Revitalization Programs continue to promote improved living and neighborhood conditions in the more established areas of Appleton. The City will rehab upwards of 40 homes for low to moderate income households this year providing energy efficiency, lead abatement, and improved living conditions for homeowners who otherwise could not afford these improvements. The Neighborhood Revitalization Program has focused on the Midtown West area and is working with homeowners, businesses, and other City departments to help maintain and improve the vitality of this area.

The Grants Administrator prepared and submitted the Five-Year Consolidated Plan which identifies priority community needs to guide the distribution of CDBG funds over the next five years. This plan has been approved by HUD with no issues. As of 9/26/05, the guidance from HUD is that we should plan for a 5% reduction in funding from last years funding level, which would reduce CDBG funding program years 2004-2005 to 2005-2006 by over $34,000, for an anticipated CDBG award of $650,000.

HOME Investment Partnership Program - Renter Moderate Rehabilitation (HOME) - The purpose of this program is to provide funding for a portion of the cost to make the improvements to rental properties in the City of Appleton which provide housing for low and moderate income households. Due to the high volume of program income received and low number of new loans made in 2004, no new funds were pursued in 2005. Due to changes made in 2004, the 2005 program demand has increased dramatically.

Emergency Shelter Grant (ESG) - The City, in collaboration with the Housing Partnership, Salvation Army, Legal Services, RESTORE, and the Emergency Shelter of the Fox Valley was successful in its application for ESG funds for the 2005 program year (July 2005 thru June 2006). These funds are used by the participating agencies to provide case management, mental health counseling, food, and utilities for low and moderate income beneficiaries. The City is the sponsoring agency for the grant application and serves as a neutral conduit for the distribution of State of Wisconsin grant funds to the various agencies. The City receives administrative dollars from this grant to cover its costs in serving as a conduit.

Continuum of Care Grant Supportive Housing Program (SHP) - In 2005, the City of Appleton, in collaboration with the Housing Partnership, Salvation Army, and ADVOCAP, was successful in renewing this grant for a year (October 2006 thru September 2007). As with the ESG described above, the City of Appleton is the sponsoring agency for the grant application and serves as a neutral conduit for the distribution of State of Wisconsin grant funds to the participating agencies. These funds will mainly be used to provide intensive case management and support services to homeless persons in the Fox Cities and to provide housing to families enrolled in the transitional housing program by leasing scattered-site units. The City receives administrative dollars from this grant to cover its costs in serving as a conduit.

Additionally, the City of Appleton was successful in its collaboration with the Housing Partnership to secure a new 3-year SHP grant to help develop 6 units of permanent supportive housing as part of the Wire Works Project. The City will also receive administrative dollars from this grant to cover its costs in serving as a conduit.

CITY OF APPLETON 2006 BUDGET
HOUSING AND COMMUNITY DEVELOPMENT GRANTS

MAJOR 2006 OBJECTIVES

The following grant funded programs are intended to benefit low and moderate income households, and eliminate slum and blight.

Below are the specific objectives of each of these programs:

Community Development Block Grant (CDBG)
(Program Year is April to March)
Improve Appleton's housing
Strengthen community services
Revitalize selected target areas
Address health and safety issues
Plan and administer programs effectively
Rehab 30 owner occupied homes for low to moderate income homeowners and rehab another 10 units of non-owner occupied residential units rentable to low to moderate income occupants
Within the neighborhood revitalization area, accomplish 10 business or public area improvements consistent with the approved master plan and complete 28 housing related improvements projects

HOME Investment Partnership Program - Renter Moderate Rehabilitation (HOME)
(There is no program year as we are not currently operating under a grant contract. The program is currently operating using program income only.)
Improve Appleton's rental housing stock

Emergency Shelter Grant (ESG)
(Program Year July to June)
Prevent homelessness
Provide essential services
Provide emergency shelter

Continuum of Care Grant Supportive Housing Program (SHP)
(1 SHP Grant Program Year is a 3 year period from 10/1/05 - 9/30/08, and the other SHP Grant will become an annual grant with a program year from October to September)
Provide support services to chronic homeless, as defined by HUD

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2003	2004	Adopted 2005	Amended 2005	2006	Change *
Program Revenues		$ 1,279,677	$ 1,465,028	$ 1,433,662	$ 1,649,032	$ 1,751,857	22.19%
Program Expenses							
2100	Block Grant	924,126	1,174,787	1,088,000	1,049,260	1,020,000	-6.25%
2130	Rental Rehab.	65,986	39,742	66,473	66,473	116,325	75.00%
2140	Emergency Shelter	112,262	98,041	100,700	158,420	129,560	28.66%
2150	Continuum of Care	172,801	152,817	178,489	374,879	485,972	172.27%
TOTAL		$ 1,275,175	$ 1,465,387	$ 1,433,662	$ 1,649,032	$ 1,751,857	22.19%
Expenses Comprised Of:							
Personnel		172,415	178,395	182,676	183,831	204,141	11.75%
Administrative Expense		1,090,032	1,279,041	1,245,386	1,459,601	1,543,014	23.90%
Supplies & Materials		205	178	-	-	-	N/A
Purchased Services		12,523	7,773	5,600	5,600	4,102	-26.75%
Utilities		-	-	-	-	600	N/A
Repair & Maintenance		-	-	-	-	-	N/A
Capital Expenditures		-	-	-	-	-	N/A
Full Time Equivalent Staff:							
Personnel allocated to programs		2.62	2.50	2.50	2.50	2.68	

** % change from prior year adopted budget*

CITY OF APPLETON 2006 BUDGET
HOUSING AND COMMUNITY DEVELOPMENT GRANTS

Community Development Block Grant **Business Unit 2100**

PROGRAM MISSION

For the benefit of projects and programs benefiting persons of low and moderate incomes (LMI), in order to expand economic opportunities and provide decent housing and a suitable living environment, we will administer the receipt and expenditure of federal Community Development Block Grant proceeds for housing rehabilitation and various other community development projects.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategies # 2: "… pursue regional cooperation of services…"

Objectives:

The development of a viable urban community by providing decent housing and a suitable living environment and expanding economic opportunities, principally for persons of low and moderate income (LMI)

Major program changes:

In January of 2005, a revolving loan fund funded with program income from housing rehab loan repayments was recommended by staff and approved by Council. A revolving loan fund or separate accounting fund, was established for the purpose of carrying out housing rehab activities. This will 'restrict' or 'dedicate' these funds so they can only be used for future housing rehab activities. Any program income shall continue to be spent first before any new CDBG funds for housing rehab activities can be drawn. This budget also reflects an increase in the allocation of the Grant Administrator from Finance to better represent actual time spent (.178 FTE, $13,754). This budget reflects a 5% reduction in Federal Grant revenue.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Funding for community programs					
Annual Entitlement Amount	$ 737,000	$ 723,000	$ 723,000	$ 684,260	$ 650,000
Program Income Rec'd 1/1 - 12/31	$ 339,053	$ 430,981	$ 350,000	$ 350,000	$ 360,000
# of awards made	13	18	15	24	20
Average award (not including program income)	$ 56,692	$40,166	$ 48,200	$ 28,510	$ 34,213
Neighborhood Revitalization Program					
# businesses, park, etc. improvements	5	5	10	9	10
Housing Improvements:					
# City Rehab Program	9	5	8	8	8
# other (M&I, private, DOORS, etc)	15	25	20	20	20
Strategic Outcomes					
Maintain integrity of programs					
# of single-audit findings	0	0	0	0	0
# of HUD exceptions to annual action plan	0	0	0	0	0
# of HUD CAPR findings	0	0	0	0	0
Official HUD timeliness ratio (target 1.5:1)	1.2:1	1.2:1	1.2:1	1.4:1	1.3:1
# of NRP Business Revitalization projects	15	10	6	4	6
Business Revitalization Public $ vs. Private $ Ratio	1:1.5	1:1.28	1:1.5	1:1.3	1:1.75
Work Process Outputs					
City Housing Program (city-wide)					
# of applications processed	69	40	30	35	30
# home rehabs done	38	31	30	30	30
$ home rehabs done	$ 554,289	$ 587,161	$ 600,000	$ 600,000	$ 600,000
Spend down ratio ($ avail vs. $ spent) (HUD timeliness ratio threshold is 1.5:1)	1.8:1	2.3:1	2.0:1	2.0:1	2.0:1

CITY OF APPLETON 2006 BUDGET
HOUSING AND COMMUNITY DEVELOPMENT GRANTS

Community Development Block Grant **Business Unit 2100 & 2105**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4210 Federal Grants	$ 525,630	$ 664,080	$ 723,000	$ 684,260	$ 650,000
4224 Miscellaneous State Aids	48,348	72,034	-	-	-
5035 Other Reimbursements	-	46	-	-	10,000
5050 Rehab Project Repayments	350,148	430,982	365,000	365,000	360,000
Total Revenue	$ 924,126	$ 1,167,142	$ 1,088,000	$ 1,049,260	$ 1,020,000
Expenses					
6101 Regular Salaries	$ 116,433	$ 116,066	$ 114,878	$ 114,878	$ 128,318
6150 Fringes	46,844	50,089	52,319	52,319	55,074
6201 Training\Conferences	3,189	2,557	4,978	4,978	4,900
6202 Local Auto Expense	86	-	-	-	-
6301 Office Supplies	194	52	200	200	200
6302 Subscriptions	656	10	1,000	1,000	1,000
6304 Postage/Freight	-	-	50	50	52
6307 Food & Provisions	13	150	100	100	100
6324 Medical/Lab Supplies	-	129	-	-	-
6401 Accounting/Audit	5,415	5,816	5,500	5,500	3,000
6402 Legal Fees	18	(18)	-	-	-
6404 Consulting Services	6,500	-	-	-	-
6412 Advertising	36	-	100	100	100
6413 Utilities	-	-	-	-	600
6599 Other Contracts/Obligations	1,027	1,975	-	-	-
6608 Block Grant Payments	687,610	929,335	893,875	855,135	816,656
6630 Other Grant Payments	56,105	68,626	15,000	15,000	10,000
Total Expense	$ 924,126	$ 1,174,787	$ 1,088,000	$ 1,049,260	$ 1,020,000

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Block Grant Payments	
Awards and loans to community organizations and individuals for the benefit of low to moderate income (LMI) persons	$ 816,656
	$ 816,656

The following information provides a brief summary of the CDBG allocation process:

· The CDBG Application process begins in September of each year.
· Applications are due to Finance in October, usually 30 days after the applications become available.
· A Community Needs Public Hearing is held prior to the application due date.
· Applications are due by the published deadline. No exceptions are made.
· The Grants Administrator reviews applications for eligibility.
· A committee consisting of city staff representing various city departments meets to review the CDBG applications.
· Each committee member provides suggested funding recommendations which are turned in to the Grants Administrator who compiles the results.
· The Grants Administrator reviews these results and makes minor revisions, if necessary.
· Final staff funding recommendations are made and provided to CDC members as a resource.
· CDC members review all of the applications received and identify which of the applicants they wish to bring in for interviews.
· CDC members hold the interviews for each of the applicants selected.
· CDC members discuss all of the applications and make formal funding recommendations which are then forwarded on to the Common Council.
· City of Appleton Common Council makes and approves the final recommendations. This usually occurs sometime in November.

CITY OF APPLETON 2006 BUDGET
HOUSING AND COMMUNITY DEVELOPMENT GRANTS

HOME **Business Unit 2130**

PROGRAM MISSION

For the benefit of low to moderate income (LMI) residents of Appleton, in order to insure an adequate supply of quality rental housing, we will administer funds and award grants and loans for various housing rehabilitation projects.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategies # 2: "… pursue regional cooperation of services…"

Objectives:

The purpose of this fund is to account for receipt of Rental Energy Rehabilitation program income, WI Rental Rehabilitation program income, HOME funds, program income, and the corresponding program expenditures.

Major program changes:

In August of 2004, Council approved programmatic changes to the Rental Rehab Program. Highlights of those changes include: 1) no longer require 25% match for program income funds and 2) make all loan terms the same, regardless if non-profit or for-profit, where loan is structured with 0% interest and payments are deferred until the property is sold or transferred. These are the same loan terms as the CDBG homeowner rehab program.

In addition to the above changes, the Fair Market Rents (FMR) that are determined by HUD have gone up which allows more units to qualify for the program. The combination of the new FMR levels and the changes made to the program has instigated considerable interest in the program for 2005.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Funding for low to moderate income (LMI) rental rehabilitation projects					
$ New HOME funds award amount	$0	$0	$0	$0	$51,300
$ Program Income Rec'd 1/1 - 12/31	$15,128	$66,473	$66,473	$65,025	$65,025
# of loans made	0	3	5	7	5
$ Average loan amount	$0	$26,000	$15,000	$20,000	$15,000
Strategic Outcomes					
Improved LMI rental property					
# units contracted for rehab	0	7	10	14	10
$ rehab activity ($ spent)	$63,112	$78,027	$75,000	$140,000	$75,000
# of pre-1978 units rehabbed (lead based paint)	0	6	7	14	7
Timely expenditure of funds					
$ available vs. $ spent (HUD's timeliness ratio threshold is 1.5:1)	3.8:1	5.8:1	3.0:1	2.0:1	2.0:1
Work Process Outputs					
# of applications processed	5	5	5	7	5
# of inspections conducted	0	7	10	14	10

CITY OF APPLETON 2006 BUDGET
HOUSING AND COMMUNITY DEVELOPMENT GRANTS

HOME **Business Unit 2130**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4224 Miscellaneous State Aids	$ 55,360	$ -	$ -	$ -	$ 51,300
5050 Rehab Project Repayments	15,128	47,028	66,473	66,473	65,025
Total Revenue	$ 70,488	$ 47,028	$ 66,473	$ 66,473	$ 116,325
Expenses					
6101 Regular Salaries	$ 2,221	$ 2,904	$ 3,841	$ 3,841	$ 4,995
6150 Fringes	920	1,028	1,798	1,798	2,194
6201 Training/Conferences	-	179	1,022	1,022	508
6324 Medical/Lab Supplies	205	49	-	-	-
6429 Interfund Allocations	(620)	-	-	-	-
6599 Other Contracts/Obligations	147	-	-	-	-
6630 Other Grant Payments	63,113	35,582	59,812	59,812	108,628
Total Expense	$ 65,986	$ 39,742	$ 66,473	$ 66,473	$ 116,325

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Other Grant Payments

Awards and loans to community organizations and individuals for the benefit of low to moderate income (LMI) persons	$ 108,522
	$ 108,522

CITY OF APPLETON 2006 BUDGET
HOUSING AND COMMUNITY DEVELOPMENT GRANTS

Emergency Shelter Grant (ESG) **Business Unit 2140**

PROGRAM MISSION

To promote the most efficient and cooperative use of resources by local non-profit agencies for the benefit of persons in need of emergency housing in the City of Appleton.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategies # 2: "… pursue regional cooperation of services…"

Objectives:

The purpose of this fund is to account for a special grant which benefits persons in need of emergency and transitional housing.

Emergency Shelter Grant (ESG)/Transitional Housing Program (THP) funds (now combined into one grant application) are competitive funds that are applied for collaboratively where the City of Appleton serves as the lead fiscal and administrative agent. The City of Appleton passes these funds through to the collaborative partner non-profit agencies that meet the niche requirements of the ESG program. In exchange for serving as the lead fiscal and administrative agent, the City of Appleton receives administrative funds to cover any related costs.

ESG funds may be used for homeless prevention activities and essential services, renovation and rehabilitation of shelter facilities and shelter operating costs. The shelter programs may include shelters for victims of domestic violence, runaway adolescents, persons with disabilities as well as generic shelter and transitional housing programs. Any city, county, or private non-profit may apply for funding under an annual competition for its homeless shelter or transitional housing program.

The current collaborative partner agencies who receive ESG/THP funds are: Salvation Army, Housing Partnership, Emergency Shelter, Legal Services, RESTORE, and ADVOCAP.

Major program changes:

No major changes.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
$ Grant Award	$ 93,103	$ 100,700	$ 100,700	$ 129,560	$ 129,560
Strategic Outcomes					
Expand the # of homeless persons served					
# of beneficiaries	1,268	3,967	1,500	3,500	3,500
# of beneficiaries maintained/obtained permanent housing	105	119	115	115	115
Work Process Outputs					
# grants applications prepared	1	1	1	1	1
# of contract period extensions requested	0	0	0	0	0

CITY OF APPLETON 2006 BUDGET
HOUSING AND COMMUNITY DEVELOPMENT GRANTS

Emergency Shelter Grant (ESG) **Business Unit 2140**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4224 Miscellaneous State Aids	$ 112,262	$ 98,041	$ 100,700	$ 158,420	$ 129,560
Total Revenue	$ 112,262	$ 98,041	$ 100,700	$ 158,420	$ 129,560
Expenses					
6101 Regular Salaries	$ 3,370	$ 4,837	$ 3,356	$ 3,356	$ 3,842
6150 Fringes	1,314	2,088	1,439	1,439	1,649
6303 Memberships & Licenses	100	-	-	-	-
6630 Other Grant Payments	107,478	91,116	95,905	153,625	124,069
Total Expense	$ 112,262	$ 98,041	$ 100,700	$ 158,420	$ 129,560

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Other Grant Payments

Awards and loans to community organizations and individuals for the benefit of low to moderate income (LMI) persons:

Salvation Army	$ 20,660
Housing Partnership	55,829
ADVOCAP	2,830
Emergency Shelter	35,750
Legal Services	5,000
RESTORE	4,000
	$ 124,069

CITY OF APPLETON 2006 BUDGET
HOUSING AND COMMUNITY DEVELOPMENT GRANTS

Continuum of Care Supportive Housing Program (SHP) **Business Unit 2150**

PROGRAM MISSION

For the benefit of chronically homeless residents of Appleton, in order to provide the necessary case management and support services to families enrolled in transitional housing programming, we will serve as a pass-through entity and administer funds to pre-determined local non-profit organizations that directly serve the target population.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategies # 2: "… pursue regional cooperation of services…"

Objectives:

The purpose of this fund is to account for a special grant which benefits chronically homeless Appleton residents who need extensive case management and supportive services in order to achieve a stable housing environment.

Continuum of Care/Supportive Housing Program (SHP) funds are competitive funds that are applied for collaboratively where the City of Appleton serves as the lead fiscal and administrative agent. The City of Appleton passes these funds through to the collaborative partner non-profit agencies that meet the niche requirements of the SHP program. In exchange for serving as the lead fiscal and administrative agent, the City of Appleton receives administrative funds to cover any related costs.

SHP funds can fund programs which help develop housing and related supportive services for people moving from homelessness to independent living. Program funds help homeless people live in a stable place, increase their skills or income, and gain more control over the decisions that affect their lives. Specifically SHP funds supportive housing projects that include: (1) transitional housing (generally used for 24 months or less as a stepping stone to permanent housing); (2) permanent housing for homeless people with disabilities; (3) supportive services for homeless people not living in supportive housing; and (4) other types of innovative supportive housing for homeless people.

Major program changes:

The City of Appleton successfully partnered with the Housing Partnership in being awarded a new Continuum of Care Supportive Housing Grant in the amount of $511,591 over a 3 year period. Additionally the City of Appleton is working with ADVOCAP, Housing Partnership & Salvation Army on its renewal of its prior Continuum of Care Supportive Housing Grant. This grant used to be a 3-year grant, but the State is converting all renewal grants into 1-year renewals to maximize funding at the State level.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
$ Annual Award (SHP 1)	$ 175,263	$ 171,328	$ 174,844	$ 174,844	$ 175,602
$ Annual Award (SHP 2)	N/A	N/A	98,195	98,195	307,909
Strategic Outcomes					
Help clients move into permanent housing % of participants that left transitional housing and moved into permanent housing (Grant objective is 50%)	83%	86%	80%	80%	80%
Work Process Outputs					
# grants applications prepared	1 - Renewal	1-New	1-Renewal	1-Renewal	1-Renewal
# of contract period extensions requested	0	0	0	0	0

CITY OF APPLETON 2006 BUDGET
HOUSING AND COMMUNITY DEVELOPMENT GRANTS

Continuum of Care Grant Supportive Housing Program (SHP) **Business Unit 2150**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4224 Miscellaneous State Aids	$ 172,801	$ 152,817	$ 178,489	$ 374,879	$ 485,972
Total Revenue	$ 172,801	$ 152,817	$ 178,489	$ 374,879	$ 485,972
Expenses					
6101 Regular Salaries	$ 939	$ 967	$ 3,476	$ 4,342	$ 5,645
6150 Fringes	374	416	1,569	1,858	2,424
6401 Audit/Accounting	-	-	-	-	1,002
6630 Other Grant Payments	171,488	151,434	173,444	368,679	476,901
Total Expense	$ 172,801	$ 152,817	$ 178,489	$ 374,879	$ 485,972

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Other Grant Payments

Awards and loans to community organizations and individuals for the benefit of low to moderate income (LMI) persons:

ADVOCAP	$ 63,799
Housing Partnership	342,739
Salvation Army	70,248
	$ 476,786

CITY OF APPLETON 2006 BUDGET
HOUSING AND COMMUNITY DEVELOPMENT GRANTS
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

	2003 Actual	2004 Actual	2005 Budget	2005 Projected	2006 Budget
Revenues					
Property Taxes	$ -	$ -	$ -	$ -	
Intergovernmental	914,401	986,973	1,002,189	1,217,559	1,316,832
Interest Income	-	-	-	-	-
Charges for Services	-	-	-	-	-
Other	365,276	478,055	431,473	431,473	435,025
Total Revenues	1,279,677	1,465,028	1,433,662	1,649,032	1,751,857
Expenses					
Program Costs	1,275,175	1,465,387	1,433,662	1,649,032	1,751,857
Administrative Expenses	-	-	-	-	-
Total Expenses	1,275,175	1,465,387	1,433,662	1,649,032	1,751,857
Revenues over (under) Expenses	4,502	(359)	-	-	-
Other Financing Sources (Uses)					
Operating Transfers In	-	-	-	-	-
Proceeds of Capital Lease	-	-	-	-	-
Operating Transfers Out - Other Funds	-	-	-	-	-
Operating Transfers Out - Debt Service	-	-	-	-	-
Total Other Financing Sources (Uses)	-	-	-	-	-
Net Change in Equity	4,502	(359)	-	-	-
Fund Balance - Beginning	182,850	187,352	186,993	186,993	186,993
Residual Equity Transfers Out	-	-	-	-	-
Fund Balance - Ending	$ 187,352	$ 186,993	$ 186,993	$ 186,993	$ 186,993

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CITY OF APPLETON 2006 BUDGET
SPECIAL REVENUE FUNDS

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CITY OF APPLETON 2006 BUDGET

TAX INCREMENTAL FINANCING DISTRICTS

Finance Director: Lisa A. Maertz, CPA, CPFO

Economic Development Director: Peter A. Hensler

CITY OF APPLETON 2006 BUDGET
SPECIAL REVENUE FUNDS

Tax Incremental District # 1 **Business Unit 2020**

PROGRAM MISSION

This program accounts for the receipt of district "incremental" property taxes and other revenues, along with the corresponding program expenditures.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 2: "..pursue regional cooperation of services…"

Objectives:

Tax Incremental District #1 includes the general area of downtown College Avenue, Richmond to Drew, and Lawrence to Franklin.

Created in 1980, its primary projects include site preparation for the Paper Valley Hotel, Landmark Square and the Avenue Mall. This district will close in 2007.

	General Fund Advance		General Fund Advance
1982	1,256,602	1994	1,645,935
1983	1,016,301	1995	1,312,775
1984	918,390	1996	1,231,420
1985	466,946	1997	199,139
1986	875,221	1998	(110,170)
1987	814,180	1999	(824,954)
1988	1,134,173	2000	(860,786)
1989	977,679	2001	(321,934)
1990	1,157,510	2002	(2,444,189)
1991	1,072,910	2003	(1,429,794)
1992	1,408,222	2004	(1,300,288)
1993	1,478,738	2005	(1,192,166)
		2006	(1,398,764)
		12/31/06 Balance	$ 7,083,096

Major program changes:

No major changes.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006

Note: Since this program exists solely to account for incremental property tax receipts, there are no applicable performance measures.

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2003	2004	Adopted 2005	Amended 2005	2006	Change *
Program Revenues		$ 135,198	$ 99,626	$ 100,000	$ 100,000	$ 100,000	0.00%
Program Expenses		$ 571,190	$ 504,675	$ 443,285	$ 443,285	$ 381,033	-14.04%
Expenses Comprised Of:							
Personnel		-	-	-	-	-	N/A
Administrative Expense		570,206	503,618	441,885	441,885	379,633	-14.09%
Supplies & Materials		-		-	-	-	N/A
Purchased Services		984	1,057	1,400	1,400	1,400	0.00%
Utilities		-		-	-	-	N/A
Repair & Maintenance		-		-	-	-	N/A
Capital Improvements		-		-	-	-	N/A

** % change from prior year adopted budget*

CITY OF APPLETON 2006 BUDGET
SPECIAL REVENUE FUNDS

Tax Incremental District # 1 **Business Unit 2020**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4110 Property Taxes	$ 1,591,062	$ 1,476,913	$ 1,574,054	$ 1,574,054	$ 1,679,797
4227 State Aid - Computers	89,569	64,699	65,000	65,000	60,000
4710 Interest on Investments	45,629	34,927	35,000	35,000	40,000
	$ 1,726,260	$ 1,576,539	$ 1,674,054	$ 1,674,054	$ 1,779,797
Expenses					
6401 Accounting/Audit	$ 984	$ 1,057	$ 1,400	$ 1,400	$ 1,400
6720 Interest Payments	570,206	503,618	441,885	441,885	379,633
	$ 571,190	$ 504,675	$ 443,285	$ 443,285	$ 381,033

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2006 BUDGET
TAX INCREMENTAL DISTRICT # 1
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE (DEFICIT)

	2003 Actual	2004 Actual	2005 Budget	2005 Projected	2006 Budget
Revenues					
Property Taxes	$ 1,591,062	$ 1,476,913	$ 1,574,054	$ 1,534,899	$ 1,679,797
Intergovernmental	89,569	64,699	65,000	62,953	60,000
Interest Income	45,629	34,927	35,000	38,000	40,000
Total Revenues	1,726,260	1,576,539	1,674,054	1,635,852	1,779,797
Expenses					
Interest Expense	570,206	503,618	441,885	442,826	379,633
Administrative Expenses	984	1,057	1,400	1,130	1,400
Total Expenses	571,190	504,675	443,285	443,956	381,033
Revenues over (under) Expenses	1,155,070	1,071,864	1,230,769	1,191,896	1,398,764
Fund Balance (Deficit) - Beginning	(11,900,690)	(10,745,620)	(9,673,756)	(9,673,756)	(8,481,860)
Fund Balance (Deficit) - Ending	$ (10,745,620)	$ (9,673,756)	$ (8,442,987)	$ (8,481,860)	$ (7,083,096)

Discussion of changes in fund balances:

Note: The existence of a negative fund balance in this fund is the result of capital investments in the early years of the TIF district which continue to be funded by the inflows of incremental property taxes.

CITY OF APPLETON 2006 BUDGET
SPECIAL REVENUE FUNDS

NOTES

CITY OF APPLETON 2006 BUDGET
SPECIAL REVENUE FUNDS

Tax Incremental District # 2 **Business Unit 2030**

MAJOR 2006 OBJECTIVES

Link to City Goals:

Implements Key Strategy # 2: "..pursue regional cooperation of services…"

Objectives:

This program accounts for the receipt of district "incremental" property taxes and other revenues, along with the corresponding program expenditures.

Tax Incremental District #2 includes most of the area within the "Industrial Flats", Lawe Street to Memorial Drive, South River Street to Water Street.

Primary projects included the Fox River Mills and Vulcan Mill. The statutory dissolution date is May 1, 2018. It is expected that the district will be able to close early in 2016 at this time.

	General Fund Advance		General Fund Advance
1992	631,922	1999	45,732
1993	31,596	2000	48,018
1994	33,176	2001	54,942
1995	34,834	2002	53,166
1996	98,077	2003	55,825
1997	41,480	2004	58,616
1998	43,554	2005	61,547
		2006	(143,451)
		12/31/05 Balance	$ 1,149,034

Major program changes:

Other revenue of $200,000 in 2005 was for the sale of the Valmet Property. The Trolley Square development is expected to be substantially completed in December of 2005.

PERFORMANCE INDICATORS

Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006

Note: Since this program exists solely to account for incremental property tax receipts, there are no applicable performance measures.

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2003	2004	Adopted 2005	Amended 2005	2006	Change *
Program Revenues		$ 427,331	$ 9,319	$ 1,600	$ 1,600	$ 1,375	-14.06%
Program Expenses		$ 105,340	$ 128,154	$ 147,752	$ 147,752	$ 152,240	3.04%
Expenses Comprised Of:							
Personnel				-	-		N/A
Administrative Expense		104,356	127,097	146,402	146,402	150,890	3.07%
Supplies & Materials				-	-		N/A
Purchased Services		984	1,057	1,350	1,350	1,350	0.00%
Utilities				-	-		N/A
Repair & Maintenance				-	-		N/A
Capital Expenditures				-	-		N/A

** % change from prior year adopted budget*

CITY OF APPLETON 2006 BUDGET
SPECIAL REVENUE FUNDS

Tax Incremental District # 2 **Business Unit 2030**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4110 Property Taxes	$ 73,303	$ 73,703	$ 98,482	$ 98,482	$ 167,712
4227 State Aid - Computers	292	419	400	400	175
4710 Interest on Investments	2,370	3,569	1,200	1,200	1,200
5035 Other Reimbursements	114,669	5,331	-	-	-
5910 Proceeds of Long-term Debt	310,000	-	-	-	-
Total Revenue	$ 500,634	$ 83,022	$ 100,082	$ 100,082	$ 169,087
Expenses					
6401 Accounting/Audit	$ 984	$ 1,057	$ 1,350	$ 1,350	$ 1,350
6720 Interest Payments	55,825	58,616	61,547	61,547	59,549
7913 Trans Out - Debt Service	48,531	68,481	84,855	84,855	91,341
Total Expense	$ 105,340	$ 128,154	$ 147,752	$ 147,752	$ 152,240

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2006 BUDGET
TAX INCREMENTAL DISTRICT # 2
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE (DEFICIT)

	2003 Actual	2004 Actual	2005 Budget	2005 Projected	2006 Budget
Revenues					
Property Taxes	$ 73,303	$ 73,703	$ 98,482	$ 96,032	$ 167,712
Intergovernmental	292	419	400	186	175
Interest Income	2,370	3,569	1,200	7,000	1,200
Other	114,669	5,331	-	200,000	-
Total Revenues	190,634	83,022	100,082	303,218	169,087
Expenses					
Interest Expense	55,825	58,616	61,547	61,547	59,549
Administrative Expenses	984	1,057	1,350	1,130	1,350
Total Expenses	56,809	59,673	62,897	62,677	60,899
Revenues over (under) Expenses	133,825	23,349	37,185	240,541	108,188
Other Financing Sources (Uses)					
Proceeds of Long Term Debt	310,000	-	-	-	-
Operating Transfers Out - Debt Service	(48,531)	(68,481)	(84,855)	(84,855)	(91,341)
Total Other Financing Sources (Uses)	261,469	(68,481)	(84,855)	(84,855)	(91,341)
Net Change in Fund Balances	395,294	(45,132)	(47,670)	155,686	16,847
Fund Balance - Beginning **	(1,392,059)	(996,765)	(1,041,897)	(1,041,897)	(886,211)
Fund Balance - Ending	$ (996,765)	$ (1,041,897)	$ (1,089,567)	$ (886,211)	$ (869,364)

Discussion of changes in fund balances:

The existence of a negative fund balance in this fund is the result of capital investments in the early years of the TIF district which continue to be funded by the inflows of incremental property taxes.

CITY OF APPLETON 2006 BUDGET
TAX INCREMENTAL DISTRICT #2
LONG TERM DEBT

	2000 G.O. Notes		2001 Trust Fund Loan	
Year	Principal	Interest	Principal	Interest
2006	55,000	1,341	20,000	15,000
2007	-	-	40,000	14,000
2008	-	-	50,000	12,033
2009	-	-	50,000	9,500
2010	-	-	70,000	7,000
2011	-	-	70,000	3,500
	$ 55,000	$ 1,341	$ 300,000	$ 61,033

	TOTAL		
Year	Principal	Interest	Total
2006	75,000	16,341	91,341
2007	40,000	14,000	54,000
2008	50,000	12,033	62,033
2009	50,000	9,500	59,500
2010	70,000	7,000	77,000
2011	70,000	3,500	73,500
	$ 355,000	$ 62,374	$ 417,374

CITY OF APPLETON 2006 BUDGET
SPECIAL REVENUE FUNDS

Tax Incremental District # 3 **Business Unit 2040**

MAJOR 2006 OBJECTIVES

Link to City Goals:

Implements Key Strategy # 2: "..pursue regional cooperation of services…"

Objectives:

This program accounts for the receipt of district "incremental" property taxes and other revenues, along with the corresponding program expenditures.

Tax Incremental District #3 includes the area bounded by Richmond and Superior Streets, from the County Courthouse to the School Administration building.

Primary projects include the Washington and East Parking Ramps, the Paper Valley Hotel expansion, the Evans Title building, Angelus Assisted Living Center, the Copper Leaf Hotel, and the Richmond Terrace condominiums. This district is scheduled to close in 2020.

	General Fund Advance	Parking Utility Advance
1993	-	129,877
1994	-	604,290
1995	-	703,516
1996	-	1,254,622
1997	639,211	764,308
1998	1,141,212	787,831
1999	1,756,773	827,222
2000	1,774,640	868,584
2001	1,341,515	1,568,974
2002	2,235,558	969,870
2003	1,498,145	1,892,733
2004	1,575,103	1,338,592
2005	393,108	1,405,521
2006	207,763	1,578,297
12/31/06 Balance	$ 12,563,028	$ 14,694,237

Major program changes:

Richmond Terrace still has a partial assessment, although only the first floor commercial and fifth floor residential units are not complete. This has the effect of increasing the property tax payment and lowering the payment in lieu of taxes.

PERFORMANCE INDICATORS

Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006

Note: Since this program exists solely to account for incremental property tax receipts, there are no applicable performance measures.

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2003	2004	Adopted 2005	Amended 2005	2006	Change *
Program Revenues		$ 156,155	$ 433,197	$ 332,845	$ 332,845	$ 69,100	-79.24%
Program Expenses		$ 4,506,811	$ 3,850,251	$ 2,577,049	$ 2,577,049	$ 2,706,406	5.02%
Expenses Comprised Of:							
Personnel		-	-	-	-		N/A
Administrative Expense		3,705,382	3,846,393	2,575,649	2,575,649	2,705,006	5.02%
Supplies & Materials		-		-	-		N/A
Purchased Services		801,429	3,858	1,400	1,400	1,400	0.00%
Utilities		-		-	-		N/A
Repair & Maintenance		-		-	-		N/A
Capital Expenditures		-		-	-		N/A

** % change from prior year adopted budget*

CITY OF APPLETON 2006 BUDGET
SPECIAL REVENUE FUNDS

Tax Incremental District # 3 **Business Unit 2040**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4110 Property Taxes	$ 332,564	$ 397,114	$ 656,495	$ 656,495	$ 1,073,351
4130 Payment in Lieu of Taxes	149,574	416,601	324,845	324,845	48,000
4227 State Aid - Computers	6,581	7,038	7,000	7,000	6,100
4710 Interest on Investments	-	9,558	1,000	1,000	15,000
5910 Proceeds of Long Term Debt	628,532	171,468	-	-	-
Total Revenue	$ 1,117,251	$ 1,001,779	$ 989,340	$ 989,340	$ 1,142,451
Expenses					
6401 Accounting/Audit	$ 984	$ 3,858	$ 1,400	$ 1,400	$ 1,400
6440 Snow Removal Services	445	-	-	-	-
6599 Other Contracts/Obligations	800,000	-	-	-	-
6720 Interest Payments	920,761	1,083,695	1,198,230	1,198,230	1,286,060
7913 Trans Out - Debt Service	2,784,621	2,762,698	1,377,419	1,377,419	1,418,946
Total Expense	$ 4,506,811	$ 3,850,251	$ 2,577,049	$ 2,577,049	$ 2,706,406

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2006 BUDGET
TAX INCREMENTAL DISTRICT # 3
SOURCES AND USES OF FUNDS

Revenues	2003 Actual	2004 Actual	2005 Budget	2005 Projected	2006 Budget
Property Taxes	$ 482,138	$ 813,715	$ 981,340	$ 928,955	$ 1,121,351
Intergovernmental	6,581	7,038	7,000	6,088	6,100
Interest Income	-	9,558	1,000	15,000	15,000
Total Revenues	488,719	830,311	989,340	950,043	1,142,451
Expenses					
Capital Outlay	801,429	-	-	-	-
Interest Expense	920,761	1,083,695	1,198,230	1,198,629	1,286,060
Administrative Expenses	-	3,858	1,400	1,130	1,400
Total Expenses	1,722,190	1,087,553	1,199,630	1,199,759	1,287,460
Revenues over (under) Expenses	(1,233,471)	(257,242)	(210,290)	(249,716)	(145,009)
Other Financing Sources (Uses)					
Proceeds of General Obligation Debt	628,531	171,468	-	-	-
Operating Transfers Out - Other Funds	-	-	-	-	-
Operating Transfers Out - Debt Service	(2,784,621)	(2,762,698)	(1,377,419)	(1,361,056)	(1,418,946)
Total Other Financing Sources (Uses)	(2,156,090)	(2,591,230)	(1,377,419)	(1,361,056)	(1,418,946)
Revenues over (under) Expenses	(3,389,561)	(2,848,472)	(1,587,709)	(1,610,772)	(1,563,955)
Fund Balance - Beginning	(17,176,727)	(20,758,719)	* (23,607,191)	(23,607,191)	(25,217,963)
Fund Balance - Ending	$ (20,566,288)	$ (23,607,191)	$ (25,194,900)	$ (25,217,963)	$ (26,781,918)

* As restated

Discussion of changes in fund balances:

TIF #3 closed for capital expenditures as of November 4, 2003. Thereafter it is classified as a Special Revenue Fund. The existence of a negative fund balance in this fund is the result of capital investments in the early years of the TIF district which continue to be funded by the inflows of incremental property taxes.

CITY OF APPLETON 2006 BUDGET

TAX INCREMENTAL DISTRICT #3

LONG TERM DEBT

	Washington Ramp 1993A Revenue Bonds		ARP # 16 Senior Housing 1997 G.O. Notes		1998A G.O. Refunding Bonds	
Year	Principal	Interest	Principal	Interest	Principal	Interest
2006	125,000	3,313	100,000	2,312	285,000	148,421
2007	-	-	-	-	280,000	136,063
2008	-	-	-	-	345,000	122,313
2009	-	-	-	-	340,000	107,073
2010	-	-	-	-	475,000	88,735
2011	-	-	-	-	535,000	65,743
2012	-	-	-	-	530,000	40,850
2013	-	-	-	-	595,000	14,131
	$ 125,000	$ 3,313	$ 100,000	$ 2,312	$ 3,385,000	$ 723,329

	1999B G.O. Notes		2000 G.O. Notes		2001B G.O. Notes	
Year	Principal	Interest	Principal	Interest	Principal	Interest
2006	120,000	30,630	-	8,044	200,000	172,200
2007	125,000	22,605	80,000	6,094	300,000	157,200
2008	135,000	14,025	85,000	2,072	400,000	136,200
2009	145,000	4,785	-	-	500,000	109,200
2010	-	-	-	-	600,000	76,200
2011	-	-	-	-	970,000	29,100
2012	-	-	-	-	-	-
2013	-	-	-	-	-	-
	$ 525,000	$ 72,045	$ 165,000	$ 16,210	$ 2,970,000	$ 680,100

	2001 State Trust Fund Loan		2002B G.O. Notes		2005 Refunding Bonds	
Year	Principal	Interest	Principal	Interest	Principal	Interest
2006	-	9,038	-	88,813	10,000	76,175
2007	-	9,038	-	88,813	715,000	63,513
2008	-	9,038	-	88,812	165,000	48,319
2009	-	9,038	-	88,813	245,000	41,350
2010	-	9,038	100,000	86,163	220,000	33,213
2011	180,764	9,038	100,000	80,712	250,000	24,675
2012	-	-	1,355,000	38,956	245,000	15,394
2013	-	-	-	-	270,000	5,400
	$ 180,764	$ 54,228	$ 1,555,000	$ 561,082	$ 2,120,000	$ 308,039

	2003 State Trust Fund Loan		TOTAL		
Year	Principal	Interest	Principal	Interest	Total
2006	-	40,000	840,000	578,946	1,418,946
2007	10,000	40,000	1,510,000	523,326	2,033,326
2008	20,000	39,523	1,150,000	460,302	1,610,302
2009	30,000	38,500	1,260,000	398,759	1,658,759
2010	40,000	37,000	1,435,000	330,349	1,765,349
2011	50,000	35,000	2,085,764	244,268	2,330,032
2012	60,000	32,524	2,190,000	127,724	2,317,724
2013	70,000	29,500	935,000	49,031	984,031
2014	80,000	26,000	80,000	26,000	106,000
2015	90,000	22,000	90,000	22,000	112,000
2016	100,000	17,523	100,000	17,523	117,523
2017	120,000	12,500	120,000	12,500	132,500
2018	130,000	6,500	130,000	6,500	136,500
	$ 800,000	$ 376,570	$ 11,925,764	$ 2,797,228	$ 14,722,992

CITY OF APPLETON 2006 BUDGET
SPECIAL REVENUE FUNDS

Tax Incremental District # 4 **Business Unit 2050**

MAJOR 2006 OBJECTIVES

This program accounts for the receipt of district "incremental" property taxes and other revenues, along with the corresponding program expenditures.

Tax Incremental District #4 includes the area basically north of Highway 41 - Northeast Industrial Park, an area bounded by French Road (east), Ballard Road (west), Glendale Avenue (south), and Ashbury Drive (north).

Primary projects included land assembly and installation of public utilities on unimproved property that allows industrial development to take place.

The expenditure period for capital projects in TIF District # 4 expired August 16, 2005; therefore, the only expenditures relate to debt service, real estate commissions and audit costs.

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2003	2004	Adopted 2005	Amended 2005	2006	Change *
Program Revenues		$ 394,721	$ 514,689	$ 190,760	$ 190,760	$ 350,000	83.48%
Program Expenses		$ 2,659,364	$ 2,474,980	$ 1,864,614	$ 1,864,614	$ 2,530,859	35.73%
Expenses Comprised Of:							
Personnel		43,784	48,637	-	-	-	N/A
Administrative Expense		1,079,692	1,077,144	1,809,314	1,809,314	2,492,459	37.76%
Supplies & Materials		2,004	74,145	-	-	-	N/A
Purchased Services		77,654	75,726	55,300	55,300	38,400	-30.56%
Utilities			-	-	-	-	N/A
Repair & Maintenance		528	10,886	-	-	-	N/A
Capital Expenditures		1,455,702	1,188,442	-	-	-	N/A

** % change from prior year adopted budget*

CITY OF APPLETON 2006 BUDGET
SPECIAL REVENUE FUNDS

Tax Incremental District # 4 **Business Unit 2050**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4110 Property Taxes	$ 1,837,206	$ 1,822,797	$ 2,016,209	$ 2,016,209	$ 2,294,292
4227 State Aid - Computers	81,105	130,760	130,760	130,760	135,000
4710 Interest on Investments	193,583	85,148	60,000	60,000	115,000
5004 Sale of City Prop - Nontax	111,715	297,020	-	-	100,000
5035 Other Reimbursements	8,318	1,761	-	-	-
	$ 2,231,927	$ 2,337,486	$ 2,206,969	$ 2,206,969	$ 2,644,292
Expenses					
6101 Regular Salaries	$ 27,776	$ 29,455	$ -	$ -	$ -
6105 Overtime	1,973	3,299	-	-	-
6108 Part-Time	1,532	548	-	-	-
6150 Fringes	12,503	15,335	-	-	-
6308 Landscape Supplies	-	2,581	-	-	-
6325 Construction Materials	1,305	71,564	-	-	-
6328 Signs	699	-	-	-	-
6401 Accounting/Audit	984	1,057	4,300	4,300	1,400
6402 Legal Fees	1,033	320	-	-	-
6404 Consulting Services	11,480	30,086	-	-	-
6408 Contractor Fees	55,163	24,755	-	-	-
6409 Inspection Fees	279	-	-	-	-
6425 CEA Equip. Rental	528	10,886	-	-	-
6599 Other Contracts/Obligation	8,715	19,508	51,000	51,000	37,000
6809 Infrastructure Construction	1,455,702	1,188,442	-	-	-
7913 Trans Out - Debt Service	1,079,692	1,077,144	1,809,314	1,809,314	2,492,459
	$ 2,659,364	$ 2,474,980	$ 1,864,614	$ 1,864,614	$ 2,530,859

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Other Contracts/Obligations	
Real estate commissions	$ 37,000
	$ 37,000

CITY OF APPLETON 2006 BUDGET
TAX INCREMENTAL DISTRICT #4
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE (DEFICIT)

	2003 Actual	2004 Actual	2005 Budget	2005 Projected	2006 Budget
Revenues					
Property Taxes	$ 1,837,206	$ 1,822,797	$ 2,016,209	$ 1,966,055	$ 2,294,292
Intergovernmental	81,105	130,760	130,760	133,771	135,000
Interest Income	193,583	85,148	60,000	115,000	115,000
Other	8,318	1,761	-	-	-
Total Revenues	2,120,212	2,040,466	2,206,969	2,214,826	2,544,292
Expenses					
Capital outlay	1,579,672	1,397,836	55,300	64,530	-
Administrative Expense	-	-	-	-	38,400
Total Expenses	1,579,672	1,397,836	55,300	64,530	38,400
Revenues over (under) Expenses	540,540	642,630	2,151,669	2,150,296	2,505,892
Other Financing Sources (Uses)					
Operating Transfers Out	(1,079,692)	(1,077,144)	(1,809,314)	(1,886,169)	(2,492,459)
Sale of City Property	111,715	297,020	136,040	617,000	179,000
Total Other Financing Sources (Uses)	(967,977)	(780,124)	(1,673,274)	(1,269,169)	(2,313,459)
Net Change in Fund Balances	(427,437)	(137,494)	478,395	881,127	192,433
Fund Balance - Beginning	4,385,162	3,957,725	3,820,231	3,820,231	4,701,358
Fund Balance - Ending	$ 3,957,725	$ 3,820,231	$ 4,298,626	$ 4,701,358	$ 4,893,791

Discussion of changes in fund balances:

TIF #4 closed for capital expenditures as of August 16, 2005. Thereafter it is classified as a Special Revenue Fund. The existence of a positive fund balance in this fund is the result of inflows of incremental property taxes and revenue from the sales of lots for commercial and industrial development exceeding the capital investments in the early years of the TIF and the continuing debt service. It is expected that TIF #4 will close early in 2007.

CITY OF APPLETON 2006 BUDGET
TAX INCREMENTAL DISTRICT #4
LONG TERM DEBT

	1996 G.O. Notes		1997 G.O. Notes	
Year	Principal	Interest	Principal	Interest
2006	855,000	21,589	1,120,000	25,900
2007	-	-	-	-
2008	-	-	-	-
	$ 855,000	$ 21,589	$ 1,120,000	$ 25,900

	1998B G.O. Notes		1999A G.O. Notes	
Year	Principal	Interest	Principal	Interest
2006	220,000	81,115	105,000	19,230
2007	830,000	57,600	110,000	14,230
2008	865,000	19,462	115,000	8,885
2009	-	-	125,000	3,063
	$ 1,915,000	$ 158,177	$ 455,000	$ 45,408

	2005 Refunding Bonds		TOTAL		
Year	Principal	Interest	Principal	Interest	Total
2006	5,000	39,625	2,305,000	187,459	2,492,459
2007	1,130,000	19,775	2,070,000	91,605	2,161,605
2008	-	-	980,000	28,347	1,008,347
2009	-	-	125,000	3,063	128,063
	$ 1,135,000	$ 59,400	$ 5,480,000	$ 310,474	$ 5,790,474

CITY OF APPLETON 2006 BUDGET
SPECIAL REVENUE FUNDS

NOTES

CITY OF APPLETON 2006 BUDGET
CAPITAL PROJECTS FUNDS

NOTES

CITY OF APPLETON 2006 BUDGET
CAPITAL PROJECTS FUNDS

Tax Incremental District # 5 **Business Unit 4080**

MAJOR 2006 OBJECTIVES

This fund provides for commercial redevelopment of West Wisconsin Avenue between Gillett Street and Bennett Street.

There are no capital projects planned for TIF District #5 for 2006. The expenditure period for capital projects for this district expires March 3, 2006.

No projects are currently projected in the five year capital improvement plan.

Summary of Advances	General Fund
2002	8,815
2003	14,690
2004	30,183
2005	33,434
2006	4,356
12/31/06 Balance	$ 91,478

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2003	2004	Adopted 2005	Amended 2005	2006	Change *
Program Revenues		$ 54,789	$ 14,505	$ 878	$ 878	$ 1,352	53.99%
Program Expenses		$ 95,622	$ 286,080	$ 210,312	$ 230,312	$ 101,984	-51.51%
Expenses Comprised Of:							
Personnel		-	-	-	-	-	N/A
Administrative Expense		94,638	95,023	98,912	98,912	96,228	-2.71%
Supplies & Materials		-	-	-	-	-	N/A
Purchased Services		984	191,057	111,400	131,400	5,756	-94.83%
Utilities		-	-	-	-	-	N/A
Repair & Maintenance		-	-	-	-	-	N/A
Capital Expenditures		-	-	-	-	-	N/A

** % change from prior year adopted budget*

CITY OF APPLETON 2006 BUDGET
CAPITAL PROJECTS FUNDS

Tax Incremental District # 5 **Business Unit 4080**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4110 Property Taxes	$ 23,920	$ 50,740	$ 70,553	$ 70,553	$ 104,846
4130 Pmt in Lieu of Taxes	47,119	13,141	-	-	-
4227 State Aid - Computers	1,225	378	378	378	352
4710 Interest on Investments	6,445	986	500	500	1,000
5910 Proceeds of Long-term Debt		-	110,000	130,000	-
	$ 78,709	$ 65,245	$ 181,431	$ 201,431	$ 106,198
Expenses					
6401 Accounting/Audit	$ 984	$ 1,057	$ 1,400	$ 1,400	$ 1,400
6408 Contractor Fees	-	-	110,000	110,000	-
6599 Other Contracts/Obligation	-	190,000	-	20,000	-
6720 Interest Payments	789	1,883	4,184	4,184	4,356
7913 Trans Out - Debt Service	93,849	93,140	94,728	94,728	96,228
	$ 95,622	$ 286,080	$ 210,312	$ 230,312	$ 101,984

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2006 BUDGET
TAX INCREMENTAL DISTRICT # 5
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE (DEFICIT)

	2003 Actual	2004 Actual	2005 Budget	2005 Projected	2006 Budget
Revenues					
Property Taxes	$ 71,039	$ 63,881	$ 70,553	$ 77,670	$ 104,846
Intergovernmental	1,225	378	378	352	352
Interest Income	6,445	986	500	1,400	1,000
Other	-	-	-	-	-
Total Revenues	78,709	65,245	71,431	79,422	106,198
Expenses					
Capital outlay	984	191,057	111,400	134,773	1,400
Interest Expense	789	1,883	4,184	3,434	4,356
Total Expenses	1,773	192,940	115,584	138,207	5,756
Revenues over (under) Expenses	76,936	(127,695)	(44,153)	(58,785)	100,442
Other Financing Sources (Uses)					
Proceeds of G.O. Debt	-	-	110,000	130,000	-
Operating Transfers Out	(93,849)	(93,140)	(94,728)	(94,728)	(96,228)
Total Other Financing Sources (Uses)	(93,849)	(93,140)	15,272	35,272	(96,228)
Net Change in Fund Balances	(16,913)	(220,835)	(28,881)	(23,513)	4,214
Fund Balance - Beginning	184,983	168,070	(52,765)	(52,765)	(76,278)
Fund Balance - Ending	$ 168,070	$ (52,765)	$ (81,646)	$ (76,278)	$ (72,064)

Discussion of changes in fund balances:

The existence of a negative fund balance in this fund is the result of capital investments in the early years of the TIF district which continue to be funded by the inflows of incremental property taxes.

CITY OF APPLETON 2006 BUDGET
TAX INCREMENTAL DISTRICT #5
LONG TERM DEBT

	1999B G.O. Notes		2001B G.O. Notes	
Year	Principal	Interest	Principal	Interest
2006	55,000	13,668	-	12,000
2007	60,000	9,900	-	12,000
2008	60,000	5,940	20,000	11,400
2009	60,000	1,980	50,000	9,300
2010	-	-	50,000	6,300
2011	-	-	80,000	2,400
	$ 235,000	$ 31,488	$ 200,000	$ 53,400

	2002B G.O. Notes		2005B G.O. Notes	
Year	Principal	Interest	Principal	Interest
2006	-	10,485	-	5,075
2007	-	10,485	-	5,075
2008	20,000	9,985	-	5,075
2009	20,000	8,965	-	5,075
2010	30,000	7,650	-	5,075
2011	30,000	6,015	-	5,075
2012	90,000	2,588	25,000	4,638
2013	-	-	30,000	3,600
2014	-	-	35,000	2,300
2015	-	-	40,000	800
	$ 190,000	$ 56,173	$ 130,000	$ 41,788

	TOTAL		
Year	Principal	Interest	Total
2006	55,000	41,228	96,228
2007	60,000	37,460	97,460
2008	100,000	32,400	132,400
2009	130,000	25,320	155,320
2010	80,000	19,025	99,025
2011	110,000	13,490	123,490
2012	115,000	7,226	122,226
2013	30,000	3,600	33,600
2014	35,000	2,300	37,300
2015	40,000	800	40,800
	$ 755,000	$ 182,849	$ 937,849

CITY OF APPLETON 2006 BUDGET
CAPITAL PROJECTS FUNDS

Tax Incremental District # 6 **Business Unit 4090**

MAJOR 2006 OBJECTIVES

TIF District # 6 supports the City's southeast growth corridor, financing land assembly for both public purposes and industrial development as well as infrastructure installation to the area.

The year 2006 Budget provides funding for infrastructure for the third phase of development. This phase will add an additional 8 lots to the industrial park land inventory ranging in size from 1.5 acres to 9 acres.

Administration (other) costs include environmental engineering, wetland delineation, platting, and other elements associated with engineering of the Park. It also includes maintenance, real estate commissions, surveys, title insurance, and other costs associated with marketing and selling land.

Eligible expenditures may be made in this district until February 14, 2018.

Further descriptions of projects to be funded from this fund can be found in the Capital Projects section of the budget, as follows:

Project	Amount	Page
Southpoint Commerce Park	$ 283,786	Projects, Pg. 596
Grade & Gravel	808,465	Projects, Pg. 608
Stormwater Program	475,763	Projects, Pg. 612
Water Main Program	205,012	Projects, Pg. 618
Sanitary Sewer Program	238,768	Projects, Pg. 626
Total	$ 2,011,794	

Summary of Advances	General Fund
2000	$ 64,557
2001	3,228
2002	3,389
2003	3,559
2004	(74,733)
Balance	$ -

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2003	2004	Adopted 2005	Amended 2005	2006	Change *
Program Revenues		$ 144,182	$ 165,833	$ 203,032	$ 203,032	$ 406,000	99.97%
Program Expenses		$ 2,210,738	$ 1,968,042	$ 3,404,369	$ 3,416,564	$ 3,712,590	9.05%
Expenses Comprised Of:							
Personnel		47,222	31,838	87,065	87,065	62,740	-27.94%
Administrative Expense		688,029	837,097	1,001,563	1,001,563	1,699,396	69.67%
Supplies & Materials		2,537	53,567	76,565	76,565	340,964	345.33%
Purchased Services		495,172	800,396	164,364	176,009	169,866	3.35%
Utilities		-	202	-	-	-	N/A
Repair & Maintenance		17	6,105	5,500	5,500	14,470	163.09%
Other Capital Expenditures		977,761	238,837	2,069,312	2,069,862	1,425,154	-31.13%

** % change from prior year adopted budget*

CITY OF APPLETON 2006 BUDGET
CAPITAL PROJECTS FUNDS

Tax Incremental District # 6 **Business Unit 4090**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4110 Property Taxes	$ 699,037	$ 950,622	$ 1,089,884	$ 1,089,884	$ 1,222,689
4130 Pmt in Lieu of Taxes	66,908	102,608	-	-	-
4227 State Aid - Computers	13,906	13,032	13,032	13,032	16,000
4710 Interest on Investments	59,068	46,743	15,000	15,000	40,000
5004 Sale of City Prop - Nontax	-	-	175,000	175,000	350,000
5015 Rental of City Property	4,300	3,450	-	-	-
5035 Other Reimbursements	-	-	-	-	-
5910 Proceeds of Long-term Debt	2,946,316	927,884	2,401,406	2,401,406	2,011,794
	$ 3,789,535	$ 2,044,339	$ 3,694,322	$ 3,694,322	$ 3,640,483
Expenses					
6101 Regular Salaries	$ 28,531	$ 19,517	$ 58,737	$ 58,737	$ 41,545
6105 Overtime	4,277	1,723	3,500	3,500	2,995
6108 Part-Time	2,358	466	-	-	-
6150 Fringes	12,056	10,132	24,828	24,828	18,200
6320 Printing & Reproduction	164	-	-	-	-
6325 Construction Materials	1,448	52,210	76,565	76,565	340,964
6328 Signs	925	1,357	-	-	-
6401 Accounting/Audit	984	1,057	1,400	1,400	1,400
6402 Legal Fees	714	-	-	-	-
6404 Consulting Services	440	1,670	95,000	106,645	71,000
6408 Contractor Fees	4,520	14,790	-	-	55,680
6413 Utilities	-	202	-	-	-
6425 CEA Equip. Rental	17	6,105	5,500	5,500	14,470
6599 Other Contracts/Obligations	488,514	782,879	67,964	67,964	41,786
6720 Interest Payments	3,559	1,823	-	-	-
6801 Land	875	-	-	-	-
6809 Infrastructure Construction	976,886	238,837	2,069,312	2,069,862	1,425,154
7913 Trans Out - Debt Service	684,470	835,274	1,001,563	1,001,563	1,699,396
	$ 2,210,738	$ 1,968,042	$ 3,404,369	$ 3,416,564	$ 3,712,590

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Construction Materials	
Asphalt	$ 340,964
	$ 340,964
Consulting Services	
Misc. consulting, surveys, etc.	$ 12,000
Weed cutting & silt fence maintenance	9,000
Real estate commissions	50,000
	$ 71,000
Contractor Fees	
Site grading	$ 50,000
Asphalt maintenance	5,000
	$ 55,000
Other Contracts/Obligations	
Sanitary area assessment	$ 41,786
	$ 41,786

Infrastructure Construction	
Streets	$ 418,247
Sanitary Sewer	230,136
Stormwater	464,425
Water Mains	196,346
Street lights	29,000
Gas/Electric/Cable	87,000
	$ 1,425,154

CITY OF APPLETON 2006 BUDGET
TAX INCREMENTAL DISTRICT # 6
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE (DEFICIT)

	2003 Actual	2004 Actual	2005 Budget	2005 Projected	2006 Budget
Revenues					
Property Taxes	$ 765,945	$ 1,053,230	$ 1,089,884	$ 1,095,728	$ 1,222,689
Intergovernmental	13,906	13,032	13,032	16,107	16,000
Interest Income	59,068	46,743	15,000	67,000	40,000
Other	4,300	3,450	-	1,500	-
Total Revenues	843,219	1,116,455	1,117,916	1,180,335	1,278,689
Expenses					
Capital Outlay	1,522,709	1,130,945	2,402,806	2,417,259	2,013,194
Interest Expense	3,559	1,823	-	-	-
Total Expenses	1,526,268	1,132,768	2,402,806	2,417,259	2,013,194
Revenues over (under) Expenses	(683,049)	(16,313)	(1,284,890)	(1,236,924)	(734,505)
Other Financing Sources (Uses)					
Proceeds of G.O. Debt	2,946,316	927,884	2,401,406	1,890,000	2,011,794
Operating Transfers Out	(684,470)	(835,274)	(1,001,563)	(1,081,166)	(1,699,396)
Sale of City Property	-	-	175,000	2,520	350,000
Total Other Financing Sources (Uses)	2,261,846	92,610	1,574,843	811,354	662,398
Net Change in Equity	1,578,797	76,297	289,953	(425,570)	(72,107)
Fund Balance - Beginning	173,800	1,752,597	1,828,894	1,828,894	1,403,324
Residual Equity Transfers Out	-	-	-	-	-
Fund Balance - Ending	$ 1,752,597	$ 1,828,894	$ 2,118,847	$ 1,403,324	$ 1,331,217

CITY OF APPLETON 2006 BUDGET
TAX INCREMENTAL DISTRICT #6
LONG TERM DEBT

	1999B G.O. Notes		2000 G.O. Notes	
Year	Principal	Interest	Principal	Interest
2006	190,000	48,415	260,000	70,688
2007	200,000	35,640	565,000	50,578
2008	215,000	21,945	755,000	18,403
2009	225,000	7,425	-	-
2010	-	-	-	-
2011	-	-	-	-
	$ 830,000	$ 113,425	$ 1,580,000	$ 139,669

	2001 G.O. Notes		2001 State Trust Fund Loan		2005 Refunding Bonds	
Year	Principal	Interest	Principal	Interest	Principal	Interest
2006	-	48,645	400,000	98,394	15,000	66,500
2007	-	48,645	200,000	78,394	15,000	66,013
2008	100,000	46,582	250,000	68,606	20,000	65,425
2009	200,000	40,320	300,000	55,894	910,000	49,175
2010	400,000	27,520	400,000	40,894	950,000	16,625
2011	430,000	9,460	417,875	20,894	-	-
	$ 1,130,000	$ 221,172	$ 1,967,875	$ 363,076	$ 1,910,000	$ 263,738

	2002A G.O. Notes		2002 State Trust Fund Loan		2003A G.O. Notes	
Year	Principal	Interest	Principal	Interest	Principal	Interest
2006	-	70,240	104,648	96,575	50,000	40,125
2007	-	70,240	114,016	87,208	50,000	39,000
2008	-	70,240	119,493	81,730	50,000	37,700
2009	100,000	68,340	125,691	75,532	100,000	35,525
2010	100,000	64,440	131,976	69,248	100,000	32,400
2011	700,000	48,440	138,574	62,649	100,000	29,075
2012	840,000	17,220	145,350	55,873	280,000	22,475
2013	-	-	152,771	48,453	475,000	8,788
2014	-	-	160,409	40,814	-	-
2015	-	-	168,430	32,794	-	-
2016	-	-	176,784	24,439	-	-
2017	-	-	185,690	15,533	-	-
2018	-	-	90,413	6,248	-	-
2019	-	-	34,557	1,728	-	-
	$ 1,740,000	$ 409,160	$ 1,848,802	$ 698,824	$ 1,205,000	$ 245,088

	2003 State Trust Fund Loan		2005B G.O. Notes		TOTAL		
Year	Principal	Interest	Principal	Interest	Principal	Interest	Total
2006	29,199	38,217	-	72,750	1,048,847	650,549	1,699,396
2007	36,221	31,194	-	72,750	1,180,237	579,662	1,759,899
2008	37,952	29,549	-	72,750	1,547,445	512,930	2,060,375
2009	39,930	27,486	-	72,750	2,000,621	432,447	2,433,068
2010	41,927	25,489	-	72,750	2,123,903	349,366	2,473,269
2011	44,023	23,393	285,000	67,763	2,115,472	261,674	2,377,146
2012	46,166	21,315	285,000	57,787	1,596,516	174,670	1,771,186
2013	48,532	18,883	285,000	47,100	961,303	123,224	1,084,527
2014	50,959	16,457	485,000	31,700	696,368	88,971	785,339
2015	53,507	13,909	550,000	11,000	771,937	57,703	829,640
2016	56,152	11,289	-	-	232,936	35,728	268,664
2017	58,990	8,426	-	-	244,680	23,959	268,639
2018	61,939	5,476	-	-	152,352	11,724	164,076
2019	47,589	2,379	-	-	82,146	4,107	86,253
	$ 653,086	$ 273,462	$ 1,890,000	$ 579,100	$ 14,754,763	$ 3,306,714	$ 18,061,477

CITY OF APPLETON 2006 BUDGET
CAPITAL PROJECTS FUNDS

Industrial Park Land — Business Unit 4280

MAJOR 2006 OBJECTIVES

The Industrial Park Land Fund is the clearing house for the City's industrial and business park land sale revenue, acquisition of associated land, debt service from prior acquisition, and land development costs associated with industrial/business park infrastructures. This fund is utilized for these purposes exclusive of the industrial/business park areas developed and financed with tax incremental financing district(s).

The 2006 budget includes maintenance and marketing of the remaining 45 acres of land in the City's Northeast Business Park, including weed cutting, berm maintenance, soil testing, environmental reviews, surveys, real estate commissions, title insurance, and other costs associated with selling land.

Also included in the Industrial Park Land Fund budget for 2006 is $25,000 for site grading of property within the third phase of the Southpoint Commerce Park expansion, but outside the boundary of TIF # 6.

The Eisenhower-Midway extension in the future Soutpoint Commerce Park infrastructure costs are detailed below. Further descriptions can be found in the Capital Projects section of the budget, as follows:

Project	Amount	Page
Grade & Gravel	373,845	Projects, Pg. 608
Stormwater Program	284,439	Projects, Pg. 612
Water Main Program	8,634	Projects, Pg. 618
Sanitary Sewer Program	142,328	Projects, Pg. 626
Total	$ 809,246	

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2003	2004	Adopted 2005	Amended 2005	2006	Change *
Program Revenues		$ 642,773	$ 1,149,440	$ 310,190	$ 310,190	$ 284,000	-8.44%
Program Expenses		$ 323,999	$ 432,665	$ 846,457	$ 847,882	$ 1,053,581	24.47%
Expenses Comprised Of:							
Personnel		-	-	-	-	38,152	N/A
Administrative Expense		149,970	332,834	762,457	762,457	186,335	-75.56%
Supplies & Materials		-	-	-	-	92,260	N/A
Purchased Services		43,761	99,752	84,000	85,425	58,320	-30.57%
Utilities		-	79	-	-	-	N/A
Repair & Maintenance		-	-	-	-	9,646	N/A
Capital Expenditures		130,268		-	-	668,868	N/A

** % change from prior year adopted budget*

CITY OF APPLETON 2006 BUDGET
CAPITAL PROJECTS FUNDS

Industrial Park Land **Business Unit 4280**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4710 Interest on Investments	$ 37,644	$ 35,560	$ 20,000	$ 20,000	$ 50,000
5004 Sale of City Prop - Nontax	523,627	1,102,180	284,160	284,160	231,000
5015 Rental of City Property	17,800	11,700	6,030	6,030	3,000
5910 Proceeds of LT Debt	18,702	-	-	-	-
5921 Trans In - General Fund	45,000	-	-	-	-
Total Expense	$ 642,773	$ 1,149,440	$ 310,190	$ 310,190	$ 284,000
Expenses					
6102 Labor Pool Allocations	$ -	$ -	$ -	$ -	$ 25,735
6105 Overtime	-	-	-	-	1,005
6150 Fringes	-	-	-	-	11,412
6325 Construction Materials	-	-	-	-	92,260
6402 Legal Fees	1,785	1,539	-	-	-
6404 Consulting	275	-	-	1,425	-
6408 Contractor Fees	-	12,469	-	-	25,320
6413 Utilities	-	79	-	-	-
6425 CEA Equip. Rental	-	-	-	-	9,646
6599 Other Contract/Obligations	41,701	85,744	84,000	84,000	33,000
6801 Land	130,268	-	-	-	-
6809 Infrastructure Construction	-	-	-	-	668,868
7911 Trans Out - General Fund	-	174,298	572,827	572,827	-
7913 Trans Out - Debt Service	149,970	158,536	189,630	189,630	186,335
Total Expense	$ 323,999	$ 432,665	$ 846,457	$ 847,882	$ 1,053,581

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Contractor Fees	
Site grading - non-TIF #6 portion of Southpoint Commerce Park	$ 25,000
Eisenhower Drive extension	320
	$ 25,320
Other Contracts/Obligations	
Northeast Business Park:	
Real estate commissions	$ 23,000
Berm maintenance	5,000
Weed cutting	5,000
	$ 33,000
Construction Materials	
Asphalt	$ 92,260
	$ 92,260
Infrastructure Construction	
Streets	$ 243,990
Sanitary Sewers	139,084
Stormsewers	278,050
Water Mains	7,744
	$ 668,868

CITY OF APPLETON 2006 BUDGET
INDUSTRIAL PARK LAND FUND
SOURCES AND USES OF FUNDS

Revenues	2003 Actual	2004 Actual	2005 Budget	2005 Projected	2006 Budget
Interest Income	$ 37,644	$ 35,560	$ 20,000	$ 74,000	$ 50,000
Other	17,800	11,700	6,030	3,000	3,000
Total Revenues	55,444	47,260	26,030	77,000	53,000
Expenses					
Program Costs	174,029	99,831	84,000	137,341	867,246
Total Expenses	174,029	99,831	84,000	137,341	867,246
Revenues over (under) Expenses	(118,585)	(52,571)	(57,970)	(60,341)	(814,246)
Other Financing Sources (Uses)					
Proceeds of G.O. Debt	18,702	-	-	-	-
Operating Transfers In	45,000	-	-	-	-
Operating Transfers Out	(149,970)	(332,834)	(762,457)	(2,333,900)	(186,335)
Sale of City Property	523,627	1,102,180	284,160	2,686,450	231,000
Total Other Financing Sources (Uses)	437,359	769,346	(478,297)	352,550	44,665
Net Change in Equity	318,774	716,775	(536,267)	292,209	(769,581)
Fund Balance - Beginning	896,940	1,215,714	1,932,489	1,932,489	2,224,698
Fund Balance - Ending	$ 1,215,714	$ 1,932,489	$ 1,396,222	$ 2,224,698	$ 1,455,117

General Fund Assistance	
1998 Transfer In	461,251
1999 Debt Defeasance - General Fund Balance	180,300
2000 Property Tax Levy for Debt Service	428,563
2000 Debt Defeasance - General Fund Balance	935,000
2000 Debt Defeasance - General Fund Balance	425,000
2001 Transfer Out to General Fund	(156,546)
2003 Transfer In	45,000
2004 Transfer Out to General Fund	(174,298)
2005 Transfer Out to General Fund	(2,144,270)
Total	$ -

CITY OF APPLETON 2006 BUDGET
INDUSTRIAL PARK LAND
LONG TERM DEBT

	1998B G.O. Notes		2001A G.O. Notes	
Year	Principal	Interest	Principal	Interest
2006	-	-	65,000	27,945
2007	-	-	100,000	24,645
2008	-	-	100,000	20,583
2009	-	-	125,000	15,895
2010	-	-	150,000	10,045
2011	-	-	155,000	3,410
	$ -	$ -	$ 695,000	$ 102,523

	2001 State Trust Fund Loan		2002B G.O. Notes	
Year	Principal	Interest	Principal	Interest
2006	35,000	1,750	45,000	11,640
2007	-	-	50,000	9,265
2008	-	-	50,000	6,765
2009	-	-	50,000	4,215
2010	-	-	55,000	1,458
2011	-	-	-	-
	$ 35,000	$ 1,750	$ 250,000	$ 33,343

	TOTAL		
Year	Principal	Interest	Total
2006	145,000	41,335	186,335
2007	150,000	33,910	183,910
2008	150,000	27,348	177,348
2009	175,000	20,110	195,110
2010	205,000	11,503	216,503
2011	155,000	3,410	158,410
	$ 980,000	$ 137,616	$ 1,117,616

CITY OF APPLETON 2006 BUDGET
CAPITAL PROJECTS FUNDS

Riverfront Initiatives — Business Unit 4330

MAJOR 2006 OBJECTIVES

This fund provides for the City's investment in the redevelopment of the riverfront.

The Riverfront Master Plan was approved in February of 2001. A multi-modal analysis of transportation and parking has been completed and identifes access points to the river. An engineering study has been completed, analyzing these pedestrian access points to determine the most appropriate type of pedestrian connection (e.g., asphalt trail, boardwalk, riverwalk, etc.) between them, and construction of these pedestrian connections has begun. Other projects along the river include the Vulcan Heritage Park and the International Paper Hall of Fame.

The master plan also identifies several redevelopment sites located along the banks of the Fox River near the College Avenue Bridge, including the former Foremost Dairy property and the Kaukauna Utility/MI Drilling property. Both properties have been identified for future medium to high density residential development. The 2006 Capital Project request is for site preparation and demolition on the Foremost Dairy property.

Further descriptions of projects to be funded from this Capital Projects Fund can be found on page 597 of the Capital Projects section of the budget.

Project	Amount	Page
Riverfront Initiatives	$ 800,000	Projects, Pg. 597

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2003	2004	Adopted 2005	Amended 2005	2006	Change *
Program Revenues		$ 506,347	$ 1,014	$ -	$ -	$ 800	N/A
Program Expenses		$ 540,348	$ 19,069	$ -	$ -	$ 800,000	N/A
Expenses Comprised Of:							
Personnel		-	-	-	-	-	N/A
Administrative Expense		-	-	-	-	-	N/A
Supplies & Materials		-	-	-	-	-	N/A
Purchased Services		530,061	19,069	-	-	800,000	N/A
Utilities		-	-	-	-	-	N/A
Repair & Maintenance		-	-	-	-	-	N/A
Capital Expenditures		10,287	-	-	-	-	N/A

* % change from prior year adopted budget

CITY OF APPLETON 2006 BUDGET
CAPITAL PROJECTS FUNDS

Riverfront Initiatives **Business Unit 4330**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4710 Interest on Investments	$ 6,347	$ 2,378	$ -	$ -	$ 800
4711 Amortization of Investments	-	(875)	-	-	-
4712 Accretion of Investments	-	(97)	-	-	-
4715 Gain on Sale of Investments	-	(33)	-	-	-
4716 Unrealized Gains/Losses	-	(359)	-	-	-
5910 Proceeds of Long-term Debt	-	-	-	-	747,000
5921 Trans In - General Fund	500,000	-	-	-	-
Total Revenue	$ 506,347	$ 1,014	$ -	$ -	$ 747,800
Expenses					
6404 Consulting Services	$ 25,480	$ 16,971	$ -	$ -	$ -
6408 Contractor Fees	504,581	2,098	-	-	800,000
6809 Infrastructure Construction	10,287	-	-	-	-
Total Expense	$ 540,348	$ 19,069	$ -	$ -	$ 800,000

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2006 BUDGET
RIVERFRONT INITIATIVES
SOURCES AND USES OF FUNDS

Revenues	2003 Actual	2004 Actual	2005 Budget	2005 Budget	2006 Budget
Property Taxes	$ -	$ -	$ -	$ -	$ -
Intergovernmental	-	-	-	-	-
Special Assessments	-	-	-	-	-
Interest Income	6,347	1,014	-	1,512	800
Charges for Services	-	-	-	-	-
Other	-	-	-	-	-
Total Revenues	6,347	1,014	-	1,512	800
Expenses					
Program Costs	540,348	19,069	-	-	800,000
Administrative Expenses	-	-	-	-	-
Depreciation	-	-	-	-	-
Interest Expense	-	-	-	-	-
Miscellaneous	-	-	-	-	-
Total Expenses	540,348	19,069	-	-	800,000
Revenues over (under) Expenses	(534,001)	(18,055)	-	1,512	(799,200)
Other Financing Sources (Uses)					
Proceeds of G.O. Debt	-	-	-	-	747,000
Operating Transfers In	500,000		-	-	-
Operating Transfers Out	-		-	-	-
Sale of City Property	-		-	-	-
Total Other Financing Sources (Uses)	500,000	-	-	-	747,000
Net Change in Equity	(34,001)	(18,055)	-	1,512	(52,200)
Fund Balance - Beginning	102,744	68,743	50,688	50,688	52,200
Residual Equity Transfers In (Out)	-	-	-	-	-
Fund Balance - Ending	$ 68,743	$ 50,688	$ 50,688	$ 52,200	$ -

CITY OF APPLETON 2006 BUDGET

LIBRARY

Library Director: Terry P. Dawson

Deputy Director - Library: Barbara J. Kelly

CITY OF APPLETON 2006 BUDGET
LIBRARY

MISSION STATEMENT

The Appleton Public Library is a center of community life, offering opportunities for people of all ages to learn, know, gather and grow.

DISCUSSION OF SIGNIFICANT 2005 EVENTS

2005 accomplishments include:

Continued implementation of long range plan & begin development of new long range plan
Held a staff planning task force meeting
Held a Board planning meeting and retreat
Adopted a new three year plan

Worked with OWLSnet to select and begin implementing a new automated system
Selected a new vendor and migration efforts are underway with completion anticipated in early 2006

Continued cooperation with schools & other community organizations
Collaborated with the YMCA for Storytime training & programs
Jointly sponsored a film series with Toward Community
Increased the use of meeting rooms by community groups
Worked with schools to publicize summer library program
Celebrated New Readers Program for 1st grade students
Actively participated in the Rotary Multicultural Center
Held summer library program at three school sites

Was responsive to needs for electronic services, particularly in areas of local history and community information
Created digital versions of old platbooks & local history through the use of a Federal digitization grant
Expanded the obituary index with the help of volunteers

Explored ways to utilize volunteers more effectively
Increased the use of volunteers for shelving and stack maintenance
Utilized a volunteer to work regularly in the atrium
Utilized many volunteers in the obituary index project
Developed new volunteer applications, screening & training programs with input from Human Resources
Continued the use of the Walking books program

Maintained high quality library services, including circulation, reference & readers' advisory, programs, public meetings, etc.
Experienced record levels of circulation, 7% increase over 2004. Other changes in monthly average over the past year included a:
46% increase in adult program attendance
32% increase in meeting room use
20% increase in number of holds (items reserved) filled for library materials
18% increase in public access workstation use
16% increase in website use

Provided adequate staffing to support growth in demand for services
Continued the use of Foundation grant funding for summer outreach to schools
Continued seeking ways to effectively use technology for increased productivity

Studied ways to increase library use by children and families
Children's program participation & circulation increasing; study ongoing

Explored branch library options and planned for study of current library building
Potential joint library with Greenville not approved
Considering options for formal building study in 2006

CITY OF APPLETON 2006 BUDGET
LIBRARY

MAJOR 2006 OBJECTIVES

Continue long range plan goals including:
- Providing resources and assistance for individuals seeking and evaluating information
- Helping children and young adults develop a lifelong love of books and learning
- Providing access to current, popular materials and programs
- Providing dependable and reliable information
- Providing local information, a community gathering place, local history, and cultural diversity resources
- Providing an adequate number of well-trained staff and volunteers
- Reviewing service needs and ensuring adequate financial resources
- Using appropriate technology to provide service, assist staff, and increase efficiency
- Ensuring clean, safe, well-maintained and easily accessible facilities

Work with OWLSnet to implement new automated system
Continue cooperation with schools & other community organizations
Explore ways to utilize volunteers more effectively
Use new technologies for increased productivity
Explore revisions to website and online service delivery
Maintain the high quality library services to which residents are entitled, including circulation, collection development, cataloging, reference & readers' advisory, programs, electronic services, public meetings, etc.
Provide adequate staffing to support demand for services

Note: This budget reflects the elimination of the Community Programs section. Community Programs consisted of two main functions; the coordination of adult enrichment and cultural programming and marketing, development and support of the volunteers and friends group. The adult enrichment and cultural programming is now included in the Reference program, along with other adult and youth programming, and the marketing, development and support activities are now included in the Administration program.

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2003	2004	Adopted 2005	Amended 2005	2006	Change *
	Program Revenues	$ 767,100	$ 759,641	$ 730,377	$ 730,377	$ 739,127	1.20%
	Program Expenses						
16010	Administration	363,826	372,383	373,295	373,295	448,364	20.11%
16021	Children's Services	423,459	427,009	427,398	427,398	443,164	3.69%
16023	Circulation	752,415	754,950	720,599	720,599	786,033	9.08%
16024	Reference Services	805,079	794,894	812,304	812,304	752,086	-7.41%
16031	Maintenance	405,204	378,002	395,716	395,716	431,969	9.16%
16032	Technical Services	953,017	990,553	968,533	968,533	912,463	-5.79%
16033	Network Services	138,716	132,670	133,453	133,453	139,376	4.44%
	TOTAL	$ 3,841,716	$ 3,850,461	$ 3,831,298	$ 3,831,298	$ 3,913,455	2.14%
	Expenses Comprised Of:						
	Personnel	2,910,492	2,971,121	2,945,639	2,945,639	2,963,808	0.62%
	Administrative Expense	129,299	117,939	108,341	108,341	102,906	-5.02%
	Supplies & Materials	509,986	502,035	513,978	513,978	513,078	-0.18%
	Purchased Services	60,545	57,994	59,023	59,023	59,005	-0.03%
	Utilities	132,621	130,866	135,617	135,617	142,558	5.12%
	Repair & Maintenance	84,325	66,660	62,600	62,600	86,000	37.38%
	Capital Expenditures	14,448	3,846	6,100	6,100	46,100	655.74%
	Full Time Equivalent Staff:						
	Personnel allocated to programs	46.00	46.00	46.00	46.00	45.50	

** % change from prior year adopted budget*

CITY OF APPLETON 2006 BUDGET
LIBRARY

Administration **Business Unit 16010**

PROGRAM MISSION

To ensure effective and responsible services, Administration facilitates library staff efforts in the delivery of library programs and services to patrons and develops the library's long range goals for the benefit of the community.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategies # 2: "… pursue regional cooperation of services…" and # 6: "Work to continuously improve the efficiency and effectiveness of City services…."

Objectives:

Work with other City departments, neighboring businesses and Appleton Downtown Inc. to maintain a positive environment near the Library
Seek ways to increase use of volunteers
Seek equitable compensation and development opportunities for library staff and encourage staff task forces
Plan, organize, coordinate, and review library services & policies under authority of the Library Board of Trustees
Work with other City departments for appropriate and efficient use of infrastructure
Sustain cooperative agreements with educational institutions for coordination of services and seek opportunities to develop new cooperative activities
Maintain an operating budget that meets patron service needs, including innovative funding and grants
Sustain the library's role as a community gathering place for individuals and families
Maintain stewardship of library facilities, including appropriate funding for maintenance and repairs
Work with other libraries, state agencies & library organizations for efficient coordination of services and equitable compensation
Work with library support groups to provide support for library lifelong learning activities and volunteers to assist with library services and projects
Build community through public relations activities that include newsletters, press releases, fliers, brochures, and presentations to local organizations

Major Program Changes:

This budget proposes replacing a vacant Community Services Supervisor position with a Marketing and Development Coordinator. The net savings of this change is approximately $8,000. The additional personnel costs associated with the Coordinator ($72,891) position are reflected in this budget while the savings associated with the elimination of the Supervisor position (-$80,798) are reflected in the Reference (16024) budget. This program will absorb marketing, development, and volunteers and friends group support functions which had been done by Community Programs.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Library activities, programs and services are responsive to community needs					
% of surveyed patrons who rate the library as responsive or very responsive	99%	98%	98%	98%	98%
Strategic Outcomes					
A better educated community					
Collaborations with educational institutions	6	8	6	8	6
Work Process Outputs					
Grant funds awarded	$ 211,000	$ 94,333	$ 75,000	$ 78,360	$ 76,500
Meetings with community leaders	20	51	30	30	30
State-level meetings attended	22	40	25	40	25
Surveys conducted	1	1	1	1	1
Walking books clients added	26	77	35	25	25
Library volunteers	213	295	300	300	300
Press releases issued	132	128	130	130	130

CITY OF APPLETON 2006 BUDGET
LIBRARY

Administration **Business Unit 16010**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4224 Miscellaneous State Aids	$ 677	$ -	$ -	$ -	$ -
4232 Library Grants & Aids	602,310	602,310	606,827	606,827	606,827
4801 Charges for Serv.- Nontax	88,290	89,580	80,000	80,000	85,000
5015 Rental of City Property	27,579	29,174	34,050	34,050	37,000
5020 Donations & Memorials	3,968	9,814	-	-	-
5030 Damage to City Property	690	-	-	-	-
5035 Other Reimbursements	20,012	3,924	-	-	-
5045 Reimb from Prior Yr. Exp	788	2,700	-	-	-
5085 Cash Short or Over	21	13	-	-	-
Total Revenue	$ 744,335	$ 737,515	$ 720,877	$ 720,877	$ 728,827
Expenses					
6101 Regular Salaries	$ 235,955	$ 231,831	$ 235,414	$ 235,414	$ 289,289
6108 Part-Time	11,434	16,761	16,877	16,877	16,867
6150 Fringes	92,435	102,382	96,239	96,239	120,009
6201 Training\Conferences	4,257	2,058	1,613	1,613	1,900
6202 Local Auto Expense	90	-	-	-	-
6206 Parking Permits	1,347	1,296	1,344	1,344	1,428
6301 Office Supplies	7,547	4,851	6,100	6,100	6,100
6303 Memberships & Licenses	1,067	1,754	1,800	1,800	2,300
6304 Postage\Freight	500	702	500	500	-
6305 Awards & Recognition	-	10	690	690	690
6307 Food & Provisions	-	523	920	920	920
6320 Printing & Reproduction	133	526	850	850	750
6324 Medical\Lab Supplies	115	99	100	100	100
6412 Advertising	-	-	-	-	875
6413 Utilities	7,917	7,642	9,448	9,448	5,736
6418 Equip Repairs & Maint	1,029	1,948	1,400	1,400	1,400
Total Expense	$ 363,826	$ 372,383	$ 373,295	$ 373,295	$ 448,364

DETAILED SUMMARY OF 2005 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2006 BUDGET
LIBRARY

Children's Services **Business Unit 16021**

PROGRAM MISSION

To enrich the lives of children and help them develop a love of learning, Children's Services provides access to quality children's materials and makes information and cultural opportunities available to children and people involved in children's lives.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 6: "Work to continuously improve the efficiency and effectiveness of City services…."

Objectives:

Develop and provide 1,200 quality programs for children and caregivers
Offer at least five programs in cooperation or collaboration with other agencies serving children in the Fox Cities
Develop and provide a summer reading program for 3,700 children
Develop a quality children's materials collection through selection, collection development and maintenance
Maintain and develop the library's children's web site, adding at least 50 curriculum support links
Provide quality customer service, including reference, readers advisory and directional assistance to walk-in and telephone patrons
Promote children's services, programming and collections to children and people involved in their lives through at least 5 pathfinders, 5 media articles and 20 flyers
Use volunteers in an efficient manner
Manage public access computing procedures and policies in the Children's Services area and assist patrons with transition to new online catalog resources

Major Program Changes:

Increase in training and conferences ($400) due to the rising costs of attending workshops and conferences.

The decrease in parking permits is due to a reduction in the number of permits issued to staff and the type of permits issued. Currently all benefited library staff have unlimited permits. The rational is that many staff work evenings or nine-hour days with an hour for lunch, and thus go home for a meal; several staff regularly travel on library business. Selected non-benefited staff who work regular schedules, often five days/week, have limited permits. This proposal would remove permits from non-benefited staff and give benefited staff limited permits only. Library administration would purchase a small quantity of tokens (est. 100) to give to staff who make extra trips in and out of the ramp on library business. The estimated savings of this proposal is $4,932 and is reflected throughout all of the Library budgets.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Children have access to a wide range of quality programs					
Attendance at children's programs	21,663	19,059	23,000	20,000	22,000
Computer workstation sessions	13,304	20,678	13,500	21,000	22,000
Strategic Outcomes					
Children discover joy of reading & develop love of learning					
Summer Library program participants	2,644	3,664	3,200	3,600	3,700
Work Process Outputs					
Reference transactions	25,185	23,252	27,000	24,200	27,000
Number of children's programs	1,011	889	1,000	1,083	1,200

CITY OF APPLETON 2006 BUDGET
LIBRARY

Children's Services **Business Unit 16021**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Expenses					
6101 Regular Salaries	$ 266,168	$ 262,201	$ 263,994	$ 263,994	$ 272,813
6108 Part-Time	28,917	27,060	36,376	36,376	38,132
6150 Fringes	119,499	130,304	117,058	117,058	123,575
6201 Training\Conferences	2,852	1,409	1,400	1,400	1,800
6206 Parking Permits	2,124	2,124	2,208	2,208	1,584
6301 Office Supplies	1,784	1,350	3,585	3,585	2,585
6320 Printing & Reproduction	1,125	1,565	850	850	750
6327 Miscellaneous Equipment	-	-	-	-	900
6418 Equip Repairs & Maint	93	96	1,000	1,000	100
6599 Other Contracts/Obligations	897	900	927	927	925
Total Expense	$ 423,459	$ 427,009	$ 427,398	$ 427,398	$ 443,164

DETAILED SUMMARY OF 2005 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2006 BUDGET
LIBRARY

Circulation **Business Unit 16023**

PROGRAM MISSION

To ensure ready access to ideas and information, Circulation makes library materials accessible to users and staff by providing checkout, checkin, registration, reserves, inter-library loans, and by providing organization and shelving of library materials.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 6: "Work to continuously improve the efficiency and effectiveness of City services…."

Objectives:

Check out over one million items to library patrons
Re-shelve accurately and with greater efficiency all materials circulated, plus items used at the library
Register new patrons and re-register those expired, maintaining a database of over 90,000 users
Process and check out over 90,000 reserved items
Collect and route approximately 75,000 items to fill reserves at other OWLSnet libraries
Send out overdue, billing and reserve notices, manage collection process for long overdues
Prepare inter-library loans for circulation and maintain records on their receipt and return
Maintain the order of materials in stacks, prepare end signs, shift, pick up materials used in library
Select approximately 2,500 works of fiction to be added to the collection
Review materials security systems, including options for automating check-in and sorting
Prepare and maintain displays of popular materials
Work with local organizations to encourage library card signup by Hmong and Spanish community members
Contribute to OWLSnet software migration process

Major Program Changes:

Implement new OWLSnet software (train all staff, use the most of new functions, help promote new features to patrons)

The increase in equipment maintenance ($1,500) is due to the maintenance costs associated with the self-check unit acquired in 2004. The unit was covered by warranty through most of 2005.

This budget reflects additional salary and fringe benefit costs ($23,052) associated with the move of a .5 FTE Page Clerk from the Technical Services program. This is part of a proposal discussed in the Technical Services budget (16032).

Library circulation is at record high levels, creating frequent waiting lines at the checkout resulting in increased staff and public frustration. The library has one self-check machine, originally purchased by the Library Foundation. Nearly all checkout transactions could be handled by self-check machines which would reduce the lines at the checkout and allow staff to concentrate on other areas. Therefore, this budget is proposing the purchase of two additional self-check machines.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Improved efficiencies in delivering service					
% of overdue & hold notices sent by email	57%	62%	55%	53%	60%
Strategic Outcomes					
Members of the Appleton community who will use the library and encourage others to do so.					
Number of registered patrons	82,439	89,928	85,000	91,000	92,000
Annual door count	559,789	534,075	575,000	578,000	580,000
Work Process Outputs					
Adult materials circulation	684,514	702,282	700,000	780,000	780,000
Children's materials circulation	425,154	401,933	440,000	415,000	420,000
Reserves filled for APL patrons	67,765	90,797	86,000	100,000	100,000

CITY OF APPLETON 2006 BUDGET
LIBRARY

Circulation **Business Unit 16023**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Expenses					
6101 Regular Salaries	$ 326,380	$ 340,540	$ 324,918	$ 324,918	$ 320,467
6108 Part-Time	193,517	170,064	182,443	182,443	212,634
6150 Fringes	193,968	213,176	195,561	195,561	195,811
6201 Training\Conferences	569	-	1,200	1,200	1,200
6206 Parking Permits	6,948	6,696	6,972	6,972	5,016
6301 Office Supplies	4,744	4,210	6,355	6,355	6,355
6304 Postage\Freight	25,445	18,958	-	-	-
6320 Printing & Reproduction	421	311	850	850	750
6418 Equip Repairs & Maint	423	995	2,300	2,300	3,800
6804 Equipment	-	-	-	-	40,000
Total Expense	$ 752,415	$ 754,950	$ 720,599	$ 720,599	$ 786,033

DETAILED SUMMARY OF 2005 PROPOSED EXPENDITURES > $10,000

Equipment

(2) Self-check units	$ 40,000
	$ 40,000

CITY OF APPLETON 2006 BUDGET
LIBRARY

Reference and Information Services **Business Unit 16024**

PROGRAM MISSION

In order for people to have information they want and need, Reference Service provides library users with answers to questions, instruction in the use of collections, guidance in evaluating information resources, development of electronic and web based services, and organization and preservation of local information for the present and future.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 6: "Work to continuously improve the efficiency and effectiveness of City services…."

Objectives:

Answer reference, readers advisory and directional questions at public service desks, via phone, and online services
Manage public access to computers and provide classroom and individual instruction to school groups & adults
Develop and maintain library's main and teen websites
Maintain, develop and preserve the local history collection and provide online access to databases of local information
Plan and implement programming for young adults, give presentations to public groups as requested
Design and produce user information guides, both in print and on the internet
Coordinate and manage inter-library loan services to library users
Select, maintain and preserve materials for the library media, young adult, nonfiction and reference collections
Seek opportunities to participate in local organizations with similar missions
Seek opportunities for cooperative services and programs in diverse cultures and on topics of current interest
Provide displays and exhibits on topics of current interest

Major Program Changes:

Use of workstation management software on public Internet workstations has substantially reduced the number of directional and computer registration questions, freeing the staff to concentrate on reference questions.

The decrease in salary and fringe benefit costs is due to the elimination of a Community Services Supervisor position ($80,798) as discussed in the Administration (16010) budget. Reference Services is taking on the adult enrichment and cultural programming formerly done by Community Programs.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Convenient and fast access to accurate information					
Patron questions answered	165,786	114,567	110,000	106,000	110,000
E-mail requests for information	1,585	2,545	1,600	2,550	2,000
People find programs that stimulate their thinking					
% of attendees evaluating adult or young adult programs as "good" or "excellent"	96%	85%	85%	90%	85%
Strategic Outcomes					
People have information to succeed at school, at work, and in their personal lives					
Number of sessions on pubic access computers	59,336	79,918	59,600	80,000	80,000
People develop skills needed to seek & evaluate information					
Internet & Library instruction program attendance	2,228	1,793	2,200	2,000	2,000
Young Adult Program Attendance	1,699	1,434	1,550	1,600	1,600
Adult program attendance	3,241	2,073	2,500	2,500	2,500
Work Process Outputs					
Reference questions answered	89,999	89,505	87,500	87,500	88,000
Informational handouts produced	90	97	100	100	100
Interloans obtained for APL patrons	46,589	59,975	45,000	60,000	60,000
Web page "hits" (page accesses)	1,745,092	1,730,699	1,800,000	1,850,000	1,900,000
Total number of locally produced databases available via web	5	6	7	7	8

CITY OF APPLETON 2006 BUDGET
LIBRARY
Reference and Information Services **Business Unit 16024**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
5035 Other Reimbursements	$ 2,469	$ 2,025	$ 2,000	$ 2,000	$ 1,700
Total Revenue	$ 2,469	$ 2,025	$ 2,000	$ 2,000	$ 1,700
Expenses					
6101 Regular Salaries	$ 502,977	$ 502,838	$ 501,552	$ 501,552	$ 461,759
6108 Part-Time	70,376	65,333	81,469	81,469	70,927
6150 Fringes	198,784	204,887	194,050	194,050	187,346
6201 Training\Conferences	4,124	3,223	2,800	2,800	3,200
6206 Parking Permits	3,936	3,936	4,092	4,092	2,904
6301 Office Supplies	2,769	4,166	6,110	6,110	4,810
6320 Printing & Reproduction	1,837	1,238	1,700	1,700	1,500
6327 Miscellaneous Equipment	-	150	10,165	10,165	10,165
6412 Advertising	3,155	1,306	875	875	-
6418 Equip Repairs & Maint	5,798	6,858	8,100	8,100	8,100
6599 Other Contracts/Obligations	2,653	959	1,391	1,391	1,375
6804 Equipment	8,670	-	-	-	-
Total Expense	$ 805,079	$ 794,894	$ 812,304	$ 812,304	$ 752,086

DETAILED SUMMARY OF 2005 PROPOSED EXPENDITURES > $10,000

Miscellaneous Equipment	
Reader/printer machine	$ 9,540
Other equipment	625
	$ 10,165

CITY OF APPLETON 2006 BUDGET
LIBRARY

Maintenance **Business Unit 16031**

PROGRAM MISSION

To create and preserve a clean, safe, accessible and welcoming environment for both patrons and staff, Maintenance staff maintains the library's physical facilities.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 6: "Work to continuously improve the efficiency and effectiveness of City services…."

Objectives:

Keep library facilities clean and functioning well by performing routine cleaning and maintenance in a timely manner
Address safety concerns of library patrons and staff
Perform special needs and projects within the library building
Collate information and prepare reports for Library Administration
Set up meeting rooms as scheduled for staff and patrons

Major Program Changes:

The carpeting in the lower level meeting rooms, within technical services, in the curved area outside OWLS and Administration, and in the hallway around the meeting rooms dates back to 1981, the time of the original construction of the library. These areas of carpeting have seen extensive wear and tear since their installation. Meeting room use has increased dramatically in each of the past several years. While the carpeting wore well, in it's present state, the carpeting is no longer able to be cleaned adequately. Traffic patterns are especially evident.

In addition, the carpeting behind the circulation desk needs attention. An installation error resulted in a carpet transition immediately under the chairs used by the check out clerks which results in an unstable situation whenever chairs are moved. A new pad and carpet section is needed in that area. Therefore, this budget proposes $23,600 for the replacement of the worn carpeting.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
The public enjoys a safe and clean facility					
% of patrons surveyed expressing satisfaction with cleanliness and safety of facility	99%	98%	90%	95%	95%
Strategic Outcomes					
The community increasingly uses opportunities for meetings, programs and discussions					
# of meetings and programs	2,299	2,387	2,200	2,200	2,200
Work Process Outputs					
Monthly checklists completed on time	12	12	12	12	12
Number of special needs and projects performed during the year	New measure	→	→	→	12
Number of reports for Library Board and Administration	New measure	→	→	→	40
% of special service requests completed within 48 hours	95%	85%	90%	90%	90%

CITY OF APPLETON 2006 BUDGET
LIBRARY

Maintenance **Business Unit 16031**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
5001 Fees & Commissions	$ 1,454	$ 1,659	$ 1,500	$ 1,500	$ 1,600
Total Revenue	$ 1,454	$ 1,659	$ 1,500	$ 1,500	$ 1,600
Expenses					
6101 Regular Salaries	$ 97,421	$ 98,922	$ 99,507	$ 99,507	$ 104,208
6108 Part-Time	32,256	29,500	42,216	42,216	42,980
6150 Fringes	49,403	55,380	52,467	52,467	53,632
6201 Training\Conferences	127	-	250	250	200
6206 Parking Permits	939	936	972	972	792
6301 Office Supplies	91	-	-	-	-
6306 Building Maint./Janitorial	15,859	11,015	17,100	17,100	14,800
6308 Landscape Supplies	578	156	1,030	1,030	530
6309 Shop Supplies & Tools	213	540	515	515	265
6310 Chemicals	1,827	101	2,000	2,000	2,000
6311 Paint & Supplies	86	93	515	515	515
6323 Safety Supplies	-	78	200	200	200
6325 Construction Materials	-	-	500	500	200
6327 Miscellaneous Equipment	3,363	-	1,250	1,250	1,000
6407 Collection Services	1,355	1,295	1,225	1,225	1,225
6413 Utilities	124,704	123,223	126,169	126,169	136,822
6416 Build Repairs & Maint.	73,045	54,779	49,350	49,350	72,150
6418 Equip Repairs & Maint	3,937	1,984	450	450	450
Total Expense	$ 405,204	$ 378,002	$ 395,716	$ 395,716	$ 431,969

DETAILED SUMMARY OF 2005 PROPOSED EXPENDITURES > $10,000

Building Maint./Janitorial	
Bathroom supplies	$ 4,000
Cleaning supplies & chemicals	4,800
Waste receptacles & supplies	4,000
Plumbing supplies	2,000
	$ 14,800
Building Repairs & Maint	
Service contracts (HVAC, Elevator)	$ 24,500
Replace lower level carpeting	23,600
Electrical & plumbing repairs	11,700
Security repairs & supplies	2,050
Lamps & ballasts	5,550
Other Building Repair	4,750
	$ 72,150

CITY OF APPLETON 2006 BUDGET
LIBRARY

Technical Services **Business Unit 16032**

PROGRAM MISSION

To ensure appropriate, accessible and well-organized materials for library users, Technical Services provides acquisition, cataloging, and processing of library materials, evaluation of collections, and cataloging training services.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 6: "Work to continuously improve the efficiency and effectiveness of City services…."

Objectives:

Coordinate selection activities of 24 selectors and acquisition of materials for library collections within budget
Create catalog entries & database records for approximately 29,000 new titles to provide access through online catalog
Process 30,000 items, including labels, security strips and jacket protectors to provide access and allow sustained patron use with minimal damage
Receive and distribute mail and packages for the library and Outagamie Waupaca Library System (OWLS)
Receive 1,100 newspapers, periodicals and standing order subscriptions; process over 6,000 magazine issues for display, storage and circulation
Provide leadership to OWLSnet consortium staff in cataloging processes and item management

Major Program Changes:

Assist OWLS with the Integrated Library System (ILS) migration and setup of the materials and acquisitions databases. This is the major software, with some associated hardware, on which most of the library services are based.

This budget proposes replacing a vacant Technical Services Clerk position with a part-time (.5 FTE) Page Clerk position in the Circulation (16023) budget and an additional 10 hours per week of non-benefitted time in this program. The net savings in salaries and fringe benefits resulting from this change would be approximately $25,000. This budget reflects replacing the Technical Services Clerk position (-$54,778) with the additional 10 hours per week ($6,633) . The personnel costs associated with the half-time Page Clerk position ($23,052) is reflected in the Circulation budget.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
People can obtain the materials they need quickly					
% of holds filled within one week of being placed	69%	N/A*	70%	70%	70%
Strategic Outcomes					
People have reading, viewing and listening materials that stimulate their thinking, enhance their knowledge of the world, and improve the quality of their leisure time					
# of titles acquired for the APL collection	20,731	21,691	19,000	18,870	19,000
Work Process Outputs					
# of volumes processed	28,313	31,137	30,000	28,509	30,200
# of titles cataloged	31,944	21,691	30,000	35,000	30,000

* Due to a computer malfunction, the data for 2004 was not captured.

CITY OF APPLETON 2006 BUDGET
LIBRARY

Technical Services **Business Unit 16032**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
5035 Other Reimbursements	$ 11,259	$ 10,851	$ -	$ -	$ -
Total Revenue	$ 11,259	$ 10,851	$ -	$ -	$ -
Expenses					
6101 Regular Salaries	$ 295,075	$ 302,356	$ 297,273	$ 297,273	$ 268,862
6108 Part-Time	26	239	-	-	6,162
6150 Fringes	125,069	141,414	129,290	129,290	96,153
6201 Training\Conferences	1,219	1,747	1,200	1,200	1,200
6206 Parking Permits	2,184	2,184	2,532	2,532	1,848
6301 Office Supplies	28,034	34,099	30,780	30,780	30,780
6315 Books & Library Materials	448,926	454,980	452,853	452,853	452,853
6599 Other Contracts/Obligations	52,484	53,534	54,605	54,605	54,605
Total Expense	$ 953,017	$ 990,553	$ 968,533	$ 968,533	$ 912,463

DETAILED SUMMARY OF 2005 PROPOSED EXPENDITURES > $10,000

Office Supplies	
General office supplies	$ 2,700
Material processing supplies	28,080
	$ 30,780
Books & Library Materials	
Children's materials	99,628
Adult materials	353,225
	$ 452,853
Other Contracts/Obligations	
OWLSnet contract	$ 54,605
	$ 54,605

CITY OF APPLETON 2006 BUDGET
LIBRARY

Network Services **Business Unit 16033**

PROGRAM MISSION

To provide access to electronic information for library users and useful technology tools for staff, Network Services plans, implements, develops and maintains the library's internal technological infrastructure, integrates technology into services and supports the development of electronic and web based services.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategies # 2: "… pursue regional cooperation of services…" and # 6: "Work to continuously improve the efficiency and effectiveness of City services…."

Objectives:

Replace 25% of staff and public computers annually to maintain reasonable levels of usability
Maintain and update the network servers and software to insure responsiveness to patron and staff needs
Maintain and configure public access workstations, including Gates training lab computers
Assist staff in technical aspects of providing electronic services to the public
Provide support, troubleshooting and assistance to library staff computer users
Maintain awareness of technological methods to make the library's web pages and online services accessible to individuals with disabilities, and implement those that are feasible

Major Program Changes:

The increase in office supplies ($3,000) is a result of a reallocation of supply costs to this budget from the Children's Services (16021) and Reference and Information Services (16024) budgets. This reallocation is a better reflection of actual costs incurred in prior years in all 3 budgets.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
People will have reliable access to up-to-date technology					
% of those surveyed who have used the library website	60%	58%	65%	65%	65%
Strategic Outcomes					
Community enjoys a high level of access to electronic information resources					
# of remote logins to online catalog	214,757	197,330	190,000	210,000	220,000
Full text database searches	22,377	22,001	22,000	23,000	23,000
Work Process Outputs					
PC workstations installed	41	35	26	20	20

CITY OF APPLETON 2006 BUDGET
LIBRARY

Network Services **Business Unit 16033**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
5035 Other Reimbursements	$ 7,583	$ 7,591	$ 6,000	$ 6,000	$ 7,000
Total Revenue	$ 7,583	$ 7,591	$ 6,000	$ 6,000	$ 7,000
Expenses					
6101 Regular Salaries	$ 48,110	$ 50,166	$ 50,211	$ 50,211	$ 52,749
6108 Part-Time	1,816	1,699	6,074	6,074	6,162
6150 Fringes	20,906	24,070	22,650	22,650	23,271
6201 Training\Conferences	-	956	700	700	700
6206 Parking Permits	312	564	588	588	264
6301 Office Supplies	10,433	9,172	6,530	6,530	9,530
6327 Miscellaneous Equipment	51,361	42,197	40,600	40,600	40,600
6815 Software Acquisition	5,778	3,846	6,100	6,100	6,100
Total Expense	$ 138,716	$ 132,670	$ 133,453	$ 133,453	$ 139,376

DETAILED SUMMARY OF 2005 PROPOSED EXPENDITURES > $10,000

Miscellaneous Equipment	
Workstation replacements	$ 34,600
Network hardware, wiring, etc.	6,000
	$ 40,600

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CITY OF APPLETON 2006 BUDGET
PERMANENT FUNDS

Frank P. Young Memorial **Business Unit 7500**

PROGRAM MISSION

To account for assets restricted for purposes of generating interest income and providing for scholarships in Library Science.

PROGRAM NARRATIVE

Objectives:

Award a minimum of one scholarship in Library Science per year

Major program changes:

No major changes.

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

	2003 Actual	2004 Actual	2005 Adopted Budget	2005 Projected	2006 Budget
Revenues					
Donations	$ -	$ 800	$ 500	$ 500	$ 500
Interest Income	272	181	500	400	400
Total Revenues	272	981	1,000	900	900
Expenses					
Program Costs	-	1,200	500	500	800
Revenues over (under) Expenses	272	(219)	500	400	100
Fund Balance - Beginning	15,650	15,922	15,703	15,703	16,103
Fund Balance - Ending	$ 15,922	$ 15,703	$ 16,203	$ 16,103	$ 16,203

CITY OF APPLETON 2006 BUDGET
PERMANENT FUNDS

NOTES

CITY OF APPLETON 2006 BUDGET

PARKS & RECREATION DEPARTMENT

Parks & Recreation Director: William N. Lecker

Deputy Director for Operations: Martin N. Will

CITY OF APPLETON 2006 BUDGET
PARKS AND RECREATION DEPARTMENT

MISSION STATEMENT

The Appleton Parks and Recreation Department is dedicated to providing leisure services, recreational facilities and environmental management to enhance the quality of life for the community.

DISCUSSION OF SIGNIFICANT 2005 EVENTS

Administration:
Updated all appropriate department policies
Presented Appleton Memorial Park Master Plan to Parks and Recreation Committee and Council for adoption
Presented Linwood Park Master Plan to Parks and Recreation Committee and Council for adoption
Presented Parks and Recreation Department 2005-2009 Master Plan to Parks and Recreation Committee and Council for adoption
Presented agreement with Alamosa PCS for installation of light pole in Appleton Memorial Park to house wireless communication equipment to Parks and Recreation Committee and Council for adoption
Secured contracts with design firms for capital projects
Secured trail corridor for Newberry Trail between Telulah Park and Matthias Street
Coordinated transfer of Badger Pool to Appleton Area School District
Continued to explore partnerships with organizations, other governmental agencies, etc. to encourage efficiencies
Developed 2006 operational budget and five year capital improvement plan
Secured contract for operation of concessions at AMP and Mead Pool
Forestry:
Presented 2005 Street Tree Planting Program for new construction and reconstruction of City streets to Parks and Recreation Committee for adoption
Completed oiling of public trees for Gypsy Moth suppression
Completed all street construction related activities – removals, stump grinding, root cutting and pruning
Utilized labor pool staff from the Department of Public Works to address the backlog of removals and pruning requests created by the additional gypsy moth suppression programs implemented in 2000-2003
Continued program to eliminate invasive species through volunteer services
Parks and Trails:
Completed construction of pavilion renovation at Telulah Park
Completed construction of walkways, boardwalk and interpretative signs at Vulcan Heritage Park
Completed installation of new playground equipment at Providence and City Parks
Completed renovation of restroom at Peabody Park
Partnered with the Kiwanis Club to remove invasive species at Pierce Park
Recreation:
Implemented alternative distribution methods of Activity Guide
Provided sport league information on city webpage
Adjusted youth baseball program to reflect changes in other community programs
Successfully conducted Dance Revue at the Performing Arts Center
Adjusted recreation programs to meet the changing needs of the community
Partnered with Town of Menasha, City of Menasha and City of Neenah to conduct youth lacrosse and adult flag football programs
Revised lease agreement with City Center Plaza for dance studios
Aquatics:
Continued to revise the service adjustments reflected in 2004 budget
Coordinated use of Erb Pool for YMCA Bird Bath Open in July
Completed plans and specifications for filtration upgrade at Mead Pool
Installed new water line to Mead Pool filtration building to improve water service

CITY OF APPLETON 2006 BUDGET
PARKS AND RECREATION DEPARTMENT

MAJOR 2006 OBJECTIVES

Provide administrative services and support staff for the management of the recreation, parks, and forestry divisions of the department
Implement recommendations identified in Parks and Recreation Department Five Year Master Plan for 2005-2009
Implement software programs that will enhance services to community with on-line program registration, pavilion rentals, sport league information, etc.
Provide an urban forestry program to create a safe environment and enhancing the natural beauty while striving to promote and preserve the urban forest within the City
Provide quality athletic fields for APRD youth and adult programs, casual/sandlot play, public and/or parochial school teams, and not-for-profit organized youth and adult sport programs
Facilitate coordination of athletic fields throughout the community by the numerous user groups to ensure a reasonable and equitable use of available facilities
Provide safe and high quality maintenance for parks, open spaces, trails, and recreational facilities for use by the community
Prepare long term programs for the continued development, upgrade and maintenance of all parks and facilities
Provide support services for other City departments and community events, and maintain non-park City property for safe use by the public and the beautification of the City
Provide year-round recreational opportunities for youth and adults in sports and leisure activities
Continue to pursue partnerships with the Appleton Area School District and other leisure service providers to meet the needs of the community and maximize resources
Continue to expand the "facilitator" philosophy with staff to broaden programming opportunities
Provide swimming pool facilities, recreational swimming opportunities and instructional services on a year-round basis
Work closely with other local units of government to offer programming opportunities on a regional basis that maximizes resources and provides a positive experience to participants
Continue to evaluate program adjustments implemented in 2005 and make necessary changes as needed to meet community needs
Continue to work with the Department of Public Works (DPW) in sharing equipment. Currently, this includes the water truck, loaders, single axle trucks and generators. Continue to meet with DPW staff to explore other possible equipment sharing opportunities
Implement activities into current programs to address national health issues
Implement service adjustments approved in 2006 Budget

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2003	2004	Adopted 2005	Amended 2005	2006	Change *
Program Revenues		$ 702,329	$ 727,692	$ 746,750	$ 702,450	$ 684,774	-8.30%
Program Expenses							
16510	Administration	508,334	401,561	404,034	414,530	457,058	13.12%
16520	Forestry	667,333	677,375	650,311	650,311	707,063	8.73%
16531	Athletic Field Maint'ce	190,366	209,228	239,422	254,422	256,796	7.26%
16532	Park Maintenance	1,339,356	1,142,328	1,073,696	1,083,975	1,131,658	5.40%
16533	Other City Maintenance	141,156	158,020	210,161	210,161	229,208	9.06%
16541	Recreation Programs	912,175	888,691	900,460	876,769	881,805	-2.07%
16542	Aquatics	728,890	684,488	655,792	614,105	641,814	-2.13%
TOTAL		$ 4,487,610	$ 4,161,691	$ 4,133,876	$ 4,104,273	$ 4,305,402	4.15%
Expenses Comprised Of:							
Personnel		3,116,824	2,856,948	2,844,120	2,817,342	2,914,490	2.47%
Administrative Expense		141,369	176,042	154,973	154,173	150,985	-2.57%
Supplies & Materials		367,254	308,103	352,315	323,515	347,635	-1.33%
Purchased Services		201,322	109,399	132,603	149,099	132,601	0.00%
Utilities		289,000	333,715	248,297	248,297	290,082	16.83%
Repair & Maintenance		257,781	321,101	401,568	401,568	469,609	16.94%
Capital Expenditures		114,060	56,383	-	10,279	-	#DIV/0!
Full Time Equivalent Staff:							
Personnel allocated to programs		37.55	34.53	34.03	34.03	34.03	

* % change from prior year adopted budget

CITY OF APPLETON 2006 BUDGET
PARKS AND RECREATION DEPARTMENT

Administration **Business Unit 16510**

PROGRAM MISSION

Provide administrative support and leadership to all divisions in the Parks and Recreation Department for the benefit of the citizens and community.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy #8: "Work to continuously improve the efficiency and effectiveness of City services…"

Objectives:

Develop and implement methods and procedures to reflect additional administrative needs
Implement recommendations identified in the 2005-2009 Parks and Recreation Master Plan
Implement software programs that will enhance services to community with on-line program registration, pavilion rentals, sport league information, etc.
Maintain and operate the Administration and Operations facilities of the Parks and Recreation Department
Cooperate with other city departments to provide services to our citizens as efficiently as possible
Provide administrative support to process all financial responsibilities, personnel matters, citizen requests and concerns, facility reservations, etc.
Develop and/or update Department policies necessary for administration of department
Work closely with the Appleton Area School District, local units of government and other leisure service providers to address current and future program needs to maximize resources and facilities and provide for an equitable distribution of program costs to appropriate users
Work closely with local media to identify the benefits of recreational activities and encourage increased participation

Major Program Changes:

This budget reflects the $45,000 purchase of an on-line registration program to replace the current, internally developed system, which has reached the end of its useful life and no longer meets the needs of the department or the community. It is anticipated a new registration system will allow individuals to register for programs and reserve pavilions via the internet. The system would also provide more timely information on class availability, schedules, etc. and would allow for better collection of registration information to assist in future registrations, notification of participants and marketing opportunities. It is anticipated the on-line registration program will reduce the number of counter and telephone contacts handled on a daily basis, but specific adjustments to the performance indicators will not be available until the system is fully implemented in late 2006.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Functional facility for public access					
Staff to handle public demands	4.25	3.00	3.00	3.00	3.00
Strategic Outcomes					
# of refunds issued due to prog. changes	New Measure →		75	75	60
% of registrations processed within 2 days of receipt	New Measure →		75%	75%	80%
Work Process Outputs					
# of personal counter contacts per day	45	44	30	35	35
# of telephone contacts per day	45	46	35	40	40
# of contracts administered	30	36	35	35	30
# of city polices implemented	65	70	75	70	75
# of new department polices developed	3	4	5	5	4

CITY OF APPLETON 2006 BUDGET
PARKS AND RECREATION DEPARTMENT

Administration **Business Unit 16510**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4802 Charges for Serv. - Tax	$ 659	$ 205	$ 500	$ 500	$ 500
5001 Fees and Commissions	-	-	-	-	300
5035 Other Reimbursements	293	2,251	200	200	-
5085 Cash Short or Over	1	(11)	-	-	-
Total Revenue	$ 953	$ 2,445	$ 700	$ 700	$ 800
Expenses					
6101 Regular Salaries	$ 243,064	$ 187,501	$ 180,132	$ 180,132	$ 187,720
6108 Part-Time	6,949	6,617	5,076	5,076	4,998
6150 Fringes	93,854	80,058	70,266	70,266	72,265
6201 Training\Conferences	6,924	3,725	4,500	4,500	4,500
6202 Local Auto Expense	1,157	-	-	-	-
6206 Parking Permits	720	720	740	740	522
6301 Office Supplies	3,067	2,693	3,100	3,100	3,000
6303 Memberships & Licenses	945	960	900	900	900
6304 Postage\Freight	5	24	75	75	25
6305 Awards & Recognition	37	-	563	563	563
6306 Building Maint./Janitorial	-	1,158	1,030	1,030	975
6307 Food & Provisions	216	89	200	200	100
6309 Shop Supplies & Tools	-	-	50	50	-
6311 Paint & Supplies	-	164	100	100	150
6315 Books & Library Materials	107	55	150	150	100
6316 Miscellaneous Supplies	205	217	200	200	200
6320 Printing & Reproduction	6,433	6,718	7,000	7,000	6,500
6321 Clothing	367	-	250	250	-
6324 Medical\Lab Supplies	52	-	50	50	50
6325 Construction Materials	15	128	200	200	150
6326 Vehicle & Equipment Parts	12	-	300	300	-
6327 Miscellaneous Equipment	1,090	6,371	6,650	6,650	50,000
6328 Signs	25	51	100	100	100
6403 Bank Services	1,128	1,070	1,200	1,200	1,200
6404 Consulting Services	43,006	14,704	27,500	37,996	27,500
6405 Engineering Fees	6,484	1,644	4,000	4,000	4,000
6407 Collection Services	1,604	2,336	2,203	2,203	2,483
6408 Contractor Fees	641	2,341	2,500	2,500	2,500
6412 Advertising	95	220	500	500	300
6413 Utilities	46,828	47,971	48,284	48,284	51,097
6414 Janitorial Service	-	14,786	15,315	15,315	15,700
6416 Build Repairs & Maint	1,755	606	4,000	4,000	3,000
6418 Equip Repairs & Maint	19,263	9,259	7,500	7,500	7,500
6420 CBM charges	163	-	1,000	1,000	460
6424 Software Support	312	-	-	-	300
6451 Uniform Services	3,952	3,315	4,000	4,000	2,200
6599 Other Contracts/Obligations	17,859	6,060	4,400	4,400	6,000
Total Expense	$ 508,334	$ 401,561	$ 404,034	$ 414,530	$ 457,058

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Consulting Services	
North Side Park Development	$ 6,500
Master Plans-Einstein	4,000
Preliminary Trail Work	5,000
Playground Design Work - City Park, Vosters	5,000
Miscellaneous Design Work Lighting, parking lots, walkways, courts, pavilions, HVAC systems, stormwater, etc.)	7,000
	$ 27,500

Janitorial Services	
Custodial cleaning contract	$ 15,700
	$ 15,700

Miscellaneous Equipment	
Online Registration	$ 45,000
Other equipment	5,000
	$ 50,000

CITY OF APPLETON 2006 BUDGET
PARKS AND RECREATION DEPARTMENT

Forestry Services **Business Unit 16520**

PROGRAM MISSION

Manage the urban forest to enhance the current and future environmental quality, safety and aesthetics for the benefit of the community.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy #8: "Work to continuously improve the efficiency and effectiveness of City services…"

Objectives:

Replenish and maintain approximately 28,000 trees on city terraces and boulevards
Prune trees to provide proper growth structure, maintain proper clearances for vehicles, signs, and pedestrians, and remove dead/diseased limbs
Respond to storm damage situations
Plant trees in new subdivisions where final concrete pavement has been installed
Work closely with the Department of Public Works to provide necessary assistance on street reconstruction projects
Continue to address Gypsy Moth situation and coordinate suppression programs with the Department of Natural Resources as needed
Provide technical assistance to other agencies for on-site and street design projects
Secure grants through the Department of Natural Resources as opportunities arise
Monitor Emerald Ash Borer situation that is developing nationally and develop appropriate plans, if needed, to address impact in our community
Coordinate labor pool with Operations staff to maximize available resources
Continue efforts to remove invasive species from city property through volunteer services

Major Program Changes:

This program budget continues to reflect a decrease in shared labor pool from the Department of Public Works from 1 FTE to .5 FTE ($26,739) that was identified in the 2005 budget. This budget also reflects decreased funding for contractor fees for Gypsy Moth control based on the current level of infestation assessed by the City Forester.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Safe, healthy and attractive urban forest					
# trees on City streets	28,000	28,000	28,250	28,250	28,500
Strategic Outcomes					
Satisfied community					
% of service requests responded to within three working days	88%	92%	95%	95%	95%
% of customers who accept new trees on new and/or reconstructed streets	New Measure →		95%	95%	100%
Work Process Outputs					
Plant trees in new subdivisions	500	575	600	550	550
Plant trees to replace dead/diseased trees	1,000	985	950	900	900
Prune trees (goal 4,000/yr)	2,500	2,375	3,500	3,500	3,500
Treat all City properties with Gypsy Moth egg mass counts of >500 egg masses/acre	100%	100%	100%	100%	100%

CITY OF APPLETON 2006 BUDGET
PARKS AND RECREATION DEPARTMENT

Forestry Services **Business Unit 16520**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4224 Miscellaneous State Aids	$ -	$ 25,000	$ 6,100	$ 6,100	$ -
4610 Tree Planting	386	257	-	-	-
Total Revenue	$ 386	$ 25,257	$ 6,100	$ 6,100	$ -
Expenses					
6101 Regular Salaries	$ 372,325	374,025	$ 362,459	$ 362,459	$ 381,753
6104 Call Time	1,696	1,038	-	-	-
6105 Overtime	1,441	1,345	5,265	5,265	5,265
6108 Part-Time	17,125	12,492	10,967	10,967	10,837
6150 Fringes	164,339	179,128	164,710	164,710	166,246
6201 Training\Conferences	1,133	7,405	1,500	1,500	1,500
6301 Office Supplies	230	-	-	-	-
6302 Subscriptions	127	92	100	100	100
6303 Memberships & Licenses	415	140	150	150	250
6308 Landscape Supplies	3,116	3,718	2,900	2,900	2,900
6309 Shop Supplies & Tools	3,719	3,051	3,500	3,500	3,500
6311 Paint & Supplies	-	66	100	100	50
6315 Books & Library Materials	-	-	50	50	50
6316 Miscellaneous Supplies	7	44	-	-	-
6320 Printing & Reproduction	123	284	150	150	150
6321 Clothing	2,394	670	1,600	1,600	1,450
6322 Gas	-	-	-	-	-
6323 Safety Supplies	2,211	1,959	2,000	2,000	2,000
6324 Medical\Lab Supplies	230	66	100	100	100
6326 Vehicle & Equipment Parts	12,041	2,016	2,500	2,500	2,100
6327 Miscellaneous Equipment	2,390	1,516	3,000	3,000	2,750
6328 Signs	-	22	-	-	-
6408 Contractor Fees	19,115	4,790	5,000	5,000	5,000
6413 Utilities	245	245	252	252	252
6417 Vehicle Repairs & Maint	14,227	5,591	-	-	-
6418 Equip Repairs & Maint	124	285	500	500	400
6419 Communication Equip. Repair	-	-	-	-	400
6425 CEA Equip. Rental	54,081	84,412	100,508	100,508	130,010
6429 Interfund Allocations	(7,856)	(9,097)	(20,000)	(20,000)	(12,000)
6451 Uniform Services	2,335	2,019	2,500	2,500	1,500
6503 Rent	-	53	500	500	500
Total Expense	$ 667,333	$ 677,375	$ 650,311	$ 650,311	$ 707,063

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2006 BUDGET
PARKS AND RECREATION DEPARTMENT

Athletic Field Maintenance **Business Unit 16531**

PROGRAM MISSION

Manage and maintain athletic fields to insure safe and quality facilities for community programs.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy #8: "Work to continuously improve the efficiency and effectiveness of City services…"

Objectives:

Maintain on a regular basis for league and casual play by the community: 2 soccer fields, 2 baseball diamonds, 8 youth ball diamonds in city parks, 6 ball diamonds in Appleton Memorial Park for softball and tournaments, 3 casual play diamonds and 11 youth ball diamonds on school grounds
Work cooperatively with community organizations to provide athletic facilities that meet the needs of the community with the resources available
Provide regular maintenance for all City owned athletic fields and certain Appleton Area School District athletic fields
Coordinate game prep activities for Little League, Babe Ruth, and Appleton Soccer Club
Provide facilities for tournament use that promotes athletic events, community awareness and positive economic impact to the area
Game prep facilities for APRD youth baseball and adult softball programs
Work cooperatively with AASD to upgrade school facilities as needed

Major Program Changes:

Service levels in 2006 will be consistent with those implemented in 2005 with Appleton Little League, Appleton Soccer Club and Babe Ruth billed for 50% of the game preparation costs performed by the Parks and Recreation Department. Additional funds have been allocated to account 6327 (Misc. Equipment) to allow the Department to upgrade ball diamond bleachers to meet new safety guidelines. Revenues reflect the agreement reached with Alamosa for the light pole in Appleton Memorial Park used to house telecommunication equipment.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Safe and groomed ball diamonds					
# AMP diamonds available for use	6	6	6	6	6
# park fields available for use	8	8	8	8	8
# school ball diamonds for use	11	11	11	11	11
# ball diamonds available for use	2	2	2	2	2
# casual fields in parks for use	3	3	3	3	3
Safe and groomed soccer fields					
# fields available for use	4	3	4	4	2
Strategic Outcomes					
Recover percentage of direct labor cost/program					
Appleton Little League	20%	20%	50%	50%	50%
Babe Ruth	50%	50%	50%	50%	50%
Appleton Youth Soccer	35%	40%	50%	50%	50%
Adult Rugby	100%	100%	100%	100%	N/A
Work Process Outputs					
Game prep ball diamonds for Adult Softball	95%	96%	100%	95%	100%
Game prep ball diamonds for Youth Baseball	90%	95%	95%	95%	95%
Drag all school diamonds min. once/wk	95%	80%	100%	100%	100%

CITY OF APPLETON 2006 BUDGET
PARKS AND RECREATION DEPARTMENT
Athletic Field Maintenance **Business Unit 16531**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4801 Charges for Serv.- Nontax	$ 11,464	$ 7,330	$ 8,750	$ 8,750	$ 8,750
4802 Charges for Serv. - Tax	4,975	2,329	3,750	3,750	3,750
5020 Donations & Memorials	-	-	-	15,000	-
5016 Lease Revenue	-	-	-	-	11,124
Total Revenue	$ 16,439	$ 9,659	$ 12,500	$ 27,500	$ 23,624
Expenses					
6101 Regular Salaries	$ 73,712	$ 89,300	$ 96,644	$ 96,644	$ 102,145
6104 Call Time	158	149	-	-	-
6105 Overtime	4,069	2,445	3,674	3,674	3,674
6108 Part-Time	17,640	9,667	9,852	9,852	9,528
6150 Fringes	36,146	47,378	43,622	43,622	49,507
6201 Training\Conferences	-	230	250	250	250
6204 Tuition Fees	-	-	50	50	-
6303 Memberships & Licenses	35	35	100	100	50
6306 Building Maint./Janitorial	-	100	500	500	500
6308 Landscape Supplies	22,986	21,166	24,550	24,550	24,400
6309 Shop Supplies & Tools	589	752	700	700	675
6311 Paint & Supplies	331	527	500	500	500
6316 Miscellaneous Supplies	5,118	5,620	5,000	5,000	5,000
6321 Clothing	130	-	150	150	150
6323 Safety Supplies	12	52	100	100	100
6325 Construction Materials	3,349	3,528	5,000	5,000	4,000
6326 Vehicle & Equipment Parts	-	147	100	100	100
6327 Miscellaneous Equipment	517	226	2,000	10,000	2,000
6328 Signs	761	140	200	200	200
6408 Contractor Fees	6,034	1,967	3,000	10,000	3,000
6413 Utilities	228	231	6,535	6,535	9,641
6415 Tipping Fees	-	64	100	100	100
6416 Build Repairs & Maint	1,626	4,166	3,500	3,500	3,500
6418 Equip Repairs & Maint	992	-	500	500	500
6420 CBM charges	186	1,245	700	700	644
6425 CEA Equip. Rental	13,200	14,842	26,345	26,345	30,882
6454 Grounds Repair & Maint.	1,947	4,910	5,500	5,500	5,500
6503 Rent	600	341	250	250	250
Total Expense	$ 190,366	$ 209,228	$ 239,422	$ 254,422	$ 256,796

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Landscape supplies

Infield mix for 27 ball diamonds	$ 13,000
Other material, fertilizer, etc.	11,400
	$ 24,400

CITY OF APPLETON 2006 BUDGET
PARKS AND RECREATION DEPARTMENT

Park Maintenance **Business Unit 16532**

PROGRAM MISSION

Manage and maintain parks and facilities to insure safe, environmentally conscious and quality resources for the benefit of the community.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy #8: "Work to continuously improve the efficiency and effectiveness of City services…"

Objectives:

Maintain the City's 500-acre park system which includes a variety of park facilities on a year-round basis
Provide tennis and basketball courts, park pavilions, picnic areas, ice skating rinks, and groomed cross country ski areas on a seasonal basis
Develop and implement management plans to protect and preserve natural environment, including vegetation, turf, urban forest in parks, stormwater management areas, and environmentally sensitive areas, with a particular effort to implement practices that positively impact stormwater management in the city
Provide long term programs for the continued development, upgrade and maintenance of all parks and facilities
Provide support and assistance for community events held in public parks
Work with volunteer organizations to provide maintenance support for parks and recreation facilities
Provide pavilions for rental by the community

Major Program Changes:

No major changes.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Safe, clean parks					
# of developed city parks	26	26	27	27	28
# of undeveloped parks	3	3	2	2	1
Green space					
acres of green space	500	500	500	500	500
Strategic Outcomes					
Healthy and productive community					
% of pavilion users who rated the appearance/maintenance of parks good or excellence	90%	95%	100%	90%	95%
Clean and safe pavilions					
Refunds issued due to reduced services	1	10	5	5	5
Work Process Outputs					
# pavilions maintained and available	21	22	22	22	22
# pavilions reservations/year	505	534	500	525	525
% of tennis courts that meet min. surface requirements	15%	15%	15%	26%	26%
% of ADA compliant playgrounds	60%	70%	80%	85%	85%
# ice rinks maintained	4	4	4	5	5
Turf management plan - percent of completion	60%	50%	60%	55%	55%

CITY OF APPLETON 2006 BUDGET
PARKS AND RECREATION DEPARTMENT

Park Maintenance **Business Unit 16532**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4801 Charges for Serv.- Nontax	$ 184	$ 118	$ -	$ -	$ -
4802 Charges for Serv. - Tax	30,161	28,248	30,000	30,000	32,000
5020 Donations & Memorials	-	500	-	-	-
5030 Damage to City Property	6,400	255	-	-	400
5035 Other Reimbursements	-	70,037	-	-	-
Total Revenue	$ 36,745	$ 99,158	$ 30,000	$ 30,000	$ 32,400
Expenses					
6101 Regular Salaries	$ 529,110	$ 453,385	$ 406,370	$ 406,370	$ 431,688
6104 Call Time	785	349	-	-	-
6105 Overtime	24,550	1,503	7,111	7,111	7,111
6108 Part-Time	36,921	35,763	39,097	39,097	42,914
6150 Fringes	252,639	230,693	194,943	194,943	193,043
6201 Training\Conferences	585	919	600	600	600
6204 Tuition Fees	-	-	50	50	-
6303 Memberships & Licenses	160	230	100	100	100
6306 Building Maint./Janitorial	-	7,651	10,000	10,000	8,000
6308 Landscape Supplies	20,595	18,402	21,250	21,250	20,500
6309 Shop Supplies & Tools	3,147	4,349	3,000	3,000	3,400
6310 Chemicals	531	160	500	500	500
6311 Paint & Supplies	2,653	2,108	3,500	3,500	3,000
6315 Books & Library Materials	-	-	50	50	-
6316 Miscellaneous Supplies	1,468	313	1,000	1,000	1,000
6320 Printing & Reproduction	1,034	577	500	500	500
6321 Clothing	2,885	1,796	2,900	2,900	2,500
6322 Gas	7,349	8,709	7,500	7,500	10,000
6323 Safety Supplies	1,215	1,605	1,750	1,750	1,750
6324 Medical\Lab Supplies	489	390	700	700	700
6325 Construction Materials	26,231	26,521	26,500	26,500	26,000
6326 Vehicle & Equipment Parts	24,499	3,427	5,000	5,000	5,000
6327 Miscellaneous Equipment	24,728	27,089	25,000	25,000	25,000
6328 Signs	446	1,400	2,500	2,500	2,000
6404 Consulting Services	5,029	6,800	-	-	-
6405 Engineering Fees	-	-	4,000	4,000	4,000
6407 Collection Services					1,931
6408 Contractor Fees	52,811	32,590	35,000	35,000	35,000
6409 Inspection Fees	150	205	200	200	200
6411 Temporary Help	-	1,504	3,000	3,000	-
6413 Utilities	98,188	96,505	102,705	102,705	111,377
6415 Tipping Fees	465	688	1,200	1,200	750
6416 Build Repairs & Maint	2,479	3,921	4,500	4,500	4,500
6417 Vehicle Repairs & Maint	3,478	1,423	500	500	1,500
6418 Equip Repairs & Maint	3,263	3,351	1,500	1,500	1,500
6419 Communication Eq. Repairs	803	112	1,000	1,000	1,600
6420 CBM charges	8,462	12,276	8,500	8,500	7,818
6425 CEA Equip. Rental	87,028	103,846	146,170	146,170	172,426
6429 Interfund Allocations	(6,139)	(9,415)	-	-	-
6430 Health Services	-	26	-	-	-
6451 Uniform Services	5,036	3,831	5,000	5,000	3,000
6454 Grounds Repair & Maint.	866	-	-	-	-
6503 Rent	570	943	250	250	500
6599 Other Contracts/Obligations	787	-	250	250	250
6804 Equipment	53,646	56,383	-	6,000	-
6809 Infrastructure Construction	60,414	-	-	4,279	-
Total Expense	$ 1,339,356	$ 1,142,328	$ 1,073,696	$ 1,083,975	$ 1,131,658

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Landscape supplies	
Topsoil, sand & gravel	$ 5,000
Seed, fertilizer, etc.	7,500
Plant material	4,500
Mulch, chips, etc.	1,500
Herbicides/pesticides	2,000
	$ 20,500

Construction materials	
Electrical supplies	$ 2,000
Hardware for doors/partitions	4,500
Lumber	4,500
Plumbing supplies & piping	6,000
Windows/glass	1,000
Misc. building supplies	4,000
Street lights	2,500
Concrete	500
Asphalt	1,000
	$ 26,000

Miscellaneous equipment	
Lawn mowers & weedeaters	$ 5,500
Misc. shop equipment	4,500
Replacement playground equipment	10,000
Replacement picnic tables, etc.	5,000
	$ 25,000

Contractor fees	
Vandalism repairs	$ 10,000
Asphalt repairs/crack filling	15,000
Minor construction projects	5,000
Maintenance projects	5,000
	$ 35,000

CITY OF APPLETON 2006 BUDGET
PARKS AND RECREATION DEPARTMENT

Other City Maintenance **Business Unit 16533**

PROGRAM MISSION

Manage and maintain the City of Appleton's trail system, boulevards and triangles and other property to insure safety, functionality, beautification, and environmental quality for the benefit of the community.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy #8: "Work to continuously improve the efficiency and effectiveness of City services…"

Objectives:

Maintain turf and vegetation at 122 non-park sites (approx. 56 acres) around the City, including boulevards and triangles, parking ramps, Fire Stations, Library, Municipal Service Building, business parks, drainage ditches, Community Development property, Valley Transit Center, etc.
Manage and maintain Houdini Plaza for a variety of community activities
Assist other City departments with the holiday decorations
Remove snow and ice from twenty non-park sites
Maintain approximately 8 miles of paved multi-purpose recreational trails
Maintain approximately 28 acres of City-owned/managed trail property
Maintain flowers and shrubs on College Avenue

Major Program Changes:

No major changes.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Attractive city properties					
% of internal customers who rate service at good or better	New Measure →		90%	95%	100%
% of internal customers who rate service response at good or better	New Measure →		90%	95%	100%
Strategic Outcomes					
Attractive community					
% of category A properties that are mowed weekly	New Measure →		85%	85%	90%
% of category B properties that are mowed on a 10 day cycle	New Measure →		90%	80%	85%
Work Process Outputs					
Other City property maintained	5	5	5	5	5
Boulevards and triangles mowed	107 sites	109 sites	109 sites	109 sites	111 sites
# of acres of boulevards and triangles	52.5	52.8	53.0	53.0	53.1
Linear feet of trails maintained	38,600	39,680	42,300	42,300	42,300
# of acres of trail corridors maintained	26.0	26.5	28.4	28.4	28.4

CITY OF APPLETON 2006 BUDGET
PARKS AND RECREATION DEPARTMENT

Other City Maintenance **Business Unit 16533**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
5020 Donations & Memorials	$ 440	$ 450	$ 450	$ 450	$ 450
Total Revenue	$ 440	$ 450	$ 450	$ 450	$ 450
Expenses					
6101 Regular Salaries	$ 68,917	$ 79,355	$ 101,254	$ 101,254	$ 110,202
6104 Call Time	137	539	-	-	-
6105 Overtime	613	1,280	1,813	1,813	1,813
6108 Part-Time	14,657	10,998	19,385	19,385	19,758
6150 Fringes	31,491	40,601	48,878	48,878	54,698
6303 Memberships & Licenses	-	-	-	-	500
6308 Landscape Supplies	4,523	5,187	5,900	5,900	5,500
6310 Chemicals	-	-	100	100	-
6311 Paint & Supplies	-	6	100	100	100
6316 Miscellaneous Supplies	172	300	150	150	200
6325 Construction Materials	174	126	700	700	700
6328 Signs	207	153	250	250	250
6408 Contractor Fees	3,633	2,375	6,000	6,000	5,000
6413 Utilities	-	1,329	1,136	1,136	1,861
6415 Tipping Fees	-	-	50	50	-
6420 CBM Charges	1,162	1,155	1,500	1,500	644
6425 CEA Equip. Rental	12,200	14,616	26,345	26,345	30,882
6429 Interfund Allocations	-	-	(6,500)	(6,500)	(6,000)
6454 Grounds Repair & Maint.	3,195	-	3,000	3,000	3,000
6503 Rent	75	-	100	100	100
Total Expense	$ 141,156	$ 158,020	$ 210,161	$ 210,161	$ 229,208

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2006 BUDGET
PARKS AND RECREATION DEPARTMENT

Recreation Programs **Business Unit 16541**

PROGRAM MISSION

Plan and implement recreation program opportunities to enhance the quality of life for the community.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy #8: "Work to continuously improve the efficiency and effectiveness of City services…"

Objectives:

Provide a variety of organized sports programs for youth and adults (pre-school through older adult)
Provide a variety of leisure programs and special events for all ages and families
Develop a fee schedule that collects revenue based on program objectives and supply and demand
Partner with other leisure service agencies in the area to offer effective programming opportunities and maximize resources
Continue to pursue partnerships with the Appleton Area School District and other leisure service providers to meet the needs of the community and maximize resources
Work closely with other local units of government to offer programming opportunities on a regional basis that maximizes resources and provides a positive experience to participants
Evaluate programs to offer programming opportunities in the evening to address continued community feedback

Major Program Changes:

The 2005 budget includes additional revenues and expenses associated with the Dance Revue that was held at the Performing Arts Center. The Dance Revue is not scheduled for 2006 and the budget reflects that program adjustment.
Adjustments to the Postage and Printing accounts continue to reflect the Activity Guide being mailed only in April and the August and November issues available for pick up only.
The budget also reflects the contracting of the concession operations at the Appleton Memorial Park Softball Complex. The change is reflected with a $8,400 reduction of salary expense, a $15,200 reduction in concession and supply expense and a net reduction of $19,300 in program revenue.
This budget includes an increase in salary expense of $802 resulting from an external review of the position of Recreation Program Coordinator.
The Coaches Certification Programs requires that City of Appleton to register all coaches with WYSCO (Wisconsin Youth Sport Coaches Organization) who attend the training. A concentrated effort has been made in 2004 and 2005 to make sure all coaches who attend training are registered. This program will required additional expense in Memberships & Licenses.
This budget reflects the reduction of salary expense of $3,509 and program revenue of $1,500 due to the elimination of private tennis lessons, and the Tennis Coordinator position.
This budget reflects the reduction of salary expense of $1,378, concessions and supply expense of $600 and program revenue of $500 due to the elimination of winter concessions at Erb & AMP parks.
This budget reflects the reduction of $2,400 in rental expense due to the elimination of free open skate sessions at the Appleton Family Ice Center.
This budget reflects the reduction of $8,100 in rental expense due to moving the location of Youth Basketball games to Players Choice from Appleton Area School District facilites.
This budget reflects a $2,000 increase in program revenue and rental expense due to moving the location of the Adult Basketball games to Players Choice from Appleton Area School District facilities.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Organized recreation programs (sports & instruction)					
Sports leagues - participants	8,348	8,425	8,600	8,500	8,500
Instructional programs - participants	2,724	2,864	2,800	2,800	2,900
Leisure opportunities (special events & drop-in)					
Drop-in programs - participants	17,174	18,554	18,000	18,000	19,000
Special events - participants	9,085	9,011	9,100	9,000	9,500
Strategic Outcomes					
Healthy lifestyle					
Residents (registered)	13,457	12,897	13,500	13,500	13,750
Non-residents (registered)	2,045	2,055	2,100	2,100	2,000
Older adults (registered)	16,060	16,522	16,500	16,500	16,500
Work Process Outputs					
# of programs/ team participation					
Adult softball teams	189	195	200	190	200
Adult basketball teams	56	56	56	55	60
Youth baseball teams	60	59	65	60	65
Youth basketball teams	113	128	120	120	120
Youth soccer teams	129	73	120	80	75
Playground sites	16	16	16	16	16

CITY OF APPLETON 2006 BUDGET
PARKS AND RECREATION DEPARTMENT

Recreation Programs **Business Unit 16541**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4801 Charges for Serv.- Nontax	$ 68,485	$ 72,841	$ 75,000	$ 75,000	$ 76,500
4802 Charges for Serv. - Tax	224,411	212,431	249,500	215,200	201,500
5001 Fees & Commissions	3,208	2,686	2,500	17,500	17,500
5010 Misc Revenue - Nontax	1,484	352	-	-	-
5015 Rental of City Property	6,000	13,500	13,500	13,500	13,500
5020 Donations & Memorials	50	-	-	-	-
5085 Cash Short or Over	66	38	-	-	-
Total Revenue	$ 303,704	$ 301,848	$ 340,500	$ 321,200	$ 309,000
Expenses					
6101 Regular Salaries	$ 176,612	$ 181,089	$ 199,856	$ 199,856	$ 210,549
6105 Overtime	8	332	-	-	-
6108 Part-Time	362,914	323,230	322,618	314,730	308,578
6150 Fringes	107,060	108,969	109,834	109,231	111,338
6201 Training\Conferences	1,614	1,591	3,400	3,400	3,300
6202 Local Auto Expense	1,611	-	-	-	-
6301 Office Supplies	2,089	1,981	3,000	3,000	2,100
6302 Subscriptions	-	-	25	25	-
6303 Memberships & Licenses	3,803	5,459	5,000	4,200	5,500
6304 Postage\Freight	3,200	6,978	3,665	3,665	3,700
6305 Awards & Recognition	8,935	6,572	5,500	5,500	5,500
6306 Building Maint./Janitorial	-	1,582	2,000	2,000	2,000
6307 Food & Provisions	883	1,102	525	525	1,000
6311 Paint & Supplies	36	15	-	-	-
6314 Concession Supplies	18,192	17,943	19,400	5,725	5,225
6315 Books & Library Materials	23	133	500	500	200
6316 Miscellaneous Supplies	30,602	26,959	31,000	30,775	28,200
6320 Printing & Reproduction	36,246	22,823	24,000	24,000	24,000
6321 Clothing	6,133	4,558	4,500	4,500	4,500
6324 Medical\Lab Supplies	1,133	309	1,700	1,700	1,200
6327 Misc. Equipment	3,352	2,467	5,000	5,000	5,000
6328 Signs	-	-	100	100	-
6408 Contractor Fees	950	-	-	-	-
6411 Temporary Help	994	-	-	-	-
6412 Advertising	-	(19)	150	150	150
6413 Utilities	25,798	24,759	20,118	20,118	20,689
6414 Janitorial Service	-	6,617	6,600	6,600	6,600
6416 Building Repairs & Maint	250	1,400	500	500	1,000
6418 Equip Repairs & Maint	1,382	957	500	500	1,000
6420 CBM Charges	3,481	-	500	500	460
6424 Software Support	-	207	-	-	100
6425 CEA Equip. Rental	7,720	8,658	15,544	15,544	18,016
6431 Interpreter Services	-	-	100	100	100
6451 Laundry Services	888	980	900	400	400
6503 Rent	96,643	112,946	97,925	97,925	94,750
6599 Other Contracts/Obligations	9,623	18,094	16,000	16,000	16,650
Total Expense	$ 912,175	$ 888,691	$ 900,460	$ 876,769	$ 881,805

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Miscellaneous supplies	
Equipment for sports programs	$ 7,500
Playground program supplies	7,300
Instructional program supplies	6,900
Arts & crafts supplies	6,500
	$ 28,200

Printing	
Activity guide - 3/yr	$ 24,000
	$ 24,000

Rent	
Kids' Alley	$ 32,500
Thompson Center	4,000
USA Youth soccer	2,500
Appleton Schools	37,750
Players Choice	8000
Reid Golf - winter programs	3,000
Misc. equipment rental	7,000
	$ 94,750

Other Contracts/Obligations	
City band	$ 12,000
Rec program contract help	4,650
	$ 16,650

CITY OF APPLETON 2006 BUDGET
PARKS AND RECREATION DEPARTMENT

Aquatics **Business Unit 16542**

PROGRAM MISSION

Manage and maintain aquatic facilities and plan and implement aquatic programs to enhance the quality of life for the community.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy #8: "Work to continuously improve the efficiency and effectiveness of City services…"

Objectives:

Provide recreational swimming opportunities and instructional programs on a year round basis utilizing two outdoor and three indoor pools
Provide swim lesson opportunities to meet needs of community
Provide certification training for staff and the general public in Lifeguard Training, Water Safety Instruction (WSI), C.P.R. and First Aid
Cooperate with the Appleton Area School District to honor the reciprocal agreement for pool facility use
Provide cost effective concession services at the outdoor pools
Provide pool rental time to the general public at Badger, Erb and Mead Pools
Cooperate with area agencies to provide special swimming opportunities and community events
Cooperate with YMCA on Bird Bath Open
Maintain Erb, Mead and Badger swimming pool facilities
Continue to evaluate programs to create efficiencies and address community needs

Major Program Changes:

The 2006 budget continues to reflect the reduction in the operational costs of Badger Pool realized by the Appleton Area School District (AASD) assuming responsibility for 50% of operational costs in 2005. AASD is scheduled to take ownership January 1, 2006 and phase in 100% of operational costs over 3-4 years. The budget also reflects the contracting of the concession operations at Mead Pool. The change is reflected with a $18,287 reduction in salary expense, a $23,400 reduction in concessions and supply expense and a $40,000 reduction in program revenues.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Affordable instructional opportunities					
# of classes offered	600	598	600	600	600
Affordable recreational opportunities					
# of recreation programs offered	7	8	8	8	8
Strategic Outcomes					
Healthy lifestyle					
Resident participants (Instructional)	3,679	3,689	3,750	3,750	3,900
Sale of annual swim passes	979	998	1,050	1,050	1,200
General attendance (Open Swim)	93,452	71,676	95,000	95,000	100,000
Work Process Outputs					
Average daily attendance during open swim					
Mead Pool-Summer	732	573	750	750	750
Badger-Fall/Winter/Spring	35	32	35	35	40
Pool Rentals (Hours)	256	249	260	255	250
Lifeguard Training participants	37	41	45	45	50
Swimnastic participants	1,088	1,210	1,200	1,200	1,200

CITY OF APPLETON 2006 BUDGET
PARKS AND RECREATION DEPARTMENT

Aquatics **Business Unit 16542**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4801 Charges for Serv.- Nontax	$ 82,097	$ 84,948	$ 95,000	$ 95,000	$ 95,000
4802 Charges for Serv. - Tax	255,405	196,484	256,500	216,500	216,500
4850 Daily Entrance - Nontax	5,728	5,456	3,000	3,000	5,500
5001 Fees & Commissions	-	449	1,500	1,500	1,500
5010 Misc Revenue - Nontax	349	1,520	500	500	-
5085 Cash Short or Over	83	18	-	-	-
Total Revenue	$ 343,662	$ 288,875	$ 356,500	$ 316,500	$ 318,500
Expenses					
6101 Regular Salaries	$ 86,976	$ 92,672	$ 114,738	$ 114,738	$ 126,899
6104 Call Time	150	186	-	-	-
6105 Overtime	177	100	1,837	1,837	1,837
6108 Part-Time	323,734	235,705	248,933	231,946	223,454
6150 Fringes	66,855	69,060	74,786	73,486	76,670
6201 Training\Conferences	288	1,039	750	750	750
6202 Local Auto Expense	98	-	-	-	-
6301 Office Supplies	189	238	350	350	300
6303 Memberships & Licenses	3,894	4,728	3,100	3,100	4,100
6304 Postage\Freight	127	-	-	-	-
6305 Awards & Recognition	590	535	750	750	550
6306 Building Maint./Janitorial	-	3,323	3,000	3,000	2,850
6307 Food & Provisions	-	-	25	25	-
6308 Landscape Supplies	669	1,414	1,350	1,350	1,050
6309 Shop Supplies & Tools	470	453	500	500	500
6310 Chemicals	15,005	13,579	16,065	16,065	16,785
6311 Paint & Supplies	1,322	6,459	5,600	5,600	5,600
6314 Concession Supplies	25,502	18,002	22,900	-	-
6315 Books & Library Materials	479	-	1,000	1,000	500
6316 Miscellaneous Supplies	3,778	3,513	5,000	5,000	4,000
6320 Printing & Reproduction	466	235	1,100	1,100	600
6321 Clothing	2,370	1,816	2,000	2,000	2,000
6323 Safety Supplies	-	35	200	200	100
6324 Medical\Lab Supplies	1,403	140	1,500	1,500	1,000
6325 Construction Materials	2,320	2,756	3,000	3,000	2,850
6326 Vehicle & Equipment Parts	8,395	6,468	7,500	7,500	7,500
6327 Miscellaneous Equipment	17,932	15,955	20,000	20,000	18,500
6328 Signs	750	177	300	300	300
6404 Consulting Services	8,443	-	2,000	2,000	1,500
6405 Engineering Fees	-	-	1,000	1,000	1,000
6407 Collection Services	-	-	-	-	137
6408 Contractor Fees	17,937	15,671	21,500	21,500	20,000
6409 Inspection Fees	300	-	250	250	250
6411 Temporary Help	2,625	1,152	3,000	3,000	2,500
6413 Utilities	117,713	162,674	69,267	69,267	95,165
6414 Janitorial Service	-	11,419	5,700	5,700	5,700
6415 Tipping Fees	-	-	100	100	-
6416 Build Repairs & Maint	953	3,232	3,000	3,000	3,000
6418 Equip Repairs & Maint	7,244	4,165	5,000	5,000	5,000
6420 CBM charges	3,706	1,171	1,000	1,000	920
6425 CEA Equip. Rental	2,235	2,473	4,841	4,841	5,147
6431 Interpreter Services	-	-	100	100	100
6451 Uniform Services	610	521	500	-	-
6503 Rent	402	460	350	350	800
6599 Other Contracts/Obligations	2,783	2,962	1,900	1,900	1,900
Total Expense	$ 728,890	$ 684,488	$ 655,792	$ 614,105	$ 641,814

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Chemicals	
Chlorine - Mead/Erb/Badger	$ 12,500
Other chemicals	4,285
	$ 16,785

Miscellaneous Equipment	
Diving boards, ladders, etc.	$ 6,000
Safety equipment	6,000
Deck chairs, guard towers, etc.	6,500
	$ 18,500

Contractor Fees	
Equipment repairs	$ 5,500
HVAC repairs	6,000
Building/pool maintenance	8,500
	$ 20,000

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CITY OF APPLETON 2006 BUDGET
PARKS AND RECREATION DEPARTMENT

NOTES

CITY OF APPLETON 2006 BUDGET
CAPITAL PROJECTS FUNDS

NOTES

CITY OF APPLETON 2006 BUDGET
CAPITAL PROJECTS FUNDS

Parks and Recreation **Business Unit 4040**

MAJOR 2006 OBJECTIVES

This fund provides for a variety of Parks and Recreation capital needs.

Further descriptions of projects to be funded from this fund can be found in the Capital Projects section of the budget, as follows:

Project	Amount	Page
Houdini Plaza Renovations	40,000	Projects, Pg. 679
Jones Park Renovations	50,000	Projects, Pg. 680
Linwood Park Renovations	50,000	Projects, Pg. 681
Newberry Trail	200,000	Projects, Pg. 683
Parks - Playground Equipment	60,000	Projects, Pg. 685
Riverfront Initiatives - Trail Development	750,000	Projects, Pg. 690
	$ 1,150,000	

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2003	2004	Adopted 2005	Amended 2005	2006	Change *
Program Revenues		$ 264,399	$ 615,221	$ -	$ -	$ 6,320	N/A
Program Expenses		$ 399,417	$ 406,310	$ 610,000	$ 1,136,037	$ 1,150,000	88.52%
Expenses Comprised Of:							
Personnel		-	-	-	-	-	N/A
Administrative Expense		65,000		-	-	-	N/A
Supplies & Materials		-	-	-	-	-	N/A
Purchased Services		10,881	-	75,000	75,000	50,000	-33.33%
Utilities		-	-	-	-	-	N/A
Repair & Maintenance		-	-	-	-	-	N/A
Capital Expenditures		323,536	406,310	535,000	1,061,037	1,100,000	105.61%

** % change from prior year adopted budget*

CITY OF APPLETON 2006 BUDGET
CAPITAL PROJECTS FUNDS

Parks and Recreation **Business Unit 4040**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4710 Interest on Investments	$ 17,140	$ 5,291	$ -	$ -	$ 6,320
5910 Proceeds of Long-term Debt	50,115	-	610,000	610,000	1,140,000
5921 Trans In - General Fund	247,259	609,930	-	-	-
	$ 314,514	$ 615,221	$ 610,000	$ 610,000	$ 1,146,320
Expenses					
6303 Memberships & Licenses	$ -	$ -	$ -	$ -	$ -
6404 Consulting Services	10,881	-	75,000	75,000	50,000
6802 Land Improvements	10,151	262,462	-	48,310	40,000
6803 Buildings	120,198	68,136	-	242,000	-
6804 Equipment	-	-	200,000	300,000	60,000
6809 Infrastructure Construction	193,187	75,712	335,000	470,727	1,000,000
7911 Trans Out - General Fund	65,000	-	-	-	-
	$ 399,417	$ 406,310	$ 610,000	$ 1,136,037	$ 1,150,000

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Consulting Services	
Jones Park design	$ 50,000
	$ 50,000
Land Improvements	
Houdini Plaza renovations	$ 40,000
	$ 40,000
Equipment	
Playground Equipment:	
City Park	$ 60,000
	$ 60,000
Infrastructure Construction	
Linwood Park walkways	$ 50,000
Newberry Trail	200,000
Riverfront Trail, Vulcan Heritage Park to Lutz Park	750,000
	$ 1,000,000

CITY OF APPLETON 2006 BUDGET
PARKS AND RECREATION PROJECT
SOURCES AND USES OF FUNDS

	2003 Actual	2004 Actual	2005 Budget	2005 Projected	2006 Budget
Revenues					
Property Taxes	$ -	$ -	$ -	$ -	$ -
Interest Income	17,140	5,291	-	13,000	6,320
Total Revenues	17,140	5,291	-	13,000	6,320
Expenses					
Program Costs	334,416	406,310	610,000	1,136,037	1,150,000
Total Expenses	334,416	406,310	610,000	1,136,037	1,150,000
Revenues over (under) Expenses	(317,276)	(401,019)	(610,000)	(1,123,037)	(1,143,680)
Other Financing Sources (Uses)					
Proceeds of G.O. Debt	50,115	-	610,000	610,000	1,140,000
Operating Transfers In	247,259	609,930	-	-	-
Operating Transfers Out	(65,000)	-	-	-	-
Total Other Financing Sources (Uses)	232,374	609,930	610,000	610,000	1,140,000
Net Change in Equity	(84,902)	208,911	-	(513,037)	(3,680)
Fund Balance - Beginning	392,708	307,806	516,717	516,717	3,680
Fund Balance - Ending	$ 307,806	$ 516,717	$ 516,717	$ 3,680	$ -

CITY OF APPLETON 2006 BUDGET
SPECIAL REVENUE FUNDS

NOTES

CITY OF APPLETON 2006 BUDGET
SPECIAL REVENUE FUNDS

Forestry **Business Unit 2060**

PROGRAM MISSION

Provide funding to purchase trees to promote and preserve the urban forest and enhance the quality of life for the community.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 8: "Work to continuously improve the efficiency and effectiveness of City services…."

Objectives:

Provide funding to purchase trees to be planted on:
- streets where trees had been removed due to disease and safety concerns
- streets where trees had been damaged due to accident, vandalism, etc.
- streets where trees have been removed due to storm damage

Provide a funding mechanism to use revenue received from requests, insurance claims, accidents, grants, etc. to purchase trees

Major program changes:

In 2005, there was a $5,000 reduction in tax levy dollars for this fund. The 2006 budget reflects that reduction in tax levy support. Additional donations will be pursued to offset that reduction.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Safe, healthy and attractive urban forest					
# of trees on City streets	28,000	28,000	28,250	28,250	28,400
Strategic Outcomes					
Positive community support					
Donations received from public	$215	$393	$7,500	$2,500	$2,500
Stable funding source for tree planting					
Funds for tree planting	$ 45,105	$ 25,426	$ 30,000	$ 25,000	$ 25,000
Work Process Outputs					
Purchase trees for planting requests	75	65	75	75	65
Purchase trees for replacements	1,300	935	950	900	900

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2003	2004	Adopted 2005	Amended 2005	2006	Change *
Program Revenues		$ 5,079	$ 2,526	$ 12,100	$ 12,100	$ 7,100	-41.32%
Program Expenses		$ 45,105	$ 28,427	$ 30,000	$ 30,000	$ 25,000	-16.67%
Expenses Comprised Of:							
Personnel		-	-	-	-	-	N/A
Administrative Expense		600	-	-	-	-	N/A
Supplies & Materials		44,505	28,427	30,000	30,000	25,000	-16.67%
Purchased Services		-	-	-	-	-	N/A
Utilities		-	-	-	-	-	N/A
Repair & Maintenance		-	-	-	-	-	N/A
Capital Expenditures		-	-	-	-	-	N/A

CITY OF APPLETON 2006 BUDGET
SPECIAL REVENUE FUNDS

Forestry **Business Unit 2060**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4110 Property Taxes	$ 40,000	$ 22,900	$ 17,900	$ 17,900	$ 17,900
4224 Miscellaneous State Aids	-	-	-	-	
4710 Interest on Investments	1,138	217	200	200	200
4801 Charges for Serv.- Nontax	2,250	369	2,250	2,250	2,250
4802 Charges for Serv. - Tax	1,476	1,547	2,150	2,150	2,150
5020 Donations & Memorials	215	393	7,500	7,500	2,500
Total Revenue	$ 45,079	$ 25,426	$ 30,000	$ 30,000	$ 25,000
Expenses					
6308 Landscape Supplies	$ 44,505	$ 28,427	$ 30,000	$ 30,000	$ 25,000
6623 Uncollectable Accounts	600	-	-	-	-
Total Expense	$ 45,105	$ 28,427	$ 30,000	$ 30,000	$ 25,000

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Landscape Supplies	
Trees	$ 25,000
	$ 25,000

CITY OF APPLETON 2006 BUDGET
FORESTRY FUND
SOURCES AND USES OF FUNDS

	2003 Actual	2004 Actual	2005 Budget	2005 Projected	2006 Budget
Revenues					
Property Taxes	$ 40,000	$ 22,900	$ 17,900	$ 17,900	$ 17,900
Intergovernmental	-	-	-	-	
Interest Income	1,138	217	200	200	200
Charges for Services	3,726	1,916	4,400	2,600	4,400
Other	215	393	7,500	55	2,500
Total Revenues	45,079	25,426	30,000	20,755	25,000
Expenses					
Program Costs	45,104	28,427	30,000	20,755	25,000
Administrative Expenses	-	-	-	-	-
Total Expenses	45,104	28,427	30,000	20,755	25,000
Revenues over (under) Expenses	(25)	(3,001)	-	-	-
Other Financing Sources (Uses)					
Operating Transfers In	-	-	-	-	-
Proceeds of Capital Lease	-	-	-	-	-
Operating Transfers Out - Other Funds	-	-	-	-	-
Operating Transfers Out - Debt Service	-	-	-	-	-
Total Other Financing Sources (Uses)	-	-	-	-	-
Net Change in Equity	(25)	(3,001)	-	-	-
Fund Balance - Beginning	3,906	3,881	880	880	880
Residual Equity Transfers Out	-	-	-	-	-
Fund Balance - Ending	$ 3,881	$ 880	$ 880	$ 880	$ 880

CITY OF APPLETON 2006 BUDGET
SPECIAL REVENUE FUNDS

Union Spring Park **Business Unit 7110**

PROGRAM MISSION

To account for funding received from private donations to finance the maintenance of the well at Union Spring Park and the corresponding expenditures.

PROGRAM NARRATIVE

Objectives:

Provide funds to make necessary minor repairs to the site as needed

Major program changes:

No major changes.

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

	2003 Actual	2004 Actual	2005 Adopted Budget	2005 Projected	2006 Budget
Revenues					
Interest Income	$ 141	$ 59	$ 40	$ 100	$ 60
Expenses					
Program Costs	181	368	400	200	400
Revenues over (under) Expenses	(40)	(309)	(360)	(100)	(340)
Fund Balance - Beginning	3,494	3,454	3,145	3,145	3,045
Fund Balance - Ending	$ 3,454	$ 3,145	$ 2,785	$ 3,045	$ 2,705

CITY OF APPLETON 2006 BUDGET
SPECIAL REVENUE FUNDS

Peabody Estate **Business Unit 7130**

PROGRAM MISSION

To account for funding received from a private donation to finance the acquisition and development of Peabody Park and the corresponding expenditures for such purposes.

PROGRAM NARRATIVE

Objectives:

Provide funds to acquire land for Peabody Park

Major program changes:

No major changes.

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

	2003 Actual	2004 Actual	2005 Adopted Budget	2005 Projected	2006 Budget
Revenues					
Interest Income	$ 3,326	$ 1,454	$ 1,000	$ 2,000	$ 1,500
Expenses					
Program Costs	-	-	-	-	-
Revenues over (under) Expenses	3,326	1,454	1,000	2,000	1,500
Fund Balance - Beginning	81,901	85,227	86,681	86,681	88,681
Fund Balance - Ending	$ 85,227	$ 86,681	$ 87,681	$ 88,681	$ 90,181

CITY OF APPLETON 2006 BUDGET
SPECIAL REVENUE FUNDS

Balliet Locomotive **Business Unit 7140**

PROGRAM MISSION

To account for funding provided by private donations to finance the maintenance of a locomotive located in Telulah Park, and the corresponding expenditures for such purposes.

PROGRAM NARRATIVE

Objectives:

Provide funds to make necessary minor repairs to the locomotive as needed

Major program changes:

No major changes.

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

	2003 Actual	2004 Actual	2005 Adopted Budget	2005 Projected	2006 Budget
Revenues					
Interest Income	$ 342	$ 145	$ 100	$ 200	$ 150
Expenses					
Program Costs	250	245	1,100	900	250
Revenues over (under) Expenses	92	(100)	(1,000)	(700)	(100)
Fund Balance - Beginning	8,422	8,514	8,414	8,414	7,714
Fund Balance - Ending	$ 8,514	$ 8,414	$ 7,414	$ 7,714	$ 7,614

CITY OF APPLETON 2006 BUDGET
SPECIAL REVENUE FUNDS

Lutz Park Recreation **Business Unit 7150**

PROGRAM MISSION

To account for funding received from private donations to finance the construction and preservation of the recreational facilities at Lutz Park, and the corresponding expenditures for such purposes.

PROGRAM NARRATIVE

Objectives:

Provide funds to finance major maintenance and development of Lutz Park

Major program changes:

Design work continues on the renovations to the boat launch and shoreline stabilization. It is anticipated these improvements will be coordinated with projected improvements by the adjacent Appleton Yacht Club and in coordination with the development of a trail between Lutz and Vulcan Heritage Parks. Permits are currently being prepared for submittal to the DNR and grant applications will be completed upon receiving the necessary DNR permits. Construction will not begin until all permits are obtained and grant opportunites are explored. Please see Projects, page 685 for a more detailed description.

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

	2003 Actual	2004 Actual	2005 Adopted Budget	2005 Projected	2006 Budget
Revenues					
Interest Income	$ 27,281	$ 11,818	$ 7,000	$ 20,000	$ 12,000
Expenses					
Program Costs	-	27,000	180,000	500	450,000
Revenues over (under) Expenses	27,281	(15,182)	(173,000)	19,500	(438,000)
Fund Balance - Beginning	671,927	699,208	684,026	684,026	703,526
Fund Balance - Ending	$ 699,208	$ 684,026	$ 511,026	$ 703,526	$ 265,526

CITY OF APPLETON 2006 BUDGET
SPECIAL REVENUE FUNDS

Park Open Space **Business Unit 7160**

PROGRAM MISSION

Provide funding mechanism to account for moneys received from subdivision developers to finance acquisition of new park land and development of new parks and facilities.

PROGRAM NARRATIVE

Objectives:

Provide funds for acquisition of park land as it becomes available

Provide funds for development of new park land

Provide funding mechanism to account for grant money received for acquisition and/or park development

Major program changes:

The following capital projects are budgeted in this fund:

Project	Amount	Page
USA Youth Sports	75,000	Projects, Pg. 693
Vosters Property Development	75,000	Projects, Pg. 694

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

	2003 Actual	2004 Actual	2005 Adopted Budget	2005 Projected	2006 Budget
Revenues					
Charges for Services	$ 28,700	$ 21,100	$ 38,000	$ 41,100	$ 30,000
Interest Income	12,576	6,087	4,500	11,500	6,000
Total Revenues	41,276	27,187	42,500	52,600	36,000
Expenses					
Program Costs	-	-	-	-	150,000
Revenues over (under) Expenses	41,276	27,187	42,500	52,600	(114,000)
Fund Balance - Beginning	299,183	340,459	367,646	367,646	420,246
Fund Balance - Ending	$ 340,459	$ 367,646	$ 410,146	$ 420,246	$ 306,246

CITY OF APPLETON 2006 BUDGET
SPECIAL REVENUE FUNDS

Universal Playground **Business Unit 7180**

PROGRAM MISSION

To account for funding received from private donations to finance the maintenance of the Universal Playground at Memorial Park and the corresponding expenditures.

PROGRAM NARRATIVE

Objectives:

Provide funds for maintenance of the Universal Playground at Memorial Park

Major program changes:

This is a new program created by a gift from the citizen's group which raised the money to construct the playground. Expenses in 2006 are general maintenance issues related to playground.

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

	2003 Actual	2004 Actual	2005 Adopted Budget	2005 Projected	2006 Budget
Revenues					
Donations	$ 20,000	$ -	$ -	$ -	$ -
Interest Income	336	347	245	600	350
Total Revenues	20,336	347	245	600	350
Expenses					
Program Costs	-	-	1,500	1,500	1,750
Revenues over (under) Expenses	20,336	347	(1,255)	(900)	(1,400)
Fund Balance - Beginning	-	20,336	20,683	20,683	19,783
Fund Balance - Ending	$ 20,336	$ 20,683	$ 19,428	$ 19,783	$ 18,383

CITY OF APPLETON 2006 BUDGET

REID MUNICIPAL GOLF COURSE

Parks & Recreation Director: William N. Lecker

Deputy Director for Operations: Martin N. Will

Golf Course Superintendent: Douglas A. DeVries

CITY OF APPLETON 2006 BUDGET
REID GOLF COURSE

MISSION STATEMENT

Reid Golf Course will be operated as a quality municipal golf course that provides a leisure benefit for the community and its visitors.

DISCUSSION OF SIGNIFICANT 2005 EVENTS

Implemented special golf rates to increase play. Special rates including 2 for 1 play and golf and cart packages were offered from the start of the season through Memorial Day and mid-afternoon rates, twilight unlimited play and golf and cart packages were offered from August 15th through the irrigation system construction.

Planted trees on course

Continued maintenance programs recommended by the United States Golf Association

Increased all levels of maintenance to enhance the quality of golf

Secured a new contract with an independent contractor to operate the clubhouse through the 2007 season

Worked closely with clubhouse contractor to improve customer services, financial reporting, participation promotion, etc.

Scheduled Golf Advisory Committee to review operations and explore alternative funding for capital improvements

Completed the portion of the irrigation work on the course in late 2005 and provided necessary preparation for completion in early 2006 that would minimize disruption to golfers

Continued customer survey to solicit feedback from golfers

Advertised in the local newspaper, ValPak, Money Saver Magazine, and on other promotional items

Installed new Reid Golf Course sign on Calumet street

Redesigned partnership with Post Crescent to continue annual tournament

Executed an agreement with Cingular/AT&T for the installation of a flagpole near the irrigation pond to house wireless communication equipment

CITY OF APPLETON 2006 BUDGET
REID GOLF COURSE

MAJOR 2006 OBJECTIVES

Provide accounting procedures and policies for accurate and complete collection of fees and revenues

Extend the contract for operations of clubhouse to:
- Provide course time for the general public to play at their leisure
- Provide course time for play by organized leagues
- Provide course time and assistance for periodic golf tournaments
- Provide group and private lessons to teach the technique, rules and etiquette of golf
- Provide food, supplies and entertainment for course patrons

Work closely with the clubhouse manager to expand promotion of the golf course to other golfers, including youth

Continue to explore and expand promotions of the golf course to reach new customers

Maintain the golf course including the treatment, irrigation and mowing of turf and the upkeep of bunkers, water hazards and other vegetation

Maintain the clubhouse and the maintenance shop

Maintain and repair all golf course equipment

Continue involvement with Golf Advisory Committee to improve operations and explore alternative funding opportunities at Reid Golf Course

Work closely with successful contractor to coordinate irrigation system upgrades in early 2006 to minimize impact on participation

Work closely with irrigation consultant and contractor to bring the new irrigation system into full operations in 2006

Explore and implement opportunities to expand customer base

Work closely with Stormwater Utility on possible uses of the golf course for improved stormwater management practices that address city-wide issues and enhance the golf course

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2003	2004	Adopted 2005	Amended 2005	2006	Change *
Program Revenues		$ 697,189	$ 509,471	$ 583,381	$ 583,381	$ 617,650	5.87%
Program Expenses							
5610	Administration	338,154	153,431	185,616	185,616	200,577	8.06%
5620	Customer Service	23,261	24,885	25,474	25,474	26,834	5.34%
5630	Facilities Maintenance	345,493	400,183	1,181,233	1,197,983	421,335	-64.33%
TOTAL		$ 706,908	$ 578,499	$ 1,392,323	$ 1,409,073	$ 648,746	-53.41%
Expenses Comprised Of:							
Personnel		218,166	260,436	239,986	239,986	250,619	4.43%
Administrative Expense		150,142	123,827	150,363	150,363	166,331	10.62%
Supplies & Materials		72,338	70,019	74,200	74,200	78,350	5.59%
Purchased Services		194,217	36,382	831,124	831,124	41,560	-95.00%
Utilities		24,020	24,167	24,987	24,987	26,139	4.61%
Repair & Maintenance		48,025	63,668	71,663	71,663	85,747	19.65%
Capital Expenditures		-	-	-	16,750	-	N/A
Full Time Equivalent Staff:							
Personnel allocated to programs		2.95	2.64	2.63	2.63	2.63	

** % change from prior year adopted budget*

CITY OF APPLETON 2006 BUDGET
REID GOLF COURSE

Administration **Business Unit 5610**

PROGRAM MISSION

Reid Golf Course will provide a quality and affordable municipal golf course to enhance the quality of life for the community.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy #8: "Work to continuously improve the efficiency and effectiveness of City services…"

Objectives:

Provide for the payments to the contractor to operate the clubhouse

Provide for interest payments on golf course related debt

Provide for depreciation of the golf course facilities

Provide for administrative services such as payroll, accounts payable, insurance, audit fees, etc.

Provide for the administration of the contract with the clubhouse manager

Major program changes:

No major changes.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Contract administration					
% of weekly ACH withdrawal executed	New Measure	100%	100%	100%	100%
Strategic Outcomes					
Promotion of golf course					
# of media used for advertising	4	4	4	4	5
# of promo rounds from advertising	New Measure	→	1000	1000	1200
Work Process Outputs					
% of monthly revenue reports present to Parks and Recreation Committee each month	100%	100%	100%	100%	100%
# of monthly meetings held with	New Measure	8	8	8	8
% of operating budget expended	91%	92%	95%	95%	95%
% of principal repayment made	100%	0%	100%	100%	100%

CITY OF APPLETON 2006 BUDGET
REID GOLF COURSE

Administration **Business Unit 5610**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4710 Interest on Investments	$ 2,908	$ 2,750	$ 1,800	$ 1,800	$ 1,800
4711 Amortization of Investments	-	(1,038)	-	-	-
4712 Accretion on Investments	-	9	-	-	-
4715 Gain on Sale of Investments	-	(87)	-	-	-
4716 Unrealized Gains/Losses	-	396	-	-	-
5004 Sale of City Prop - Nontax	750	-	-	-	-
5005 Sale of City Prop - Tax	1,400	2,550	-	-	3,000
5016 Leases Revenue	-	-	-	-	12,000
Total Revenue	$ 5,058	$ 4,580	$ 1,800	$ 1,800	$ 16,800
Expenses					
6101 Regular Salaries	$ 9,204	$ 10,347	$ 11,643	$ 11,643	$ 12,208
6150 Fringes	3,332	4,023	4,864	4,864	4,863
6305 Awards & Recognition	-	-	45	45	45
6401 Accounting/Audit	1,477	1,586	1,650	1,650	1,650
6403 Bank Services	4,132	256	200	200	100
6408 Contractor Fees	174,234	18,826	23,996	23,996	22,500
6501 Insurance	1,800	2,253	4,137	4,137	2,880
6599 Other Contracts/Obligations	166	100	-	-	
6601 Depreciation Expense	63,514	63,300	73,800	73,800	73,800
6623 Uncollectible Accounts	377	-	-	-	-
6720 Interest Payments	26,750	25,125	47,381	47,381	64,631
7911 Trans Out - General Fund	17,900	17,900	17,900	17,900	17,900
7921 Trans Out - Internal Service	35,268	9,715	-	-	-
Total Expense	$ 338,154	$ 153,431	$ 185,616	$ 185,616	$ 200,577

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Contractor Fees

Greens fee allocation to clubhouse contractor	$ 22,500
	$ 22,500

CITY OF APPLETON 2006 BUDGET
REID GOLF COURSE

Customer Service **Business Unit 5620**

PROGRAM MISSION

Manage and provide quality clubhouse customer services, consistent with quality municipal golf courses, for the benefit of the users.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy #8: "Work to continuously improve the efficiency and effectiveness of City services…"

Objectives:

Operate Clubhouse to serve the needs of a diverse clientele
Provide items for sale customarily found in a clubhouse
Provide food and beverage concessions to meet the desires of the customers
Encourage junior golf
Accurately track golf play and account for revenues and expenses
Provide sufficient rental carts to meet the needs of the customers
Operate safe and efficient driving range
Provide appropriate staff to manage patrons on the course
Organize and schedule golf tournaments and outings for the community
Organize and schedule golf leagues for the community
Explore and implement methods to increase customer base

Major program changes:

The reduction in the number of coupon books sold in 2004 was the result of curtailing the use of the coupons as a de facto group discount. The initial change to the administration of coupon use has leveled off and coupon use is anticipated to rebound in 2006. This budget reflects the contractor paying a flat fee for cart and concessions sales, previous contracts collected revenue based on a percentage of sales.

Junior weekday pass sales have increased and are expected to increase due to effort of the clubhouse manager to provide opportunities and leagues for junior play.

The budget reflects a change to the collection of a flat fee from a percentage base for concessions and cart rental fees from the pro shop contractor.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Functional clubhouse					
# of months clubhouse open	8	8	8	8	8
Golf and concession opportunities					
Full service golf operation for year	100%	100%	100%	100%	100%
Strategic Outcomes					
Positive public response to service					
% of golfers who rate clubhouse service at good or better	81%	92%	95%	95%	95%
Work Process Outputs					
Revenue-daily fee rounds	$ 420,952	$ 401,208	$ 473,377	$ 475,000	$ 485,000
Revenue-coupons and passes	$ 90,167	$ 79,228	$ 80,721	$ 80,750	$ 80,000
Revenues-food concessions & carts	$ 17,369	$ 20,083	$ 18,581	$ 18,750	$ 18,750
# Daily fee rounds	34,211	32,088	35,966	30,500	33,000
# Coupon books sold	250	92	150	110	150
# Weekday passes sold	65	71	65	70	100
# Annual passes sold	72	82	75	75	75

CITY OF APPLETON 2006 BUDGET
REID GOLF COURSE

Customer Service **Business Unit 5620**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4802 Charges for Serv. - Tax	$ 74,405	$ 10,547	$ 9,906	$ 9,906	$ -
4860 Lessons/Classes	1,190	-	-	-	-
5010 Misc revenue - Non Tax	-	-	-	-	22,000
5011 Misc Revenue - Tax	171,048	95,957	8,675	8,675	-
Total Revenue	$ 246,643	$ 106,504	$ 18,581	$ 18,581	$ 22,000
Expenses					
6108 Part-Time	$ 984	$ 792	$ 1,858	$ 1,858	$ 1,858
6150 Fringes	75	61	142	142	142
6301 Office Supplies	109	-	400	400	300
6303 Memberships & Licenses	100	175	100	100	175
6306 Building Maint./Janitorial	836	1,639	1,200	1,200	1,200
6316 Miscellaneous Supplies	1,017	399	500	500	500
6320 Printing & Reproduction	1,533	1,415	1,850	1,850	1,750
6324 Medical/Lab Supplies	133	161	350	350	250
6412 Advertising	3,475	5,273	4,000	4,000	5,000
6413 Utilities	13,263	13,002	13,574	13,574	14,159
6416 Building Repairs & Maint	572	-	-	-	-
6418 Equip Repairs & Maint	1,002	1,806	1,500	1,500	1,500
6599 Other Contracts/Obligations	162	162	-	-	-
Total Expense	$ 23,261	$ 24,885	$ 25,474	$ 25,474	$ 26,834

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2006 BUDGET
REID GOLF COURSE

Facilities Maintenance **Business Unit 5630**

PROGRAM MISSION

Manage and maintain the Reid Golf Course facilities and grounds in a fiscally and environmentally responsible manner, consistent with quality municipal golf courses, for the benefit of the users.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy #8: "Work to continuously improve the efficiency and effectiveness of City services…"

Objectives:

Maintain course in best condition possible with available resources

Work closely with clubhouse manager to coordinate course maintenance with golfers' demands and activities

Plant trees to replace those removed and to enhance the course

Strive to meet the recommendations of the United States Golf Association assessment

Work closely with successful contractor to coordinate irrigation system upgrade in 2005

Coordinate labor demands with Operations Division to maximize resources and meet the needs of the course

Work closely with CEA to coordinate repairs and provide equipment to maintain course

Major program changes:

The 2005 budget included $775,000 for the installation of the new irrigation system. The 2006 budget reflects that project being mostly completed in 2005. This budget reflects and increase of 8-10% in price or green fees, passes and coupons with the 5-year average round count of 33,000 fully paid rounds. The average round count has declined in the last two years due to rainy weather in 2004 and extremely hot weather in 2005 as well as the availability of golf courses in the area.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Quality 18 hole course					
Meets USGA standards	95%	100%	100%	100%	100%
Recreational opportunities					
Rounds of golf played annually	46,320	44,342	46,000	46,000	46,500
Strategic Outcomes					
Positive public response to customer service					
% of golfers who rate course conditions at good or better	88%	97%	95%	95%	98%
Work Process Outputs					
% of time:					
Greens are mowed daily	100%	100%	100%	100%	100%
Tees and fairways - mowed 3 times per week (May-Aug.)	100%	100%	100%	100%	100%
Rough - mowed weekly	100%	100%	100%	100%	100%
Bunkers - raked weekly (Summer)	100%	100%	100%	100%	100%
Tees and fairways - mowed 2 times per week (Spring/Fall)	95%	95%	95%	95%	95%

CITY OF APPLETON 2006 BUDGET
REID GOLF COURSE

Facilities Maintenance **Business Unit 5630**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4801 Charges for Serv.- Nontax	$ 1,253	$ 1,373	$ 1,600	$ 1,600	$ 1,600
4802 Charges for Serv. - Tax	439,134	391,214	555,000	555,000	570,000
4850 Daily Entrance - Nontax	2,100	2,800	3,400	3,400	4,250
5015 Rental of City Property	3,001	3,000	3,000	3,000	3,000
Total Revenue	$ 445,488	$ 398,387	$ 563,000	$ 563,000	$ 578,850
Expenses					
6101 Regular Salaries	$ 101,186	$ 127,833	$ 119,515	$ 119,515	$ 125,447
6105 Overtime	1,942	1,509	1,734	1,734	1,734
6108 Part-Time	41,766	50,211	42,006	42,006	46,049
6150 Fringes	59,676	65,660	58,224	58,224	58,318
6201 Training/Conferences	2,277	2,040	2,000	2,000	2,000
6301 Office Supplies	357	30	200	200	200
6303 Memberships & Licenses	495	440	600	600	600
6306 Building Maint./Janitorial	-	874	2,000	2,000	2,000
6308 Landscape Supplies	41,974	44,181	47,000	47,000	49,000
6309 Shop Supplies & Tools	475	355	450	450	400
6311 Paint & Supplies	234	482	400	400	400
6316 Miscellaneous Supplies	1,775	4,295	3,600	3,600	3,600
6321 Clothing	251	121	350	350	250
6322 Gas Purchases	6,407	8,653	6,900	6,900	10,500
6323 Safety Supplies	297	73	150	150	150
6324 Medical/Lab Supplies	221	205	350	350	250
6325 Construction Materials	1,489	1,159	1,000	1,000	2,000
6326 Vehicle & Equipment Parts	4,662	2,195	3,500	3,500	1,500
6327 Miscellaneous Equipment	11,870	6,324	7,800	7,800	7,800
6404 Consulting Services	1,270	320	3,000	3,000	3,000
6407 Collection Services	361	508	478	478	510
6408 Contractor Fees	7,464	7,557	796,500	796,500	7,500
6413 Utilities	10,758	11,166	11,413	11,413	11,980
6416 Build Repairs & Maint	349	6,625	3,000	3,000	3,000
6417 Vehicle Repairs & Maint	55	-	-	-	-
6418 Equip Repairs & Maint	15,199	6,970	8,000	8,000	8,000
6419 Communication Equip. Repair	-	-	-	-	200
6420 CBM charges	5,561	5,436	5,000	5,000	5,000
6425 CEA Equip. Rental	25,287	42,831	54,163	54,163	68,047
6430 Health Services	-	13	-	-	-
6451 Uniform Services	1,319	1,397	1,300	1,300	1,300
6503 Rent	360	336	600	600	600
6599 Other Contracts/Obligations	156	384	-	-	-
6804 Equipment	-	-	-	16,750	-
Total Expense	$ 345,493	$ 400,183	$ 1,181,233	$ 1,197,983	$ 421,335

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Landscape Supplies	
Topsoil, sand & gravel	$ 4,500
Seed & fertilizers	8,500
Plant material	3,500
Pesticides/herbicides	32,500
	$ 49,000

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CITY OF APPLETON 2006 BUDGET
REID GOLF COURSE
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET ASSETS

	2003 Actual	2004 Actual	2005 Budget	2005 Projected	2006 Budget
Revenues					
Charges for Services	$ 515,983	$ 403,134	$ 558,400	$ 489,764	$ 574,250
Miscellaneous	176,149	101,757	23,181	23,181	26,600
Total Revenues	692,132	504,891	581,581	512,945	600,850
Expenses					
Operation and Maintenance	563,474	462,459	478,242	453,442	482,215
Depreciation	63,514	63,300	73,800	56,500	84,000
Total Expenses	626,988	525,759	552,042	509,942	566,215
Operating Income (Loss)	65,144	(20,868)	29,539	3,003	34,635
Nonoperating Revenues (Expenses)					
Interest Income	2,908	2,030	1,800	1,800	1,800
Interest Expense	(26,750)	(25,125)	(47,381)	(34,464)	(64,631)
Amortization of Debt Expense	-	-	-	-	-
Other	2,150	2,550	-	12,000	15,000
Total Non-Operating	(21,692)	(20,545)	(45,581)	(20,664)	(47,831)
Net Income Before Transfers	43,452	(41,413)	(16,042)	(17,661)	(13,196)
Contributions and Transfers In (Out)					
Capital Contributions					
Operating Transfers out	(53,168)	(27,615)	(17,900)	(17,900)	(17,900)
Change in Net Assets	(9,716)	(69,028)	(33,942)	(35,561)	(31,096)
Net Assets - Beginning	684,494	674,778	605,750	605,750	570,189
Residual Equity Transfer In (Out)					
Net Assets - Ending	$ 674,778	$ 605,750	$ 571,808	$ 570,189	$ 539,093

SCHEDULE OF CASH FLOWS

Cash - Beginning of Year	24,134	5,073
+ Net Income	(35,561)	(31,096)
+ Depreciation	56,500	84,000
+ Long Term Debt	775,000	-
- Fixed Assets	(775,000)	-
- Principal Repayment	(40,000)	(45,000)
Working Cash - End of Year	$ 5,073	$ 12,977

CITY OF APPLETON 2006 BUDGET
REID GOLF COURSE
CALCULATION OF RATE INCREASE DOCUMENTATION

Revenues	2005 Budget	2005 Projected	2006 Budget	2007 Projected	2008 Projected	2009 Projected	2010 Projected
Charges for Services	$ 558,400	$ 489,764	$ 574,250	$ 603,500	$ 618,600	$ 628,700	$ 648,800
Miscellaneous	23,181	23,181	26,600	26,100	26,100	26,650	26,650
Total Revenues	581,581	512,945	600,850	629,600	644,700	655,350	675,450
Expenses							
Operating Expenses	478,242	453,442	482,215	496,681	511,581	526,928	542,736
Depreciation	73,800	56,500	84,000	84,000	84,000	84,000	84,000
Total Expenses	552,042	509,942	566,215	580,681	595,581	610,928	626,736
Operating Income	29,539	3,003	34,635	48,919	49,119	44,422	48,714
Non-Operating Revenues (Expenses)							
Interest Income	1,800	1,800	1,800	1,500	1,500	1,500	1,500
Interest Expense	(47,381)	(34,464)	(64,631)	(62,256)	(59,506)	(56,381)	(53,006)
Amortization of Debt Expense	-	-	-	-	-	-	-
Other	-	12,000	15,000	12,731	13,112	13,505	13,911
Total Non-Operating	(45,581)	(20,664)	(47,831)	(48,025)	(44,894)	(41,376)	(37,595)
Net Income Before Transfers	(16,042)	(17,661)	(13,196)	894	4,225	3,046	11,119
Contributions and Transfers In (Out)							
Capital Contributions	-	-	-	-	-	-	-
General Fund	(17,900)	(17,900)	(17,900)	(17,900)	(17,900)	(17,900)	(17,900)
Change in Net Assets	(33,942)	(35,561)	(31,096)	(17,006)	(13,675)	(14,854)	(6,781)
Total Net Assets - Beginning	605,750	605,750	570,189	539,093	522,087	508,412	493,558
Total Net Assets - Ending	$ 571,808	$ 570,189	$ 539,093	$ 522,087	$ 508,412	$ 493,558	$ 486,777

SCHEDULE OF CASH FLOWS

Cash - Beginning of the Year	24,134	5,073	12,977	29,971	40,296	44,442
+ Net Income	(35,561)	(31,096)	(17,006)	(13,675)	(14,854)	(6,781)
+ Depreciation	56,500	84,000	84,000	84,000	84,000	84,000
+ Long Term Debt	775,000	-		-	-	-
- Fixed Assets	(775,000)	-		-	-	-
- Principal Repayment	(40,000)	(45,000)	(50,000)	(60,000)	(65,000)	(70,000)
Working Cash - End of Year	$ 5,073	$ 12,977	$ 29,971	$ 40,296	$ 44,442	$ 51,661
25% Working Capital Reserve (prior year's audited expenses)		126,452	141,187	144,209	147,247	150,302
Coverage Ratio	0.74	1.07	1.15	1.09	1.03	1.06

ASSUMPTIONS:

Interest rate at 5%, twenty year term
Rounds of golf played and frequency of cart rentals to remain constant (5-year average 33,000 fully paid rounds), with prices increasing 8-10% in 2006, 5-7% in 2007 and 3% in 2008-2010 for rounds of golf, passes & coupons.
Operating expenses to increase 3.0% per year after 2006
Strive to maintain a level of 25% working capital reserve and 1.25 coverage ratio

CITY OF APPLETON 2006 BUDGET
REID GOLF COURSE
LONG-TERM DEBT

	2002 General Fund Advance		
Year	Principal	Interest	Total
2006	45,000	25,881	70,881
2007	50,000	23,506	73,506
2008	60,000	20,756	80,756
2009	65,000	17,631	82,631
2010	70,000	14,256	84,256
2011	75,000	10,631	85,631
2012	80,000	6,756	86,756
2013	35,000	3,253	38,253
	$ 480,000	$ 122,670	$ 602,670

	2005 State Fund Trust Loan		
Year	Principal	Interest	Total
2006	-	38,750	38,750
2007	-	38,750	38,750
2008	-	38,750	38,750
2009	-	38,750	38,750
2010	-	38,750	38,750
2011	-	38,750	38,750
2012	-	38,750	38,750
2013	15,000	38,375	53,375
2014	45,000	36,875	81,875
2015	45,000	34,625	79,625
2016	50,000	32,250	82,250
2017	50,000	29,750	79,750
2018	50,000	27,250	77,250
2019	65,000	24,375	89,375
2020	70,000	21,000	91,000
2021	75,000	17,375	92,375
2022	75,000	13,625	88,625
2023	75,000	9,875	84,875
2024	80,000	6,000	86,000
2025	80,000	2,000	82,000
	$ 775,000	$ 564,625	$ 1,339,625

	Total		
Year	Principal	Interest	Total
2006	45,000	64,631	109,631
2007	50,000	62,256	112,256
2008	60,000	59,506	119,506
2009	65,000	56,381	121,381
2010	70,000	53,006	123,006
2011	75,000	49,381	124,381
2012	80,000	38,750	118,750
2013	50,000	38,375	88,375
2014	45,000	36,875	81,875
2015	45,000	34,625	79,625
2016	50,000	32,250	82,250
2017	50,000	29,750	79,750
2018	50,000	27,250	77,250
2019	65,000	24,375	89,375
2020	70,000	21,000	91,000
2021	75,000	17,375	92,375
2022	75,000	13,625	88,625
2023	75,000	9,875	84,875
2024	80,000	6,000	86,000
2025	80,000	2,000	82,000
	$ 1,255,000	$ 677,286	$ 1,932,286

Note: Schedule is based on accrual method of accounting.

CITY OF APPLETON 2006 BUDGET

VALLEY TRANSIT

General Manager: Charles L. Kamp

Administrative Services Manager: Susan M. Kappell

CITY OF APPLETON 2006 BUDGET
VALLEY TRANSIT

MISSION STATEMENT

Valley Transit exists to meet community mobility needs and enhance quality of life by providing options for efficient and reliable transportation.

DISCUSSION OF SIGNIFICANT 2005 EVENTS

Bus ridership through May, 2005 was 6.3% above last year for the same period of time, increasing from 385,627 riders to 409,852. Factors contributing to the increase include higher gasoline prices causing public transit to be relatively more affordable than auto use, and increased usage by people riding in the evening to entry level jobs and other trip purposes.

On January 29, 2005, Valley Transit hosted a "New Bus Inauguration Day" introducing sixteen new 32-foot, low-floor buses to the community and offering free fares for the day. The buses cost $265,000 each with 80% federal and 20% local funding. The local funding was provided through a depreciation reserve. The depreciation reserve is funded by each participating municipality over the life of the bus fleet, so that when the buses have reached the end of their useful lives, no additional funding needs to be collected for their replacement. The buses are equipped with several maintenance, accessibility and security features to improve the safety and overall quality of service provided to passengers. The Common Council approved a second phase of the procurement involving four 40-foot, low-floor buses in early 2005 with delivery expected in November.

As a result of increases in diesel fuel and fringe benefit costs, Valley Transit developed a laundry list of possible service cuts, fare increases, and other administrative cuts to stay within budget for 2005. 150 people attended a public hearing in May and one common message was that a fare increase was preferable to service cuts. The Common Council approved the recommendation to implement a fare increase that was made effective June 13. No services were cut at that time, however given the volatility of these costs in 2005; there remained the possibility of additional cuts later in the year. Regular bus fares increased from $1.25 to $1.50, 10-Ride tickets from $10 to $13, fares for older adults and persons with disabilities from $0.60 to $0.75, and Day Passes from $3 to $4. Other administrative cuts included the temporary lay off of a Communication Technician, cutback in cleaning shelters, and cuts in other expenses such as advertising.

Several service changes were made in 2005 including: a) an adjustment to the Route 9 – East College to serve the new Goodwill facility on Stoneybrook in the Town of Buchanan, b) adjustments to Routes 2 – Prospect, 20 – Heart of the Valley, and 31 - East Neenah to improve the timing and efficiency of passenger transfers, c) new tripper service funded in part by the Appleton Area School District on the north side of Appleton including coverage for Appleton North High School and Fox Valley Lutheran, as well as businesses in that portion of the city, and d) new tripper service from Badger and Highlands Elementary schools to the Boys & Girls Club in downtown Appleton funded in part by the Boys and Girls Club Fox Valley.

For safety reasons, Valley Transit implemented revisions to its carry-on policy that restricts the size of certain items brought aboard the bus like strollers and grocery carts. It became necessary to address this issue due to a) the increased number of passengers in wheelchairs which limits space on the bus for carry-ons, b) the increasing size of the carry-ons passengers were bringing onto the bus, and c) the smaller size of the new buses put into service in early 2005. After a public hearing and much deliberation, size restrictions were placed on carry-ons along with a new approval process. The changes went into effect June 1, after a one-month grace period to allow time for passengers to get their carry-ons pre-approved.

A major capital project involving the asphalt resurfacing of the parking lot and driveways at the bus operations facility on Whitman Avenue was delayed due to additional storm water retention requirements that must be included. A DNR grant to assist in funding the storm water portion of the project is being sought, with the work scheduled to be done in 2006. Additional federal funding for the project is also being sought. It is anticipated that this will be available in the fall of 2005.

Valley Transit organized a trip to Michigan, along with several other Wisconsin transit systems, to look at systems in the Wolverine state that have organized under regional transit authorities to provide more dedicated and stable funding. Nearly a million dollars of federal funding could be lost in 2013 when the Fox Cities is no longer categorized by the Federal Transit Administration as being in an urbanized area of 50,000 to 200,000. A report on the findings from this trip was presented to the Transit Commission and will be part of the accumulating background information used to develop alternatives for the Common Council and the Fox Cities community in addressing the loss of federal funding.

CITY OF APPLETON 2006 BUDGET
VALLEY TRANSIT

MAJOR 2006 OBJECTIVES

Valley Transit's mission is to provide a basic level of public transportation service in the community that is affordable to the bulk of passengers. 66% of Valley Transit passengers come from household incomes of $25,000 or less and 73% do not have a driver's license. They rely on Valley Transit to get to jobs, school, medical appointments and to maintain independent productive lives. $1 invested in transit returns $3 to the state and local economy. Large increases in fuel, insurance, security and health costs, and limited revenues to support public sector services put Valley Transit in a crisis-oriented budget process. This will involve identifying new non-traditional sources of revenues such as advertising, vending, school districts, non-profits, and perhaps private sector contributions to maintain these services.

Valley Transit will work with the Wisconsin Department of Transportation and East Central Wisconsin Regional Planning Commission to secure federal funding to update its Transit Development Plan (TDP), which reviews operations, administration, finances, peer reviews, maintenance, policies, and other major areas. The updated TDP will replace the 2002-2006 plan and will focus heavily on alternatives to address the anticipated loss of most federal funding following the completion of the 2010 Census, scheduled to go into effect in 2013. Under Federal transit rules, only narrowly defined expenses are eligible for federal operating assistance, when an urbanized service area exceeds 200,000 in population. Valley Transit estimates the loss to be $1-$1.5 million annually.

Valley Transit will be negotiating with contractors throughout the second half of 2005 to continue Fox Cities ADA Paratransit services and Call-A-Ride service to the Town of Buchanan uninterrupted into 2006. In the event that contract negotiations don't secure contract renewals from Kobussen and Fox Valley Cab, early 2006 will be spent transitioning into new service providers with updated service information to passengers.

Begin the first phase of the asphalt repaving and storm water drainage project at the Operations Building.

Conduct a passenger survey that will provide a socio-economic and demographic overview of ridership on Valley Transit's fixed-route bus system. This project has been postponed from the 2005 budget. The last survey was conducted in 2002.

By late 2005, Valley Transit hopes to complete analysis of the bus route structure on the south side of Appleton to determine how best to serve a new Valley Packaging facility on Kensington Drive. Depending on the outcome, it would be implemented in early 2006.

2006 budget assumes combined State & Federal operating support at 58.5%. Capital projects receive 80% Federal funding.

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2003	2004	Adopted 2005	Amended 2005	2006	Change *
Program Revenues		$ 4,992,393	$ 8,902,966	$ 5,665,829	$ 5,712,579	$ 6,176,695	9.02%
Program Expenses							
5810	Administration	1,059,003	1,046,852	1,153,561	1,183,978	1,272,686	10.33%
5820	Vehicle Maint.	652,798	736,328	642,763	2,223,829	652,200	1.47%
5830	Facilities Maint.	84,383	84,970	344,777	425,512	148,027	-57.07%
5840	Operations	2,481,239	2,771,212	2,814,049	2,903,411	3,043,313	8.15%
5850	ADA Paratransit	859,197	917,139	967,974	1,064,974	1,174,438	21.33%
5860	Ancillary Paratransit	841,028	882,219	924,963	924,963	998,286	7.93%
TOTAL		$ 5,977,648	$ 6,438,720	$ 6,848,087	$ 8,726,667	$ 7,288,950	6.44%
Expenses Comprised Of:							
Personnel		3,020,553	3,367,163	3,426,820	3,401,072	3,521,778	2.77%
Administrative Expense		645,787	635,670	745,579	745,579	797,818	7.01%
Supplies & Materials		444,999	513,426	410,792	651,319	553,477	34.73%
Purchased Services		1,697,635	1,746,499	1,888,746	1,833,746	2,218,873	17.48%
Utilities		72,926	90,054	86,200	86,200	96,629	12.10%
Repair & Maintenance		95,748	85,908	79,950	76,350	85,375	6.79%
Capital Expenditures		-	-	210,000	1,932,401	15,000	-92.86%
Full Time Equivalent Staff:							
Personnel allocated to programs		56.50	55.50	55.30	55.30	54.80	

** % change from prior year adopted budget*

CITY OF APPLETON 2006 BUDGET
VALLEY TRANSIT

Administration **Business Unit 5810**

PROGRAM MISSION

For the benefit of our employees, passengers, and participating governmental units so that we equitably allocate federal, state, and local resources among a variety of transportation services, we will provide management, oversight, planning, and marketing information for and about our services.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategies #1: "…evaluate and determine city-wide priorities…" , #2: "…pursue regional cooperation of services…", #4: "…encourage open and productive working relationships…", #5: "…work to improve influence over statutory and regulatory processes…", and #6: "Work to continuously improve the efficiency and effectiveness of City services…"

Objectives:

To provide administrative support to ensure that local funding from the municipalities and counties is equitable
To monitor all services to ensure cost effectiveness and efficiency and to avoid duplication of services
To reach out to riders and non-riders alike to demonstrate that Valley Transit provides low cost, safe, reliable, friendly public transportation that directly improves the quality of life for everyone

Major program changes:

This program includes a $14,000 transfer to the Technology Capital Projects fund to fund Valley Transit's portion of the City's conversion to a voice over internet protocol (VoIP) telephone system; 80% coming from federal funding and the other 20% coming from Valley Transit's locally funded depreciation reserves.

Prior to the 2005 budget, interest income was accumulated and used to offset local contributions from the participating municipalities. Beginning with the 2005 budget, interest will be shown as a discrete item similar to the presentation of other City budgets, though still used to offset local share contributions.

This budget includes a rider survey to be conducted in 2006 ($2,800). The survey was cancelled in 2005 to help fund the budget shortfall. Depreciation expense is increased ($30,443), the result of the last four buses being received.

This budget also includes funds ($60,000) to update Valley Transit's Transit Development Plan. The focus of the update will be to explore options to fund transit in the future.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Regional transit service					
# municipalities served	10	10	10	10	10
# members of Fox Cities Transit Com'n.	8	8	9	8	9
Stable work environment					
# full-time jobs	53	52	52	52	51
Strategic Outcomes					
Regulatory compliance					
Timely reporting	100%	100%	100%	100%	100%
# review/audit findings	0	5	0	0	0
Regional cooperation/equitable funding					
Cost per capita below state average	$2.92	$2.98	$2.00	$2.95	$2.00
Work Process Outputs					
Reporting and recordkeeping:					
Contract negotiating & monitoring					
# employee grievances filed	8	0	4	4	4
Public information					
# public presentations	39	50	45	45	45

CITY OF APPLETON 2006 BUDGET
VALLEY TRANSIT

Administration **Business Unit 5810**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4210 Federal Grants	$ 1,689,815	$ 5,111,539	$ 138,474	$ 138,474	$ 224,219
4224 Miscellaneous State Aids	1,675,450	1,867,315	181,917	181,917	173,703
4230 Miscellaneous Local Aids	353,690	424,687	69,395	69,395	127,656
4710 Interest on Investments	-	6,042	30,000	30,000	15,000
4711 Amortization of Investments	-	(5,776)	-	-	-
4712 Accretion on Investments	-	(1,242)	-	-	-
4715 Gain on Sale of Investments	-	(256)	-	-	-
4716 Unrealized Gains/Losses	-	1,232	-	-	-
4877 Advertising/Promotional	38,640	63,055	65,000	71,000	65,000
5006 Gain (Loss) on Asset Disposal	-	6,679	-	-	-
5010 Misc Revenue - Nontax	313	407	-	-	-
5011 Misc Revenue - Tax	152	274	-	-	-
5021 Capital Contributions	7,503	112,221	-	-	2,800
5921 Trans In - General Fund	522,533	629,695	576,574	576,574	601,482
Total Revenue	$ 4,288,096	$ 8,215,872	$ 1,061,360	$ 1,067,360	$ 1,209,860
Expenses					
6101 Regular Salaries	$ 207,628	$ 225,228	$ 217,460	$ 217,460	$ 233,031
6105 Overtime	2,931	2,419	4,710	4,710	4,695
6150 Fringes	72,640	97,504	92,108	92,108	89,845
6201 Training\Conferences	5,218	3,965	5,961	5,961	7,953
6204 Tuition & Fees	-	73	-	-	-
6301 Office Supplies	5,361	5,205	6,114	6,114	6,117
6302 Subscriptions	493	296	100	100	300
6303 Memberships & Licenses	1,230	1,543	1,900	1,900	2,115
6304 Postage & Freight	3,477	1,159	3,494	3,494	3,496
6305 Awards & Recognition	1,826	721	745	745	846
6307 Food & Provisions	-	-	995	995	1,129
6316 Miscellaneous Supplies	156	-	-	-	-
6320 Printing & Reproduction	20,208	13,887	18,230	18,230	18,321
6323 Safety Supplies	600	1,266	1,000	1,000	1,000
6327 Miscellaneous Equipment	289	-	21,747	67,164	1,748
6401 Accounting/Audit	9,400	5,972	5,677	5,677	7,428
6403 Bank Services	1,479	1,615	1,500	1,500	1,700
6408 Contractor Fees	2,027	-	2,500	2,500	60,000
6411 Temporary Help	290	-	-	-	2,800
6412 Advertising	41,431	28,068	31,443	16,443	32,335
6413 Utilities	64,173	70,443	71,322	71,322	80,927
6418 Equip Repairs & Maint	4,769	3,139	1,485	1,485	1,486
6419 Communication Equip Repairs	1,040	1,929	-	-	-
6424 Software Support	6,969	300	300	300	750
6501 Insurance	92,181	83,804	75,540	75,540	80,991
6599 Other Contracts/Obligations	-	420	-	-	-
6601 Depreciation Expense	513,187	497,896	589,230	589,230	619,673
7914 Trans Out - Capital Projects	-	-	-	-	14,000
Total Expense	$ 1,059,003	$ 1,046,852	$ 1,153,561	$ 1,183,978	$ 1,272,686

DETAILED SUMMARY OF 2005 PROPOSED EXPENDITURES > $10,000

Printing & Reproduction		Advertising	
Public information materials	$ 2,000	Print	$ 14,000
Rider's Guide	7,000	Broadcast	16,000
Fare Media	3,500	Miscellaneous	2,335
General printing	2,021		$ 32,335
City copy charges	3,800		
	$ 18,321	Trans Out - Capital Projects	
Contractor Fees		VoIP project contribution	$ 14,000
Update Transit Development Plan	$ 60,000		$ 14,000
	$ 60,000		

CITY OF APPLETON 2006 BUDGET
VALLEY TRANSIT

Vehicle Maintenance **Business Unit 5820**

PROGRAM MISSION

For the benefit of bus drivers, passengers, and the general public so that the service we provide is safe, reliable and friendly to the environment, we will maintain our vehicle fleet to minimize service delays due to breakdowns and sustain a quality fleet.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategies #3: "Train, develop, and support our human resources…", #4: "…encourage open and productive working relationships…", and #6: "Work to continuously improve the efficiency and effectiveness of City services…"

Objectives:

To maintain the vehicle fleet in a manner that will ensure that all service requirements are met
To maintain the vehicle fleet in a manner that minimizes the number of road calls that require a replacement bus or cause a trip to be significantly delayed or missed
To maintain the vehicle fleet in a manner that ensures that there are no vehicle accidents due to mechanical failure

Major program changes:

The $3,225 budgeted for laundry services (6451) for 2006 is a $5,000 reduction in cost, the result of a new contract entered into in 2005.

Parts and shop supply costs are also down slightly due to fewer repairs and a longer servicing cycle on the new bus fleet.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Safe, reliable service					
# road calls	34	43	25	22	15
# inspections completed	477	479	475	370	340
Clean buses					
# exterior cleanings	6,400	6,380	6,400	6,400	6,400
# interior cleanings	681	675	700	650	600
Strategic Outcomes					
Avg. vehicle age	13.6	13.6	5.9	5.9	6.5
Avg. vehicle mileage	479,645	515,300	268,295	202,125	232,065
Vehicles that meet service obligations					
% of scheduled trips completed	99.9%	99.9%	98.0%	98.0%	98.0%
Work Process Outputs					
Preventive maintenance					
# vehicles maintained	25	25	30	30	30
Miles operated	908,792	894,824	904,835	896,087	898,198
# maintenance staff	7 FT / 3 PT	7 FT / 3 PT	7 FT / 3 PT	7 FT / 2 PT	7 FT / 3 PT
Fleet records management					
# work orders processed	1,636	1,524	1,600	1,550	1,500

CITY OF APPLETON 2006 BUDGET
VALLEY TRANSIT

Vehicle Maintenance **Business Unit 5820**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4210 Federal Grants	$ 56,736	$ 98,991	$ 170,387	$ 170,387	$ 192,315
4224 Miscellaneous State Aids	-	-	210,705	210,705	191,910
4230 Miscellaneous Local Aids	-	-	106,025	106,025	106,479
5030 Damage to City Property	28,971	5,972	-	-	-
	$ 85,707	$ 104,963	$ 487,117	$ 487,117	$ 490,704
6101 Regular Salaries	$ 323,990	$ 339,014	$ 347,824	$ 347,824	$ 363,454
6104 Call Time	190	251	200	200	310
6105 Overtime	8,893	11,164	11,022	11,022	11,380
6150 Fringes	115,536	144,417	135,547	135,547	134,742
6309 Shop Supplies & Tools	27,735	22,645	27,921	27,921	24,455
6321 Clothing	-	6,869	-	-	-
6322 Gas Purchases	2,804	3,236	2,881	2,881	4,431
6326 Vehicle & Equipment Parts	159,176	191,198	85,085	165,085	84,356
6327 Miscellaneous Equipment	160	-	-	-	-
6418 Equip Repairs & Maint	5	329	1,000	1,000	1,000
6430 Health Services	-	810	800	800	900
6451 Laundry Services	-	-	8,200	8,200	3,225
6501 Insurance	13,680	15,613	21,283	21,283	22,947
6599 Other Contracts/Obligations	629	782	1,000	1,000	1,000
6804 Equipment	-	-	-	1,501,066	-
	$ 652,798	$ 736,328	$ 642,763	$ 2,223,829	$ 652,200

DETAILED SUMMARY OF 2005 PROPOSED EXPENDITURES > $10,000

Shop Supplies & Tools	
Janitorial supplies	$ 9,450
Cleaning supplies & chemicals	4,725
Miscellaneous shop equipment	3,500
Miscellaneous shop supplies	4,500
Non-inventory bus parts	2,280
	$ 24,455
Vehicle & Equipment Parts	
Body parts	$ 9,500
Brake system parts	14,000
Electrical system parts	14,500
Wheelchair lift parts	7,000
Heating /cooling system parts	14,000
Engine parts	15,000
Miscellaneous vehicle parts	10,356
	$ 84,356

CITY OF APPLETON 2006 BUDGET
VALLEY TRANSIT

Facilities Maintenance **Business Unit 5830**

PROGRAM MISSION

For the benefit of those who work in and access Valley Transit facilities as well as the general public in order to provide a clean, safe shelter and working environment, we will purchase, clean, maintain and repair the Operations and Maintenance facility, the Transit Center and the thirty-plus passenger waiting shelters located throughout the Fox Cities.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategies #3: "Train, develop and support our human resources…" and #6: "Work to continuously improve the efficiency and effectiveness of City services…"

Objectives:

To provide clean, safe shelter for passengers waiting to board the bus
To provide clean, safe working environment for employees
To maintain facilities that enhance the beauty of the community

Major program changes:

This program includes the systematic replacement of our passenger waiting shelters. Most of Valley Transit's 35 passenger waiting shelters and shelter accessories were purchased and installed between 1986 and 1991. Some have been moved several times to accommodate changing needs. A replacement program is being established to systematically replace two to four shelters each year. This year $10,000 is budgeted.

This program also includes the renovation and upgrade of the Neenah transfer station ($40,000). 80% of this project will be reimbursed by the Federal government, with the balance paid by the City of Neenah. Please see page 644 for a further description.

This budget also includes the replacement of the heaters in the wash bay area. The heaters were installed in the early 1990's and have reached the end of their useful life.

A federal grant will fund 80% of the cost of each of these projects while the depreciation fund will cover the balance. No current year local share dollars will be required for either of the projects.

The cancellation of the cleaning contract of bus shelters, approved by Council in mid-2005 in response to increasing fuel costs, continues in the 2006 budget.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Clean, safe, protection from the elements					
# claims related to passenger facilities	0	0	0	0	0
Clean, safe working environment for employees					
# workplace injuries	0	0	0	0	0
Strategic Outcomes					
Buildings that enhance beauty of community					
# customer complaints	3	0	0	0	0
Work Process Outputs					
Facilities maintained					
# major facilities	2	2	2	2	2
# minor facilities	38	38	38	38	38
Maintenance schedule					
# cleanings major facilities	614	514	564	561	561
# cleanings minor facilities	1037	910	950	456	456
# inspections	12	12	12	12	12

CITY OF APPLETON 2006 BUDGET
VALLEY TRANSIT

Facilities Maintenance **Business Unit 5830**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4210 Federal Grants	$ -	$ -	$ 24,168	$ 24,168	$ 70,513
4224 Miscellaneous State Aids	-	-	31,750	31,750	27,910
4230 Miscellaneous Local Aids	-	-	13,304	13,304	20,883
4802 Charges for Serv. - Tax	3,229	4,706	-	-	-
5015 Facility Rent	7,800	7,200	6,000	6,000	6,000
5021 Capital Contributions	-	-	208,000	208,000	3,000
	$ 11,029	$ 11,906	$ 283,222	$ 283,222	$ 128,306
6306 Building Maint./Janitorial	$ 6,249	$ 4,133	$ 7,861	$ 7,861	$ 7,865
6308 Landscape Supplies	116	573	873	873	874
6309 Shop Supplies & Tools	-	24	-	-	-
6327 Miscellaneous Equipment	936	2,853	3,000	3,000	3,000
6407 Collection Services	353	752	650	650	450
6408 Contractor Fees	-	-	40,000	-	40,000
6414 Janitorial Service	56,110	42,945	40,177	36,577	43,893
6416 Building Repairs & Mainten	9,611	4,766	10,481	10,481	10,487
6440 Snow Removal Services	4,376	4,883	5,240	5,240	5,401
6451 Laundry Services	-	-	1,650	1,650	800
6454 Grounds Repair & Mainten	6,632	9,754	6,638	6,638	6,991
6501 Insurance	-	14,287	16,707	16,707	12,866
6599 Other Contracts & Obligations	-	-	1,500	1,500	400
6804 Equipment	-	-	35,000	76,280	15,000
6809 Infrastructure Construction	-	-	175,000	258,055	-
	$ 84,383	$ 84,970	$ 344,777	$ 425,512	$ 148,027

DETAILED SUMMARY OF 2005 PROPOSED EXPENDITURES > $10,000

Contractor Fees	
Neenah transfer station renovation	$ 40,000
	$ 40,000
Janitorial Service	
Ultimate janitorial	$ 36,693
Bus shelter cleaning	7,200
	$ 43,893
Building Repairs & Maintenance	
CBM labor	$ 6,500
Contracted building labor	3,987
	$ 10,487
Equipment	
Passenger waiting shelters	$ 10,000
Heaters in Wash Bay area	5,000
	$ 15,000

CITY OF APPLETON 2006 BUDGET
VALLEY TRANSIT

Operations **Business Unit 5840**

PROGRAM MISSION

For the benefit of people with limited transportation options so that they can contribute to the community and improve their quality of life, we will provide an appropriate level of transit service that balances customer needs with the funding available.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategies #2: "…pursue regional cooperation of services…", #3: "Train, develop, and support our human resources…", #4: "… encourage open and productive working relationships…", and #6: "Work to continuously improve the efficiency and effectiveness of City services…"

Objectives:

To provide safe, reliable, convenient, and friendly bus service to the Fox Cities urbanized area

To meet the needs of the transit dependent population, including outreach efforts to Valley Packaging, Goodwill Industries, Lakeside Packaging Plus, elderly homes and support agencies, W-2 agencies, etc.

To provide cost effective fixed-route service where the density of development indicates that this is the appropriate delivery system

Major program changes:

Diesel fuel, which was budgeted at $1.12 per gallon in 2005, is being budgeted at $2.09 in 2006. This increase is due to the nationwide increase in fuel prices over the past two years coupled with new emission regulations that take effect in 2006 which require the use of new ultra-low sulphur diesel fuel. The new fuel is expected to cost 10% more than the fuel that is currently being used. Despite an estimated slight decrease in fuel consumption, the combination of these two factors is expected to drive fuel costs up approximately $166,000 over the 2005 budget.

The passenger fare increases approved by the Council in mid-2005 in response to increasing fuel prices are intact for the 2006 budget.

This budget reflects the replacement of a vacant full-time Communication Technician position with a part-time (.5 FTE) Communication Technician position.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Safe, reliable, convenient service					
# pay out accidents	3	3	<5	2	<5
% on-time performance	89.0%	91.6%	90-95%	94.0%	90-95%
Half-hour peak headways	9	9	9	9	9
Helpful, friendly employees					
# customer complaints	33	33	12	12	12
Strategic Outcomes					
Cost effective service delivery					
Cost per trip	$ 4.15	$ 4.42	$ 4.51	$ 4.50	$ 4.59
Efficient service delivery					
Trips per hour	14.4	15.1	15.1	15.7	15.3
Work Process Outputs					
Service Provided					
Hours of service	63,329	61,869	62,574	61,976	62,184
Miles of service	908,792	894,824	904,835	896,087	898,198
Trips taken	909,197	937,410	934,000	965,532	950,534

CITY OF APPLETON 2006 BUDGET
VALLEY TRANSIT

Operations **Business Unit 5840**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4210 Federal Grants	$ 13,890	$ 13,771	$ 724,883	$ 724,883	$ 873,781
4224 Miscellaneous State Aids	-	-	939,213	939,213	909,245
4230 Miscellaneous Local Aids	-	-	267,395	267,395	228,345
4875 Farebox Revenue	516,636	530,521	506,260	547,010	684,003
4876 Special Transit Revenues	2,250	5,100	-	-	-
5085 Cash Short or Over	(113)	149	-	-	-
	$ 532,663	$ 549,541	$ 2,437,751	$ 2,478,501	$ 2,695,374
6101 Regular Salaries	$ 1,561,340	$ 1,639,285	$ 1,708,020	$ 1,691,417	$ 1,764,117
6104 Call Time	1,771	2,865	2,103	2,103	2,000
6105 Overtime	48,395	34,973	51,393	51,393	51,697
6150 Fringes	629,913	820,740	784,536	775,391	790,208
6303 Memberships & Licenses	-	640	-	-	-
6309 Shop Supplies & Tools	49	-	-	-	-
6321 Clothing	9,015	5,142	7,162	7,162	7,200
6322 Gas Purchases	173,043	215,490	195,135	286,233	361,006
6326 Vehicle & Equipment Parts	44,836	44,379	42,992	67,004	42,590
6327 Miscellaneous Equipment	492	16	1,500	1,500	1,000
6408 Contractor Fees	983	-	-	-	-
6419 Communication Eq. Repairs	-	447	3,000	3,000	3,000
6430 Health Services	8,865	4,278	5,575	5,575	5,700
6501 Insurance	-	-	9,533	9,533	11,695
6599 Other Contracts/Obligations	2,537	2,957	3,100	3,100	3,100
	$ 2,481,239	$ 2,771,212	$ 2,814,049	$ 2,903,411	$ 3,043,313

DETAILED SUMMARY OF 2005 PROPOSED EXPENDITURES > $10,000

Gas Purchases *	
Diesel fuel, est @ $2.09/gal	$ 361,006
	$ 361,006
Vehicle & Equipment Parts	
Oil & other lubricants	$ 13,473
Tire repairs & retreads	16,617
New tires	12,500
	$ 42,590

* Valley Transit does not pay federal gas tax (currently at $0.244/gal) or state tax (currently at $0.299 gal).

CITY OF APPLETON 2006 BUDGET
VALLEY TRANSIT

ADA Paratransit **Business Unit 5850**

PROGRAM MISSION

For the benefit of people whose functional ability prevents use of fixed route bus service so that they may contribute to the community and experience an enhanced quality of life, we will provide specialized curb-to-curb advance reservation demand response transportation.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategies #2: "…pursue regional cooperation of services…", #3: "Train, develop, and support our human resources…", #4: "…encourage open and productive working relationships …", #5: "…work to improve influence over statutory and regulatory processes…" and #6: "Work to continuously improve the efficiency and effectiveness of City services…"

Objectives:

To comply with the requirements of the Americans with Disabilities Act

To provide safe, reliable, convenient, and friendly specialized transportation

To meet the needs of the transit dependent population including outreach efforts to agencies and companies like Valley Packaging, Goodwill Industries, Lakeside Packaging Plus, W-2 support agencies, etc.

Major program changes:

The contract cost per trip had increased from $13.21 (2005 avg. cost) to $16.79 based on the results of a recently completed request for proposals (RFP) process. The passenger fare is proposed to increase from $2.50 to $3.00 for curb-to-curb service and from $3.50 to $5.00 for premium service. Ridership is projected to remain at 2005 levels.

The number of ADA certifications is budgeted to increase from 1,200 to 1,400 to more closely reflect actual numbers.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Safe, reliable, convenient mobility					
# reportable accidents	0	0	0	1	0
% on-time performance	96.9%	96.9%	90-95%	95.3%	90-95%
Helpful, friendly employees					
# customer complaints	147	92	52	100	52
Strategic Outcomes					
Cost effective service delivery					
Cost per trip	$ 14.52	$ 15.62	$ 15.74	$ 15.74	$ 19.26
Efficient service delivery					
Trips per hour	1.9	1.8	1.7	1.7	1.7
Work Process Outputs					
Service Provided					
Hours of service/yr	31,853	32,270	36,204	36,204	36,928
Miles of service/yr	430,018	432,322	527,450	527,450	538,000
Trips taken/yr	59,185	58,702	61,536	61,314	61,050

CITY OF APPLETON 2006 BUDGET
VALLEY TRANSIT

ADA Paratransit **Business Unit 5850**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4210 Federal Grants	$ -	$ -	$ 246,834	$ 246,834	$ 334,714
4224 Miscellaneous State Aids	-	-	324,272	324,272	352,331
4230 Miscellaneous Local Aids	116,481	143,615	181,899	181,899	217,889
4875 Farebox Revenue	174,921	173,880	180,915	180,915	231,990
	$ 291,402	$ 317,495	$ 933,920	$ 933,920	$ 1,136,924
Expenses					
6101 Regular Salaries	$ 33,657	$ 33,471	$ 52,427	$ 52,427	$ 55,505
6150 Fringes	13,671	15,831	19,470	19,470	20,794
6201 Training & Conferences	704	801	864	864	1,147
6301 Office Supplies	696	988	886	886	883
6302 Subscriptions	67	295	300	300	300
6303 Memberships & Licenses	155	312	-	-	-
6304 Postage\Freight	466	229	506	506	504
6306 Building Maint./Janitorial	797	827	1,139	1,139	1,135
6308 Landscape Supplies	16	96	127	127	126
6320 Printing & Reproduction	4,996	5,099	2,468	2,468	2,479
6322 Gas Purchases	370	653	418	418	639
6327 Miscellaneous Equipment	-	-	253	253	252
6401 Accounting/Audit	1,071	1,205	823	823	1,073
6408 Contractor Fees	759,056	782,190	828,408	828,408	1,025,031
6412 Advertising	5,447	5,640	4,557	4,557	4,665
6413 Utilities	8,753	19,611	14,878	14,878	15,702
6414 Janitorial Service	6,909	8,534	5,823	5,823	6,332
6416 Building Repairs & Maintenan	1,281	873	1,519	1,519	1,513
6418 Equip Repairs & Maint	613	630	215	215	214
6424 Software Support	911	10,525	8,350	8,350	8,700
6440 Snow Removal Services	558	985	760	760	779
6454 Grounds Repair & Maintenance	898	1,738	962	962	1,009
6501 Insurance	-	2,883	2,421	2,421	1,856
6599 Other Contracts/Obligations	18,105	23,723	20,400	20,400	23,800
6804 Equipment	-	-	-	97,000	-
	$ 859,197	$ 917,139	$ 967,974	$ 1,064,974	$ 1,174,438

DETAILED SUMMARY OF 2005 PROPOSED EXPENDITURES > $10,000

Contractor Fees

Purchased transportation: Valley Transit II - Disabled, 61,050 trips	$ 1,025,031
	$ 1,025,031

Other Contracts/Obligations

ADA certifications, 1,400 total	$ 23,800
	$ 23,800

CITY OF APPLETON 2006 BUDGET
VALLEY TRANSIT

Ancillary Paratransit **Business Unit 5860**

PROGRAM MISSION

For the benefit of older adults, certain people with disabilities and participating local governments so that these people can have more productive and satisfying lives by contributing to the community and so transportation funding is maximized, we will coordinate a broad range of contracted specialized transportation services.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategies #2: "…pursue regional cooperation of services…", #3: "Train, develop, and support our human resources…", #4: "…encourage open and productive working relationships…", and #6: "Work to continuously improve the efficiency and effectiveness of City services…"

Objectives:

To provide a transportation alternative to older adults for whom fixed route bus service is difficult

To provide employment transportation, access to mealsites and limited Sunday service to people with disabilities

To coordinate transportation services to maximize the effectiveness of each local dollar spent

Major program changes:

Cost increases are projected in the VTII Elderly and Sunday and Lakeside Packaging programs due to fuel prices. The Outagamie County Temporary Assistance for Needy Families program (TANF) was significantly underbudgeted in 2005 which is being corrected in 2006 and the Darboy Call-a Ride program is expected to average 250 trips per month in 2006.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Safe, reliable, convenient mobility					
# reportable accidents	0	1	0	0	0
Customer rating of reliability (excellent or average)	98%	98%	95%	98%	95%
Affordable mobility					
Average rider fare	$ 2.19	$ 4.95	$ 2.97	$ 3.20	$ 3.79
Strategic Outcomes					
Fill transportation gaps					
Specialized older adult transportation	full	full	full	full	full
Supported employment transportation	full	full	full	full	full
Access to mealsites	full	full	full	full	full
Rural to urban transportation	partial	partial	partial	partial	partial
Sunday transportation for people with disabilities	full	full	full	full	full
Maximize non-local funding sources					
Net benefit to participating governments	$ 209,398	$ 211,062	$ 196,180	$ 196,180	$ 213,677
Work Process Outputs					
Service provided - Trips taken by contract					
Outagamie TANF	3,935	2,479	4,404	5,007	7,200
Outagamie/Calumet elderly	4,152	4,405	4,277	4,801	4,801
Outagamie rural	4,317	4,734	4,508	4,296	4,308
Outagamie support employment	70,840	71,120	71,400	71,400	71,400
Northern Winnebago Dial-A-Ride	10,777	8,702	10,937	8,151	8,527
Lakeside Packaging Plus	18,471	21,018	18,471	22,152	21,018
Winnebago mealsite	1,858	1,722	1,895	1,692	1,774
Calumet New Hope Center	12,902	14,035	14,192	12,908	14,456
Calumet rural	New Service	1,287	1,000	1,460	1,458

CITY OF APPLETON 2006 BUDGET
VALLEY TRANSIT

Ancillary Paratransit **Business Unit 5860**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4210 Federal Grants	$ -	$ -	$ 235,866	$ 235,866	$ 284,511
4224 Miscellaneous State Aids	-	-	309,863	309,863	299,486
4230 Miscellaneous Local Aids	204,329	218,932	370,289	370,289	399,480
4875 Farebox Revenue	101,700	113,952	123,015	123,015	133,532
	$ 306,029	$ 332,884	$ 1,039,033	$ 1,039,033	$ 1,117,009
6408 Contractor Fees	$ 841,028	$ 881,661	$ 922,963	$ 922,963	$ 997,386
6430 Health Services	-	558	2,000	2,000	900
	$ 841,028	$ 882,219	$ 924,963	$ 924,963	$ 998,286

DETAILED SUMMARY OF 2005 PROPOSED EXPENDITURES > $10,000

Contractor Fees

Purchased transportation:

Valley Transit II - Elderly	$ 80,616
Purchased transportation - Optional	8,815
Outagamie County - Developmentally Disabled Transportation	392,205
Outagamie County - Demand response - Rural	121,923
Outagamie County - Temporary Assistance for Needy Families	68,441
Winnebago County - Lakeside Packaging plus	102,578
Town of Menasha - Elderly Service	10,942
Winnebago County - Nutrition	15,053
Neenah - Dial-A-Ride	74,781
Darboy - Call-A-Ride	27,000
Calumet County - New Hope Center	66,565
Calumet County - Rural Service	28,467
	$ 997,386

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CITY OF APPLETON 2006 BUDGET
VALLEY TRANSIT
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET ASSETS

	2003 Actual	2004 Actual	2005 Budget	2005 Projected	2006 Budget
Revenues					
Charges for Services	$ 795,508	$ 823,452	$ 810,190	$ 850,190	$ 1,049,525
Miscellaneous	50,022	75,792	71,000	75,000	71,000
Total Revenues	845,530	899,244	881,190	925,190	1,120,525
Expenses					
Operating Expenses	5,435,492	5,934,855	6,008,857	6,048,857	6,600,277
Depreciation	513,187	491,217	589,230	597,114	619,673
Interest Expense	-	-	-	-	-
Miscellaneous (Capital Expenses)	-	-	-	-	-
Total Expenses	5,948,679	6,426,072	6,598,087	6,645,971	7,219,950
Revenues over (under) Expenses	(5,103,149)	(5,526,828)	(5,716,897)	(5,720,781)	(6,099,425)
Non-Operating Revenues (Expenses)					
Investment Income	-	25,374	30,000	15,000	15,000
Operating & Capital Subsidies	4,145,830	4,380,539	4,546,639	4,556,088	4,972,170
Total Non-Operating	4,145,830	4,405,913	4,576,639	4,571,088	4,987,170
Income (Loss) Before Contributions and Transfers	(957,319)	(1,120,915)	(1,140,258)	(1,149,693)	(1,112,255)
Contributions and Transfers In (Out)					
Capital Contributions	168,198	3,585,158	208,000	1,034,550	63,200
General Fund	457,080	629,695	576,574	618,875 *	601,482
Capital Projects	-	-	-	-	(14,000)
Change in Net Assets	(332,041)	3,093,938	(355,684)	503,732	(461,573)
Total Net Assets - Beginning	3,929,382	3,597,341	6,691,279	6,691,279	7,195,011
Total Net Assets - Ending	$ 3,597,341	$ 6,691,279	$ 6,335,595	$ 7,195,011	$ 6,733,438

SCHEDULE OF CASH FLOWS

Working Cash - Beginning	$ (22,451)	$ 43,845
+ Change in Net Assets	503,732	(461,573)
+ Depreciation	597,114	619,673
- Fixed Assets	(1,293,188)	(55,000)
+ F/A Funded by Restricted Cash	258,638	5,800
Working Cash - End of Year	$ 43,845	$ 152,745

Discussion of changes in Net Assets:

* The 2005 projected transfer from the General Fund Includes $42,301 carried over from 2004 to 2005 based on receiving more state and federal aid than projected. It is projected that no excess funds will be available in 2005 to be carried forward into 2006.

CITY OF APPLETON 2006 BUDGET

PUBLIC WORKS DEPARTMENT

Public Works Director: Paula A. Vandehey

Deputy Director/City Engineer: Ross M. Buetow

Deputy Director of Operations: Wendy K. Lodholz

CITY OF APPLETON 2006 BUDGET
PUBLIC WORKS DEPARTMENT

MISSION STATEMENT

To provide quality, cost effective public works services for our customers.

DISCUSSION OF SIGNIFICANT 2005 EVENTS

Improved customer service through our customer tracking system

Celebrated our successes by holding our annual Employee Appreciation Breakfast during National Public Works Week

Worked with Mayor appointed committee to determine design of new College Avenue Bridge

The department in conjunction with the Central Equipment Agency evaluated the 2006 equipment purchases and determined that 16 units could be retained for one additional year reflecting replacement reserve savings of $25,839

Provided services to an ever increasing number of special events

	Actual 2003	Actual 2004	Projected 2005	Targeted 2006
Streets - Total miles by surface type				
Concrete	197.38	181.39	182.11	184.86
Asphalt	95.92	116.26	116.41	115.65
Grade & Gravel	27.50	35.07	39.50	40.88
TOTAL	320.80	332.72	338.02	341.39
Net Change to Street System				
Annexed/Vacated Asphalt	0.00	0.00	0.00	0.00
Grade & Gravel	5.18	5.30	3.37	3.50
TOTAL	5.18	5.30	3.37	3.50
Street Reconstruction - Total miles by surface type				
Concrete to Concrete	1.38	0.54	0.77	1.21
Concrete to Asphalt	0.16	0.89	0.39	0.00
Asphalt to Concrete	0.33	0.38	0.24	0.76
Asphalt over Concrete	0.00	0.00	0.00	0.00
Asphalt to Asphalt	1.80	1.28	2.09	0.93
Asphalt partial reconstruct	0.38	0.28	0.00	0.00
Grade & Gravel to Concrete	1.97	3.27	0.87	1.99
TOTAL	6.02	6.64	4.36	4.89
% of Total Miles Reconstructed				
Concrete	0.53%	0.28%	0.30%	0.58%
Asphalt	0.73%	0.74%	0.73%	0.27%
TOTAL	1.26%	1.02%	1.03%	0.85%
Sidewalks - Miles Reconstructed by Program				
Green Dot	3.00	1.60	1.50	1.50
Asphalt Reconstruct	4.26	1.65	2.48	0.93
Concrete Reconstruct	3.82	0.09	1.01	1.97
Property Owner Request	0.50	0.50	0.50	0.50
TOTAL	11.58	3.84	5.49	4.90

CITY OF APPLETON 2006 BUDGET
PUBLIC WORKS DEPARTMENT

MAJOR 2006 OBJECTIVES

Continue to identify and evaluate services provided by the department that can be delivered in a more cost-effective manner but still meet the needs of the community

Provide a quality work environment that encourages employee participation, and encourages celebration of our successes

Provide excellent customer service through courteous, knowledgeable, and proactive interaction with our customers

Work with the Finance Department to maintain records to comply with Governmental Accounting Standards Board (GASB) Statement 34

Provide opportunities for cross-training and job shadowing throughout the department

Continue to develop a new snow dump site at the Whitman Avenue Yard Waste Site

Continue to work with the Parks & Recreation Department to effectively share employees from the Labor Pool Division

Continue to work with the Parks & Recreation Department in sharing equipment. This would include the water truck, loaders, single axle trucks and generators. Continue to meet with Parks & Recreation staff to explore other possible equipment sharing opportunities.

Continue to implement the department's action plan for improvement

Work with the Wisconsin Department of Transportation on the West College Avenue paving project in order to minimize the disruption to residents and businesses

Work with the Wisconsin Department of Transportation on developing the design for the College Avenue bridge project and the College/Walter/John Street intersection

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2003	2004	Adopted 2005	Amended 2005	2006	Change *
Program Revenues		$ 1,993,895	$ 2,130,689	$ 2,192,350	$ 2,192,350	$ 1,991,695	-9.15%
Program Expenses							
17011	Administrative Service	1,242,716	1,424,498	1,069,713	1,069,713	1,282,464	19.89%
17014	Concrete Reconstruction	1,938,553	1,975,891	1,610,287	2,306,914	2,204,391	36.89%
17015	Sidewalk Reconstruction	662,339	551,104	671,557	671,557	587,740	-12.48%
17016	Asphalt Reconstruction	956,296	1,288,377	1,301,517	1,301,517	893,149	-31.38%
17022	Traffic - Control	666,417	674,155	701,843	701,843	727,435	3.65%
17023	Street Lighting	964,588	1,014,127	970,214	970,214	1,092,596	12.61%
17031	MSB Administration	841,498	873,522	929,362	929,362	986,209	6.12%
17032	Street Repair	1,753,499	1,477,217	1,617,774	1,617,774	1,454,333	-10.10%
17033	Snow & Ice Control	515,464	938,643	832,556	832,556	973,456	16.92%
15520	Inspections	598,071	608,437	614,331	614,331	565,967	-7.87%
TOTAL		$ 10,139,441	$ 10,825,971	$ 10,319,154	$ 11,015,781	$ 10,767,740	4.35%
Expenses Comprised Of:							
Personnel		4,186,394	4,283,597	4,125,375	4,125,375	4,443,868	7.72%
Administrative Expense		80,500	64,995	80,296	80,296	82,507	2.75%
Supplies & Materials		647,910	932,230	808,757	808,757	757,705	-6.31%
Purchased Services		740,249	716,893	770,922	793,026	299,663	-61.13%
Utilities		1,179,792	1,218,047	1,168,030	1,168,030	1,264,428	8.25%
Repair & Maintenance		658,906	864,783	925,838	925,838	955,032	3.15%
Capital Expenditures		2,645,690	2,745,426	2,439,936	3,114,459	2,964,537	21.50%
Full Time Equivalent Staff:							
Personnel allocated to programs		59.64	57.19	58.39	58.39	60.60	

** % change from prior year adopted budget*

CITY OF APPLETON 2006 BUDGET
PUBLIC WORKS DEPARTMENT

Administrative Services **Business Unit 17011**

PROGRAM MISSION

To provide supervision, training and leadership in all department functions and activities

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategies # 2, "…pursue regional cooperation of services...", # 3, "Train, develop, and support our human resources…", # 4, "…encourage open and productive working relationships…", # 5, "…work to improve influence over statutory and regulatory processes." and # 6, "Work to continuously improve the efficiency and effectiveness of City services..."

Objectives:

Improve customer service by tracking citizen contacts and making improvements accordingly
Work with the Technology Services Department to review and update the official City map to reflect current growth
Review the Assessment Policy and propose changes to reflect areas of concern
Develop and implement a 5-year capital plan to improve City infrastructure
Monitor project completion dates for contract compliance and timely assessment billings
Support staff training and development and provide the necessary tools and equipment for staff use
Improve budget development, implementation and monitoring practices
Review engineering designs, site plans and plats prepared by consultants for private construction projects to insure compliance throughout the City
Implement the building inspections career development plan to improve efficiencies and minimize number of daily inspections
Continue to work with the Technology Services Department to develop an electronic permit system to increase efficiency and reduce duplicated activities

Major Program Changes:

This budget includes an approximate $223,000 variance in wages and fringe benefits over the 2005 budget. Due to enhancements to the City's work order and payroll system in 2004, we are better able to track and assign personnel costs to the proper business units based on the work performed. Our 2006 budget request is based on this improved information which, although being more accurate, creates a variance from the 2005 budget. In total across all DPW business units, the total salaries and fringes do equal the amounts provided by the Finance Department. It is expected that these variances within individual business units will subside in future years.

This budget proposes to eliminate one of the four common use vehicles used by several departments. This elimination will save approximately $700 in CEA charges in 2006 and the cost of replacing the vehicle in the future.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Ordinance compliance					
Construction permits sold	748	789	700	750	750
Recovery of project costs					
# of assessment bills prepared	2,511	2,794	2,500	2,500	2,500
Compliance with city regulations					
# of site plans reviewed	44	31	45	45	45
Strategic Outcomes					
Effective use of budgeted funds					
% of budget dollars obligated	92%	92%	100%	100%	100%
Consistent & current information					
Policies reviewed and updated	7	12	10	10	10
Work Process Outputs					
Service provided					
# of agenda items prepared	290	311	300	300	300
Improvements/additions to infrastructure					
$ of projects bid	$ 11,386,028	$ 12,818,625	$ 16,000,000	$ 16,000,000	$ 15,000,000

CITY OF APPLETON 2006 BUDGET
PUBLIC WORKS DEPARTMENT

Administrative Services **Business Unit 17011**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4408 Sidewalk	$ 9,560	$ 10,580	$ 8,500	$ 8,500	$ 9,000
4409 Street Occupancy	1,440	1,375	1,000	1,000	1,200
4410 Street Excavation	4,930	4,435	4,000	4,000	4,200
5010 Misc Revenue - Nontax	7,315	4,440	5,000	5,000	5,000
5011 Misc Revenue - Tax	107	95	200	200	100
5035 Other Reimbursements	253	130	200	200	200
Total Revenue	$ 23,605	$ 21,055	$ 18,900	$ 18,900	$ 19,700
Expenses					
6101 Regular Salaries	$ 694,743	$ 819,794	$ 580,734	$ 580,734	$ 749,066
6104 Call Time	2,385	1,060	2,000	2,000	1,000
6105 Overtime	12,421	25,328	16,000	16,000	18,900
6108 Part-Time	1,026	2,689	-	-	-
6150 Fringes	284,923	365,605	242,733	242,733	298,327
6201 Training\Conferences	23,769	12,576	19,500	19,500	21,000
6202 Local Auto Expense	2,098	190	-	-	-
6206 Parking Permits	10,860	10,306	9,984	9,984	11,004
6301 Office Supplies	13,397	7,383	8,200	8,200	6,500
6302 Subscriptions	185	-	-	-	-
6303 Memberships & Licenses	3,298	4,221	3,700	3,700	4,600
6304 Postage\Freight	95	25	1,000	1,000	150
6305 Awards & Recognition	3,140	33	1,557	1,557	1,557
6307 Food & Provisions	36	-	-	-	-
6309 Shop Supplies & Tools	1,056	6,949	2,000	2,000	2,000
6311 Paint & Supplies	1,859	-	-	-	-
6315 Books & Library Materials	1,716	1,532	1,000	1,000	1,250
6316 Miscellaneous Supplies	4,797	-	-	-	-
6320 Printing & Reproduction	12,442	21,630	19,000	19,000	20,500
6321 Clothing	2,015	2,277	2,040	2,040	1,990
6323 Safety Supplies	426	478	300	300	500
6324 Medical/Lab Supplies	41	-	-	-	-
6327 Miscellaneous Equipment	8,848	7,250	1,250	1,250	2,150
6402 Legal Fees	108	411	400	400	500
6404 Consulting Services	23,385	3,190	2,000	2,000	3,000
6405 Engineering Fees	3,122	-	2,500	2,500	2,000
6408 Contractor Fees	2,668	5,063	5,000	5,000	5,000
6409 Inspection Fees	3,146	7,845	2,000	2,000	7,000
6411 Temporary Help	9,678	-	-	-	-
6412 Advertising/Publication	1,653	854	900	900	1,700
6413 Utilities	16,807	17,255	17,300	17,300	15,010
6418 Equip Repairs & Maint	7,536	10,300	9,000	9,000	11,500
6419 Communication Eq. Repairs	395	-	-	-	-
6420 CBM Charges	234	-	-	-	-
6425 CEA Equip. Rental	67,633	74,210	74,015	74,015	79,060
6430 Health Services	26	13	-	-	-
6451 Laundry Services	5,934	5,015	6,600	6,600	5,200
6502 Leases	2,307	-	-	-	-
6599 Other Contracts/Obligations	12,508	11,016	14,000	14,000	12,000
6804 Equipment	-	-	25,000	25,000	-
Total Expense	$ 1,242,716	$ 1,424,498	$ 1,069,713	$ 1,069,713	$ 1,282,464

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Training/Conferences	
General staff training	$ 8,200
Supervisor training	1,800
Technical training	11,000
	$ 21,000
Printing & Reproduction	
Bid documents/copier chgs	$ 11,500
Inspections forms	9,000
	$ 20,500

Other Contracts/Obligations	
Digger's hotline	$ 12,000
	$ 12,000
Equip Repairs & Maint	
Radio repairs	$ 1,000
Survey equipment	1,500
Printer/plotters	9,000
	$ 11,500

CITY OF APPLETON 2006 BUDGET
PUBLIC WORKS DEPARTMENT

Concrete Reconstruction **Business Unit 17014**

PROGRAM MISSION

The department will monitor the condition and uses of City streets and plan for reconstruction or expansion of those that do not meet our standards or requirements to reduce maintenance costs, improve traffic management, and maintain safe and consistent pavement.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategies # 2, "… pursue regional cooperation of services…" and # 6, "Work to continuously improve the efficiency and effectiveness of City services…."

Objectives:

Implement the 2006 Concrete Reconstruction Program

Identify streets that are below standards and incorporate them into our five-year plan

Coordinate street reconstruction plans with the Water and Wastewater Utilities to identify problem areas and minimize multi-year inconvenience

Prepare bids, monitor costs, and manage contracts to insure the highest possible ride-ability rating of the city streets

Major Program Changes:

No major changes. Please see Programs, page 604 for further detail on infrastructure construction.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Condition of roadway surfaces (scale 100 - 0, 0 best)					
Average condition rating	24.31	24.73	25.00	25.00	25.00
Miles of street under min. rideability	16.85	19.07	15.00	15.00	15.00
Strategic Outcomes					
Improvement to street system					
Total miles of streets	321.99	332.70	338.02	338.02	341.39
Total miles in concrete	197.25	181.39	182.11	182.11	184.86
% of total miles reconstructed	0.53%	0.28%	0.30%	0.30%	0.58%
Work Process Outputs					
Restoration of roadway surfaces					
Miles of streets reconstructed	1.71	0.89	1.01	1.01	1.97
Expansion of street system					
Miles of new grade & gravel streets	5.18	5.30	3.50	3.50	3.50

CITY OF APPLETON 2006 BUDGET
PUBLIC WORKS DEPARTMENT

Concrete Reconstruction **Business Unit 17014**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4224 Miscellaneous State Aid	$ -	$ -	$ -	$ -	$ -
4602 Concrete Paving	497,649	585,338	637,500	637,500	600,000
4604 Sewer Mains & Laterals	2,903	2,128	-	-	-
4615 Grade & Gravel	16,587	184,907	115,400	115,400	130,000
5035 Other Reimbursements	-	17	-	-	-
Total Revenue	$ 517,139	$ 772,390	$ 752,900	$ 752,900	$ 730,000
Expenses					
6101 Regular Salaries	$ 123,836	$ 120,649	$ 124,023	$ 124,023	$ 94,877
6104 Call Time	-	130	-	-	-
6105 Overtime	10,535	11,945	9,000	9,000	7,000
6108 Part-Time	7,489	6,482	-	-	-
6150 Fringes	55,555	61,318	52,029	52,029	43,352
6308 Landscape Supplies	846	-	6,350	6,350	9,595
6320 Printing & Reproduction	17	-	-	-	-
6325 Construction Materials	138,144	169,253	145,000	145,000	35,744
6328 Signs	6,980	11,015	-	-	-
6402 Legal Fees	-	15	-	-	-
6404 Consulting Services	19,805	55,319	240,000	262,104	60,000
6408 Contractor Fees	25,749	42,982	49,000	49,000	-
6413 Utilities	-	777	-	-	-
6425 CEA Equip. Rental	1,821	18,943	4,300	4,300	3,729
6599 Other Contracts/Obligations	-	127	-	-	-
6801 Land	90,075	62,798	90,000	329,523	235,000
6809 Infrastructure Construction	1,457,701	1,414,138	890,585	1,325,585	1,715,094
Total Expense	$ 1,938,553	$ 1,975,891	$ 1,610,287	$ 2,306,914	$ 2,204,391

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

2006 - Concrete	Street	From	To	General Fund
Labor Pool				136,515
Design	College Ave	Linwood Ave	Richmond St	20,000
	Lake Park Rd	Kensington Dr	Plank Rd	20,000
	Memorial Dr	Fox River	Lawrence St	10,000
	Wisconsin Ave	Richmond St	Ballard Rd	10,000
	Subtotal			**60,000**
Land	Lake Park Rd	Plank Rd	Round About	100,000
	Midway Rd	Huckleberry La	Lake Park Rd	135,000
	Subtotal			**235,000**
Reconstruction	Alley n/o College	State St	State St - w/o	33,000
	Alley w/o Fountain	Taft Ave	Harding St	75,000
	Lawe St	College Ave	River	215,000
	Mason St	Wisconsin Ave	Lindbergh St	715,000
	College Ave	Badger Ave	Richmond St	301,000
	College Ave	Linwood Ave	Badger Ave	305,889
	Subtotal			**1,644,889**
Total Concrete Paving				**$ 2,076,404**
2006 - Grade & Gravel				
Labor Pool				8,714
Grade & Gravel	Ashbury Dr	Providence Ave	French Rd	82,800
	Subtotal			**82,800**
Temporary Surface	Ashbury Dr	Providence Ave	French Rd	36,473
	Subtotal			**36,473**
Total Grade & Gravel				**$ 127,987**

CITY OF APPLETON 2006 BUDGET
PUBLIC WORKS DEPARTMENT

Sidewalk Construction **Business Unit 17015**

PROGRAM MISSION

To provide a safe pedestrian transportation system throughout the City.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategies # 2, "… pursue regional cooperation of services…" and # 6, "Work to continuously improve the efficiency and effectiveness of City services…."

Objectives:

Monitor the impact of the sidewalk policy

Improve public awareness of the sidewalk policy

Install sidewalks on at least one arterial or collector street per year

Major Program Changes:

The amount of new subdivision sidewalks installed by the City is significantly reduced. Many builders are installing walks without the use of City funds. New subdivisions are required to escrow funds for sidewalks.

Please see Projects, page 610 for further detail on the sidewalk program.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Safe pedestrian walkways					
# of defective sidewalk related accidents	0	0	3	3	2
Strategic Outcomes					
Policy decision					
% of total contract assessable	0.1%	0.0%	0.1%	0.1%	0.1%
Minimize liability					
# of insurance claims from defective sidewalks	2	5	3	3	2
Work Process Outputs					
Defective sidewalks					
Miles of green dot	3.0	1.6	2.0	2.0	2.0
Request for replacement					
Miles	0.5	0.5	0.5	0.5	0.5
Expansion of pedestrian walkways					
Miles of new sidewalks	2.0	0.0	2.0	1.5	1.0

CITY OF APPLETON 2006 BUDGET
PUBLIC WORKS DEPARTMENT

Sidewalk Construction **Business Unit 17015**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4607 Sidewalks	$ 85,199	$ 77,647	$ 50,000	$ 50,000	$ 60,000
4801 Charges for Serv.- Nontax	91,838	24,410	37,500	37,500	25,000
Total Revenue	$ 177,037	$ 102,057	$ 87,500	$ 87,500	$ 85,000
Expenses					
6101 Regular Salaries	$ 71,937	$ 61,151	$ 78,187	$ 78,187	$ 82,377
6104 Call Time	116	-	-	-	-
6105 Overtime	11,724	8,776	11,000	11,000	7,749
6108 Part-Time	7,398	6,865	4,661	4,661	4,661
6150 Fringes	35,364	28,223	31,659	31,659	28,893
6325 Construction Materials	-	139	-	-	-
6408 Contractor Fees	140,813	80,150	137,000	137,000	112,000
6429 Interfund Allocations	(58,989)	(49,945)	(92,000)	(92,000)	(72,000)
6809 Infrastructure Construction	453,976	415,745	501,050	501,050	424,060
Total Expense	$ 662,339	$ 551,104	$ 671,557	$ 671,557	$ 587,740

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

2006	General Fund
Labor Pool	123,680
Sidewalk Construction	
Green Dot	210,000
General	50,000
Patch Contract	112,000
Reconstruction - Concrete	51,920
Reconstruction - Asphalt	52,140
Subtotal	**476,060**
New Sidewalk Construction	
Arterial Street	60,000
Less: Costs allocated to Utilities	(72,000)
Total	$ 587,740

CITY OF APPLETON 2006 BUDGET
PUBLIC WORKS DEPARTMENT

Asphalt Reconstruction **Business Unit 17016**

PROGRAM MISSION

The department will monitor the condition and uses of City streets and plan for reconstruction or expansion of those that do not meet our standards or requirements to reduce maintenance costs, improve traffic management, and maintain safe and consistent pavement.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategies # 2, "… pursue regional cooperation of services…" and # 6, "Work to continuously improve the efficiency and effectiveness of City services…."

Objectives:

Implement the 2006 Asphalt Reconstruction Program

Identify streets that are below standard and incorporate their reconstruction into our five-year plan

Coordinate reconstruction plans with the Water and Wastewater Utilities to identify problem areas and minimize multi-year inconvenience

Prepare bids, monitor costs, and manage contracts to insure the highest possible ride-ability rating of city streets

Major Program Changes:

The decrease in expenditures in the asphalt reconstruction program is due to more funds being allocated to the concrete reconstruction program in 2006. Specifically, the moving of the Mason Street concrete project from 2005 to 2006 required an additional $700,000 be allocated to the concrete reconstruction program. Those funds came primarily from the asphalt reconstruction program.

Please see Projects, page 600 for further detail on the asphalt reconstruction program.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Condition of roadway surfaces (scale 100 - 0, 0 best)					
Average condition rating	17.89	21.27	16.00	16.00	16.00
Miles under minimum rideability	12.61	18.89	13.00	13.00	13.00
Strategic Outcomes					
Improvement to street system					
Total miles of streets in city	321.99	332.70	338.02	338.02	341.39
Total miles in asphalt	96.19	116.26	116.41	116.41	115.65
% of total miles reconstructed	0.73%	0.74%	0.73%	0.73%	0.27%
Work Process Outputs					
Restoration of roadway surfaces					
Miles of streets reconstructed	2.34	2.45	2.48	2.48	0.93

CITY OF APPLETON 2006 BUDGET
PUBLIC WORKS DEPARTMENT

Asphalt Reconstruction **Business Unit 17016**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4601 Asphalt Paving	$ 394,926	$ 346,699	$ 495,000	$ 495,000	$ 400,000
4903 Street Maintenance Revenue	36,613	-	-	-	-
Total Revenue	$ 431,539	$ 346,699	$ 495,000	$ 495,000	$ 400,000
Expenses					
6101 Regular Salaries	$ 85,603	$ 104,191	$ 93,351	$ 93,351	$ 145,496
6104 Call Time	-	39	-	-	-
6105 Overtime	7,875	14,724	11,000	11,000	10,000
6108 Part-Time	999	5,514	5,697	5,697	5,697
6150 Fringes	41,278	54,911	38,176	38,176	65,904
6308 Landscape Supplies	10,028	17,900	12,400	12,400	4,740
6316 Miscellaneous Supplies	-	-	-	-	-
6325 Construction Materials	145,189	190,044	171,942	171,942	62,218
6328 Signs	-	3,474	-	-	-
6408 Contractor Fees	4,660	9,966	-	-	-
6425 CEA Equip. Rental	21,080	34,869	35,650	35,650	38,711
6809 Infrastructure Construction	639,584	852,745	933,301	933,301	560,383
Total Expense	$ 956,296	$ 1,288,377	$ 1,301,517	$ 1,301,517	$ 893,149

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

2006	Street	From	To	General Fund Asphalt
Labor Pool				227,097
Total Reconstruction	Highland Ave	Linwood Ave	Badger Ave	98,500
	Ida St	North St	Pacific St	48,000
	Oakcrest Dr	Prospect Ave	Lehmann La	141,000
	Outagamie Ct	Highland Ave	Packard St	115,000
	Schneider Pl	Douglas St	Badger Ave	47,000
	Spring St.	Mason St	Richmond St	216,552
	Subtotal			**666,052**
Total Asphalt Pavement				$ 893,149

CITY OF APPLETON 2006 BUDGET
PUBLIC WORKS DEPARTMENT
Traffic Control and Maintenance **Business Unit 17022**

PROGRAM MISSION

To maintain and install the appropriate traffic control devices to provide a safe and efficient transportation system throughout the City.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategies # 2, "… pursue regional cooperation of services…" and # 6, "Work to continuously improve the efficiency and effectiveness of City services…."

Objectives:

Respond to requests for special studies from Alderpersons, citizens and City staff for all traffic related issues
Work with the engineering staff and developers to design streets for safety and efficiency
Improve safety within the public right-of-way by analyzing recommendations from traffic accident analysis and annual sign visibility surveys
Insure traffic control signing is highly visible both during daylight and night time hours and is installed in accordance with prescribed standards and guidelines
Increase motorist and pedestrian safety by reducing the potential for burned out traffic signal bulbs by replacing one-half of the bulbs annually

Major Program Changes:

The increase in construction materials ($16,500) and signs ($10,000) is due to an anticipated increase in workload in an attempt to catch up with current needs.
The increase in contractor fees ($15,000) is due to the contracting out of crosswalk and stop line painting. Labor time previously assigned to this task will be reallocated to other pending projects. This increase will be partially offset in the future by extending the painting interval in some situations from 1.5 years to 2.5 years.
The decrease in utilities (-$50,000) is due to an anticipated decrease in electricity costs associated with the light emitting diode (LED) replacement program for traffic signal lights. The program is expected to further decrease electricity needs in the future as well.
This budget includes an increase in personnel expense of $1,925 resulting from an external review of the position of Assistant Traffic Engineer.
This budget includes $30,000 to upgrade traffic control software and expand the traffic communications grid on the Richmond Street corridor to provide improved traffic signal coordination with the newly reconstructed W. College Avenue. This project will enhance our remote diagnostic capabilities, resulting in improved response times and service to the public.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Safe, reliable traffic control					
# of changes to traffic controls	61	43	70	50	65
# of changes to parking restrictions	124	86	100	85	90
% of signs installed or replaced	3.03%	1.62%	2.20%	2.50%	2.50%
Intersections in the City					
# of controlled intersections	1,302	1,327	1,332	1,347	1,363
# of uncontrolled intersections	703	707	753	783	813
Strategic Outcomes					
Effective traffic control devices					
# of accidents per mile of streets	3.8	4.0	3.8	3.9	3.8
Efficient use of staff					
# of signals maintained for other municipalities	21	24	26	25	27
Work Process Outputs					
Service provided					
# of traffic control signs & signals	85 signals	64 signals	70 signals	70 signals	70 signals
repaired from knockdowns	134 Signs	94 Signs	140 signs	150 signs	150 signs
Respond to system demands					
# of responses for traffic & parking related changes	142	94	200	100	110

CITY OF APPLETON 2006 BUDGET
PUBLIC WORKS DEPARTMENT
Traffic Control and Maintenance **Business Unit 17022**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4801 Charges for Serv.- Nontax	$ 3,277	$ 335	$ 2,500	$ 2,500	$ 2,500
4908 Misc. Intergov.Charges	52,745	82,690	49,500	49,500	55,325
5010 Misc Revenue - Nontax	1,244	20	-	-	-
5030 Damage to City Property	25,573	35,035	38,000	38,000	36,000
5035 Other Reimbursements	5,000	-	-	-	-
Total Revenue	$ 87,839	$ 118,080	$ 90,000	$ 90,000	$ 93,825
Expenses					
6102 Labor Pool Allocations	$ 157,950	$ 198,565	$ 212,447	$ 212,447	$ 225,737
6104 Call Time	6,546	7,683	6,800	6,800	7,600
6105 Overtime	6,660	14,500	7,200	7,200	9,000
6108 Part-Time	42,228	15,299	17,300	17,300	17,300
6150 Fringes	73,865	101,841	97,930	97,930	93,232
6304 Postage/Freight	40	-	-	-	-
6309 Shop Supplies & Tools	5,423	6,938	4,150	4,150	4,150
6311 Paint & Supplies	6,374	4,114	10,000	10,000	2,000
6316 Miscellaneous Supplies	788	-	-	-	-
6321 Clothing	99	-	-	-	-
6322 Gas Purchases	-	-	50	50	-
6323 Safety Supplies	432	749	1,000	1,000	-
6325 Construction Materials	96,827	114,711	90,000	90,000	106,500
6327 Miscellaneous Equipment	169	1,112	1,000	1,000	1,000
6328 Signs	54,150	33,695	45,000	45,000	55,000
6408 Contractor Fees	58,516	47,986	50,100	50,100	65,000
6413 Utilities	99,209	77,529	100,000	100,000	50,220
6418 Equip Repairs & Maint	6,795	7,871	8,150	8,150	8,100
6425 CEA Equip. Rental	46,772	41,946	53,216	53,216	54,096
6429 Interfund Allocations	(780)	(384)	(2,500)	(2,500)	(1,500)
6804 Equipment	4,354	-	-	-	30,000
Total Expense	$ 666,417	$ 674,155	$ 701,843	$ 701,843	$ 727,435

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Construction Materials	
Pedestrian button retrofits/ADA	$ 2,500
Knockdowns	37,000
8" - 12" signal replacements	10,000
LED upgrades	29,000
Relamping	3,000
Traffic control upgrades	25,000
	$ 106,500

Signs	
Sign replacement	$ 30,000
New signs	12,000
School zone upgrades	6,000
Knockdowns	5,000
Vandalism	2,000
	$ 55,000

Contractor Fees	
Street line painting	$ 65,000
	$ 65,000

Equipment	
Traffic communications grid upgrade	$ 30,000
	$ 30,000

CITY OF APPLETON 2006 BUDGET
PUBLIC WORKS DEPARTMENT

Street Lighting **Business Unit 17023**

PROGRAM MISSION

To provide and maintain consistent quality street lighting throughout the City.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategies # 2, "… pursue regional cooperation of services…" and # 6, "Work to continuously improve the efficiency and effectiveness of City services…."

Objectives:

Maintain consistent street lighting throughout the City by replacing burned out light bulbs and repairing electrical malfunctions when damaged

Install and maintain street lights along all new City streets and in those areas that do not meet our current lighting standard

Major Program Changes:

The increase in utility costs is due to an anticipated 8% increase in electricity coupled with the installation of approximately 120 new street lights in 2006.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Cost of street lighting					
Avg. monthly cost of power per light	$ 10.69	$ 11.28	$ 11.09	$ 11.18	$ 11.25
Strategic Outcomes					
Safety provided by street lighting					
Number of street lights in the system					
City owned	505	514	525	537	549
Utility owned	7,069	7,182	7,309	7,280	7,380
Work Process Outputs					
Responses to unsafe lighting conditions					
# of street lights repaired because of accidents, acts of nature, or equipment failures	63	83	85	85	85

CITY OF APPLETON 2006 BUDGET
PUBLIC WORKS DEPARTMENT

Street Lighting **Business Unit 17023**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4612 Street Lights	$ 1,625	$ 1,015	$ 25,000	$ 25,000	$ 25,000
Total Revenue	$ 1,625	$ 1,015	$ 25,000	$ 25,000	$ 25,000
Expenses					
6102 Labor Pool Allocations	$ 5,598	$ 8,100	$ 12,376	$ 12,376	$ 13,709
6104 Call Time	136	214	250	250	200
6105 Overtime	294	219	500	500	300
6108 Part-Time	225	205	-	-	-
6150 Fringes	2,260	3,969	3,588	3,588	3,887
6325 Construction Materials	4,404	3,016	3,500	3,500	3,500
6408 Contractor Fees	6,678	21,733	25,000	25,000	25,000
6413 Utilities	944,993	976,578	925,000	925,000	1,046,000
6425 CEA Equip. Rental	-	93	-	-	-
Total Expense	$ 964,588	$ 1,014,127	$ 970,214	$ 970,214	$ 1,092,596

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Contractor Fees

New, replacement & moving lights	$ 25,000
	$ 25,000

CITY OF APPLETON 2006 BUDGET

PUBLIC WORKS DEPARTMENT

Municipal Services Building Administration **Business Unit 17031**

PROGRAM MISSION

To provide administration and support services to meet the operational requirements of the Department of Public Works

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategies # 3, "Train, develop and support our human resources…" and # 4, "…encourage open and productive working relationships…" and # 5, "... work to improve influence over outside funding…"

Objectives:

Improve the efficiency and effectiveness of the inventory handling procedures and employ practices to minimize out of stock items and inventory count discrepancies

Improve the training of employees to create a safe workplace and minimize employee and equipment accidents and damage

Improve invoice processing procedures to minimize past due invoices and improve actual expenses to budgeted funds reports

Educate the citizens of the services provided through phone calls, walk-ins, the Applesource Newsletter, new resident mailings, web page, and the Department of Public Works Information Line

Major Program Changes:

Implementation of Municipal Services Building Stormwater Pollution Prevention Plan.

The decrease in other reimbursement revenue ($9,900) is due to the elimination of the City auction. This account was used to record reimbursements from other funds or municipalities for costs associated with the auction. The loss of this revenue is offset by reductions in overtime and other contracts/obligations expenses.

The increase in CBM charges ($62,827) is due to a change in allocating corrective and preventive maintenance charges from Central Building Maintenance (CBM). These expenses will now be charged directly to individual departments rather than being allocated entirely to the general fund's Unclassified budget.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Assure safe working conditions					
# of in-house safety training programs conducted	23	34	30	30	32
# of equipment/vehicle accidents	20	16	12	12	10
Preventable	9	10	6	6	5
Non-preventable	11	6	6	6	5
# of employee injury accidents	13	17	10	8	8
Annual # of violations found during monthly building inspections	36	47	45	40	38
Strategic Outcomes					
Safeguard Assets					
$ adjustment of inventory at year end	$ 34,073	$ 545	$ 2,100	$ 550	$ 525
Turnover ratio of inventory	1.03	0.70	2.00	1.00	1.00
# of work days lost due to injuries	20	97	10	15	10
Work Process Outputs					
Efficient purchasing and inventory management					
# of purchase orders generated	391	561	365	580	610
$ value of items issued from inventory	$ 507,181	$ 383,412	$ 415,600	$ 415,600	$ 419,000
# of shipments received	3,387	6,065	3,450	3,450	3,555

CITY OF APPLETON 2006 BUDGET
PUBLIC WORKS DEPARTMENT
Municipal Services Building Administration **Business Unit 17031**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
5011 Misc Revenue - Tax	$ 318	$ 312	$ -	$ -	$ 320
5035 Other Reimbursement	9,925	10,296	9,900	9,900	-
Total Revenue	$ 10,243	$ 10,608	$ 9,900	$ 9,900	$ 320
Expenses					
6101 Regular Salaries	$ 416,302	$ 377,877	$ 436,598	$ 436,598	$ 432,761
6104 Call Time	684	1,167	685	685	685
6105 Overtime	12,933	13,782	9,000	9,000	4,500
6108 Part-Time	24,089	17,698	8,650	8,650	8,650
6150 Fringes	179,257	171,180	190,315	190,315	183,272
6201 Training\Conferences	2,963	2,903	9,500	9,500	8,500
6204 Tuition Fees	521	733	-	-	1,000
6301 Office Supplies	2,627	2,697	3,500	3,500	2,600
6302 Subscriptions	147	1,945	2,200	2,200	2,000
6303 Memberships & Licenses	838	1,332	1,250	1,250	1,361
6304 Postage/Freight	230	479	350	350	350
6305 Awards & Recognition	75	-	1,155	1,155	1,155
6306 Building Maint./Janitor	-	9,204	13,400	13,400	12,730
6307 Food & Provisions	304	-	-	-	-
6308 Landscape Supplies	834	-	-	-	-
6309 Shop Supplies & Tools	1,419	1,860	1,500	1,500	1,500
6311 Paint & Supplies	13	134	100	100	100
6315 Books & Library Materials	113	283	250	250	250
6316 Miscellaneous Supplies	1,760	-	-	-	-
6320 Printing & Reproduction	2,267	2,651	2,950	2,950	2,600
6321 Clothing	682	2,057	3,850	3,850	2,700
6323 Safety Supplies	554	5,775	4,350	4,350	5,300
6324 Medical\Lab Supplies	1,285	864	600	600	900
6325 Construction Materials	384	1,026	5,000	5,000	4,500
6327 Miscellaneous Equipment	12,435	4,402	6,100	6,100	5,550
6328 Sign Materials	115	-	200	200	-
6404 Consulting Services	-	500	-	-	-
6407 Collection Services	909	945	972	972	1,000
6408 Contractor Fees	-	22,510	-	-	-
6409 Inspection Fees	269	-	-	-	-
6412 Advertising/Publication	-	-	100	100	-
6413 Utilities	113,348	128,791	121,480	121,480	135,248
6414 Janitorial Services	-	56,355	56,100	56,100	57,503
6415 Tipping Fees	-	-	2,000	2,000	-
6416 Build Repairs & Maint	657	(8,099)	-	-	-
6418 Equip Repairs & Maint	244	632	450	450	500
6420 CBM charges	46,332	25,676	22,000	22,000	87,827
6425 CEA Equip. Rental	10,149	10,195	11,757	11,757	12,092
6429 Interfund Allocations	(63)	(202)	-	-	-
6430 Health Services	130	1,044	375	375	375
6451 Laundry Services	3,385	11,502	12,625	12,625	8,700
6599 Other Contracts/Obligations	3,307	3,624	-	-	-
Total Expense	$ 841,498	$ 873,522	$ 929,362	$ 929,362	$ 986,209

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Building Maintenance/Janitorial	
Janitorial supplies	$ 12,730
	$ 12,730

Janitorial Services	
Routine cleaning	$ 53,553
Special cleaning	3,950
	$ 57,503

CITY OF APPLETON 2006 BUDGET
PUBLIC WORKS DEPARTMENT

Street Repair **Business Unit 17032**

PROGRAM MISSION

To plan and implement a preventative maintenance and repair program to keep the streets in a safe and serviceable condition

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategies # 2, "… pursue regional cooperation of services…" and # 6, "Work to continuously improve the efficiency and effectiveness of City services…."

Objectives:

Provide temporary traffic control barricades and display street decorations in support of civic events and celebrations in the City

Maintain City streets by patching potholes, sealing cracks, replacing defective concrete and resurfacing asphalt streets

Provide Appleton residents with timely and cost-effective maintenance patches

Major Program Changes:

The decrease in charges for services from the 2005 budget ($45,000) is due to a decrease in the amount of street excavation permits issued during the past year. The 2006 budgeted amount is comparable to the amounts expected to be received in 2005 and the actual amount received in 2004.

This budget contains funds for the restoration of the sanitary trenches at French Road and Broadway Drive in 2006. These costs will be accumulated and charged back to the utility through the interfund allocations account.

In 2006, the Street Division will have 3 articulated graders that are used primarily for snow removal in the winter and subdivision grading work during the spring and summer months. Due to the low hours of use on at least one of the graders, the Department is proposing to eliminate one grader and purchase a plow for the backhoe unit that is currently in the fleet. A backhoe with a plow will have the same flexibility as a grader in plowing snow from the cul-de-sacs. This change will make better use of the Street Division backhoe during the winter months and allow for the elimination of one grader from the fleet. Including the cost of the plow, this change is expected to save the department approximately $12,000 in 2006.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Safety of event participants					
# of civic events supported	31	53	20	33	33
Strategic Outcomes					
Preventive maintenance					
Total miles of streets serviced	313	327	330	333	335
# of hazardous sidewalk locations repaired	New measure	103	175	175	175
Miles of asphalt streets resurfaced	0.98	<1.0	<1.0	<1.0	<1.0
Work Process Outputs					
Repair materials					
Tons of cold patch asphalt applied	150	150	250	250	250
Cubic yards of concrete used for repair	550	435	600	600	600
Pounds of crack filler applied	22,500	11,250	15,000	22,350	22,350

CITY OF APPLETON 2006 BUDGET
PUBLIC WORKS DEPARTMENT

Street Repair **Business Unit 17032**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4801 Charges for Serv.- Nontax	$ 142,064	$ 57,488	$ 110,000	$ 110,000	$ 65,000
4908 Misc. Intergov.Charges	4,792	127,287	5,000	5,000	5,000
5010 Misc Revenue - Nontax	9,209	2,508	-	-	-
5011 Misc Revenue - Taxable	(476)	-	-	-	-
5030 Damage to City Property	1,082	-	-	-	-
5045 Reimb from Prior Yr Exp	-	55,000	-	-	-
Total Revenue	$ 156,671	$ 242,283	$ 115,000	$ 115,000	$ 70,000
Expenses					
6101 Regular Salaries	$ 634,847	$ 424,307	$ 620,241	$ 620,241	$ 603,145
6104 Call Time	1,712	816	1,236	1,236	1,100
6105 Overtime	5,557	36,130	20,000	20,000	36,000
6108 Part-Time	3,682	3,557	-	-	-
6150 Fringes	286,696	222,761	300,172	300,172	287,681
6201 Training\Conferences	1,636	-	-	-	-
6204 Tuition Fees	557	-	-	-	-
6301 Office Supplies	181	-	-	-	-
6303 Memberships & Licenses	402	-	-	-	-
6304 Postage/Freight	153	-	-	-	-
6305 Awards & Recognition	94	-	-	-	-
6307 Food & Provisions	-	25	-	-	-
6308 Landscape Supplies	90	60	300	300	200
6309 Shop Supplies & Tools	4,735	7,409	6,150	6,150	5,900
6311 Paint & Supplies	613	289	600	600	400
6316 Miscellaneous Supplies	2,076	-	-	-	-
6320 Printing & Reproduction	779	-	-	-	-
6321 Clothing	1,288	14	-	-	-
6322 Gas Purchases	1,374	1,164	825	825	1,300
6323 Safety Supplies	2,234	-	-	-	-
6325 Construction Materials	99,068	69,827	70,000	70,000	219,268
6327 Miscellaneous Equipment	8,032	2,595	4,000	4,000	3,600
6328 Signs	149	11	500	500	200
6404 Consulting Services	17,528	75,239	17,500	17,500	17,500
6408 Contractor Fees	603,677	582,706	488,500	488,500	466,000
6409 Inspection Fees	660	126	-	-	-
6413 Utilities	5,226	17,012	4,250	4,250	17,950
6415 Tipping Fees	153	4,504	-	-	-
6418 Equip Repairs & Maint	1,362	477	1,500	1,500	4,000
6425 CEA Equip. Rental	241,303	295,055	345,500	345,500	268,301
6429 Interfund Allocations	(190,322)	(277,809)	(268,500)	(268,500)	(486,212)
6430 Health Services	33	-	-	-	-
6451 Laundry Services	9,139	-	-	-	-
6503 Rent	8,785	10,942	5,000	5,000	8,000
Total Expense	$ 1,753,499	$ 1,477,217	$ 1,617,774	$ 1,617,774	$ 1,454,333

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Construction Materials	
Asphalt	$ 55,000
Asphalt for sanitary trench restoration, Broadway Dr & French Rd	149,268
Cold patch	5,000
Concrete	10,000
	$ 219,268

Consulting Services	
Bridge maintenance	$ 17,500
	$ 17,500

Contractor Fees	
Contractor equip rental	$ 5,000
Power wash College Ave SW	2,500
Bridge maintenance	70,000
Surface restoration contract - prior year work	388,500
	$ 466,000

Interfund Allocations	
Patch program for Utilities	$ (273,500)
Trench restoration, Broadway Dr. & French Rd.	(212,712)
	$ (486,212)

CITY OF APPLETON 2006 BUDGET
PUBLIC WORKS DEPARTMENT

Snow and Ice Control **Business Unit 17033**

PROGRAM MISSION

To provide snow and ice control for safe travel throughout the City

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategies # 2, "… pursue regional cooperation of services…" and # 6, "Work to continuously improve the efficiency and effectiveness of City services…."

Objectives:

Maintain traffic movement on all collector and arterial streets during a storm

Plow all streets within 12 hours of a snowstorm and remove all accumulated snow from designated haul routes

Investigate and expand contractual services when necessary to meet current levels of service

Perform an annual review of regional snow plowing agreements to ensure they are current and equitable

Major Program Changes:

No major changes.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Timely service provided					
# of major plowing events	3	12	14	6	6
# of other minor plow/salt events	New measure	25	40	15	15
# of days hauling designated priority snow routes	New measure	22	30	20	20
Strategic Outcomes					
Efficiency of Program					
# of citizen contacts	50	62	120	120	100
# of miles of sidewalks cleared by:					
Contractor	6.02	6.0	6.0	6.0	6.0
City crews	N/A	11.6	11.6	11.6	11.9
$ contracted to clear sidewalks	$ 20,783	$ 39,065	$ 60,000	$ 60,000	$ 53,000
Work Process Outputs					
Volume of work done					
# of tons of salt used	3,906	8,424	6,000	6,000	6,000
# of miles of streets maintained	321.99	327.15	330	333	335
# of miles of sidewalk maintained	11.5	17.6	17.6	17.6	17.9

CITY OF APPLETON 2006 BUDGET
PUBLIC WORKS DEPARTMENT

Snow and Ice Control **Business Unit 17033**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4608 Snow Removal	$ 51,484	$ 52,941	$ 60,000	$ 60,000	$ 55,000
5004 Sale of City Prop - Nontax	5,206	6,285	-	-	-
5010 Misc. Revenue - Nontax	-	-	6,000	6,000	6,000
Total Revenue	$ 56,690	$ 59,226	$ 66,000	$ 66,000	$ 61,000
Expenses					
6101 Regular Salaries	$ 131,418	$ 179,432	$ 132,610	$ 132,610	$ 204,067
6104 Call Time	22,242	30,343	30,000	30,000	30,900
6105 Overtime	40,936	43,720	38,000	38,000	44,870
6150 Fringes	80,686	110,833	68,046	68,046	111,006
6302 Subscriptions	1,463	-	-	-	-
6308 Landscape Supplies	433	113	-	-	-
6316 Miscellaneous Supplies	108	-	-	-	-
6320 Printing & Reproduction	138	-	-	-	-
6325 Construction Materials	1,563	234,899	185,000	185,000	190,000
6326 Vehicle & Equipment Parts	60	520	500	500	600
6327 Miscellaneous Equipment	-	-	-	-	-
6408 Contractor Fees	8,146	1,996	13,000	13,000	8,000
6425 CEA Equip. Rental	206,594	296,261	304,200	304,200	329,613
6429 Interfund Allocations	(1,025)	-	-	-	-
6440 Snow Removal Services	20,783	39,065	60,000	60,000	53,000
6450 Repairs to Private Property	1,619	1,461	1,200	1,200	1,400
6503 Rent	300	-	-	-	-
Total Expense	$ 515,464	$ 938,643	$ 832,556	$ 832,556	$ 973,456

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Construction Materials	
Salt & other de-icing material	$ 190,000
	$ 190,000
Snow Removal Services	
Snow removal services	$ 53,000
	$ 53,000

CITY OF APPLETON 2006 BUDGET
PUBLIC WORKS DEPARTMENT

Inspections/Licensing **Business Unit 15520**

PROGRAM MISSION

To provide building inspection services to insure public health and safety.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategies # 2, "… pursue regional cooperation of services…" and # 6, "Work to continuously improve the efficiency and effectiveness of City services…."

Objectives:

Investigate and respond to complaints from the public, other departments and alderpersons in a timely and professional manner and take the necessary enforcement steps to achieve compliance.
Continue to improve the level of inspection services offered to the community by thorough review and discussion of current practices and procedures.
Provide inspection services in a timely and effective manner.
Perform site plan reviews to insure compliance with established City codes.
Continue to develop an electronic permit system to increase efficiency and reduce duplicated activities.
Monitor compliance of approved building plans and applicable codes on construction projects and provide feedback to the inspectors and the public.

Major Program Changes:

2006 will be the first full year of the clear water and driveway inspection programs, which were initiated in 2005. Since the clear water inspection program relates to both stormwater runoff and the sanitary system, a portion of the inspectors' salary and fringe benefit costs have been allocated to those utilities' budgets.

We currently have a fixed fee structure for HVAC permits on one and two family dwellings, which does not account for the size of the dwelling. Recent trends towards larger and more complex home construction have likewise increased the complexity of residential heating and air conditioning systems. To better reflect the respective time requirements to inspect these larger and more complicated systems, we propose to adopt a graduated fee structure, where the permit fee increases uniformly per 100 square feet of dwelling area including the basement. Similar graduated fee structures already exist for electrical permits. We estimate a net increase in overall permit revenue of approximately $5,000.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Customer knowledge of ordinances					
Customer generated violation reports	600	437	800	800	800
Effectiveness of plan review					
# of onsite consultations prior to plan submittal	30	150	50	50	50
Strategic Outcomes					
Availability of staff					
% of total inspector hours spent on inspections	42.5%	40.6%	43.0%	43.0%	43.0%
Consistency of information					
# of policies/ordinances reviewed/updated	4/3	4/3	4/4	2/2	4/4
Work Process Outputs					
Availability of service					
# of inspections performed	11,201	12,587	11,600	11,600	11,600
# of re-inspections performed	1,000	1,387	1,000	1,000	1,000
Total # of notices issued	870	953	760	800	800
# of permits issued	4,805	4,447	4,500	4,000	4,000
# of plans reviewed	376	249	400	400	400

CITY OF APPLETON 2006 BUDGET
PUBLIC WORKS DEPARTMENT
Inspections/Licensing & Plan Review **Business Unit 15520**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4304 Electricians	$ 2,860	$ 3,380	$ 2,500	$ 2,500	$ 3,400
4308 Heating	907	350	750	750	750
4401 Building	198,480	166,710	220,000	220,000	200,000
4402 Electrical	117,517	110,080	102,000	102,000	110,000
4403 Heating	62,181	53,462	58,000	58,000	60,000
4404 Plumbing, Sewer	73,757	58,347	75,000	75,000	60,000
4406 State Building	6,390	4,920	6,500	6,500	6,000
4407 Signs	3,380	3,220	2,900	2,900	3,300
4609 Weed Cutting	7,181	11,048	8,000	8,000	10,000
4801 Charges for Serv.- Nontax	55,924	41,909	55,000	55,000	50,000
5040 Board of Appeals	2,930	3,850	1,500	1,500	3,400
Total Revenue	$ 531,507	$ 457,276	$ 532,150	$ 532,150	$ 506,850
Expenses					
6101 Regular Salaries	$ 415,600	$ 404,217	$ 434,206	$ 434,206	$ 393,505
6104 Call Time	713	346	700	700	600
6105 Overtime	6,860	10,678	6,000	6,000	5,800
6108 Part-Time	9	-	-	-	-
6150 Fringes	171,196	184,763	170,275	170,275	161,062
6309 Shop Supplies & Tools	210	2	-	-	-
6316 Miscellaneous Supplies	30	-	-	-	-
6402 Legal Fees	58	13	150	150	-
6408 Contractor Fees	3,186	8,312	3,000	3,000	5,000
6413 Utilities	209	106	-	-	-
Total Expense	$ 598,071	$ 608,437	$ 614,331	$ 614,331	$ 565,967

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

None

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CITY OF APPLETON 2006 BUDGET
PUBLIC WORKS DEPARTMENT

NOTES

CITY OF APPLETON 2006 BUDGET

SANITATION

Public Works Director: Paula A. Vandehey

Deputy Director/City Engineer: Ross M. Buetow

Deputy Director of Operations: Wendy K. Lodholz

CITY OF APPLETON 2006 BUDGET
SPECIAL REVENUE FUNDS
SANITATION

MISSION STATEMENT

To service the public through the collection and disposal of recyclables, yard waste, and solid waste in a safe, cost effective and environmentally responsible manner.

DISCUSSION OF SIGNIFICANT 2005 EVENTS

Changed the way we handle freon appliances

Changed the hours at the yard waste sites to eliminate 15 minutes of overtime daily

Renegotiated the yard site contract with Grand Chute. The Town of Grand Chute in 2005 contributed $50,000 to the yard site operations

Added one more leaf pan on a rear load packer to increase efficiency with the leaf collection process

CITY OF APPLETON 2006 BUDGET
SPECIAL REVENUE FUNDS
SANITATION

MAJOR 2006 OBJECTIVES

Continue to identify efficiencies in commercial refuse & recycling routes

Continue to identify efficiencies in automated refuse routes

Continue to investigate alternate methods of leaf collection & disposal

Continue to use our customer input tracking system to monitor the content of customer contacts and make appropriate changes to improve service

Continue to monitor equipment needs and make replacement decisions in the most cost effective manner possible

Prior to the creation of the Stormwater Utility, the leaf collection program was funded in Sanitation. However, the purpose of our leaf collection program is to stop the leaves from blocking catchbasins causing flooding and from polluting our ponds, streams and rivers. Also, the NR216 code specifically requires a program for "collection and management of leaf and grass clippings". Therefore, the appropriate budget for this program is the Stormwater Utility.

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2003	2004	Adopted 2005	Amended 2005	2006	Change *
Program Revenues		$ 908,345	$ 910,625	$ 961,556	$ 961,556	$ 611,741	-36.38%
Program Expenses							
2210	Administration	208,558	212,868	258,473	258,473	219,230	-15.18%
2221	Recycling	525,082	526,473	569,663	569,663	201,277	-64.67%
2223	Solid Waste	2,449,201	2,531,928	2,481,073	2,481,073	2,627,313	5.89%
2224	Leaf Collection *	269,942	322,566	335,212	335,212	-	-100.00%
2230	Landfill Maint.	114,989	94,340	115,168	115,168	80,947	-29.71%
TOTAL		$ 3,567,772	$ 3,688,175	$ 3,759,589	$ 3,759,589	$ 3,128,767	-16.78%
Expenses Comprised Of:							
Personnel		1,580,284	1,640,579	1,636,543	1,636,543	1,474,211	-9.92%
Administrative Expense		28,324	32,788	33,060	33,060	36,955	11.78%
Supplies & Materials		53,004	53,214	74,050	74,050	70,030	-5.43%
Purchased Services		1,050,118	1,074,339	1,091,558	1,091,558	697,910	-36.06%
Utilities		55,399	56,296	55,800	55,800	61,289	9.84%
Repair & Maintenance		800,643	830,959	868,578	868,578	788,372	-9.23%
Capital Expenditures		-	-	-	-	-	N/A
Full Time Equivalent Staff:							
Personnel allocated to prog		24.73	23.33	26.29	26.29	22.69	

* Note: The Leaf Collection program has been transferred to the Stormwater Fund.

** % change from prior year adopted budget*

CITY OF APPLETON 2006 BUDGET
SPECIAL REVENUE FUNDS

Sanitation - Administration **Business Unit 2210**

PROGRAM MISSION

To provide administrative and planning support to insure safe, consistent, and cost effective sanitation services for our customers.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategies # 3: "Train, develop, and support our human resources…" and # 4, "...encourage open and productive working relationships…" and # 5, "...work to improve influence over statutory and regulatory processes…"

Objectives:

Continue to work with the Parks and Recreation Department to develop a unified system utilizing the labor pool manpower

Continue to review and evaluate the current collection procedures, policies and rates to provide consistent, cost effective services

Monitor new agreement with the Town of Grand Chute for use of the yard waste sites

Continue to monitor the policy for disposal of solid waste at the yard waste site

Monitor new method of disposal of freon appliances

Major Program Changes:

Equipment Repairs & Maintenance has increased to accommodate contracted expenses related to radio repairs that were previously performed by the City's CEA Radio Technician, which has been eliminated at this time due to the retirement of the individual who held the position in order to evaluate future needs. Laundry Services has been reduced to reflect change in uniform vendor.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Public Information					
# of information announcements/brochures	21	25	23	25	25
Strategic Outcomes					
Consistency of information					
# of polices reviewed	1	2	2	2	2
Quality of service					
# of contacts received	833	422	950	300	300
# of labor pool hours shared outside of DPW	1,341	699	1,500	1,237	1,300
Work Process Outputs					
Changes in customer service					
# of polices revised	1	1	2	2	2

CITY OF APPLETON 2005 BUDGET
SPECIAL REVENUE FUNDS

Sanitation - Administration **Business Unit 2210**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4110 Property Taxes	$ 2,681,342	$ 2,551,044	$ 2,619,536	$ 2,619,536	$ 2,518,357
4705 General Interest	160	139	-	-	-
4710 Interest on Investments	94,109	38,797	35,000	35,000	55,000
4801 Charges for Serv.- Nontax	72,587	88,872	80,000	80,000	90,000
5004 Sale of City Prop - Nontax	120	-	-	-	-
5005 Sale of City Prop - Tax	190	-	-	-	-
5071 Customer Penalty	820	1,090	-	-	1,000
Total Revenue	$ 2,849,328	$ 2,679,942	$ 2,734,536	$ 2,734,536	$ 2,664,357
Expenses					
6101 Regular Salaries	$ 73,349	$ 73,665	$ 104,892	$ 104,892	$ 75,731
6104 Call Time	35	107	-	-	-
6105 Overtime	33	568	500	500	500
6108 Part-Time	4,667	2,395	-	-	-
6150 Fringes	30,375	34,811	44,660	44,660	31,273
6201 Training\Conferences	3,287	545	3,000	3,000	2,000
6301 Office Supplies	498	684	1,000	1,000	800
6302 Subscriptions	-	89	125	125	100
6303 Memberships & Licenses	805	738	1,000	1,000	850
6304 Postage\Freight	12,939	10,427	12,250	12,250	12,500
6305 Awards & Recognition	328	560	1,015	1,015	1,015
6307 Food & Provisions	-	13	-	-	-
6309 Shop Supplies & Tools	79	-	-	-	-
6311 Paint & Supplies	60	-	-	-	-
6316 Miscellaneous Supplies	524	-	-	-	-
6320 Printing & Reproduction	1,794	1,874	2,500	2,500	2,000
6321 Clothing	1,016	1,137	3,000	3,000	2,000
6323 Safety Supplies	583	1,012	1,000	1,000	1,000
6324 Medical\Lab Supplies	642	474	650	650	500
6403 Bank Services	1,765	2,080	2,000	2,000	2,000
6412 Advertising/Publication	-	610	300	300	300
6413 Utilities	50,710	48,158	51,100	51,100	52,422
6418 Equip Repairs & Maint	-	-	600	600	4,000
6425 CEA Equip. Rental	3,549	3,840	2,461	2,461	3,899
6429 Interfund Allocations	-	(50)	-	-	-
6430 Health Services	39	13	50	50	50
6451 Laundry Services	11,575	10,033	12,000	12,000	7,500
6501 Insurance	9,600	18,861	14,370	14,370	18,490
6599 Other Contracts/Obligations	24	-	-	-	-
6623 Uncollectible Accounts	282	224	-	-	300
Total Expense	$ 208,558	$ 212,868	$ 258,473	$ 258,473	$ 219,230

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Postage/Freight

City services invoice postage allocation	$ 12,300
Other Shipping	200
	$ 12,500

CITY OF APPLETON 2006 BUDGET
SPECIAL REVENUE FUNDS

Sanitation - Recycling **Business Unit 2221**

PROGRAM MISSION

Implement and maintain a cost effective residential recycling program to reduce the amount of solid waste entering the landfill

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategies # 2, "… pursue regional cooperation of services…" and # 6, "Work to continuously improve the efficiency and effectiveness of City services..."

Objectives:

Continue to work with Outagamie County to educate and update the citizens on the proper recycling practices

Monitor compliance from commercial business establishments

Major Program Changes:

Outagamie County will assume responsibility for the residential recycling contract. They are the responsible unit and provide this service to all other entities within Outagamie County. Having the opportunity for a county-wide contract could result in improved bids. This change results in a reduction of $352,878 in the recycling expense (6407) account and a corresponding reduction in the recycling revenue account (4909).

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Convenient access to drop-off centers					
# of hours/year yard waste sites are open	5,205	5,205	5,205	5,081	5,081
Cost effective commercial recycling					
Cost/ton - paper	$ 98.96	$ 87.82	$ 90.00	$ 90.00	$ 90.00
Cost/ton - co-mingled	$ 96.94	$ 54.25	$ 60.00	$ 70.00	$ 75.00
Strategic Outcomes					
Sources of additional revenue					
# of commercial recycling customers	391	396	420	412	415
$ of revenue from chipper rental	$ 8,205	$ 8,892	$ 4,000	$ 6,000	$ 6,000
# of violations from Outagamie County Landfill	0	0	0	0	0
Work Process Outputs					
Material diverted from the landfill					
Tons of material collected					
Residential - paper	5,160	4,957	6,000	6,000	6,200
Residential - co-mingled	2,182	2,155	2,200	2,200	2,400
Commercial - total	837	948	850	1,000	1,100
Hours chipping material	795	732	1,000	1,000	1,000
Avg # of users of the sites - weekday	200	250	200	325	325
Avg # of users of the sites - weekend	450	550	475	550	550

CITY OF APPLETON 2006 BUDGET
SPECIAL REVENUE FUNDS

Sanitation - Recycling **Business Unit 2221**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4801 Charges for Serv.- Nontax	$ 25,865	$ 28,534	$ 60,000	$ 60,000	$ 50,000
4802 Charges for Serv. - Tax	2,971	49,844	10,000	10,000	30,000
4872 Commercial Recycling	111,353	112,949	120,000	120,000	115,000
4909 Recycling	346,874	332,497	372,434	372,434	-
5010 Misc Revenue - Nontax	9	2,432	2,722	2,722	2,241
5011 Misc. Revenue - Taxable	3,219	67	-	-	-
Total Revenue	$ 490,291	$ 526,323	$ 565,156	$ 565,156	$ 197,241
Expenses					
6101 Regular Salaries	$ 55,727	$ 56,521	$ 58,816	$ 58,816	$ 57,807
6104 Call Time	440	395	400	400	400
6105 Overtime	114	493	200	200	300
6108 Part-Time	212	58	-	-	-
6150 Fringes	26,666	24,491	27,769	27,769	20,293
6303 Memberships & Licenses	275	275	300	300	275
6308 Landscape Supplies	2,172	1,622	2,500	2,500	2,000
6309 Shop Supplies & Tools	2,007	2,164	2,000	2,000	1,500
6316 Miscellaneous Supplies	175	-	-	-	-
6320 Printing & Reproduction	-	767	-	-	-
6322 Gas Purchases	42	-	-	-	-
6323 Safety Supplies	3	-	-	-	-
6325 Construction Materials	1,045	-	1,000	1,000	500
6327 Miscellaneous Equipment	3,670	-	13,000	13,000	10,000
6328 Signs	62	207	100	100	100
6404 Consulting Services	1,048	-	-	-	-
6407 Collection Services	342,631	357,059	364,878	364,878	12,000
6413 Utilities	1,185	1,206	1,200	1,200	1,300
6415 Tipping Fees	9,880	10,103	10,000	10,000	10,200
6418 Equip Repairs & Maint	227	35	500	500	-
6420 CBM charges	310	289	1,000	1,000	1,000
6425 CEA Equip. Rental	77,191	70,716	86,000	86,000	82,977
6503 Rent	-	72	-	-	625
Total Expense	$ 525,082	$ 526,473	$ 569,663	$ 569,663	$ 201,277

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Collection Services

Freon appliance collection	$ 12,000
	$ 12,000

Tipping Fees

Commercial commingled	$ 10,200
	$ 10,200

CITY OF APPLETON 2006 BUDGET

SPECIAL REVENUE FUNDS

Sanitation - Solid Waste Collection **Business Unit 2223**

PROGRAM MISSION

Provide regularly scheduled and special collections of solid waste

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategies # 2, "... pursue regional cooperation of services..." and # 6, "Work to continuously improve the efficiency and effectiveness of City services..."

Objectives:

Evaluate the operations of the automated collection routes for efficiencies
Assess the needs of the community and maintain a level of equipment necessary to provide customer service
Continue to expand the number of commercial solid waste accounts

Major Program Changes:

The overtime budget has increased to reflect the costs of paid comp time taken by employees that were earned while working in sanitation.
The budget for Contractor Fees is for mechanical work on sanitary equipment to be performed by CEA and billed at actual CEA rate. In the past, the labor hours only were charged to Sanitation. This change will accurately reflect the cost of work performed to the correct fund.
The interfund allocation to Parks and Recreation for 2005 was omitted in error from the budget. The actual for 2005 is estimated to be $15,000.
The budget includes the replacement of two refuse trucks eight months ahead of schedule for a cost of $7,116 for additional funding to the replacement account, to hopefully avoid about $21,560 of repairs to keep operable.

PERFORMANCE INDICATORS

Client Benefits/Impacts	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Service area					
# of automated stops/day	5,029	5,049	5,110	5,110	5,130
Additional services provided					
# special collections					
Storm	0	0	1	1	1
Move outs	409	454	450	450	450
Free overflows	4	4	4	4	4
Strategic Outcomes					
Additional revenue sources					
# of commercial customers stops	538	697	650	697	700
Cost effective service provided					
Cost/ton of overflow collections	$ 103.62	$ 94.96	$ 107.00	$ 110.00	$ 110.00
Cost/ton of commercial collections	$ 43.33	$ 46.67	$ 47.00	$ 50.00	$ 50.00
Cost/ton of residential automated pickup	$ 56.86	$ 52.35	$ 57.00	$ 58.00	$ 58.00
Cost/yd of commercial refuse	$ 1.85	$ 1.78	$ 1.85	$ 1.85	$ 1.87
Work Process Outputs					
City cleanliness and public health benefits					
# of tons of refuse collected	29,712	31,226	30,000	31,400	31,450

CITY OF APPLETON 2006 BUDGET
SPECIAL REVENUE FUNDS
Sanitation - Solid Waste Collection **Business Unit 2223**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4801 Charges for Serv.- Nontax	$ 2,860	$ 2,125	$ 12,500	$ 12,500	$ 2,500
4802 Charges for Serv. - Tax	14,183	4,153	1,000	1,000	1,000
4870 Commercial Refuse	127,326	131,738	135,000	135,000	132,000
4873 Container Leasing	22,875	20,508	25,000	25,000	22,000
4908 Misc. Intergov.Charges	10,475	-	-	-	-
5030 Damage to City Property	-	36	-	-	-
5055 Appliance Tags	45,541	49,982	57,000	57,000	55,000
5056 Tire Tags	1,334	1,582	1,400	1,400	1,500
5057 Grass Clipping	14,019	20,424	31,000	31,000	29,500
5058 Overflow	11,424	24,711	18,500	18,500	25,000
5085 Cash Short or Over	31	145	-	-	-
Total Revenue	$ 250,068	$ 255,404	$ 281,400	$ 281,400	$ 268,500
Expenses					
6101 Regular Salaries	$ 788,693	$ 787,728	$ 766,883	$ 766,883	$ 826,693
6104 Call Time	3,218	5,377	3,800	3,800	3,800
6105 Overtime	13,133	43,102	15,450	15,450	40,000
6108 Part-Time	17,891	22,542	21,624	21,624	21,624
6150 Fringes	371,800	409,459	375,236	375,236	388,495
6304 Postage\Freight	311	301	-	-	-
6309 Shop Supplies & Tools	250	1,260	500	500	-
6311 Paint & Supplies	238	263	250	250	255
6316 Miscellaneous Supplies	1,473	-	-	-	-
6320 Printing & Reproduction	1,263	-	-	-	-
6321 Clothing	298	-	-	-	-
6322 Gas Purchases	-	-	250	250	175
6323 Safety Supplies	540	-	-	-	-
6324 Medical/Lab Supplies	-	45	-	-	-
6327 Miscellaneous Equipment	34,936	42,388	46,300	46,300	49,500
6328 Signs	-	-	-	-	-
6407 Collection Services	671	1,160	530	530	600
6408 Contractor Fees	-	-	-	-	1,000
6415 Tipping Fees	622,185	627,156	630,000	630,000	635,000
6418 Equip Repairs & Maint	-	99	250	250	-
6425 CEA Equip. Rental	594,268	591,048	620,000	620,000	672,171
6429 Interfund Allocations	(1,967)	-	-	-	(12,000)
Total Expense	$ 2,449,201	$ 2,531,928	$ 2,481,073	$ 2,481,073	$ 2,627,313

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Miscellaneous Equipment	
Replacement containers	$ 6,500
New containers	5,350
New automated containers	11,300
Replacement automated containers	20,350
Replacement parts	6,000
	$ 49,500

Tipping Fees	
Solid waste	$ 635,000
	$ 635,000

Interfund Allocations	
Chipping services	$ (12,000)
	$ (12,000)

CITY OF APPLETON 2006 BUDGET
SPECIAL REVENUE FUNDS

Sanitation - Landfill Maintenance **Business Unit 2230**

PROGRAM MISSION

Maintain and monitor the condition of this site to insure compliance with Department of Natural Resources requirements

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 2, "… pursue regional cooperation of services…"

Objectives:

Perform routine inspections of the landfill site to monitor the overall condition and provide the necessary maintenance to prevent site deterioration

Continue to achieve regulatory compliance mandated by the Department of Natural Resources

Continue to evaluate the landfill and the Northeast Asphalt site for re-use options that will benefit the environment and the surrounding residents

Major Program Changes:

No major changes.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Safety of the surrounding environment					
# of private wells showing impact from landfill	0	0	0	0	0
Strategic Outcomes					
Preventive maintenance					
# of DNR non-compliance notices received	0	0	0	0	0
# of surface soil failures (erosion)	0	0	0	0	0
Work Process Outputs					
Regulatory compliance					
Reporting to the DNR	2	2	2	2	2
% of required monitoring readings taken on time					
Biweekly	N/R*	N/R*	N/R*	N/R*	N/R*
Quarterly	N/R*	N/R*	N/R*	N/R*	N/R*
Corrective actions generated from quarterly inspections	4	4	3	3	3

*N/R - Readings not required since landfill is considered stable.

CITY OF APPLETON 2006 BUDGET
SPECIAL REVENUE FUNDS

Sanitation - Landfill Maintenance **Business Unit 2230**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Expenses					
6101 Regular Salaries	$ 5,480	$ 4,611	$ 6,122	$ 6,122	$ 5,058
6105 Overtime	53	13	-	-	-
6150 Fringes	2,228	1,887	2,829	2,829	2,237
6325 Construction Materials	130	-	1,000	1,000	500
6404 Consulting Services	62,127	59,600	65,000	65,000	41,060
6413 Utilities	3,471	6,877	3,500	3,500	7,567
6418 Equip Repairs & Maint	-	-	500	500	-
6420 CBM charges	3,146	3,510	4,223	4,223	4,223
6425 CEA Equip. Rental	683	92	794	794	102
6454 Grounds Repair & Maint.	37,530	17,609	30,000	30,000	20,000
6599 Other Contracts/Obligations	141	141	1,200	1,200	200
Total Expense	$ 114,989	$ 94,340	$ 115,168	$ 115,168	$ 80,947

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Consulting Services

Consultant to perform sampling and reporting (sediment, gas & water)	$ 41,060
	$ 41,060

Grounds Repair & Maintenance

Site grading	$ 20,000
	$ 20,000

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CITY OF APPLETON 2006 BUDGET
SANITATION FUND
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

Revenues	2003 Actual	2004 Actual	2005 Budget	2005 Projected	2006 Budget
Property Taxes	$ 2,681,342	$ 2,551,044	$ 2,619,536	$ 2,619,536	$ 2,518,357
Interest Income	94,269	38,936	35,000	55,000	55,000
Charges for Services	814,075	871,689	926,556	926,556	556,741
Total Revenues	3,589,686	3,461,669	3,581,092	3,601,092	3,130,098
Expenses					
Program Costs	3,567,773	3,688,175	3,759,589	3,759,589	3,128,767
Net Change in Equity	21,913	(226,506)	(178,497)	(158,497)	1,331
Fund Balance - Beginning	1,017,126	1,039,039	812,533	812,533	654,036
Fund Balance - Ending	$ 1,039,039	$ 812,533	$ 634,036	$ 654,036	$ 655,367

Discussion of changes in fund balances:

In 2000, when the capitalization threshold was raised to $10,000, $774,755 was transferred back to Sanitation from CEA for replacement of trash cans designed for pick-up by automated sanitation trucks because those cans no longer met the revised capitalization threshold. $32,850 of the projected costs budgeted for 2006 is due to the purchase of replacement containers. The history of the use of the container replacement balance is presented below:

Year	Amount	Balance
		774,755
2000	(16,674)	758,081
2001	(18,209)	739,872
2002	(33,778)	706,094
2003	(25,977)	680,117
2004	(20,250)	659,867
2005 Projected	(21,650)	638,217
2006 Budget	(32,850)	605,367

The Leaf Collection program was included in this fund through 2005. With the 2006 budget, it has been transferred to the Stormwater Utility to better reflect the purpose of leaf collection.

CITY OF APPLETON 2006 BUDGET
CAPITAL PROJECTS FUNDS

NOTES

CITY OF APPLETON 2006 BUDGET
CAPITAL PROJECTS FUNDS

Subdivision **Business Unit 4010**

MAJOR 2006 OBJECTIVES

This fund will be utilized for new subdivision work only. This will include administration, engineering, street lights, street signs, and temporary asphalt streets within the subdivision. This fund will not be utilized to refurbish an existing roadway.

Effective January 1, 2004, the City no longer fronts money for new subdivision development. The developer has to obtain an irrevocable line of credit from which the City will have exclusive rights to draw all applicable costs. Clearwater Creek and Emerald Valley are the first subdivisions with approved agreements. We have included $257,426 in the 2006 budget for those costs that will be administered by the City for immediate reimbursement, versus direct payment from the line of credit to the vendor, for ease of administration. Upon completion of contracts and any other outstanding issues, the City will release the line.

Further descriptions of projects to be funded from this fund can be found in the Capital Projects section of the budget, as follows:

Project	Amount	Page
Asphalt Paving (temporary surface over grade & gravel)	$ 677,944	Projects, Pg. 600
New Concrete Paving	1,331,556	Projects, Pg. 604
Sidewalks	117,905	Projects, Pg. 610
	$ 2,127,405	

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2004	Projected 2005	Target 2006
Work Process Outputs					
Purchase trees for new sub-divisions	500	575	600	550	550

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2003	2004	Adopted 2005	Amended 2005	2006	Change *
Program Revenues		$ 1,406,907	$ 1,278,049	$ 1,281,759	$ 1,289,259	$ 1,342,256	4.72%
Program Expenses		$ 1,239,652	$ 1,451,849	$ 1,576,399	$ 1,871,399	$ 2,127,405	34.95%
Expenses Comprised Of:							
Personnel		188,825	202,906	218,051	218,051	264,373	21.24%
Administrative Expense		-	-	-	-	-	N/A
Supplies & Materials		71,625	194,139	219,953	469,953	524,979	138.68%
Purchased Services		390	4,428	-	-	-	N/A
Utilities		-	-	-	-	-	N/A
Repair & Maintenance		15,332	24,580	25,250	25,250	68,783	172.41%
Capital Expenditures		963,480	1,025,796	1,113,145	1,158,145	1,269,270	14.03%

** % change from prior year adopted budget*

CITY OF APPLETON 2006 BUDGET
CAPITAL PROJECTS FUNDS

Subdivision **Business Unit 4010**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4110 Property Taxes	$ 460,370	$ 446,371	$ 365,731	$ 365,731	$ 300,000
4614 Miscellaneous Specials	1,295,105	1,208,075	1,214,259	1,221,759	1,000,000
4710 Interest on Investments	30,861	7,396	7,500	7,500	34,830
4730 Interest - Deferred Specials	80,941	62,578	60,000	60,000	50,000
5021 Capital Contributions	-	-	-	-	257,426
5921 Trans In - General Fund	-	-	-	-	-
Total Revenue	$ 1,867,277	$ 1,724,420	$ 1,647,490	$ 1,654,990	$ 1,642,256
Expenses					
6101 Regular Salaries	$ 118,438	$ 114,597	$ 133,144	$ 133,144	$ 163,912
6104 Call Time	-	116	-	-	-
6105 Overtime	11,251	18,624	12,000	12,000	14,000
6108 Part-Time	4,889	5,979	11,394	11,394	11,394
6150 Fringes	54,247	63,590	61,513	61,513	75,067
6308 Landscape Supplies	15,695	21,625	8,888	8,888	19,436
6325 Construction Materials	52,773	167,252	211,065	461,065	505,543
6328 Signs	3,157	5,262	-	-	-
6404 Consulting Services	390	-	-	-	-
6408 Contractor Fees	-	4,428	-	-	-
6425 CEA Equip. Rental	15,332	24,580	25,250	25,250	68,783
6809 Infrastructure Construction	963,480	1,025,796	1,113,145	1,158,145	1,269,270
Total Expense	$ 1,239,652	$ 1,451,849	$ 1,576,399	$ 1,871,399	$ 2,127,405

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Construction Materials	
Asphalt	$ 505,543
	$ 505,543
Infrastructure Construction	
Streets	$ 1,164,770
Sidewalks	104,500
	$ 1,269,270

CITY OF APPLETON 2006 BUDGET
SUBDIVISION DEVELOPMENT FUND
Schedule of Revenues, Expenditures and Changes in Fund Balance (Deficit)

Revenues	2003 Actual	2004 Actual	2005 Budget	2005 Budget	2006 Budget
Property Taxes	$ 460,370	$ 446,371	$ 365,731	$ 365,731	$ 300,000
Special Assessments	1,295,105	1,208,075	1,214,259	1,100,000	1,000,000
Interest Income	111,802	69,974	67,500	55,000	84,830
Other	-	-	-	25,790	257,426
Total Revenues	1,867,277	1,724,420	1,647,490	1,546,521	1,642,256
Expenses					
Program Costs	1,239,652	1,451,849	1,576,399	1,871,399	2,127,405
Total Expenses	1,239,652	1,451,849	1,576,399	1,871,399	2,127,405
Revenues over (under) Expenses	627,625	272,571	71,091	(324,878)	(485,149)
Other Financing Sources (Uses)					
Operating Transfers In	-	-	-	-	-
Total Other Financing Sources (Uses)	-	-	-	-	-
Net Change in Equity	627,625	272,571	71,091	(324,878)	(485,149)
Fund Balance - Beginning	451,261	1,078,886	1,351,457	1,351,457	1,026,579
Fund Balance - Ending	$ 1,078,886	$ 1,351,457	$ 1,422,548	$ 1,026,579	$ 541,430

Unreserved Designated Fund Balance Policy Compliance

Minimum -Three months operating expenditures based on prior year's audited expenditures		362,962
Maximum (80% of the most recent five year average of subdivision development expenditures)		
2006 budgeted	2,127,405	
2005 budgeted plus 100% carryover from 2004	1,826,399	
2004 actual	1,451,849	
2003 actual	1,239,652	
2002 actual	1,819,731	
		1,354,406

CITY OF APPLETON 2006 BUDGET
CAPITAL PROJECTS FUNDS

NOTES

CITY OF APPLETON 2006 BUDGET
CAPITAL PROJECTS FUNDS

Public Works **Business Unit 4240**

MAJOR 2006 OBJECTIVES

This fund provides for a variety of Public Works capital needs. The 2006 budget provides for consulting services in the design phase of the College Avenue bridge, scheduled for replacement in 2008, and the completion of repairs to the Olde Oneida and Lawe Street bascule bridges.

Further descriptions of projects to be funded from this fund can be found in the Capital Projects section of the budget, as follows:

Project	Amount	Page
Bridge Improvements - Olde Oneida & Lawe St.	$ 1,031,000	Projects, Pg. 599
College Avenue Bridge Project	240,391	Projects, Pg. 604
	$ 1,271,391	

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2003	2004	Adopted 2005	Amended 2005	2006	Change *
Program Revenues		$ 316,863	$ 251,793	$ -	$ -	$ 3,581	N/A
Program Expenses		$ 38,139	$ 559,603	$ 254,150	$ 434,040	$ 1,271,391	400.25%
Expenses Comprised Of:							
Personnel		-	47,441	-	-	6,091	N/A
Administrative Expense		-	10	-	-	-	N/A
Supplies & Materials		1,196	2,244	-	-	-	N/A
Purchased Services		10,825	9,140	30,000	30,000	209,300	597.67%
Utilities		-	-	-	-	-	N/A
Repair & Maintenance		-	-	-	-	-	N/A
Capital Expenditures		26,118	500,768	224,150	404,040	1,056,000	371.11%

** % change from prior year adopted budget*

CITY OF APPLETON 2006 BUDGET
CAPITAL PROJECTS FUNDS

Public Works **Business Unit 4240**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4224 Miscellaneous State Aids	$ 300,000	$ -	$ -	$ -	$ -
4710 Interest on Investments	16,863	7,692	-	-	3,581
5910 Proceeds of Long-term Debt	-	-	254,150	254,150	1,205,391
5921 Trans In - General Fund	-	244,101	-	-	-
Total Revenue	$ 316,863	$ 251,793	$ 254,150	$ 254,150	$ 1,208,972
Expenses					
6102 Labor Pool Allocations	$ -	$ 32,975	$ -	$ -	$ 3,246
6105 Overtime	-	2,111	-	-	1,345
6108 Part Time	-	37	-	-	-
6150 Fringes	-	12,318	-	-	1,500
6304 Postage/Freight	-	10	-	-	-
6308 Landscape Supplies	750		-	-	-
6325 Construction Materials	446	2,115	-	-	-
6327 Misc. Equipment	-	20	-	-	-
6328 Signs	-	109	-	-	-
6404 Consulting Services	10,825	9,100	30,000	30,000	209,300
6408 Contractor Fees	-	40	-	-	-
6803 Buildings	9,780	123,680	-	-	-
6804 Land	-	-	-	-	25,000
6809 Infrastructure Construction	16,338	377,088	224,150	404,040	1,031,000
Total Expense	$ 38,139	$ 559,603	$ 254,150	$ 434,040	$ 1,271,391

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Consulting Services	
Design work - E. College Avenue bridge	$ 209,300
	$ 209,300
Land	
Right of way, E. end of College Avenue bridge to Christine St.	$ 25,000
	$ 25,000
Infrastructure Construction	
Olde Oneida Bridge over navigation canal	$ 320,000
Lawe St. Bridge over navigation canal	711,000
	$ 1,031,000

CITY OF APPLETON 2006 BUDGET
PUBLIC WORKS PROJECTS
Schedule of Revenues, Expenditures and Changes in Fund Balance (Deficit)

	2003 Actual	2004 Actual	2005 Budget	2005 Projected	2006 Budget
Revenues					
Intergovernmental	$ 300,000	$ -	$ -	$ -	$ -
Interest Income	16,863	7,692	-	4,500	3,581
Total Revenues	316,863	7,692	-	4,500	3,581
Expenses					
Program Costs	38,139	559,603	254,150	370,890	1,271,391
Total Expenses	38,139	559,603	254,150	370,890	1,271,391
Revenues over (under) Expenses	278,724	(551,911)	(254,150)	(366,390)	(1,267,810)
Other Financing Sources (Uses)					
Proceeds of G.O. Debt	-	-	254,150	191,000	1,256,391
Operating Transfers In	-	244,101	-	-	-
Total Other Financing Sources (Uses)	-	244,101	254,150	191,000	1,256,391
Net Change in Equity	278,724	(307,810)	-	(175,390)	(11,419)
Fund Balance - Beginning	215,895	494,619	186,809	186,809	11,419
Fund Balance - Ending	$ 494,619	$ 186,809	$ 186,809	$ 11,419	$ -

CITY OF APPLETON 2006 BUDGET

PARKING UTILITY

Public Works Director: Paula A. Vandehey

Deputy Director/City Engineer: Ross M. Buetow

Deputy Director of Operations: Wendy K. Lodholz

CITY OF APPLETON 2006 BUDGET
PARKING UTILITY

MISSION STATEMENT

To provide clean, safe on-and-off street downtown parking using managerial and financial practices that maintain the financial solvency of the Parking Utility.

To professionally enforce downtown parking ordinances while maintaining a customer friendly environment.

DISCUSSION OF SIGNIFICANT 2005 EVENTS

Worked with downtown businesses to try other convenient parking options such as valet parking on College Avenue

Pressure cleaned and sealed the decks and stairwells in the East Ramp

Installed banners to color code the ramps to enhance visibility and improve customer communication

Completed light bulb replacement program

Conducted structural inspection of the Washington Street Ramp

Completed phase I of the City Center Ramp and Midtown Ramp repairs in accordance with the consultant's recommendation

Completed SCAN NT/Proximity Reader upgrade

Installed security cameras in parking facilities in accordance with City's overall safety objectives

Implemented revised meter coin collection procedures

Implemented revised rate and style for temporary parking permits

The Accounting Manager helped convert Community Service Officer (CSO) parking tickets to handheld issued tickets. This eliminates the manual entry by Finance Staff of approximately 150-300 tickets per week on average and the CSO's from hand writing tickets.

CITY OF APPLETON 2006 BUDGET
PARKING UTILITY

MAJOR 2006 OBJECTIVES

Investigate new technology to allow for pay-as-you enter fees in non-dollar increments

Continue to monitor and adjust to the parking needs of the Fox Cities Performing Arts Center and Radisson Hotel

Continue structural ramp repair program in accordance with consultant reports

Conduct structural inspection of East Ramp

Install security cameras in parking facilities in accordance with City's overall safety objective

Implement new permit rate and meter violation fine structure

Work with ADI to seek ways to improve the City's parking system and educate users on parking options

Upgrade the Hamilton bill readers in City ramps to accept new style $10 and $20 bills

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2003	2004	Adopted 2005	Amended 2005	2006	Change *
Program Revenues		$ 1,904,188	$ 2,119,926	$ 2,035,000	$ 2,148,306	$ 2,304,000	13.22%
Program Expenses							
5110	Administration	1,093,368	1,077,560	1,101,251	1,101,251	1,097,152	-0.37%
5120	Operations & Maint.	585,083	671,929	813,719	927,025	793,718	-2.46%
5130	Enforcement	160,902	152,497	158,663	158,663	165,132	4.08%
TOTAL		$ 1,839,353	$ 1,901,986	$ 2,073,633	$ 2,186,939	$ 2,056,002	-0.85%
Expenses Comprised Of:							
Personnel		590,345	598,774	612,978	612,978	606,219	-1.10%
Administrative Expense		951,680	949,033	998,207	998,207	975,830	-2.24%
Supplies & Materials		20,620	32,716	65,250	98,556	55,200	-15.40%
Purchased Services		59,869	63,745	73,982	78,982	83,880	13.38%
Utilities		146,873	154,284	149,310	149,310	165,827	11.06%
Repair & Maintenance		69,716	63,434	73,906	73,906	69,046	-6.58%
Capital Expenditures		250	40,000	100,000	175,000	100,000	0.00%
Full Time Equivalent Staff:							
Personnel allocated to programs		14.10	11.60	11.60	11.60	11.47	

** % change from prior year adopted budget*

CITY OF APPLETON 2006 BUDGET
PARKING UTILITY

Administration **Business Unit 5110**

PROGRAM MISSION

The Parking Utility uses sound managerial and financial practices to achieve financial solvency of the Parking Utility and independence from city tax levy funding.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategies # 3, "Train, develop and support our human resources…" and # 4, "...encourage open and productive working relationships..." and # 5, "...work to improve influence over statutory and regulatory processes."

Objectives:

Review current parking policies against current and future requirements

Explore ways to improve customer service and contain operating costs

Research additional ways to compile, review, and disseminate parking statistical data

Identify technology that will assist in monitoring customer usage

Major Program Changes:

The part-time labor used in previous years for meter coin collection will be discontinued in 2006. As a result, the three routes will be collected weekly. The collection duties (1 driver and 1 collector) will be rotated among the Parking Supervisor and three union employees. The budget for Printing & Reproduction has been combined under the Operations & Maintenance program. The reduction of 285 permits was due to the loss of Thrivent personnel in the downtown office. This budget reflects the postage costs for mailing 1st and 2nd notices for non-payment of parking tickets; this expense was previously paid from the Clerk's Office postage expense.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Effective rate structure policy					
% change in operating revenue received	3.0%	12.1%	1.0%	0.1%	1.8%
Community events supported	N/A	6	8	8	8
Strategic Outcomes					
Efficiency of operations					
% change in operating costs	-1.0%	+2.8%	-3.0%	-0.3%	2.8%
Work Process Outputs					
Expansion of customer base					
YTD avg active permits/total permit stalls	1,761/2,323	1,900/2,323	1,600/2,323	1,600/2,323	1,600/2,323
# of daily meter bags sold	3,150	1,954	3,200	1,000	1,500

CITY OF APPLETON 2006 BUDGET
PARKING UTILITY

Administration **Business Unit 5110**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4710 Interest on Investments	$ 32,821	$ 18,202	$ 15,000	$ 15,000	$ 21,500
5006 Gain (Loss) on Asset Dispos	(3,206)	-	-	-	-
5004 Sale of City Prop - Nontax	-	8,600	-	-	-
5010 Misc Revenue - Nontax	100,000	61,665	-	-	40,000
5924 Trans In - Capital Projects	-	22,214	-	-	-
Total Revenue	$ 129,615	$ 110,681	$ 15,000	$ 15,000	$ 61,500
Expenses					
6101 Regular Salaries	$ 82,878	$ 74,735	$ 80,589	$ 80,589	$ 77,979
6105 Overtime	18	-	-	-	-
6108 Part-Time	94	196	12,426	12,426	-
6150 Fringes	35,289	33,504	34,783	34,783	31,405
6201 Training\Conferences	15	-	100	100	500
6301 Office Supplies	629	589	1,000	1,000	500
6303 Memberships & Licenses	535	515	550	550	550
6304 Postage/Freight	600	400	200	200	6,200
6305 Awards & Recognition	-	168	357	357	350
6309 Shop Supplies & Tools	-	794	1,500	1,500	1,000
6320 Printing & Reproduction	1,289	171	1,400	1,400	-
6321 Clothing	290	132	700	700	650
6323 Safety Supplies	73	228	400	400	100
6327 Misc. Equipment	223	4,439	500	500	1,200
6401 Accounting/Audit	1,477	1,586	1,550	1,550	1,630
6403 Bank Services	3,262	6,209	5,900	5,900	7,000
6407 Collection Services	1,932	2,165	1,932	1,932	2,000
6413 Utilities	4,250	4,136	4,700	4,700	3,444
6416 Build Repairs & Maint	372	116	-	-	-
6418 Equip Repairs & Maint	1,008	2,602	1,664	1,664	1,664
6420 CBM charges	154	-	1,000	1,000	-
6430 Health Services	78	26	200	200	100
6451 Laundry Services	1,502	1,648	1,800	1,800	1,150
6501 Insurance	24,000	25,737	25,700	25,700	35,030
6599 Other Contracts/Obligations	14,931	2,058	-	-	-
6601 Depreciation Expense	909,175	906,106	913,000	913,000	915,400
6650 Discounts available	(6)	-	-	-	-
7911 Trans Out - General Fund	9,300	9,300	9,300	9,300	9,300
Total Expense	$ 1,093,368	$ 1,077,560	$ 1,101,251	$ 1,101,251	$ 1,097,152

DETAILED SUMMARY OF 2005 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2006 BUDGET

PARKING UTILITY

Operations and Maintenance **Business Unit 5120**

PROGRAM MISSION

The Parking Utility maintains a safe, clean and reliable parking system.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 2, "…pursue regional cooperation of services..."

Objectives:

Reduce parking meter mechanical malfunctions

Pressure clean the decks and stairwells in all ramps twice a year

Identify and complete maintenance projects in a timely manner

Investigate ways to reduce operating expenses without reducing current maintenance and service standards

Focus on aesthetics of ramps to encourage ramp usage

Perform structural repairs in all City ramps in accordance with the consultant's recommendations

Major Program Changes:

Implement new permit rate of an additional $1.00 per month for parking permits. The budget for Printing & Reproduction has been combined with the Administration Program and reported in the Operations and Maintenance Program. Contractor fees are for street stall painting that was previously performed by Traffic Division crews. This program also includes $75,000 for ramp structural repairs and $25,000 for the installation of security cameras. Please see page 637 for a further description.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Reliability of the system					
# of broken meters reported	490	657	450	460	470
% fixed within 24 hours	98%	98%	98%	98%	98%
Strategic Outcomes					
Efficiency of staff management					
Maintenance staff size to # of meters	2/991	3/991	3/991	3/991	3/1000
Maintenance staff size to # of unmetered stalls	2/4,216	3/4,216	3/4,216	3/4,216	3/4,216
Structural inspections performed	0	2	1	1	1
Work Process Outputs					
Customer services provided					
# of meter batteries changed	2,200	1,982	2,100	2,000	2,000
Power Flushes/Ramp	2	2	2	2	2
# of facility property damages reported	New Measure	19	20	20	20
# of broken gate arms report'd/repair'd	New Measure	→	→	→	250

CITY OF APPLETON 2006 BUDGET
PARKING UTILITY

Operations and Maintenance **Business Unit 5120**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4841 Meters - Tax	$ 376,665	$ 517,757	$ 500,000	$ 500,000	$ 520,000
4842 Short-term Parking - Nontax	1,666	2,043	1,000	1,000	2,000
4843 Short-term Parking - Tax	476,378	487,341	590,000	590,000	525,000
4844 Permit Parking - Nontax	75,020	98,651	65,100	65,100	80,000
4845 Permit Parking - Tax	413,974	424,716	368,900	368,900	442,500
4846 Parking Meter Hood - Nontax	131	365	-	-	-
4847 Parking Meter Hood - Tax	12,591	10,792	10,000	10,000	8,000
5030 Damage to City Property	139	45	-	-	-
5082 Insurance Proceeds	-	25	-	-	-
5085 Cash Short or Over	(9)	9	-	-	-
Total Revenue	$ 1,356,555	$ 1,541,744	$ 1,535,000	$ 1,535,000	$ 1,577,500
Expenses					
6101 Regular Salaries	$ 189,428	$ 219,386	$ 205,630	$ 205,630	$ 212,756
6104 Call Time	960	1,048	700	700	700
6105 Overtime	5,745	4,152	3,000	3,000	2,700
6108 Part-Time	34,740	19,170	25,794	25,794	27,228
6150 Fringes	107,400	121,781	116,168	116,168	114,969
6306 Building Maint./Janitorial	7,138	6,219	48,000	48,000	8,000
6309 Shop Supplies & Tools	932	1,400	-	-	-
6311 Paint & Supplies	112	6,295	3,200	3,200	1,600
6316 Miscellaneous Supplies	4,841	-	-	-	-
6320 Printing & Reproduction	1,034	1,019	1,100	1,100	2,000
6323 Safety Supplies	247	-	-	-	-
6325 Construction Materials	4,800	4,966	5,000	5,000	5,000
6326 Equipment Parts	1,155	6,373	25,000	25,000	17,000
6327 Miscellaneous Equipment	1,104	135	20,000	53,306	21,000
6328 Signs	1,103	1,738	2,000	2,000	1,000
6404 Consulting Services	-	-	15,000	20,000	15,000
6407 Collection Services	323	365	200	200	200
6408 Contractor Fees	-	-	-	-	8,000
6409 Inspection Fees	1,085	693	1,800	1,800	1,800
6413 Utilities	142,622	150,147	144,610	144,610	162,383
6416 Build Repairs & Maint	14,373	10,816	13,000	13,000	13,000
6417 Vehicle Repairs & Maint	78	-	-	-	-
6418 Equip Repairs & Maint	33,277	31,275	40,000	40,000	35,000
6425 CEA Equip. Rental	15,057	18,124	15,917	15,917	17,382
6440 Snow Removal Services	16,787	26,827	27,600	27,600	27,000
6451 Laundry Services	492	-	-	-	-
6803 Buildings	-	40,000	100,000	175,000	100,000
6809 Infrastructure Construction	250	-	-	-	-
Total Expense	$ 585,083	$ 671,929	$ 813,719	$ 927,025	$ 793,718

DETAILED SUMMARY OF 2005 PROPOSED EXPENDITURES > $10,000

Consulting Services	
Structural inspection - East Ramp	$ 15,000
	$ 15,000
Building Repairs & Maintenance	
Window, door, lights	$ 5,500
Lower level stair repair Wash. Ramp	4,500
Panel above walkway Wash. Ramp	3,000
	$ 13,000
Equipment Parts	
Exit lights Washington Ramp	$ 2,000
Replacement validators	8,500
Misc repair parts	3,000
Replacement meter bags	500
Batteries for meters	3,000
	$ 17,000

Equipment Repairs & Maintenance	
Elevator repairs - maintenance agreements	$ 28,000
Machines, gates, readers, etc	7,000
	$ 35,000
Buildings	
Washington & City Center ramp repairs based on consultant report	$ 75,000
Security cameras	25,000
	$ 100,000
Miscellaneous Equipment	
Meter Mechanisms	$ 15,000
Replacement gates (2)	6,000
	$ 21,000

CITY OF APPLETON 2006 BUDGET
PARKING UTILITY

Enforcement **Business Unit 5130**

PROGRAM MISSION

The Parking Utility enforces city parking ordinances to promote the safety and availability of parking spaces for the benefit of our customers and downtown guests.

PROGRAM NARRATIVE

Link to City Goals:

Implement Key Strategy # 2, "…pursue regional cooperation of services..."

Objectives:

Educate and inform customers on parking policies and assist with directions and questions about the City

Maintain all parking control devices within the City

Provide timely reviews and responses to parking citation review forms

Review Parking Citation Review process

Major Program Changes:

Implement new fine structure increasing rates charged for metered and non-metered parking violations.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts (Parking Enforcement Staff Only)					
Customer service					
Meter stall turnover					
# of citations/meter/month	1.60	2.81	3.3	3.3	3.0
Strategic Outcomes					
Effectiveness as a revenue source *					
$ generated from meter violations	$ 93,265	$ 159,987	$ 165,000	$ 165,000	$ 165,000
$ generated from other violations	$ 13,955	$ 10,235	$ 13,000	$ 13,000	$ 13,000
Work Process Outputs					
Enforcement provided					
# of citations written by Parking staff					
meter	20,923	37,115	44,000	44,000	40,000
other	2,038	1,059	1,400	1,400	1,400
# of citations reviewed by Parking Manager	N/A	963	500	500	500

* Excludes late charges and police-issued citations

CITY OF APPLETON 2006 BUDGET
PARKING UTILITY

Enforcement **Business Unit 5130**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4520 Parking Violations	$ 418,018	$ 467,501	$ 485,000	$ 485,000	$ 665,000
Total Revenue	$ 418,018	$ 467,501	$ 485,000	$ 485,000	$ 665,000
Expenses					
6101 Regular Salaries	$ 95,553	$ 90,811	$ 99,811	$ 99,811	$ 104,164
6105 Overtime	111	74	-	-	-
6150 Fringes	38,131	33,919	34,077	34,077	34,318
6320 Printing & Reproduction	3,179	4,588	4,000	4,000	4,000
6321 Clothing	238	153	450	450	450
6326 Equipment Parts	-	284	-	-	200
6418 Equipment Repairs & Maint.	1,268	500	2,325	2,325	2,000
6425 CEA Equip. Rental	4,128	-	-	-	-
6599 Other Contracts/Obligations	18,000	22,168	18,000	18,000	20,000
6623 Uncollectable Accounts	294	-	-	-	-
Total Expense	$ 160,902	$ 152,497	$ 158,663	$ 158,663	$ 165,132

DETAILED SUMMARY OF 2005 PROPOSED EXPENDITURES > $10,000

Other Contracts & Obligations	
DMV support services	$ 20,000
	$ 20,000

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CITY OF APPLETON 2006 BUDGET

PARKING UTILITY

STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET ASSETS

	2003 Actual	2004 Actual	2005 Budget	2005 Projected	2006 Budget
Revenues					
Charges for Services	$ 1,456,416	$ 1,603,330	$ 1,535,000	$ 1,540,300	$ 1,577,500
Other	418,018	467,501	485,000	480,000	665,000
Total Revenues	1,874,434	2,070,831	2,020,000	2,020,300	2,242,500
Expenses					
Operating Expenses	920,879	986,580	1,051,333	1,089,639	1,031,302
Depreciation	909,175	906,106	913,000	913,000	915,400
Total Expenses	1,830,054	1,892,686	1,964,333	2,002,639	1,946,702
Operating Income (Loss)	44,380	178,145	55,667	17,661	295,798
Non-Operating Revenues (Expenses)					
Interest Income	32,821	18,211	15,000	21,500	21,500
Gain (Loss) on Sale of Fixed Assets	(3,206)	-	-	-	-
Other	139	8,670	-	40,000	40,000
Total Non-Operating	29,754	26,881	15,000	61,500	61,500
Net Income (Loss) Before Transfers	74,134	205,026	70,667	79,161	357,298
Transfers In (Out)					
Capital Projects	-	22,214	-	-	-
General Fund	(9,300)	(9,300)	(9,300)	(9,300)	(9,300)
Change in Net Assets	64,834	217,940	61,367	69,861	347,998
Total Net Assets - Beginning	23,279,285	23,344,119	23,562,059	23,562,059	23,631,920
Total Net Assets - Ending	$ 23,344,119	$ 23,562,059	$ 23,623,426	$ 23,631,920	$ 23,979,918

SCHEDULE OF CASH FLOWS

Cash - Beginning of Year	$ 381,324	$ 227,154
+ Net Income (Loss)	69,861	347,998
+ Depreciation	913,000	915,400
- Fixed Assets	(175,000)	(100,000)
- Advance to TIF # 3	(962,031)	(900,000)
Working Cash - End of Year	$ 227,154	$ 490,552

WORKING CAPITAL RESERVE REQUIREMENT

Prior Year Audited Expenditures	$ 1,892,686
- Depreciation	(906,106)
+ Transfer to General Fund	9,300
Net Prior Year Cash Expenditures	$ 995,880
25 % Working Capital Reserve Requirement	$ 248,970

CITY OF APPLETON 2006 BUDGET

CENTRAL EQUIPMENT AGENCY

Public Works Director: Paula A. Vandehey

Deputy Director/City Engineer: Ross M. Buetow

Deputy Director of Operations: Wendy K. Lodholz

CITY OF APPLETON 2006 BUDGET
CENTRAL EQUIPMENT AGENCY

MISSION STATEMENT

Central Equipment Agency (CEA) exists to maintain the City fleet and to provide orderly replacement of vehicles as they reach their useful service life.

DISCUSSION OF SIGNIFICANT 2005 EVENTS

Eliminated the need for the annual City auction in 2005 due to the successful use of the online auction process

Worked on realignment of service and manpower to minimize budget increases. This realignment included:

1. Extending the life of certain vehicles when warranted
2. Relocating mechanics to meet the needs of four separate service locations
3. Revamping the methods for the disposal of oil dry and solvents
4. Focusing the Mechanic Team on the goal of reducing costs

Outsourced radio repair services in lieu of filling the vacant Radio Technician position

Reduced the size of the radio inventory by evaluating usage and needs

Implemented a vehicle replacement evaluation form. This form assists the CEA Manager and the department directors in evaluating prior maintenance, vehicle age and condition, mileage,etc. It is an excellent decision-making tool for vehicle replacement and is used to determine the necessity to replace equipment on it's scheduled date or hold the equipment for additional years.

CITY OF APPLETON 2006 BUDGET
CENTRAL EQUIPMENT AGENCY

MAJOR 2006 OBJECTIVES

Monitor and revise, if necessary, the monthly department billings

Continue with employee training to insure optimum operation and availability of equipment

Hold regular CEA meeting with users and mechanics to gather information on user's requirements before writing purchasing specifications to insure the best use of budget funds and operational requirements

Monitor equipment usage and suggest to users possible ways to cut costs by moving, sharing, eliminating or changing usage of equipment

Audit billings to insure the proper equipment charges and payments are processed

Resolve any CEA identified issues

Inventory the CEA fleet

Monitor the online auction and continue to improve and expand the process

Evaluate mechanic staff levels at all facilities and adjust staffing to meet the need of the users

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2003	2004	Adopted 2005	Amended 2005	2006	Change *
Program Revenues		$ 3,094,492	$ 3,862,786	$ 3,816,329	$ 3,816,329	$ 4,105,054	7.57%
Program Expenses							
6110	Administration	1,971,449	2,036,845	1,967,396	1,967,396	2,008,685	2.10%
6120	Maintenance	1,506,680	1,697,642	1,722,427	1,722,427	2,097,098	21.75%
Total Program Expenses		$ 3,478,129	$ 3,734,487	$ 3,689,823	$ 3,689,823	$ 4,105,783	11.27%
Expenses Comprised Of:							
Personnel		881,590	965,848	1,022,302	966,302	1,003,066	3.80%
Administrative Expense		1,686,948	1,687,693	1,652,694	1,652,694	1,664,265	0.70%
Supplies & Materials		744,889	876,956	795,179	795,179	1,217,194	53.07%
Purchased Services		1,802	11,177	12,780	68,780	11,600	-83.13%
Utilities		30,023	28,306	28,450	28,450	31,858	11.98%
Repair & Maintenance		132,877	164,507	178,418	178,418	177,800	-0.35%
Capital Expenditures		-	-	-	-	-	N/A
Full Time Equivalent Staff:							
Personnel allocated to programs		14.50	14.50	14.85	14.85	14.07	

** % change from prior year adopted budget*

CITY OF APPLETON 2006 BUDGET
CENTRAL EQUIPMENT AGENCY

Administration **Business Unit 6110**

PROGRAM MISSION

The Central Equipment Agency establishes overhead rates, evaluates vehicle replacement schedules and works with the users to meet their operational needs.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 3: "Train, develop and support our human resources…" and # 4: "...encourage open and productive working relationships…" and # 5: "...work to improve influence over statutory and regulatory processes."

Objectives:

Evaluate the billing process and reports for timeliness, accuracy and clarity

Review and revise equipment replacement policies

Continue to provide professional communication with all agencies

Provide accurate billing for CEA equipment

Provide detailed information on replacement equipment and requests for changes in replacement life

Major program changes:

The increase in salaries and fringe benefits (approximately $20,000) is due to a larger allocation of purchasing/inventory personnel to the CEA budget in 2006 than in 2005. This reallocation is a better reflection of their time actually spent performing CEA related activities.

The increase in miscellaneous equipment is due to the replacement of a plasma cutter ($5,400).

The decrease in collection services (-$4,200) is due to no longer needing special disposal procedures for oil dry materials. This material can be taken to the landfill.

The decrease in Other Contracts/Obligations (-$5,700) is due to no longer incurring costs associated with the annual City auction (i.e. auctioneer fees, security, etc). The $2,800 request represents on-line auction fees.

The increase in shop supplies and tools ($4,500) is due to rising costs of steel and fuel used in manufacturing and delivery of the tools and supplies.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Cost effective service					
Overhead rate	$ 47.36	$ 44.68	$ 46.13	$ 46.13	$ 52.65
Billable hours	15,188	15,440	19,802	16,500	17,500
Strategic Outcomes					
Operational requirements of users					
Size of fleet	409	410	400	408	400
Consistent and current information					
# Policies reviewed/revised	0	1	2	3	2
Work Process Output					
Customer service					
Requests for additions to fleet	4	4	2	4	2

CITY OF APPLETON 2006 BUDGET
CENTRAL EQUIPMENT AGENCY

Administration **Business Unit 6110**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4710 Interest on Investments	$ 11,861	$ 1,984	$ 6,000	$ 6,000	$ 1,000
4865 CEA Operational Revenue	1,427,002	1,574,092	1,849,329	1,849,329	2,258,591
4908 Misc. Intergov.Charges	27,309	31,869	20,000	20,000	32,731
5004 Sale of City Prop - NonTax	70,599	166,000	175,000	175,000	175,000
5010 Misc Revenue - Nontax	1,958	-	-	-	-
5011 Misc Revenue - Tax	9	-	-	-	-
5021 Capital Contributions	1,538,384	2,018,033	1,761,000	1,761,000	1,632,732
5030 Damage to City Property	2,469	270	-	-	-
5082 Insurance Proceeds	10,977	1,013	5,000	5,000	5,000
5925 Trans In - Wastwater Utility	-	4,631	-	-	-
5926 Trans In - Water Utility	-	53,631	-	-	-
5928 Trans In - Golf Course	-	9,715	-	-	-
Total Revenue	$ 3,090,568	$ 3,861,238	$ 3,816,329	$ 3,816,329	$ 4,105,054
Expenses					
6101 Regular Salaries	$ 135,667	$ 160,920	$ 144,945	$ 144,945	$ 161,777
6104 Call Time	-	43	-	-	225
6105 Overtime	3	1,914	-	-	2,000
6108 Part-Time	1,669	2,134	-	-	-
6150 Fringes	51,790	75,412	57,197	57,197	71,180
6201 Training\Conferences	3,267	3,662	3,250	3,250	3,250
6301 Office Supplies	525	637	1,000	1,000	800
6302 Subscriptions	2,366	1,896	600	600	-
6303 Memberships & Licenses	537	585	700	700	645
6304 Postage\Freight	152	-	-	-	-
6305 Awards & Recognition	-	130	455	455	420
6309 Shop Supplies & Tools	34,065	37,111	36,000	36,000	40,500
6310 Chemicals	3,953	4,963	6,000	6,000	6,100
6311 Paint & Supplies	215	440	230	230	230
6315 Books & Library Material	115	-	100	100	100
6316 Miscellaneous Supplies	435	74	-	-	-
6320 Printing & Reproduction	533	439	1,500	1,500	1,000
6321 Clothing	596	728	1,500	1,500	1,500
6322 Gas Purchases	398	-	-	-	-
6323 Safety Supplies	762	1,194	800	800	800
6324 Medical\Lab Supplies	380	290	400	400	350
6326 Equipment Parts	-	25	-	-	-
6327 Miscellaneous Equipment	1,535	1,327	-	-	5,400
6401 Accounting/Audit	984	1,057	1,100	1,100	1,100
6403 Bank Services	-	61	-	-	-
6407 Collection Services	2,236	5,283	4,200	4,200	-
6413 Utilities	30,023	28,306	28,450	28,450	31,858
6418 Equip Repairs & Maint	922	4,835	4,300	4,300	4,300
6420 CBM charges	4,026	6,944	11,500	11,500	11,500
6429 Interfund Allocations	(858)	-	(3,000)	(3,000)	(3,000)
6451 Laundry Services	10,315	8,219	11,280	11,280	5,000
6501 Insurance	51,000	7,338	8,289	8,289	7,350
6503 Rent	1,095	1,317	400	400	1,500
6599 Other Contracts/Obligations	5,317	7,708	8,500	8,500	2,800
6601 Depreciation Expense	1,627,426	1,671,853	1,637,700	1,637,700	1,650,000
Total Expense	$ 1,971,449	$ 2,036,845	$ 1,967,396	$ 1,967,396	$ 2,008,685

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Shop Supplies & Tools	
Consumable shop supplies	$ 26,000
Small shop tools	14,500
	$ 40,500

CBM Charges	
Repairs to Vehicle Wash :	
Doors	$ 1,000
Pumps	4,000
Spinner nozzles	5,000
Plumbing	1,500
	$ 11,500

CITY OF APPLETON 2006 BUDGET
CENTRAL EQUIPMENT AGENCY

Maintenance **Business Unit 6120**

PROGRAM MISSION

The Central Equipment Agency performs repairs, preventive maintenance, new vehicle preparation, seasonal change overs and other special projects as necessary to insure safe and reliable vehicles and equipment.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 2: "…pursue regional cooperation of services ..."

Objectives:

Minimize downtime of vehicles and equipment
Monitor equipment service calls, evaluate condition of the equipment against the estimated remaining life, and alert departments of possible extensive repairs or early equipment replacements
Maintain a clean safe work environment
Consolidate maintenance repairs with preventive maintenance work when possible
Inspect all vehicles of 26,000 pounds gross vehicle weight to comply with Department of Transportation requirements
Evaluate major repairs and research options to minimize out of service time and costs
Continue to incorporate fleet into the new asset management system

Major program changes:

This budget reflects the deletion of the position of Radio Technician ($74,861 in 2005). The position was held vacant and repairs were contracted out on a trial basis after the retirement of the former Radio Technician in 2005. Repairs have proven adequate, timely, and cost-effective so we have decided to continue contracting for this service. The expenses associated with the radio repairs are now included in the individual budgets in which these costs are incurred.

The interfund allocations, which represented radio repair work done for other City departments ($15,000 credited in the 2005 budget), has been eliminated due to the vacancy in the Radio Technician position.

The increase in gas purchases is due to the increase cost of unleaded and diesel fuel. In 2005, unleaded fuel was budgeted at $1.31/gal and diesel at $1.12/gal, but is expected we will end the year $250,000 over budget. For 2006, these per gallon costs are estimated at $2.39 and $2.36, respectively. The resulting increase is approximately $400,000 over the adopted 2005 budget and $150,000 over projected 2005 amounts.

The increase in vehicle and equipment parts ($7,417) is due to the rising costs of steel and fuel used in manufacturing and delivery.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Response to customer needs					
Number of vehicles not available for use within 24 hours.	44	39	65	50	50
Equipment available for operational readiness					
# of emergency breakdowns (hours)	257	474	350	360	350
# of service calls	195	270	200	210	200
Strategic Outcomes					
Safe reliable maintenance program					
Preventive maintenance hours	7,270	6,643	7,900	7,900	7,900
Corrective downtime hours	7,438	7,489	7,400	7,400	7,400
Accidents caused by mechanical failure	0	0	0	0	0
Work Process Outputs					
Service Performed					
# of changeovers performed	71	78	95	90	95

CITY OF APPLETON 2006 BUDGET
CENTRAL EQUIPMENT AGENCY

Maintenance **Business Unit 6120**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4908 Misc. Intergov.Charges	$ 3,924	$ 1,548	$ -	$ -	$ -
Total Revenue	$ 3,924	$ 1,548	$ -	$ -	$ -
Expenses					
6102 Labor Pool Allocations	$ 471,214	$ 462,179	$ 547,663	$ 547,663	$ 515,168
6104 Call Time	970	1,531	800	800	1,100
6105 Overtime	2,949	25,634	5,700	5,700	15,000
6150 Fringes	217,328	236,082	265,997	265,997	236,616
6304 Postage/Freight	579	274	300	300	300
6309 Shop Supplies & Tools	128	11	-	-	-
6316 Miscellaneous Supplies	257	-	-	-	-
6322 Gas Purchases	421,369	507,730	400,296	400,296	805,444
6323 Safety Supplies	30	-	-	-	-
6326 Vehicle & Equipment Parts	280,119	322,624	348,353	348,353	355,770
6407 Collection Services	415	-	-	-	-
6409 Inspection Fees	5,299	5,997	5,700	5,700	5,700
6417 Vehicle Repairs & Maint	127,929	152,728	162,618	162,618	162,000
6429 Interfund Allocations	(21,906)	(17,148)	(15,000)	(15,000)	-
Total Expense	$ 1,506,680	$ 1,697,642	$ 1,722,427	$ 1,722,427	$ 2,097,098

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Gas Purchases *

Fuel for vehicles & equipment:	
Unleaded gasoline: 167,621 gallons @ $2.39/gallon	$ 400,614
Diesel fuel: 171,538 gallons @ $2.36/gallon	404,830
	$ 805,444

Vehicle & Equipment Parts

Operational (engine, drive train, main body, etc.)	$ 257,012
Non-operational (add ons to chassis; e.g. packer, dump box, etc.)	98,758
	$ 355,770

Vehicle Repairs & Maint.

Tire service	$ 104,000
Vehicle alignments	2,300
Towing services	1,000
Vehicle cleaning/upholstery	4,100
Body shop work	39,800
Painting	10,800
	$ 162,000

* The City does not pay federal gas tax (currently $0.184/gal unleaded and $0.244/gal diesel) and attains bulk purchasing rates.

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CITY OF APPLETON 2006 BUDGET

CENTRAL EQUIPMENT AGENCY

STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET ASSETS

	2003 Actual	2004 Actual	2005 Budget	2005 Projected	2006 Budget
Revenues					
Charges for Services	$ 1,460,203	$ 1,607,511	$ 1,869,329	$ 2,119,329	$ 2,291,322
Other	13,446	1,283	5,000	10,000	5,000
Total Revenues	1,473,649	1,608,794	1,874,329	2,129,329	2,296,322
Expenses					
Operating Expenses	1,850,703	2,062,634	2,052,123	2,302,123	2,455,783
Depreciation	1,627,425	1,671,853	1,637,700	1,644,000	1,650,000
Total Expenses	3,478,128	3,734,487	3,689,823	3,946,123	4,105,783
Operating Loss	(2,004,479)	(2,125,693)	(1,815,494)	(1,816,794)	(1,809,461)
Non-Operating Revenues (Expenses)					
Investment Income	11,860	1,984	6,000	-	1,000
Gain of Sale of Fixed Assets	66,755	135,307	-	-	-
Sale of City Property	3,844	30,691	175,000	180,000	175,000
Total Non-Operating	82,459	167,982	181,000	180,000	176,000
Income (Loss) before Contributions and Transfers	(1,922,020)	(1,957,711)	(1,634,494)	(1,636,794)	(1,633,461)
Contributions and Transfers In (Out)					
Capital Contributions	1,503,116	2,018,033	1,741,024	1,804,906	1,950,432
Transfers In	35,268	67,977	19,976	19,976	-
Change in Net Assets	(383,636)	128,299	126,506	188,088	316,971
Net Assets - Beginning	9,460,277	9,076,641	9,204,940	9,204,940	9,393,028
Net Assets - Ending	$ 9,076,641	$ 9,204,940	$ 9,331,446	$ 9,393,028	$ 9,709,999

SCHEDULE OF CASH FLOWS

Cash - Beginning of Year	$ (4,985)	$ 2,221
+ Change in Net Assets	188,088	316,971
- Capital Contributions	(1,804,906)	(1,950,432)
- Transfers In (Capital Contributions)	(19,976)	-
+ Depreciation	1,644,000	1,650,000
Working Cash - End of Year	$ 2,221	$ 18,760

CITY OF APPLETON 2006 BUDGET
CAPITAL PROJECTS FUNDS

NOTES

CITY OF APPLETON 2006 BUDGET
CAPITAL PROJECTS FUNDS

CEA REPLACEMENT FUND **Business Unit 4320**

MAJOR 2006 OBJECTIVES

This budget provides for the replacement of the following equipment in the CEA fund:

Equipment	Home Department	Funding Source: CEA	Funding Source: Water Utility	Total Cost
Truck, Pickup 4WD	Engineering	$ 29,500		$ 29,500
Sedan	Fire	19,500		19,500
Truck, Aerial	Forestry	150,000		150,000
Loader, Articulated	Park	56,000		56,000
Mower	Park	44,500		44,500
Truck, Pickup	Park	27,000		27,000
Truck, Pickup w/plow	Parking	30,500		30,500
Sedans (14)	Police	334,600		334,600
Sweeper	Sanitation	124,000		124,000
Semi Tractor	Sanitation	82,000		82,000
Refuse Trucks (2)	Sanitation	357,000		357,000
Grader/Loader	Street	185,000		185,000
Plow (3)	Street	34,500		34,500
Truck, Single Axle Dump (3)	Street	339,000		339,000
Plow for Backhoe	Street	8,500		8,500
Truck, Pickup	Traffic	31,350		31,350
Mower	Wastewater	30,482		30,482
Van	Wastewater	34,000		34,000
Truck, Pickup	Water	19,800	13,200	33,000
		$ 1,937,232	$ 13,200	$ 1,950,432

Please note that this fund provides for the replacement of equipment that is currently in the CEA Fleet. The initial cost of any addition to the fleet is budgeted in the respective department's budget. The first column above reflects the amount paid into CEA for replacement. The other columns indicate the funding source for the remaining cost of the asset.

Major Program Changes:

The Central Equipment Agency, in conjunction with the user departments, evaluated the 2006 equipment purchases and determined that 54 units with a collective purchase price of $ 2,252,905 should be retained for one additional year. In 2005, 24 units with a combined estimated cost of $1,062,536 were retained for an additional year. Due to the positive experience resulting from holding equipment beyond their original estimated lives, the estimated lives of new equipment have been reevaluated and certain pieces have had their lives extended. This change results in reduced annual replacement costs charged to the departments.

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2003	2004	Adopted 2005	Amended 2005	2006	Change *
Program Revenues		$ 1,473,306	$ 1,516,417	$ 1,516,534	$ 1,516,534	$ 1,521,564	0.33%
Program Expenses		$ 1,229,732	$ 1,480,026	$ 1,845,991	$ 1,845,991	$ 2,078,453	12.59%
Expenses Comprised Of:							
Personnel		-	-	-	-	-	N/A
Administrative Expense		-	25,589	41,085	41,085	128,021	211.60%
Supplies & Materials		-	-	-	-	-	N/A
Purchased Services		-	-	-	-	-	N/A
Utilities		-	-	-	-	-	N/A
Repair & Maintenance		-	-	-	-	-	N/A
Capital Expenditures		1,229,732	1,454,437	1,804,906	1,804,906	1,950,432	8.06%

** % change from prior year adopted budget*

CITY OF APPLETON 2006 BUDGET
CAPITAL PROJECTS FUNDS

CEA REPLACEMENT FUND **Business Unit 4320**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4710 Interest on Investments	$ 149,707	$ 61,178	$ 120,000	$ 120,000	$ 100,000
4866 CEA Replacement Revenue	1,323,599	1,455,239	1,396,534	1,396,534	1,408,364
5926 Trans In - Water Utility	-	-	-	-	13,200
Total Revenue	$ 1,473,306	$ 1,516,417	$ 1,516,534	$ 1,516,534	$ 1,521,564
Expenses					
6303 Memberships & Licenses	$ -	$ 160	$ -	$ -	$ -
6417 Vehicle Repairs & Maint.	-	-	-	-	-
6804 Equipment	1,229,732	1,454,437	1,804,906	1,804,906	1,950,432
7911 Trans Out - General Fund	-	-	28,381	28,381	128,021
7915 Trans Out - Enterprise Fund	-	25,429	12,704	12,704	-
Total Expense	$ 1,229,732	$ 1,480,026	$ 1,845,991	$ 1,845,991	$ 2,078,453

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Equipment

Replacement vehicles & equipment (see list, previous page)	$ 1,950,432
	$ 1,950,432

Trans Out - General Fund

Return of accumulated replacement funds due to elimination of:	
(2) Police vehicles	$ 47,800
(1) DPW - Engineering vehicle	11,085
(1) DPW - Streets grader	69,136
	$ 128,021

CITY OF APPLETON 2006 BUDGET
CEA REPLACEMENT
SOURCES AND USES OF FUNDS

Revenues	2003 Actual	2004 Actual	2005 Budget	2005 Projected	2006 Budget
Interest Income	$ 149,707	$ 61,178	$ 120,000	$ 75,000	$ 100,000
Charges for Services	1,323,599	1,455,239	1,396,534	1,396,534	1,408,364
Total Revenues	1,473,306	1,516,417	1,516,534	1,471,534	1,508,364
Expenses					
Program Costs	1,229,732	1,454,597	1,804,906	1,751,455	1,950,432
Total Expenses	1,229,732	1,454,597	1,804,906	1,751,455	1,950,432
Revenues over (under) Expenses	243,574	61,820	(288,372)	(279,921)	(442,068)
Other Financing Sources (Uses)					
Transfers In - Water Utility	-	-	-	-	13,200
Transfers Out - General Fund	-	-	(28,381)	(28,381)	(128,021)
Transfers Out - Enterprise Fund	-	(25,429)	(12,704)	(12,704)	-
Total Other Financing Sources (Uses)	-	(25,429)	(41,085)	(41,085)	(114,821)
Net Change in Equity	243,574	36,391	(329,457)	(321,006)	(556,889)
Fund Balance - Beginning	3,820,361	4,063,935	4,100,326	4,100,326	3,779,320
Fund Balance - Ending	$ 4,063,935	$ 4,100,326	$ 3,770,869	$ 3,779,320	$ 3,222,431

CITY OF APPLETON 2006 BUDGET

HEALTH SERVICES DEPARTMENT

Health Officer: Kurt D. Eggebrecht

CITY OF APPLETON 2006 BUDGET
HEALTH SERVICES DEPARTMENT

MISSION STATEMENT

The mission of the Appleton Health Department is to safeguard the environment, promote public health, and protect consumers in the community by providing high quality services responsive to the needs of the people. Our belief is that prevention is the most effective public health strategy.

DISCUSSION OF SIGNIFICANT 2005 EVENTS

In 2004, the United States announced plans to resettle up to 15,000 Hmong refugees from Laos registered with the Government of Thailand and living in a self-constructed village near Wat Tham Krabok, a Buddhist temple 90 miles northeast of Bangkok. Although at this point we are not certain how many new residents will settle in Appleton (estimates range from 175-300), the department will continue to provide refugee health screenings and education services. In addition, ongoing support services including immunizations, parent & child health and adult health services such as accessing and monitoring health status, providing emotional support, health teaching and information and referrals will be provided.

In 2005, the Health Department participated in a Wisconsin Department of Health required assessment of public health departments to determine level of service. There are three levels (I, II, & III) of departments in the State, where level three represents the most comprehensive. Upon review, the Appleton Health department was assessed to be a level III department, the highest obtainable level. This level III designation is used in a state formula for grant funds distributed back to communities resulting in Appleton receiving the highest allowable amount.

Appleton Health Department continues to collaborate with representatives from Affinity and Touchpoint Health Plans and Fox Valley Health Departments including those in Calumet, Outagamie and Winnebago Counties and the cities of Menasha, Neenah and Oshkosh. In 2005 we continued to focus our efforts on increasing community awareness of healthy lifestyle issues including exercise, diet and proper weight management. The "Walk to Win" campaign, in which families were encouraged to walk 100 miles in three months time, is one example. Small incentive gifts were earned by reaching this milestone.

Environmental staff and a new seasonal student intern continued to educate residents about West Nile Virus (WNV). Work centered on prevention, surveillance and control activities to reduce Culex mosquito populations, the primary WNV carrier species. Educating the public about removal of standing water on their property plays a key role in reducing WNV. In June, traps were strategically placed throughout the City to increase surveillance efforts. Through a partnership with Marshfield Clinic, mosquitoes are sent to the lab for further testing for WNV.

The department continues to provide leadership in the Community Action for Tobacco Free Living Coalition. The goals of the coalition are prevention of tobacco use among youth; elimination of exposure to environmental tobacco smoke; and promotion of tobacco cessation of young people and adults. Youth tobacco rates have declined. In addition, the department mailed an education/implementation handbook to all Appleton restaurant and bar owners to assist with the new City smokefree policy.

The department continues to meet with area healthcare providers and surrounding public health departments to explore common areas of concern and interest such flu vaccine shortages, disease outbreak control, and communicable disease reporting. This health forum has been well received and has enhanced communication and collaboration on a regional basis.

CITY OF APPLETON 2006 BUDGET
HEALTH SERVICES DEPARTMENT

MAJOR 2006 OBJECTIVES

In 2005, the department has served in an advisory role to the L.I.F.E (Local Indicators for Excellence) study. The purpose of this community assessment is to describe what "excellence" for the Fox Cities looks like; and the communities progress toward this "excellence"- it's strengths, challenges, and priorities. In 2006 this report will be completed and reported to the community. The L.I.F.E. study is coordinated by United Way Fox Cities, Community Foundation for the Fox Valley Region and Fox Cities Chamber of Commerce & Industry.

In 2006, the department will continue to provide refugee health screenings and educational services. In addition, ongoing support services including immunizations, parent & child health and adult health services such as accessing and monitoring health status, providing emotional support, health teaching and information and referrals will be provided.

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2003	2004	Adopted 2005	Amended 2005	2006	Change *
Program Revenues		$ 192,812	$ 259,370	$ 204,475	$ 215,540	$ 230,514	12.73%
Program Expenses							
12510	Administration	157,200	171,828	158,195	158,195	164,733	4.13%
12520	Nursing	421,953	438,334	422,740	436,567	408,474	-3.37%
12530	Environmental Health	280,469	296,628	288,363	288,363	305,643	5.99%
12540	Weights & Measures	126,853	169,279	165,785	165,785	177,884	7.30%
TOTAL		$ 986,475	$ 1,076,069	$ 1,035,083	$ 1,048,910	$ 1,056,734	2.09%
Expenses Comprised Of:							
Personnel		897,462	982,686	945,597	956,811	970,436	2.63%
Administrative Expense		17,661	17,016	21,549	21,549	21,753	0.95%
Supplies & Materials		27,439	26,102	23,800	25,053	23,700	-0.42%
Purchased Services		24,843	32,740	25,221	26,581	23,616	-6.36%
Utilities		8,018	7,048	6,335	6,335	3,640	-42.54%
Repair & Maintenance		11,052	10,477	12,581	12,581	13,589	8.01%
Capital Expenditures		-	-	-	-	-	N/A
Full Time Equivalent Staff:							
Personnel allocated to programs		13.20	13.70	13.50	13.50	13.00	

** % change from prior year adopted budget*

CITY OF APPLETON 2006 BUDGET
HEALTH SERVICES DEPARTMENT

Administration **Business Unit 12510**

PROGRAM MISSION

Through management activities, enforcement, and collaboration, the Health Officer assures public health services to the City of Appleton.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 1: "… evaluate and determine city-wide priorities…"

Objectives:

Provide long range planning, policy development, fiscal supervision, personnel management, and general clerical support to program areas
Enforce local and state laws regarding public health and consumer issues
Collaborate with community health care providers and agencies to improve the public's health and well-being

Major Program Changes:

This budget reflects the allocation of 20% of the Health Officer's salary to the consortium grant for administrative time. This allocation has been made in previous years. If consortium is dissolved, this allocation of the Health Officer's salary will be brought back into this program's budget.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Trained staff					
% of staff feeling adequately trained	100%	100%	100%	100%	100%
Safe workplace					
# unresolved safety issues	0	0	0	0	0
Strategic Outcomes					
Full service health dept.					
Level III identification: # of outstanding issues	0	0	2	0	0
Internal advancement					
% of position vacancies filled from within	100%	N/A	100%	100%	100%
Work Process Outputs					
Training					
Hours of training per employee	24	24	32	32	32
Staff assessments					
% done within 10 days of due date	100%	50%	100%	100%	100%
Collaboration with health care providers					
# meetings	93	89	90	90	90
Prepare Annual report					
Completed by 120th day of following year	4/26/2003	4/29/2004	4/29/2005	4/29/2005	4/28/2006

CITY OF APPLETON 2006 BUDGET
HEALTH SERVICES DEPARTMENT

Administration **Business Unit 12510**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4225 Health Grants & Aids	$ -	$ 24,221	$ -	$ -	$ -
4802 Charges for Serv. - Tax	-	156	40	40	40
Total Revenue	$ -	$ 24,377	$ 40	$ 40	$ 40
Expenses					
6101 Regular Salaries	$ 98,249	$ 95,142	$ 96,372	$ 96,372	$ 102,227
6105 Overtime	-	-	300	300	300
6150 Fringes	40,291	44,067	40,961	40,961	42,392
6201 Training\Conferences	284	626	2,500	2,500	2,500
6202 Local Auto Expense	391	193	-	-	-
6206 Parking Permits	1,296	1,363	1,296	1,296	1,344
6301 Office Supplies	3,937	3,357	3,040	3,040	3,040
6303 Memberships & Licenses	540	640	550	550	550
6305 Awards & Recognition	-	180	247	247	247
6307 Food & Provisions	-	-	329	329	329
6316 Miscellaneous Supplies	209	7,121	400	400	400
6320 Printing & Reproduction	4,167	4,934	5,500	5,500	5,500
6324 Medical/Lab Supplies	23	-	-	-	-
6327 Miscellaneous Equipment	5,499	3,450	3,800	3,800	3,800
6412 Advertising/Publication	-	8,886	-	-	-
6413 Utilities	2,314	1,869	2,200	2,200	1,404
6418 Equip Repairs & Maint	-	-	700	700	700
Total Expense	$ 157,200	$ 171,828	$ 158,195	$ 158,195	$ 164,733

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2006 BUDGET
HEALTH SERVICES DEPARTMENT

Public Health Nursing **Business Unit 12520**

PROGRAM MISSION

The nursing program prevents disease and promotes health through epidemiology, collaboration, consultation, assessment, intervention, and case management, to citizens and health care providers of Appleton.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 6: "… work to continuously improve the efficiency and effectiveness of City services…"

Objectives:

Prevent the occurrence and spread of disease in the community through disease investigation, intervention, and partner notification; immunization against vaccine preventable diseases; investigation of elevated childhood blood lead levels; data collection; coordination with other area providers and the State; and public education

Promote citizen health through assessment, intervention, case management, and education for high risk families and adults

Major Program Changes:

The decrease in the Health Services line is the result of increases in Medical Assistance funding for reproductive health coverage, including sexually transmitted diseases screening and treatment, allowing the care provider to bill Medical Assistance directly.
The decrease in part-time salaries is the result of a change in the account to which the .6 FTE public health nurse at the Oneida Heights senior residence is charged. In the past, this position, which is a benefitted position reimbursed by Oneida Heights, has been charged to the part-time object account (6108). The 2006 budget shows it in the regular salaries line for consistency with other part time, benefitted positions. The decline in fringe benefits is the result of another staff member's change from family health insurance coverage to single. There is no change in staffing or in benefits offered.
This budget reflects the allocation of .5 FTE for administrative support for the Fox Valley Public Health Consortium. This is shown in the FTE's allocated to this program and to the Health Grants special revenue fund. If the consortium is dissolved this reduction in FTE would be brought back into this program's budget.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
TB disease resolved					
3 negative tests, completion of treatment, improved clinical status	100%	No Cases	100%	100%	100%
6th grade access to HepB vaccine					
# of school based clinics	10	N/A	N/A	N/A	N/A
Occupational health initiatives					
Annual tuberculosis (TB) training and testing Police, Fire, and Health	100%	0%	100%	100%	100%
Strategic Outcomes					
Minimize epidemiologically linked TB cases					
# of cases based on data review	0	0	0	0	0
Increased vaccine coverage					
% of school aged children vaccinated	99.2%	99.6%	99.5%	99.6%	99.5%
City of Appleton meets COM regulations					
% of required participants	100%	100%	100%	100%	100%
Work Process Outputs					
Case management of TB clients					
# of home visits	11	5	0	8	10
TB skin tests: Police, Fire, Health					
# of TB skin tests	197	0 [1]	188	188	188

[1] Postponed to 2/05 at request of Police and Fire Departments.

CITY OF APPLETON 2006 BUDGET
HEALTH SERVICES DEPARTMENT

Public Health Nursing **Business Unit 12520**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4225 Health Grants & Aids	$ 17,143	$ 19,315	$ -	$ 9,812	$ -
4801 Charges for Serv.- Nontax	3,144	7,021	3,000	3,000	6,000
5020 Donations & Memorials	-	-	-	1,253	-
5035 Other Reimbursements	34,749	38,877	40,043	40,043	41,545
5082 Insurance Proceeds	-	-	-	-	-
Total Revenue	$ 55,036	$ 65,213	$ 43,043	$ 54,108	$ 47,545
Expenses					
6101 Regular Salaries	$ 264,656	$ 253,881	$ 243,187	$ 247,910	$ 271,138
6108 Part-Time	22,888	50,535	41,843	46,818	14,577
6150 Fringes	91,654	98,285	94,508	96,024	81,562
6201 Training\Conferences	687	1,170	1,500	1,500	1,500
6202 Local Auto Expense	2,828	2,238	3,700	3,700	3,700
6206 Parking Permits	2,544	2,600	2,520	2,520	2,604
6301 Office Supplies	180	-	-	-	
6302 Subscriptions	94	87	150	150	150
6303 Memberships & Licenses	93	451	175	175	175
6320 Printing & Reproduction	500	-	-	-	-
6324 Medical\Lab Supplies	10,159	5,167	10,000	11,438	10,000
6413 Utilities	2,746	2,217	2,110	2,110	1,118
6429 Interfund Allocations	-	-	(190)	(190)	(200)
6430 Health Services	11,078	11,037	11,037	11,037	9,950
6431 Interpreter Services	11,782	10,561	12,000	13,175	12,000
6432 Lab. Services	64	105	200	200	200
Total Expense	$ 421,953	$ 438,334	$ 422,740	$ 436,567	$ 408,474

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Medical/Lab Supplies	
Flu vaccine & flu clinic supplies	$ 7,300
TB skin testing	1,400
Home visit client education materials	800
Other home visit medical supplies	300
Personal protective equipment	150
Drug reference books	50
	$ 10,000
Interpreter Services	
Interpreters	$ 12,000
	$ 12,000

CITY OF APPLETON 2006 BUDGET
HEALTH SERVICES DEPARTMENT

Environmental Health **Business Unit 12530**

PROGRAM MISSION

The Environmental Health program ensures safe food handling practices and protects the health and safety of Appleton residents and visitors through annual licensed establishment inspections, nuisance complaint investigations and communicable disease epidemiology.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 5: "… work to continuously improve the efficiency and effectiveness of City services…"

Objectives:

Prevent the occurrence and spread of disease in the community through regulatory activities in public eating/drinking establishments, retail food establishments, recreational facilities, and massage and tattoo establishments
Assess, consult, and correct human health hazards including those associated with lead paint, solid waste, housing sanitation, potential rabies exposure, and vector control
Provide public education and act as a referral mechanism to other state and local agencies for information on environmental and safety hazards

Major Program Changes:

This budget includes an increase in personnel expense of $2,024 resulting from an external review of the position of Environmental Health Supervisor. This budget reflects a 5% increase in environment fees. Following is a sample of the City fee for various inspections:

Charge		From		To	Last changed
Public eating & drinking - no food (tavern)	$	98.00	$	103.00	September 8, 2003
Public eating & drinking - limited	$	167.00	$	175.00	↓
Public eating & drinking - full service	$	171.00	$	180.00	
Public swimming pool - indoor	$	420.00	$	440.00	

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Fair and consistent inspection process					
Positive triennial survey results	N/A	100%	NA	NA	NA
Health hazards identified and corrected					
Inspection reports	100%	100%	100%	100%	100%
Strategic Outcomes					
Voluntary compliance improved					
# critical violations on inspection report	454	618	460	550	550
Minimize human cases of rabies					
# of cases	0	0	0	0	0
Minimize food-borne outbreaks					
# outbreaks related to Special Events	0	0	0	0	0
# of food establishment outbreaks	0	0	0	0	0
Work Process Outputs					
Annual inspections and follow ups					
# of inspections	441	584	450	550	550
# follow up inspections	133	235	200	240	250
Response to complaints					
# of complaints/follow ups	171/48	205/163	200/90	200/90	200/90
Initial response within 3 business days	99%	96%	92%	90%	90%
Immediate response for animal bite complaints					
% response within 4 hours	100%	100%	100%	100%	100%
Education session for non-profit vendors					
# of vendors participating	208	382	180	220	210

CITY OF APPLETON 2006 BUDGET
HEALTH SERVICES DEPARTMENT

Environmental Health **Business Unit 12530**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4225 Health Grants & Aids	$ 2,905	$ -	$ -	$ -	$ -
4305 Health	90,640	103,315	88,000	88,000	104,217
Total Revenue	$ 93,545	$ 103,315	$ 88,000	$ 88,000	$ 104,217
Expenses					
6101 Regular Salaries	$ 191,646	$ 198,776	$ 195,992	$ 195,992	$ 210,352
6104 Call Time	92	132	-	-	-
6105 Overtime	-	2,509	5,000	5,000	5,000
6107 Part Time	-	3,478	-	-	-
6150 Fringes	70,894	78,549	71,715	71,715	75,626
6201 Training\Conferences	894	1,186	1,500	1,500	1,500
6206 Parking Permits	1,248	1,248	1,248	1,248	1,296
6302 Subscriptions	204	204	260	260	260
6303 Memberships & Licenses	265	165	130	130	130
6304 Postage\Freight	4	-	100	100	100
6316 Miscellaneous Supplies	5,045	878	1,000	1,000	900
6320 Printing & Reproduction	685	41	-	-	-
6324 Medical\Lab Supplies	160	239	150	150	150
6327 Miscellaneous Equipment	684	-	500	500	500
6413 Utilities	2,063	1,980	1,660	1,660	903
6418 Equip Repairs & Maint	534	499	450	450	550
6425 CEA Equip. Rental	4,132	4,593	5,558	5,558	5,784
6431 Interpreter Services	281	289	-	-	450
6432 Lab. Services	1,638	1,862	3,100	3,100	2,142
Total Expense	$ 280,469	$ 296,628	$ 288,363	$ 288,363	$ 305,643

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2006 BUDGET
HEALTH SERVICES DEPARTMENT

Weights & Measures **Business Unit 12540**

PROGRAM MISSION

The program educates, consults, inspects, and enforces to ensure the delivery of full quantity and fair, equitable trade practices between the Appleton business community and the consumer.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 2: "… pursue regional cooperation of services…"

Objectives:

Provide consumer protection through complaint investigation, measurement and weighing device testing, price scanning device testing, product checkweighing and label verification

Monitor business methods to prevent fraudulent advertising and trade practices

Provide investigative services for the City Clerk's Office in licensing and regulating going out of business sales, commercial solicitors, salvage dealers and taxi cab/limousine service firms

Major Program Changes:

This budget includes an increase in personnel expense of $1,801 resulting from an external review of the position of City Sealer. This budget reflects a 5% increase in weights and measure fees. Following is a sample of the City fee for various devices:

Charge	From	To	Last changed
Base licensing processing fee	$ 25.00	$ 29.00	September, 2003
Scales - various sizes	$ 28.00-65.00	$ 29.00-66.00	$1 increase ea. size.
Hopper scales	$ 47.00	$ 50.00	
Taxi meters	$ 18.00	$ 19.00	
Petroleum pumps	$ 11.00	$ 12.00	

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Reduce price scanning errors					
Error trend reporting compliance	95.6%	95.4%	96.0%	95.0%	96.0%
Accurate informative labeling					
Positive triennial consumer survey responses	N/A	98.4%	NA	NA	NA
Accurate measuring devices					
% of devices that measure accurately	93.4%	95.9%	93.0%	93.0%	93.0%
Strategic Outcomes					
Improved system of price control					
Error trend reporting compliance	95.6%	95.4%	96.0%	95.0%	96.0%
Reduced short weight and measure sales					
Error trend reporting compliance	95.2%	94.1%	91.0%	91.0%	91.0%
Confidence of businesses in system integrity					
Positive triennial consumer survey responses	N/A	98.4%	NA	NA	NA
Work Process Outputs					
Price scanning inspections					
# of annual/# of reinspections	87	86	80	80	80
Commodity inspections					
# of inspections	5,539	4,207	5,000	5,000	5,000
Device inspections					
# of inspections	1,949	1,843	2,000	2,000	2,000

CITY OF APPLETON 2006 BUDGET
HEALTH SERVICES DEPARTMENT

Weights & Measures **Business Unit 12540**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4312 Weights & Measures	$ 29,069	$ 32,892	$ 30,000	$ 30,000	$ 33,625
4801 Charges for Serv.- Nontax	15,162	33,573	43,392	43,392	45,087
Total Revenue	$ 44,231	$ 66,465	$ 73,392	$ 73,392	$ 78,712
Expenses					
6101 Regular Salaries	$ 81,776	$ 107,956	$ 110,506	$ 110,506	$ 120,403
6104 Call Time	-	15	-	-	-
6105 Overtime	2,701	4,739	3,000	3,000	3,000
6150 Fringes	32,617	44,623	42,213	42,213	43,859
6201 Training\Conferences	1,657	554	1,500	1,500	1,500
6206 Parking Permits	312	624	624	624	648
6301 Office Supplies	73	-	-	-	-
6302 Subscriptions	-	-	50	50	50
6303 Memberships & Licenses	130	130	130	130	130
6316 Miscellaneous Supplies	141	122	350	350	350
6320 Printing & Reproduction	125	-	-	-	-
6327 Miscellaneous Equipment	40	4,150	2,100	2,100	2,100
6413 Utilities	895	981	365	365	215
6418 Equip Repairs & Maint	75	377	450	450	450
6425 CEA Equip. Rental	6,311	5,008	5,423	5,423	6,105
6429 Interfund Allocations	-	-	(926)	(926)	(926)
Total Expense	$ 126,853	$ 169,279	$ 165,785	$ 165,785	$ 177,884

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Charges for Service - Nontax

Charges for sealer's services @ $399/day

New London - 14 days	$ 5,586
Waupaca - 19 days	7,581
Kaukauna - 12 days	4,788
Kimberly - 6 days	2,394
Little Chute - 8 days	3,192
Ashwaubenon - 36 days	14,364
Ripon - 18 days	7,182
	$ 45,087

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CITY OF APPLETON 2006 BUDGET

HEALTH GRANTS SPECIAL REVENUE FUNDS

Health Officer: Kurt D. Eggebrecht

CITY OF APPLETON 2006 BUDGET
SPECIAL REVENUE FUNDS
HEALTH GRANTS

MISSION STATEMENT

It is the mission of the Appleton Health Department to safeguard the environment, promote public health, and protect the consumers in the community by providing high quality services responsive to the needs of the people.

DISCUSSION OF SIGNIFICANT 2005 EVENTS

Maternal/Child Health (MCH) Grant-
The Appleton Health Department is on target to provide 24 pregnant non-Medical Assistance eligible women prenatal care coordination services and 15 children birth to 1 year will receive child care coordination services. Our goal is that 90% of the pregnant women receiving prenatal care coordination services from Appleton Health Department will deliver infants who weigh at least 5.5 pounds - an important birth outcome indicator.

Prevention Grant-
This grant supports a collaborative initiative between seven area Health Departments, Affinity Health System, ThedaCare, YMCA of the Fox Cities, and several community partners to implement a preventive health program titled "WALK to WIN". Community members were encouraged to walk 100 miles in a three month time frame. In 2006 this campaign will expand to the school age child.

Vaccine Improvement Plan Grant-
These grant dollars support our goal of 91% of Appleton children aged 19-35 months will receive age appropriate immunizations. This grant also supports a newly formed regional immunization coalition titled Fox Cities Immunization Coalition which strives to increase immunization rates in the Fox Valley area. In addition, this grant provides for Hepatitis A and B immunizations for all residents (with no insurance) who test positive for Hepatitis C.

Centers for Disease Control (CDC) Lead Poisoning Prevention Grant-
Department staff have worked with Community Development Block Grants Administrator to coordinate with Appleton Housing Rehabilitation, Housing Partnership, and Housing Authority to identify families whose pre-1950 homes are being rehabbed. Our target goal is 15 pre-1950 housing units located in the City will be made lead safe.

Bioterrorism/Public Health Preparedness Grant
This grant supports training to deal with the effects of bioterrorism. Appleton serves as the fiscal agent for the Fox Valley Public Health Preparedness Consortia and provides staffing support to accomplish their goals. The service area includes the cities of Oshkosh, Neenah, Menasha, Appleton, and the counties of Waushara, Green Lake, Winnebago, Outagamie, Calumet and Waupaca . This year the staff (coordinator, trainer/educator, and epidemiologist) worked with regional health departments to focus on plan development and training on topics such as incident command systems (ICS), forensic epidemiology, and the Health Alert Network (HAN) an electronic communication tool for hospital, health care and public health. Several table top and live exercises were conducted.

CITY OF APPLETON 2006 BUDGET
SPECIAL REVENUE FUNDS
HEALTH GRANTS

MAJOR 2006 OBJECTIVES

Maternal Child Health (MCH) Grant-
Provide maternal and child health program services to Appleton residents
Prevention Grant-
This grant will be used to support a population based health promotion program in the community
CDC Lead Poisoning Prevention Program Grant -
Reduce the incidence of childhood blood lead poisoning through intervention and education
Vaccine Improvement Grant-
Ensure that 91% of all two year olds served by the department will have completed their primary vaccine series
Bioterrorism/Public Health Preparedness Grant
Provide plan development and training opportunities for public health staff and key community leaders and first responders

	Actual		Budget		
Discontinued Programs	**2003**	**2004**	**Adopted 2005**	**Amended 2005**	**2006**
Outreach for Medical Assistance					
Revenue	4,447	-	-	-	-
Expense	4,447	-	-	-	-
TB Grant					
Revenue	38,838	762	-	-	-
Expense	38,839	761	-	-	-
Tobacco Grant					
Revenue	1,701	15	-	-	-
Expense	1,701	15	-	-	-

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	**Title**	**2003**	**2004**	**Adopted 2005**	**Amended 2005**	**2006**	**Change ***
	Program Revenues	$ 374,053	$ 433,750	$ 529,822	$ 529,822	$ 584,067	10.24%
	Program Expenses						
2011	MCH Grant	42,789	43,524	32,018	32,018	32,018	0.00%
2013	Prevention Grant	3,000	6,374	9,634	9,634	9,634	0.00%
2014	CDC Lead Grant	9,610	9,016	9,575	9,575	9,575	0.00%
2015	Immunization Grant	26,061	25,372	22,675	22,675	22,675	0.00%
2018	Bioterrorism Grant	247,610	348,688	455,920	455,920	510,165	11.90%
	Discontinued Programs	44,987	776	-	-	-	N/A
	TOTAL	$ 374,057	$ 433,750	$ 529,822	$ 529,822	$ 584,067	10.24%
Expenses Comprised Of:							
Personnel		197,553	277,461	292,962	292,962	329,982	12.64%
Administrative Expense		124,586	133,597	151,205	151,205	193,582	28.03%
Supplies & Materials		19,718	12,855	10,350	10,350	10,000	-3.38%
Purchased Services		30,608	8,253	65,330	65,330	41,352	-36.70%
Utilities		1,592	1,584	9,975	9,975	9,151	-8.26%
Repair & Maintenance		-	-	-	-	-	N/A
Capital Expenditures		-	-	-	-	-	N/A
Full Time Equivalent Staff:							
Personnel allocated to programs		0.85	2.85	4.05	4.05	4.55	

** % change from prior year adopted budget*

CITY OF APPLETON 2006 BUDGET
SPECIAL REVENUE FUNDS
Health Services Grants - MCH Grant **Business Unit 2011**

PROGRAM MISSION

The Maternal Child Health (MCH) grant program ensures universal access to MCH Public Health Services for eligible Appleton residents.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 6: "… work to continuously improve the efficiency and effectiveness of City services…"

Objectives:

Healthy Births/Healthy Children will be the two MCH themes these grant dollars will target

Provide comprehensive public health nursing (prenatal care coordination) services to pregnant high risk women

Provide comprehensive public health nursing services (child care coordination) to infants aged from birth to 12 months

Maintain advocacy/education efforts through active participation in community and coalitions

Major Program Changes:

No major changes.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Access to prenatal care*					
# of women served	100	63	24	40	24
Strategic Outcomes					
Non-Medical Assistance eligible women who receive prenatal care coordination services will have positive birth outcomes					
% of births with positive outcomes	98%	100%	92%	90%	92%
Work Process Outputs					
# client children birth-12 mo. old who receive child care coordination	37	31	15	15	15
Attend community meetings	95%	100%	95%	95%	95%

* Note - In 2003 the City also received a March of Dimes grant allowing more people to be served.

CITY OF APPLETON 2006 BUDGET
SPECIAL REVENUE FUNDS
Health Services Grants - MCH Grant **Business Unit 2011**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4225 Health Grants & Aids	$ 42,788	$ 43,524	$ 32,018	$ 32,018	$ 32,018
	$ 42,788	$ 43,524	$ 32,018	$ 32,018	$ 32,018
Expenses					
6101 Regular Salaries	$ 11,628	$ 13,863	$ 1,406	$ 1,406	$ -
6108 Part-Time	20,767	20,104	23,120	23,120	25,644
6150 Fringes	5,803	6,059	4,287	4,287	5,396
6201 Training/Conferences	490	160	400	400	-
6202 Local Auto Expense	371	223	400	400	400
6206 Parking Permits	360	360	380	380	372
6324 Medical\Lab Supplies	289	36	250	250	-
6413 Utilities	252	210	275	275	-
6430 Health Services	-	-	-	-	-
6431 Interpreter Services	2,829	2,509	1,500	1,500	206
	$ 42,789	$ 43,524	$ 32,018	$ 32,018	$ 32,018

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2006 BUDGET

SPECIAL REVENUE FUNDS

Health Services Grants - Prevention Grant **Business Unit 2013**

PROGRAM MISSION

Provide accurate, meaningful public health data to the Board of Health and Common Council for effective needs assessment and program management and evaluation

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 1: "… evaluate and determine city-wide priorities…"

Objectives:

Funding will support a Community Needs Assessment (Behavioral Risk Factor Surveillance System In the Fox Cities) to be utilized in the Fox Cities 2006 LIFE (Local Indicators For Excellence) study

The grant will also support the Walk to Win campaign

Major Program Changes:

No major changes.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Kick off "Walk to Win" campaign	August-03	August-04	August-05	August-05	August-06
Strategic Outcomes					
# of participants enrolled in "Walk to Win" campaign	6,000	5,217	7,000	7,000	7,200
Work Process Outputs					
# of participants in "Walk to Win" who met goal	2,100	2,316	2,500	2,500	2,600

CITY OF APPLETON 2006 BUDGET
SPECIAL REVENUE FUNDS
Health Services Grants - Prevention Grant **Business Unit 2013**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4225 Health Grants & Aids	$ 3,000	$ 6,374	$ 9,634	$ 9,634	$ 9,634
	$ 3,000	$ 6,374	$ 9,634	$ 9,634	$ 9,634
Expenses					
6201 Training/Conferences	$ -	$ 6,374	$ 9,634	$ 9,634	$ 9,634
6404 Consulting Services	1,500	-	-	-	-
6630 Other Grant Payments	1,500	-	-	-	-
	$ 3,000	$ 6,374	$ 9,634	$ 9,634	$ 9,634

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2006 BUDGET

SPECIAL REVENUE FUNDS

Health Services Grants - CDC Lead Grant **Business Unit 2014**

PROGRAM MISSION

Provide lead poisoning prevention services to high-risk children in the City of Appleton

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 6: "… work to continuously improve the efficiency and effectiveness of City services…"

Objectives:

The Lead Poisoning Prevention Program is intended to:

Assure screening for elevated blood lead levels in children at risk for lead poisoning
Decrease identified lead hazards in the environment
Increase awareness of lead poisoning, prevention, and control among community stakeholders
Link lead poisoned children and families to appropriate medical, housing, and support services

Major Program Changes:

No major changes.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Treatment for elevated blood levels					
Children with elevated blood lead levels (EBLs) will show a progressive decline in blood lead levels in the 12 months following home visit	100%	100%	100%	100%	100%
Strategic Outcomes					
Decrease the incidence of elevated blood lead levels (EBLs)					
# of EBLs >19	14	1	6	6	6
# of EBLs 10-19	14	7	8	8	8
Work Process Outputs					
Children with EBLs will be contacted with test results, recommendations for further screening, and information on lead hazard reduction.					
# of environmental inspections/ educational sessions	37	23	24	24	24

CITY OF APPLETON 2006 BUDGET
SPECIAL REVENUE FUNDS
Health Services Grants - CDC Lead Grant **Business Unit 2014**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4225 Health Grants & Aids	$ 9,609	$ 9,016	$ 9,575	$ 9,575	$ 9,575
	$ 9,609	$ 9,016	$ 9,575	$ 9,575	$ 9,575
Expenses					
6101 Regular Salaries	$ 754	$ 1,238	$ -	$ -	$ -
6108 Part-Time	5,393	6,248	7,700	7,700	7,898
6150 Fringes	1,134	1,359	1,345	1,345	1,660
6404 Consulting Services	30	21	145	145	17
6413 Utilities	201	112	200	200	-
6430 Health Services	2,004	-	-	-	-
6431 Interpreter Services	94	38	185	185	-
	$ 9,610	$ 9,016	$ 9,575	$ 9,575	$ 9,575

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2006 BUDGET

SPECIAL REVENUE FUNDS

Health Services Grants - Vaccine Improvement Grant **Business Unit 2015**

PROGRAM MISSION

Provide immunization to children from the ages of 2 months to 18 years, without barriers, in order to prevent disease

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 6: "… work to continuously improve the efficiency and effectiveness of City services…"

Objectives:

The department's immunization program is expected to administer vaccines primarily to children from 2 months through 18 years of age and assist in developing the immunization infrastructure necessary to raise immunization levels and prevent vaccine preventable diseases such as diphtheria, tetanus, pertussis, polio, measles, mumps, rubella, haemophilus influenza B, varicella, rotavirus, and hepatitis B.

Major Program Changes:

No major changes.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Access to immunization					
# of clients served	1,993	1,272	1,800	1,050	1,050
Strategic Outcomes					
Minimize the incidence of vaccine preventable disease in children 1 - 18 years of age					
# of cases	12	95	12	50	50
# cases statewide	946	5,561	900	2,000	1,000
Work Process Outputs					
Internal case audit by 12/31	11/17/2003	6/7/2004	12/31/2005	12/31/2005	12/31/2006
# of tracking contacts	2,195	1,302	900	1,000	1,000

CITY OF APPLETON 2006 BUDGET
SPECIAL REVENUE FUNDS
Health Services Grants - Vaccine Improvement Grant **Business Unit 2015**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4225 Health Grants & Aids	$ 26,061	$ 25,371	$ 22,675	$ 22,675	$ 22,675
	$ 26,061	$ 25,371	$ 22,675	$ 22,675	$ 22,675
Expenses					
6101 Regular Salaries	$ 6,267	$ 6,537	$ -	$ -	$ -
6108 Part-Time	15,335	10,683	15,742	15,742	14,912
6150 Fringes	3,939	3,097	2,333	2,333	3,134
6307 Food & Provisions	7	-	-	-	-
6324 Medical\Lab Supplies	-	414	600	600	-
6430 Health Services	513	577	-	-	600
6431 Interpreter Services	-	4,064	4,000	4,000	4,029
	$ 26,061	$ 25,372	$ 22,675	$ 22,675	$ 22,675

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2006 BUDGET

SPECIAL REVENUE FUNDS

Health Services Grants - Bioterrorism Grant **Business Unit 2018**

PROGRAM MISSION

Provide regional approach to terrorism preparedness. Appleton serves as fiscal agent for the Fox Valley Public Health Preparedness Consortia comprised of 10 area health departments.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 4: "… pursue regional cooperation of services…"

Objectives:

To prepare and train for public health emergencies which may result from terrorist activity

Prepare response plans which integrate and compliment local EOP plans

Provide training opportunities for staff and key community leaders and first responders

Establish 24/7 response capacity

Establish regional response to communicable disease prevention, response and recovery

Major Program Changes:

This budget reflects the allocation of 20% of the Health Officer's salary to the consortium grant. This allocation has been made in previous years. In addition, it reflects the allocation of .5 FTE for administrative support for the Fox Valley Public Health Consortium. If the consortium is dissolved, both of these allocations would be brought back into the Health Department's budget.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
# of trainings available	3	3	3	3	3
Strategic Outcomes					
Active regional coalition					
# of meetings /year	12	12	12	11	11
Work Process Outputs					
% of coalition meetings attended	100%	100%	100%	100%	100%

CITY OF APPLETON 2006 BUDGET
SPECIAL REVENUE FUNDS
Health Services Grants - Bioterrorism Grant **Business Unit 2018**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4225 Health Grants & Aids	$ 247,609	$ 348,688	$ 455,920	$ 455,920	$ 510,165
	$ 247,609	$ 348,688	$ 455,920	$ 455,920	$ 510,165
Expenses					
6101 Regular Salaries	$ 69,606	$ 156,715	$ 178,175	$ 178,175	$ 205,325
6150 Fringes	22,791	51,081	58,854	58,854	66,013
6201 Training\Conferences	4,646	10,082	122,040	122,040	171,060
6202 Local Auto Expense	2,871	4,095	13,271	13,271	6,000
6206 Parking Permits	512	873	1,080	1,080	1,116
6301 Office Supplies	1,266	1,293	4,000	4,000	5,000
6303 Memberships & Licenses	-	150	-	-	-
6316 Miscellaneous Supplies	-	350	-	-	-
6320 Printing & Reproduction	1,008	2,218	2,000	2,000	5,000
6327 Miscellaneous Equipment	18,303	9,837	7,500	7,500	5,000
6401 Accounting\Audit	-	-	-	-	1,500
6404 Consulting Services	4,200	-	9,500	9,500	-
6408 Contractor Fees	-	762	50,000	50,000	35,000
6412 Advertising/Publication	2,474	-	-	-	-
6413 Utilities	1,140	1,261	9,500	9,500	9,151
6599 Other Contracts/Obligations	8,822	-	-	-	-
6630 Other Grant Payments	109,971	109,971	-	-	-
	$ 247,610	$ 348,688	$ 455,920	$ 455,920	$ 510,165

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Training\Conferences

Appleton Health Department training in Bioterrorism response	$ 23,884
Training for consortium members in Bioterrorism response, e.g. conduct a regional mass vaccination exercise, establish & train post-event response teams, etc.	154,176
	$ 178,060

Contractor Fees

Contractor services for regional mass vaccination exercise, develop and test response plans, etc.	$ 35,000
	$ 35,000

Note:

The foregoing breakdowns are for illustration only. The specific objectives/expenditures for the bioterrorism grant have yet to be finalized in negotiation with the granting agencies.

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CITY OF APPLETON 2006 BUDGET
HEALTH SERVICES GRANT FUND
SOURCES AND USES OF FUNDS

Revenues	2003 Actual	2004 Actual	2005 Budget	2005 Projected	2006 Budget
Property Taxes	$ -		$ -	$ -	$ -
Intergovernmental	374,053	433,750	529,822	529,822	584,067
Interest Income	-		-	-	-
Charges for Services	-		-	-	-
Other	-		-	-	-
Total Revenues	374,053	433,750	529,822	529,822	584,067
Expenses					
Program Costs	374,053	433,750	529,822	529,822	584,067
Total Expenses	374,053	433,750	529,822	529,822	584,067
Revenues over (under) Expenses	-	-	-	-	-
Fund Balance - Beginning	-	-	-	-	-
Fund Balance - Ending	$ -	$ -	$ -	$ -	$ -

CITY OF APPLETON 2006 BUDGET
SPECIAL REVENUE FUNDS

NOTES

CITY OF APPLETON 2006 BUDGET

POLICE DEPARTMENT

Police Chief: Richard W. Myers

Deputy Police Chief: Robert M. Kavanaugh

Deputy Police Chief: Greg I. Peterson

CITY OF APPLETON 2006 BUDGET
POLICE DEPARTMENT

MISSION STATEMENT

Excellence in Police Service

DISCUSSION OF SIGNIFICANT 2005 EVENTS

In 2005, a complete assessment of the Police Department command structure was conducted to identify the impact of prospective budget reductions and to determine the most effective means of addressing policing services. With 90% of the budget related to personnel expenditures, a reduction would have a disproportionate impact on different areas of police services and would particularly impact law enforcement presence. The outcome of this analysis was the reorganization of resources with separation of patrol functions into five geographic areas and the assignment of two captains to either the northern or southern regions.

The City of Appleton and Outagamie County are committed to continually working to find more efficient and cost-effective ways to provide services to the citizens of our community. In the continuing effort to meet these dynamic challenges, joint meetings were held to collaborate on critical space needs issues, public safety facility needs, and parking concerns. The Police Department anticipates the development of a definite and comprehensive plan, as well as reviewing an initial design for the new police facilities in 2005. A facilities team and architectural experts will help design the new facility to meet both current needs, as well as projected needs for the future. Until the final design is complete and the project is actually bid out, the exact dollar amount is unknown.

In December of 2004, the Records Management Software (RMS) Selection Committee was unable to recommend a vendor to the Outagamie County Board because of a company buy-out and the operating systems of several of the finalists. After the bidding process was reopened in 2005, the committee selected VisionAIR as the vendor and began contract negotiations after receiving County Board approval. It is estimated that it will take a minimum of 7 months to complete the table building, training, etc. Law enforcement agencies involved in this process would like to start using the new software no later than July, 2006.

In February 2005, the Community Service Officers (CSO) became the primary responders to graffiti complaints in the City of Appleton. Graffiti defaces both public and private property and requires community support in identifying graffiti offenders. Areas with graffiti will be identified and appropriate action will be taken by the CSO or responding officer if required.

The Police Department has been conducting a comprehensive policy review to ensure compliance with the national standards set by the Commission on Accreditation for Law Enforcement Agencies (CALEA). Standards in all cases will be consistent with our community policing philosophy and with the strategy of simplifying existing policies and procedures. The work of the former Accreditation Manager is still being performed by RDU and Support Services staff and the majority of the cost of the re-accreditation have already been prepaid. The CALEA accreditation audit will take place in 2006.

In 2004, we began the implementation of recommendations made by the radio consulting team in an effort to improve regional inter-operability and city-wide frequency integration. Bi-directional amplifier systems (BDA) are already installed at Appleton North High School and Appleton Medical Center. The next phase of the project will include installation of BDA's at Appleton West and St. Elizabeth Hospital. In addition, the antenna located at the Outagamie County Justice Center will be moved to another location such as the 222 Building or City Center.

WeTip is a contracted tip line service that provides a 24-hour a day, 365 days a year manned service, with bilingual English/Spanish operators. Since the program began in 2002, the number of tips received has increased an average of 100 per year. In 2005, tips received provided information on two robberies, drug trafficking, drugs being sold in schools and the potential use of brass knuckles by a student, as well as other tips that allowed investigators to respond to crimes more quickly. By the end of the year, additional signs will be placed in troubled areas throughout the City, such as the Valley Transit Center, to inform citizens of the WeTip program and the anonymity of the callers.

CITY OF APPLETON 2006 BUDGET
POLICE DEPARTMENT

MAJOR 2006 OBJECTIVES

The Police Department's 2006 budget represents a series of challenges and difficult decisions in order to adequately fund an excellent level of service while considering the City of Appleton's fiscal constraints. To address budget-reducing measures, the Police Department completed an assessment of its services. As a plan for reorganization, we emphasized neighborhood, business, and entertainment areas safety issues. It was also critical to ensure that our resource allocation decisions reflected department priorities and linked service expectations and resources. The result of the analysis is the change from three patrol districts to five geographic areas within the northern and southern regions of the City.

In addition, Lieutenants included in the reorganization will be assigned responsibility for developing plans and strategies to address problems from a geographic perspective with long-range planning, as well as addressing immediate problems and concerns. There will also be an adjustment to management functions of the Operations and Staff Services Lieutenants to maintain priority services, including the coordination of staffing levels, managing communications needs, emergency preparedness functions, vehicle fleet management, special event coordination and other complex projects.

Changes in mental health transports began in 2004 with Outagamie County requiring all local jurisdictions to transport their own patients to treatment facilities. We continued to offer transport service for other agencies, however with reduced staffing, it has become increasingly difficult to perform this service while still transporting our own prisoners and mental health patients. The 2006 budget reflects a reduction in revenue and overtime costs associated with the elimination of transport service for other agencies at a net cost of $7,000 but a gain of staff time to perform other police functions.

Finally, faced with tighter budgets, which have resulted in ever-increasing operation constraints; the Police Department was confronted with the need to minimize the cost associated with operating its fleet since this is the largest recurring cost, outside that of personnel. With the reorganization of the Operations Unit, we are able to take cost savings measures in 2006 by decreasing our Intensive Use (IU) vehicles. The department currently has 16 IU vehicles assigned to the Patrol District Operations that are scheduled for replacement in 2006. Reducing the fleet by two vehicles in 2006 will result in an estimated $47,800 savings to the CEA fund for not having to purchase new vehicles and an approximate $17,374 savings in annual replacement and maintenance costs in the general fund.

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2003	2004	Adopted 2005	Amended 2005	2006	Change *
Program Revenues		$ 832,827	$ 672,856	$ 776,518	$ 789,276	$ 650,184	-16.27%
Program Expenses							
17511	Executive Management	472,641	476,472	459,835	461,855	511,958	11.34%
17512	Administrative Services	734,926	846,911	855,496	855,496	933,309	9.10%
17513	Resource Development	373,561	235,936	269,434	272,934	267,061	-0.88%
17514	Public Communication	732,493	784,148	760,145	760,145	719,165	-5.39%
17520	Community Resource	739,444	701,918	872,514	872,514	887,735	1.74%
17521	Operational Services	1,197,417	1,033,444	1,014,229	1,037,357	1,078,810	6.37%
17522	Crossing Guards	239,477	156,403	161,966	161,966	161,928	-0.02%
17524	Community Services	289,517	263,333	259,541	259,541	311,020	19.83%
17531	PSL	1,072,011	1,098,342	1,123,743	1,123,743	1,181,436	5.13%
17532	Adult Investigations	1,137,896	1,138,121	1,070,168	1,070,168	1,115,438	4.23%
17541	Patrol Districts	5,726,358	5,866,695	6,013,914	6,013,914	6,043,861	0.50%
TOTAL		$ 12,715,741	$ 12,601,723	$ 12,860,985	$ 12,889,633	$ 13,211,721	2.73%
Expenses Comprised Of:							
Personnel		11,305,260	11,456,540	11,677,351	11,681,351	11,988,207	2.66%
Administrative Expense		185,671	118,642	147,742	151,242	126,684	-14.25%
Supplies & Materials		293,707	168,110	177,590	198,738	185,898	4.68%
Purchased Services		173,685	86,092	85,500	85,500	80,995	-5.27%
Utilities		153,949	159,063	154,300	154,300	147,541	-4.38%
Repair & Maintenance		603,469	613,276	618,502	618,502	682,396	10.33%
Capital Expenditures		-	-	-	-	-	N/A
Full Time Equivalent Staff:							
Personnel allocated to programs		140.00	135.00	134.00	134.00	133.00	

** % change from prior year adopted budget*

CITY OF APPLETON 2006 BUDGET
POLICE DEPARTMENT

Executive Management **Business Unit 17511**

PROGRAM MISSION

The mission of the Executive Management team is to lead and support Department members to meet the City of Appleton mission and the Appleton Police Department mission of *Excellence in Police Services.*

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 2: "... pursue regional cooperation of services..."

Objectives:

Provide leadership and oversight to the community to support community partnerships, coordinate inter/intra departmental activites, and solicit employee participation in department programs and support employees with resources for development and growth

Major Program Changes:

The decrease in court fines and fees ($60,000) is due to fewer officers being on the street which result in fewer summons and citations being issued. The reduction in summons and citations result in fewer warrants being issued further reducing the revenue received.

The Victim Crisis Response (VCR) program is funded through the Wisconsin Department of Justice with the Appleton Police Department as the administrative agency. As of October 1, 2005, the Menasha Police Department has agreed to administer the program. With this transfer, $26,209 in salaries and fringe benefits and $11,791 in supplies and services have been deducted along with $38,000 of revenue.

The Intercultural Relations Coordinator was transferred to the Executive budget from Operations resulting in an increase of $62,732 in personnel expenses (salaries $42,806; overtime $5,557; fringes $14,369). This budget is a more appropriate place for this position since it is supervised by the Deputy Chief of Support Services and the position provides services for the entire department, not just Operations.

$2,800 has been requested to help fund the WeTip program. As noted on page 418, this has been a valuable resource for the department. The program initially was funded by a Community Foundation grant and has received funding over the years from Thrivent, the Rotary, the Chamber of Commerce and individuals. However, donations have continually declined over the years causing the department to pick up a larger share of the cost.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Increase community partnerships					
# of new collaborative efforts explored or initiated	New measure	→	→	3	4
# of diversity organization affiliations	9	30	25	25	25
Strategic Outcomes					
National compliance recognition					
Meet accreditation standards	100%	100%	100%	100%	100%
Work Process Outputs					
Enhance community relations					
% of responses to correspondence	New measure	→	→	100%	100%
# of community involvement meetings	New measure	→	→	52	52
# of diversity presentations conducted	5	50	35	30	30
Improve internal communications					
% of employee evaluations reviewed	New measure	→	→	100%	100%
# of acts of employee recognition	New measure	→	→	150	150
# of relationship/team building meetings with directors	New measure	→	→	25	30
Provide program efficiency					
Identify "best practices" initiatives	New measure	→	→	3	4

CITY OF APPLETON 2006 BUDGET
POLICE DEPARTMENT

Executive Management **Business Unit 17511**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4210 Federal Grants	$ 8,288	$ 6,354	$ 6,090	$ 6,090	$ 6,116
4224 Miscellaneous State Aids	38,255	38,033	45,000	49,000	5,000
4230 Miscellaneous Local Aids	1,640	3,250	-	-	-
4510 Court Fines & Fees	277,692	281,928	360,000	360,000	300,000
4520 Parking Violations	180	30	-	-	-
4801 Charges for Serv.- Nontax	27,329	27,597	30,000	30,000	30,000
4802 Charges for Serv. - Tax	2,028	1,266	3,000	3,000	3,000
4806 False Alarm Fees	24,903	23,658	30,000	30,000	30,000
4906 Mental Transports	180,136	34,236	35,000	35,000	-
5010 Misc Revenue - Nontax	5,822	5,882	6,000	10,738	6,000
5011 Misc Revenue - Tax	7	6	500	500	500
5020 Donations & Memorials	-	1,132	-	2,020	-
5030 Damage to City Property	1,240	235	-	-	-
5035 Other Reimbursements	187	-	-	-	-
5045 Reimb from Prior Yr. Exp	682	-	-	-	-
Total Revenue	$ 568,389	$ 423,607	$ 515,590	$ 526,348	$ 380,616
Expenses					
6101 Regular Salaries	$ 262,635	$ 268,654	$ 266,906	$ 266,906	$ 322,746
6105 Overtime	242	400	630	630	6,187
6108 Part-time	33,478	37,654	40,208	40,208	18,865
6150 Fringes	111,776	124,901	117,487	117,487	131,368
6201 Training\Conferences	5,151	-	-	-	-
6202 Local Auto Expense	389	-	-	-	-
6206 Parking Permits	360	360	360	360	372
6302 Subscriptions	2,213	1,571	1,414	1,414	1,692
6303 Memberships & Licenses	3,533	2,939	3,275	3,275	2,970
6304 Postage/Freight	77	49	25	25	25
6307 Food & Provisions	200	1,686	4,050	4,050	4,050
6315 Books & Library Materials	1,809	765	750	750	750
6316 Miscellaneous Supplies	1,198	1,992	1,000	3,020	500
6321 Clothing	22,713	16,423	18,280	18,280	19,333
6327 Miscellaneous Equipment	2,270	1,104	1,650	1,650	-
6402 Legal Fees	13,399	14,670	300	300	300
6404 Consulting Services	10,500	2,080	2,300	2,300	-
6418 Equip Repairs & Maint	-	-	200	200	-
6424 Software Support	698	224	-	-	-
6599 Other Contracts/Obligations	-	1,000	1,000	1,000	2,800
Total Expense	$ 472,641	$ 476,472	$ 459,835	$ 461,855	$ 511,958

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Clothing	
New officer issue 6 @$1,000	$ 6,000
Honor Guard	200
Badges, patches, bars, etc.	500
Replacement of damaged items	400
Protective vests 22 @ approx. $550	12,233
	$ 19,333

CITY OF APPLETON 2006 BUDGET

POLICE DEPARTMENT

Administrative Services Unit **Business Unit 17512**

PROGRAM MISSION

For the benefit of the community, City operating departments, law enforcement agencies, and other governmental offices, we will process and maintain police records and prepare documentation for prosecution, so that the quality of life and community safety is ensured.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 6: "Work to continuously improve the efficiency and effectiveness of City Services..."

Objectives:

Supply accurate and timely information to Police Officers, City departments, and other external agencies

Provide a centralized repository for all field reports created by law enforcement personnel

Maintain a working relationship with surrounding communities and counties that allows the sharing of law enforcement records

Major Program Changes:

The increase in CBM charges ($45,422) is due to a change in allocating corrective and preventive maintenance charges from Central Building Maintenance (CBM). These expenses will now be charged directly to individual departments rather than being allocated entirely to the general fund's Unclassified budget.

The anticipated increase in open records request indicated below is due to citizens becoming more aware of their open records rights through media reports and an increase in requests for background checks.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Process requests for information					
% of open records request processed within 10 working days	95%	100%	98%	95%	95%
Strategic Outcomes					
Compliance with Uniform Crime Reporting					
Complete monthly reporting requirements to state and FBI	100%	100%	100%	100%	100%
Work Process Outputs					
Improve process time of information					
# of open records requests	11,300	12,465	12,000	12,465	13,000
Avg. pages for taped offense reports	3.0	3.2	3.5	3.5	3.5
Avg. taped offense reports completed weekly	106	114	115	115	115

CITY OF APPLETON 2006 BUDGET
POLICE DEPARTMENT

Administrative Services Unit **Business Unit 17512**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Expenses					
6101 Regular Salaries	$ 380,835	$ 387,834	$ 398,748	$ 398,748	$ 429,445
6105 Overtime	5,482	22,735	6,040	6,040	6,560
6108 Part-time	521	45	5,806	5,806	5,803
6150 Fringes	185,084	208,551	202,567	202,567	199,718
6201 Training\Conferences	1,159	-	-	-	-
6301 Office Supplies	18,993	14,264	16,143	16,143	14,175
6306 Building Maint./Janitorial	-	8,029	9,000	9,000	8,550
6316 Miscellaneous Supplies	868	151	550	550	550
6320 Printing & Reproduction	22,445	13,646	25,600	25,600	24,700
6325 Construction Materials	-	3,465	2,000	2,000	-
6327 Miscellaneous Equipment	14,925	8,973	9,000	9,000	9,000
6407 Collection Services	3,503	3,534	3,400	3,400	3,500
6409 Inspection Fees	649	845	825	825	895
6413 Utilities	72,578	75,120	74,000	74,000	81,703
6414 Janitorial Service	-	62,881	62,837	62,837	64,408
6416 Build Repairs & Maint	6,438	2,841	5,000	5,000	5,000
6418 Equip Repairs & Maint	2,870	2,328	2,580	2,580	2,580
6420 CBM Charges	15,921	23,005	22,000	22,000	67,422
6440 Snow Removal Services	1,385	2,396	3,000	3,000	3,000
6599 Other Contracts/Obligations	1,270	6,268	6,400	6,400	6,300
Total Expense	$ 734,926	$ 846,911	$ 855,496	$ 855,496	$ 933,309

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Office supplies	
General office supplies	$ 14,175
	$ 14,175
Printing & Reproduction	
City copy charges	6,600
Citizen contacts	3,000
City summons	1,000
Offense reports	2,000
Parking tickets	1,500
Letterhead/envelopes	2,100
Traffic citations, warrant cards, ledgers, etc.	2,500
Evidence, animal control, investigative, etc.	1,400
RMS Forms	3,000
Miscellaneous forms	1,600
	$ 24,700
Janitorial Service	
Building maintenance contract	$ 64,408
	$ 64,408

CITY OF APPLETON 2006 BUDGET
POLICE DEPARTMENT

Resource Development **Business Unit 17513**

PROGRAM MISSION

The Resource Development Unit, in conjunction with the Human Resource Department, exists to provide organizational development by seeking out the best practices available within the human resources function.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 3: "Train, develop, and support our human resources..."

Objectives:

Continued recruitment of candidates for police officer positions

Provide and coordinate quality training opportunities

Creation and update of Police Department policies

Major Program Changes:

The Resource Development budget reflects a 48% decrease (approx. $3,000) in overtime based on actual hours in 2003 and 2004 and the elimination of mental health transport services to other agencies.

A reduction in rent for copier expenditures is the result of an exchange in work locations within the Police Department for the Resource Development and Community Service Officers (CSO) Units. The copier will remain in the CSO Unit and is reflected as an increase in their budget.

This budget includes an increase in personnel expense of $1,506 resulting from an external review of the position of Secretary - RDU Police.

The increase in anticipated position advertisements below is due to a concentrated recruitment effort to target the areas where qualified candidates have been historically coming from. After every recruitment process is completed, we learn more about where the best candidates are coming from and that is where we plan on increasing our marketing.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Increase selection of applications for police officers					
% of applicants hired	1.00%	1.00%	2.50%	1.90%	2.00%
Provide adequate training for employees					
Avg. training hours p/sworn employee	110	80	125	60	75
Avg. training hours p/civilian employee	46	21	25	20	25
Strategic Outcomes					
Operate at authorized staffing level					
% of officers re-certified	100%	100%	100%	100%	100%
Work Process Outputs					
Increase opportunities for recruitment of qualified officers					
# of career fairs attended	6	9	8	8	4
# of advertisements placed	112	140	20	50	144
# of candidates entering process	270	379	348	298	275
# of applications received	320	438	425	348	300

CITY OF APPLETON 2006 BUDGET
POLICE DEPARTMENT

Resource Development **Business Unit 17513**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4224 Miscellaneous State Aids	$ 21,177	$ 2,338	$ 5,000	$ 7,000	$ 5,000
Total Revenue	$ 21,177	$ 2,338	$ 5,000	$ 7,000	$ 5,000
Expenses					
6101 Regular Salaries	$ 144,246	$ 86,571	$ 94,519	$ 94,519	$ 101,124
6104 Call Time	78	-	-	-	-
6105 Overtime	6,933	5,565	6,566	6,566	3,536
6108 Part-time	12,939	-	-	-	-
6150 Fringes	63,113	39,649	40,134	40,134	40,936
6201 Training\Conferences	5,486	64,419	80,000	83,500	75,000
6204 Tuition Fees	58,741	10,479	15,000	15,000	15,000
6205 Employee Recruitment	9,165	695	1,500	1,500	1,500
6304 Postage/Freight	93	451	50	50	50
6305 Awards & Recognition	9,385	1,278	1,700	1,700	1,700
6307 Food & Provisions	15	-	-	-	-
6312 Guns & Ammunition	44,614	17,195	18,165	18,165	18,165
6316 Miscellaneous Supplies	807	350	-	-	-
6327 Miscellaneous Equipment	1,201	-	-	-	-
6404 Consulting Services	2,567	-	-	-	-
6412 Advertising	1,393	-	-	-	-
6418 Equip Repairs & Maint	144	573	750	750	750
6430 Health Services	2,206	-	1,500	1,500	1,500
6503 Rent	1,785	1,760	1,750	1,750	-
6599 Other Contracts/Obligations	8,650	6,951	7,800	7,800	7,800
Total Expense	$ 373,561	$ 235,936	$ 269,434	$ 272,934	$ 267,061

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Training/Conferences

Supervisory/management leadership	$ 10,000
Recertification (TIME, CPR, AED, etc.)	5,000
Investigative services/sensitive crime	20,000
Legal updates	7,800
Executive conferences	6,000
Community problem solving policing/ cultural diversity	14,200
Special Tactics and Response Team	5,000
Defense and arrest tactics & firearms	3,000
Mastering Performance	4,000
	$ 75,000

Guns & Ammunition

Ammunition	$ 10,600
Range supplies, paper targets, steel porta targets	1,800
Less lethal supplies, magazine replacement, pepper spray	965
Simunitions & protective equipment	1,000
OC Replacement	2,300
Air tasers	1,500
	$ 18,165

Tuition Fees

Sworn and civilians	$ 15,000
	$ 15,000

CITY OF APPLETON 2006 BUDGET
POLICE DEPARTMENT

Public Communication **Business Unit 17514**

PROGRAM MISSION

For the benefit of the community and City operating departments, we will answer questions, provide information, refer customers to the appropriate department, maintain records, and provide dependable, consistent communications support, to ensure that City business runs smoothly and effectively.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 6: "Work to continuously improve the efficiency and effectiveness of City Services..."

Objectives:

Provide access to services and information

Improve quality of customer service

Continue Police Communications Technician (PCT) training and certifications

Major Program Changes:

The Public Communication budget reflects a 12% decrease (approx. $6,000) in overtime based on actual hours in 2003 and 2004. The decrease is offset by an increase in other units.

Additionally, this budget proposes an elimination of a vacant Police Communication Technician (PCT) position which will result in savings of $57,451 in salaries and fringe benefits. This proposed change will eliminate the power shift (10:30am-7:00pm) position. The power shift position was originally established to provide a third PCT during the busiest hours of the day. With the reduction of a PCT during these critical hours, there may be slower response time to citizens for either telephone or walk-in inquiries. However, considering the challenges for cost reductions in the 2006 budget, the current vacancy in the Communications section allowed us the opportunity to propose this change.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Accurate reporting of transactions					
Transaction adjustments required	1	2	0	2	0
Strategic Outcomes					
Job satisfaction					
% of positive responses by PCT's	100%	100%	100%	100%	100%
Work Process Outputs					
Support services provided by staff					
# of call-outs for service	439	442	250	300	200
Avg. # of phone calls / week	4,350	4,126	4,350	4,100	4,100
# of warrants processed	1,316	1,157	1,300	1,188	1,200
Financial transactions processed					
Avg # of transactions completed / wk	275	253	300	275	300
Increase staff participation in training & programs offered					
# of training sessions attended	47	31	40	39	40
# of PCT's certified	10	10	10	9	9

CITY OF APPLETON 2006 BUDGET
POLICE DEPARTMENT

Public Communication **Business Unit 17514**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Expenses					
6101 Regular Salaries	$ 406,069	$ 425,757	$ 407,766	$ 407,766	$ 405,203
6104 Call Time	1,602	1,463	1,614	1,614	1,643
6105 Overtime	37,271	43,151	50,980	50,980	47,841
6150 Fringes	193,162	221,472	203,860	203,860	189,272
6201 Training\Conferences	434	-	-	-	-
6202 Local Auto Expense	185	-	-	-	-
6307 Food & Provisions	138	-	-	-	-
6316 Miscellaneous Supplies	267	190	200	200	200
6320 Printing & Reproduction	2,037	2,786	2,775	2,775	2,775
6321 Clothing	1,750	-	-	-	-
6327 Miscellaneous Equipment	2,259	791	1,000	1,000	500
6413 Utilities	78,695	81,591	77,550	77,550	63,231
6418 Equip Repairs & Maint	1,636	416	1,500	1,500	1,000
6419 Communication Eq. Repairs	142	59	1,500	1,500	500
6599 Other Contracts/Obligations	6,846	6,472	11,400	11,400	7,000
Total Expense	$ 732,493	$ 784,148	$ 760,145	$ 760,145	$ 719,165

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2006 BUDGET
POLICE DEPARTMENT

Community Resource **Business Unit 17520**

PROGRAM MISSION

Commitment to promote, preserve and deliver a feeling of security, safety and quality services to members of our community.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 6: "Work to continuously improve the efficiency and effectiveness of City Services..."

Objectives:

Respond to incidents where our capabilities and resources can assist in resolving immediate problems

Engage in long-term problem solving practices that focus on crime prevention and intervention

Monitor criminal activities and provide intelligence analysis and information

Major Program Changes:

The Community Resource budget includes an increase in overtime expenditures. The increase is based on actual hours in 2003 and 2004 with an offset of decreased hours in other units. In addition, overtime hours were adjusted for the elimination of mental health transport service for other agencies and the change in the Citizen Academy coordination as discussed below.

The Citizen Academy is a valuable service provided by the Police Department to the citizens of Appleton and surrounding areas. The Academy, held in both the fall and spring, is designed to help local residents better understand police work in their community. Each academy session provides participants information on such topics as crime prevention, evidence processing, drugs, gangs, community policing, firearms safety, etc. Participants also have an opportunity for a patrol ride-along. Coordination of the Citizen Academy was previously provided by the Public Information Officer (PIO). It is proposed that the coordination now be performed by an on-duty Lieutenant. This change will result in an overtime reduction of 25 hours or an estimated decrease of $2,400 in salaries and fringe benefits.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Foster police/community partnerships					
# of active Neighborhood Watch groups	116	120	119	120	120
Increase community education in crime prevention issues					
# of community projects	New measure	40	30	30	30
Strategic Outcomes					
Provide safe neighborhoods					
% of successful abatements	100%	100%	100%	100%	100%
Work Process Outputs					
Administer volunteer program					
# of volunteers serving the department	24	40	25	30	35

CITY OF APPLETON 2006 BUDGET
POLICE DEPARTMENT

Community Resource **Business Unit 17520**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Expenses					
6101 Regular Salaries	$ 448,815	$ 415,999	$ 581,742	$ 581,742	$ 579,116
6104 Call Time	1,310	1,371	-	-	-
6105 Overtime	37,173	56,779	19,046	19,046	27,360
6108 Part-Time	36,174	1,156	-	-	-
6150 Fringes	207,717	217,920	265,726	265,726	275,259
6201 Training\Conferences	5,992	-	-	-	-
6307 Food & Provisions	603	-	-	-	-
6316 Miscellaneous Supplies	716	8,494	5,750	5,750	5,750
6327 Miscellaneous Equipment	499	-	-	-	-
6328 Signs	445	199	250	250	250
Total Expense	$ 739,444	$ 701,918	$ 872,514	$ 872,514	$ 887,735

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2006 BUDGET
POLICE DEPARTMENT

Operational Services **Business Unit 17521**

PROGRAM MISSION

For the benefit of the sworn personnel of the Police Department we will monitor officer conduct and performance and provide operational support to enable operational units to function effectively and efficiently.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 2: "... pursue regional cooperation of services..."

Objectives:

Provide leadership and oversight to the operational units
Manage and maintain internal resources and technology for employees
Ensure department relations with ethnic communities
Continue to improve and support organizational operations
Provide statistical information to the public, Alderpersons, media, and other departments

Major Program Changes:

The Operations budget reflects an increase of $38,793 in salaries and benefits due to the transfer out of the Intercultural Relations Coordinator (-$56,138) to the Executive Budget and the transfer in of a Lieutenant (+94,931) from the Patrol budget. In addition, a 39% decrease ($7,435) in overtime expenditures is the result of the transfer of these positions along with the reduction and reallocation of overtime dollars to other budgets.

The increase in the anticipated number of commander's meetings below is due to the need to hold more meetings with the Captains to plan and implement the reorganization of the Operations Unit.

With the reorganization of the Operations Unit we are able to take cost savings measures in 2006 by decreasing our intensive use (IU) vehicles. The department has 16 IU vehicles assigned to patrol district operations that are scheduled for replacement in 2006. We are requesting the removal of two of these vehicles from the Police fleet. This reduction will result in savings of approximately $17,000 in annual CEA maintenance and replacement costs in this budget as well as savings of $47,800 in the CEA fund for not having to replace these vehicles.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Provide oversight, direction and resources for all operations units					
# of staffing additions to districts	4	0	5	6	2
# of commander's meetings	13	10	12	18	25
Strategic Outcomes					
Reduce crime through crime prevention strategies					
# of reported Part 1 crimes *	2,139	2,554	2,400	2,350	2,400
# of reported Part 2 crimes **	10,320	10,886	9,650	10,300	10,000
Work Process Outputs					
Review use of force incidents					
# of force incidents reviewed	80	89	80	80	80
Develop/review operational policies					
# of polices reviewed	42	29	50	50	50

* Part I - major crimes - homicide, rape, aggravated assault, burglary, larceny, motor vehicle theft and arson
** Part II crimes – misdemeanor assault, vandalism, prostitution, forgery, drug offenses, etc.

CITY OF APPLETON 2006 BUDGET
POLICE DEPARTMENT

Operational Services **Business Unit 17521**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4224 Miscellaneous State Aids	$ 8,000	$ 7,000	$ -	$ -	$ -
Total Revenue	$ 8,000	$ 7,000	$ -	$ -	$ -
Expenses					
6101 Regular Salaries	$ 249,219	$ 248,523	$ 249,889	$ 249,889	$ 286,395
6104 Call Time	571	-	-	-	-
6105 Overtime	36,348	32,419	19,191	23,191	11,756
6108 Part-Time	11,790	11,915	13,186	13,186	12,527
6150 Fringes	114,426	115,519	108,503	108,503	126,071
6201 Training\Conferences	3,657	-	-	-	-
6202 Local Auto Expense	259	-	-	-	-
6307 Food & Provisions	329	-	-	-	-
6312 Guns & Ammunition	6,994	4,566	5,500	5,500	5,500
6316 Miscellaneous Supplies	13,444	7,013	7,700	7,700	7,700
6320 Printing & Reproduction	1,130	1,078	2,400	2,400	2,000
6327 Miscellaneous Equipment	134,317	70,543	63,100	82,228	63,100
6404 Consulting Services	300	-	-	-	-
6418 Equip Repairs & Maint	19,554	14,811	15,000	15,000	15,250
6425 CEA Equip. Rental	555,141	505,019	505,035	505,035	523,386
6431 Interpreter Services	1,963	1,936	1,500	1,500	1,900
6444 Witness Fees	984	1,119	1,025	1,025	1,025
6599 Other Contracts/Obligations	22,942	18,983	22,200	22,200	22,200
6630 Other Grant Payments	24,049	-	-	-	-
Total Expense	$ 1,197,417	$ 1,033,444	$ 1,014,229	$ 1,037,357	$ 1,078,810

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Miscellaneous equipment

Operational Services	
Radio communication upgrade (antennae, receivers, transmitters, additional channels, etc.)	$ 40,000
Bike patrol, accident investigation emergency operations	2,600
Tape recorders	2,000
PBT's	3,000
Speed detection devices	3,000
Battery analyzer, auxiliary batteries	3,000
Miscellaneous equipment	2,000
Special Weapons and Response Team	
Ammunition	1,000
Tactical body armor	6,000
Miscellaneous equipment	500
	$ 63,100

Equipment Repairs & Maint.

Speed detection devices	1,000
Radios, antennas, etc.	10,500
EOC, Bikes, PBTs,	1,500
SMART Units, SWAT equip.	750
In-squad video cameras	1,500
	$ 15,250

Other Contracts & Obligations

OMVWI blood draws, subpoena cancellations	$ 16,000
Incarceration fees	4,000
Telemessaging service, night vision equip (SWAT)	700
Graffiti Removal, Misc.	1,500
	$ 22,200

CITY OF APPLETON 2006 BUDGET
POLICE DEPARTMENT

Crossing Guards **Business Unit 17522**

PROGRAM MISSION

For the benefit of elementary school children and their parents, we will provide assistance at busy city intersections, so that elementary school children can travel safely to and from school.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 6: "Work to continuously improve the efficiency and effectiveness of City Services..."

Objectives:

Assist elementary school children in safely crossing designated intersections

Increase motorists' awareness of school zones via Speed Monitoring Awareness Radar Trailer (SMART) unit deployments

Major Program Changes:

No major changes.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Promote safety at guarded crossings					
# of crossing guard complaint forms processed for moving violations and parking violations (new)	56	21	35	35	35
Strategic Outcomes					
Safety awareness in school zones					
# of days school zone SMART units deployed	74	94	45	60	50
Work Process Outputs					
Provide safety education at busy intersections					
# of classes given to students	13	16	15	15	15
# of students in attendance	725	1,006	735	740	750
Provide assistance at controlled intersections					
Avg. # of students crossing at guarded intersections p/day	3,124	2,868	3,200	3,100	3,100

CITY OF APPLETON 2006 BUDGET
POLICE DEPARTMENT

Crossing Guards **Business Unit 17522**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Expenses					
6107 Temp. Full - Time	$ 203,927	$ 133,232	$ 139,191	$ 139,191	$ 138,907
6150 Fringes	34,168	22,348	21,625	21,625	21,871
6323 Safety Supplies	1,382	823	1,150	1,150	1,150
Total Expense	$ 239,477	$ 156,403	$ 161,966	$ 161,966	$ 161,928

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2006 BUDGET
POLICE DEPARTMENT

Community Services **Business Unit 17524**

PROGRAM MISSION

For the benefit of citizens, visitors, and City departments, in order to provide a timely response to requests for service, we will provide services in non-violent, non-critical situations.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 6: "Work to continuously improve the efficiency and effectiveness of City Services..."

Objectives:

Provide support services to patrol officers by having Community Service Officers (CSOs) complete those operational tasks that do not require a sworn officer

Increase the number and effectiveness of proactive patrols and activities (City Parks, parking ramps, special events, etc.)

Major Program Changes:

As the Police Department continues to receive increased requests for policing services, the Community Service Officers (CSO) have also experienced an increase in the type of work performed. Some of the changes in service in recent years include traffic safety for Performing Arts Center and other community events, park patrols, open/closing parks, 2-5 parking on week-ends during the summer, responding to accidents on private property, graffiti investigations, abandoned vehicle follow-ups and reports, parking and bike offenses, and participating in underage drinking stings. The cost savings to have a CSO perform these functions versus an officer is approximately $30/hr. In order to meet these rising demands in a manner the public has grown to expect, this budget is requesting an additional 8 hour shift per day (2,920 hours annually) beginning in 2006. These increased hours equate to a $35,047 increase in salaries and fringe benefits.

An increase in copier expenditures is the result of an exchange in work locations within the Police Department for the Resource Development and Community Service Officers (CSO) Units. The copier remained in the CSO Unit and is reflected as a decrease in the Resource Development budget.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Provide greater access to police services					
Average # of parking lot accidents investigated per quarter by CSO/officers	New measure	→		95	95
Strategic Outcomes					
Reduced cost of providing police services					
CSO vs. officer working event	$ 9,486	$ 11,598	$ 9,650	$ 10,300	$ 10,500
Work Process Outputs					
Increase number of patrols					
# of ramp patrols	387	262	500	400	450
# of park patrols	5,698	3,274	5,000	4,500	4,500
Service provided by CSO vs. Officer					
# of offenses - animal	2,043	1,919	2,000	1,950	2,000
# of offenses - parking/bike	1,740	1,680	1,600	1,600	1,600
# of abandoned vehicle follow-ups	348	379	325	350	350
# of special events attended	46	54	52	51	52

CITY OF APPLETON 2006 BUDGET
POLICE DEPARTMENT

Community Services **Business Unit 17524**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4310 Dog Licenses	$ 22,289	$ 20,198	$ 30,000	$ 30,000	$ 30,000
4311 Cat Licenses	12,976	12,101	10,000	10,000	10,000
Total Revenue	$ 35,265	$ 32,299	$ 40,000	$ 40,000	$ 40,000
Expenses					
6101 Regular Salaries	$ 79,893	$ 34,892	$ 34,495	$ 34,495	$ 34,495
6104 Call Time	48	-	-	-	-
6105 Overtime	19,682	21,246	7,464	7,464	9,968
6108 Part-Time	130,070	155,979	168,133	168,133	211,227
6150 Fringes	45,705	41,152	35,204	35,204	39,780
6307 Food & Provisions	171	-	-	-	-
6316 Miscellaneous Supplies	492	233	350	350	350
6320 Printing & Reproduction	-	-	-	-	1,750
6321 Clothing	2,691	899	1,500	1,500	1,200
6323 Safety Supplies	640	356	250	250	250
6327 Miscellaneous Equipment	2,057	654	795	795	725
6412 Advertising	252	-	350	350	275
6599 Other Contracts/Obligations	7,816	7,922	11,000	11,000	11,000
Total Expense	$ 289,517	$ 263,333	$ 259,541	$ 259,541	$ 311,020

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Other Contracts/Obligations	
Fox Valley Humane Association	$ 10,000
Wild Animal Service	1,000
	$ 11,000

CITY OF APPLETON 2006 BUDGET
POLICE DEPARTMENT

Police School Liaison **Business Unit 17531**

PROGRAM MISSION

For the benefit of the youth in our community so they may fully develop into productive adult citizens who positively contribute to the high quality of life in our city, we will divert and intervene in juvenile matters in order to encourage constructive growth and development.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 2: "... pursue regional cooperation of services..."

Objectives:

Be proactive in working with youth at-risk of delinquent behavior
Improve programs and services available to youth
Continue to mentor high-risk youth and serve as a positive role model
Investigate sensitive crimes involving juveniles and adults
Continuation of mentoring program for at-risk youth

Major Program Changes:

The Police School Liaison overtime budget reflects a reduction of 20 hours for the elimination of mental health transport service for other agencies.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Provide youth services					
# of youth-involved committees/projects	418	166	325	175	200
# of youth with PSL mentors	217	155	200	170	200
# of early interventions by PSL's	566	472	600	450	475
Strategic Outcomes					
Increase quality of life for youth					
% of mentored youth that achieve positive outcomes	91%	92%	95%	95%	95%
Safe schools for positive learning environment					
# of criminal offenses on school grounds	400	381	600	380	400
# of violent offenses	33	35	50	40	50
# of drug offenses/arrests	21	32	40	35	35
Work Process Outputs					
Promote safety at schools					
# of assigned investigations	847	906	800	900	925
# of sensitive crime investigations	236	295	225	300	300
# of truancy investigations	424	546	400	500	500
Provide law enforcement resources					
# of school committees with PSL's	76	73	70	70	70
# of social service comm. with PSL's	40	60	50	50	50
# of educational presentations to students/parents/school staff	309	333	400	340	340

CITY OF APPLETON 2006 BUDGET
POLICE DEPARTMENT

Police School Liaison **Business Unit 17531**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4905 PSL Reimbursement	$ 199,632	$ 207,612	$ 215,928	$ 215,928	$ 224,568
5010 Misc. Revenue - Nontaxable	364	-	-	-	-
Total Revenue	$ 199,996	$ 207,612	$ 215,928	$ 215,928	$ 224,568
Expenses					
6101 Regular Salaries	$ 697,149	$ 681,943	$ 747,006	$ 747,006	$ 772,101
6104 Call Time	1,800	1,768	-	-	-
6105 Overtime	63,304	76,982	46,159	46,159	47,691
6107 Temp. Full - Time	210	41	296	296	246
6150 Fringes	305,604	337,202	329,282	329,282	360,448
6201 Training\Conferences	3,179	-	-	-	-
6307 Food & Provisions	429	-	-	-	-
6316 Miscellaneous Supplies	336	406	1,000	1,000	950
Total Expense	$ 1,072,011	$ 1,098,342	$ 1,123,743	$ 1,123,743	$ 1,181,436

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2006 BUDGET
POLICE DEPARTMENT

Adult Investigations **Business Unit 17532**

PROGRAM MISSION

We develop crime prevention strategies, investigate major crimes and arrest suspects who commit crimes in support of the criminal justice system, the community, and victims, in order to prevent and/or minimize the impact of major crimes.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 2: "... pursue regional cooperation of services..."

Objectives:

Provide major case investigative support to the districts

Conduct investigations in high tech crimes

Evaluate investigator's case review and reporting procedures

Support investigations with qualified forensic recovery and analysis

Major Program Changes:

The Investigative Services overtime budget reflects a reduction of 70 hours for the elimination of mental health transport service for other agencies.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Provide specialized investigative support					
# of arrests resulting in referral to DA's office	650	571	550	590	550
Strategic Outcomes					
Successful outcomes in judicial process					
# of cases denied prosecution	New measure	42	30	30	40
# of not guilty cases	New measure	5	15	15	10
Work Process Outputs					
Investigate complex and sophisticated crimes					
# of arrests	650	571	650	620	600
# of cases assigned to investigators	1,365	1,435	1,300	1,300	1,300
Crime Strategy Meetings					
# of meetings attended	130	130	135	135	135
# of active prevention programs	20	20	25	20	25
Provide investigative forensic analysis to officers					
# of fingerprint comparisons	300	4,295	300	350	400
# of crime scenes processed	70	95	60	70	80
# of drug tests requiring action	New measure	346	1,000	400	350
# of crime lab submissions	130	160	125	130	150

CITY OF APPLETON 2006 BUDGET
POLICE DEPARTMENT

Adult Investigations **Business Unit 17532**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Expenses					
6101 Regular Salaries	$ 635,228	$ 624,567	$ 656,828	$ 656,828	$ 692,748
6104 Call Time	3,795	4,594	-	-	-
6105 Overtime	69,393	114,372	52,547	52,547	52,178
6108 Part-Time	15,132	24,495	16,122	16,122	16,861
6150 Fringes	301,459	342,974	314,471	314,471	323,451
6201 Training\Conferences	6,856	-	-	-	-
6202 Local Auto Expense	40	-	-	-	-
6304 Postage\Freight	-	62	100	100	100
6307 Food & Provisions	193	-	-	-	-
6316 Miscellaneous Supplies	840	924	1,500	1,500	1,500
6324 Medical\Lab Supplies	15,062	11,751	13,000	13,000	13,000
6327 Miscellaneous Equipment	919	1,026	1,500	1,500	1,500
6404 Consulting Services	2,408	3,100	2,500	2,500	2,500
6418 Equip Repairs & Maint	925	1,120	2,100	2,100	2,100
6443 Investigative Costs	5,752	6,723	7,500	7,500	7,500
6503 Rent	-	320	500	500	500
6599 Other Contracts/Obligations	79,894	2,093	1,500	1,500	1,500
Total Expense	$ 1,137,896	$ 1,138,121	$ 1,070,168	$ 1,070,168	$ 1,115,438

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Medical/Lab Supplies	
Photo processing	$ 3,500
Film	3,000
Camera & video supplies	1,500
Evidence collection supplies	5,000
	$ 13,000

CITY OF APPLETON 2006 BUDGET
POLICE DEPARTMENT

Patrol **Business Unit 17541**

PROGRAM MISSION

We provide excellence in police services. By working in partnership with our community and other government agencies to identify and resolve problems and improve the quality of life of our community through innovative and refined problem solving methods.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 6: "Work to continuously improve the efficiency and effectiveness of City Services..."

Objectives:

Maintain police service to ensure a safe and secure living environment

Facilitate the safe movement of vehicle and pedestrian traffic

Better inform and educate the community on crime prevention

Encourage community participation in crime prevention strategies

Major Program Changes:

The Patrol budget reflects a reduction of $94,931 in salaries and benefits for the transfer of a Lieutenant to the Operations budget. Also, overtime is reduced $18,017 (8%) for elimination of mental health transport service for other agencies.

In addition, approximately $34,000 in salaries and fringe benefits has been deleted from this budget due to a proposed elimination of a vacant Captain's position and the replacement of it with a sworn Officer position.

The Northern District will be moving the Cop Shop from Northland Mall to Fire Station #6 in 2006. The costs to establish the office in Station #6, which includes wiring for a computer and minor office remodeling (approximately $500) have been budgeted in the Administrative Services Unit budget. Additionally, $1,000 has been budgeted in this budget for the annual lease payment to Northland Mall. It is anticipated that this space will still be needed to provide work space for displaced employees during the remodeling of the Police Station.

Through the reorganization and analysis of cost-saving strategies, the Patrol District Operations will reduce the number of district meetings held per year. The reduction in meetings will reduce overtime for sworn officers who are required to attend. Overtime requests for district meetings submitted in 2004 resulted in 763 hours of overtime. Of the 763 hours 26% were for supervisors and 74% for officers. The estimated reduction in overtime cost is $15,632 for salaries and $3,900 for fringe benefits for a total of $19,532.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Increase community education in crime prevention issues					
# of community meetings held	5	3	5	5	5
Strategic Outcomes					
Improve quality of life in the community					
# of Calls for Service	55,570	51,926	55,000	50,000	52,000
Work Process Outputs					
Increase police services					
# of licensed premises inspections (4 times/year)	211	148	240	220	200
# of school zone contacts	705	888	600	700	800

CITY OF APPLETON 2006 BUDGET
POLICE DEPARTMENT

Patrol **Business Unit 17541**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Expenses					
6101 Regular Salaries	$ 3,735,610	$ 3,637,613	$ 3,977,901	$ 3,977,901	$ 4,030,625
6104 Call Time	16,674	19,932	-	-	-
6105 Overtime	275,263	400,389	240,189	240,189	210,847
6150 Fringes	1,682,137	1,804,816	1,789,324	1,789,324	1,796,032
6201 Training\Conferences	10,621	-	-	-	-
6316 Miscellaneous Supplies	2,080	303	2,450	2,450	2,450
6320 Printing & Reproduction	297	292	300	300	300
6413 Utilities	2,676	2,350	2,750	2,750	2,607
6502 Leases	1,000	1,000	1,000	1,000	1,000
Total Expense	$ 5,726,358	$ 5,866,695	$ 6,013,914	$ 6,013,914	$ 6,043,861

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

None

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CITY OF APPLETON 2006 BUDGET
POLICE DEPARTMENT

NOTES

CITY OF APPLETON 2006 BUDGET
SPECIAL REVENUE FUNDS

Police Grants

NOTES

CITY OF APPLETON 2006 BUDGET
SPECIAL REVENUE FUNDS

Police Grants **Business Unit 2250**

PROGRAM MISSION

This program accounts for the receipt of various law enforcement and public safety grants and other revenues, along with the corresponding program expenditures.

PROGRAM NARRATIVE

Link to Strategy:

Implements Key Strategy # 4: "… pursue regional cooperation of services…"

Objectives:

Upgrade security at Appleton City Center and various other City facilities

Work with the Appleton Area School District to fulfill the goals of the Secure Schools grant from the Federal government

Work with the Boys & Girls Club on SMART Girls program, a targeted outreach initiative for females aged 10-14

Major program changes:

The proposed $25,000 represents revenues and expenditures associated with a Juvenile Accountability Incentive Block Grant (JAIBG). The grant is being applied for in conjunction with the Boys and Girls Club. If awarded, the funds will be passed through to the Boys and Girls Club and used to support at-risk youth programs.

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2003	2004	Adopted 2005	Amended 2005	2006	Change *
Program Revenues		$ -	$ 58,201	$ -	$ 105,000	$ 25,000	N/A
Program Expenses		$ -	$ 5,000	$ -	$ 158,201	$ 25,000	N/A
Expenses Comprised Of:							
Personnel		-	-	-	-	-	N/A
Administrative Expense		-	-	-	-	-	N/A
Supplies & Materials		-	-	-	-	-	N/A
Purchased Services		-	-	-	105,000	25,000	N/A
Utilities		-	-	-	-	-	N/A
Repair & Maintenance		-	-	-	-	-	N/A
Capital Expenditures		-	5,000	-	53,201	-	N/A

** % change from prior year adopted budget*

CITY OF APPLETON 2006 BUDGET
SPECIAL REVENUE FUNDS

Police Grants **Business Unit 2250**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4210 Federal Grants	$ -	$ 58,201	$ -	$ 105,000	$ 25,000
4710 Interest on Investments	-	-	-	-	-
Total Revenue	$ -	$ 58,201	$ -	$ 105,000	$ 25,000
Expenses					
6599 Other Contracts/Obligations	$ -	$ -	$ -	$ 105,000	$ 25,000
6803 Buildings	-	5,000	-	53,201	-
Total Expense	$ -	$ 5,000	$ -	$ 158,201	$ 25,000

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Other Contracts/Obligations	
JAIBG grant	$ 25,000
	$ 25,000

CITY OF APPLETON 2006 BUDGET
POLICE GRANTS
Statement of Revenues, Expenditures and Changes in Fund Balances (Deficits)

	2003 Actual	2004 Actual	2005 Budget	2005 Projected	2006 Budget
Revenues					
Property Taxes	$ -	$ -	$ -	$ -	$ -
Intergovernmental	-	58,201	-	105,000	25,000
Interest Income	-	-	-	-	-
Charges for Services	-	-	-	-	-
Other	-	-	-	-	-
Total Revenues	-	58,201	-	105,000	25,000
Expenses					
Program Costs	-	5,000	-	158,201	25,000
Total Expenses	-	5,000	-	158,201	25,000
Revenues over (under) Expenses	-	53,201	-	(53,201)	-
Other Financing Sources (Uses)					
Operating Transfers In	-	-	-	-	-
Operating Transfers Out - Other Funds	-	-	-	-	-
Total Other Financing Sources (Uses)	-	-	-	-	-
Net Change in Equity	-	53,201	-	(53,201)	-
Fund Balance - Beginning	-	-	53,201	53,201	-
Residual Equity Transfers Out	-	-	-	-	-
Fund Balance - Ending	$ -	$ 53,201	$ 53,201	$ -	$ -

CITY OF APPLETON 2006 BUDGET
CAPITAL PROJECTS FUNDS

NOTES

CITY OF APPLETON 2006 BUDGET
CAPITAL PROJECTS FUNDS

Public Safety **Business Unit 4210**

MAJOR 2006 OBJECTIVES

This fund provides for a variety of public safety capital needs.

Further descriptions of projects to be funded from this fund can be found in the Capital Projects section of the budget, as follows:

Project	Amount	Page
Police Station	$ 1,109,000	Projects, Pg. 638
Fire Rapid Response Unit	180,000	Projects, Pg. 652
Total	$ 1,289,000	

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2003	2004	Adopted 2005	Amended 2005	2006	Change *
Program Revenues		$ 21,013	$ 3,585	$ -	$ -	$ 3,700	N/A
Program Expenses		$ 397,333	$ 289,169	$ 2,820,018	$ 2,820,018	$ 1,289,000	-54.29%
Expenses Comprised Of:							
Personnel		-	-	-	-	-	N/A
Administrative Expense		-	-	-	-	-	N/A
Supplies & Materials		-	-	-	-	-	N/A
Purchased Services		-	-	1,291,500	1,291,500	1,109,000	-14.13%
Utilities		-	-	-	-	-	N/A
Repair & Maintenance		-	-	-	-	-	N/A
Capital Expenditures		397,333	289,169	1,528,518	1,528,518	180,000	-88.22%

** % change from prior year adopted budget*

CITY OF APPLETON 2006 BUDGET
CAPITAL PROJECTS FUNDS

Public Safety **Business Unit 4210**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4710 Interest on Investments	$ 7,729	$ 74	$ -	$ -	$ 3,700
5035 Other Reimbursements	13,284	3,511	-	-	-
5910 Proceeds of Long-term Debt	-	-	2,820,018	2,820,018	1,285,000
5921 Trans In - General Fund	-	242,361	-	-	-
Total Revenue	$ 21,013	$ 245,946	$ 2,820,018	$ 2,820,018	$ 1,288,700
Expenses					
6327 Miscellaneous Equipment	$ -	$ -	$ -	$ -	$ -
6406 Architect Fees	-	-	1,291,500	1,291,500	1,109,000
6801 Land	-	-	-	-	-
6803 Buildings	121,921	-	1,528,518	1,528,518	-
6804 Equipment	275,412	289,169	-	-	180,000
7911 Trans Out - General Fund	-	-	-	-	-
Total Expense	$ 397,333	$ 289,169	$ 2,820,018	$ 2,820,018	$ 1,289,000

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Architect Fees

Police Station:	
Architectural fees	$ 763,000
Civil engineering/interior design	168,000
Geotechnical analysis	18,000
Document reproduction	55,000
Reimbursable expenses	75,000
Construction materials testing	30,000
	$ 1,109,000

Equipment

Fire rapid response vehicle	$ 180,000
	$ 180,000

CITY OF APPLETON 2006 BUDGET
PUBLIC SAFETY
Schedule of Revenues, Expenditures and Changes in Fund Balance (Deficit)

	2003 Actual	2004 Actual	2005 Budget	2005 Projected	2006 Budget
Revenues					
Interest Income	$ 7,729	$ 74	$ -	$ 300	$ 3,700
Other	13,284	3,511	-	-	-
Total Revenues	21,013	3,585	-	300	3,700
Expenses					
Program Costs	397,333	289,169	2,820,018	1,748,518	1,289,000
Total Expenses	397,333	289,169	2,820,018	1,748,518	1,289,000
Revenues over (under) Expenses	(376,320)	(285,584)	(2,820,018)	(1,748,218)	(1,285,300)
Other Financing Sources (Uses)					
Proceeds of G.O. Debt	-	-	2,820,018	1,748,518	1,285,000
Operating Transfers In	-	242,361	-	-	-
Operating Transfers Out	-	-	-	-	-
Total Other Financing Sources (Uses)	-	242,361	2,820,018	1,748,518	1,285,000
Net Change in Equity	(376,320)	(43,223)	-	300	(300)
Fund Balance - Beginning	419,543	43,223	-	-	300
Fund Balance - Ending	$ 43,223	$ -	$ -	$ 300	$ -

CITY OF APPLETON 2006 BUDGET

FIRE DEPARTMENT

Fire Chief: Neil A. Cameron

Deputy Fire Chief: Eugene R. Reece, Jr.

CITY OF APPLETON 2006 BUDGET
FIRE DEPARTMENT

MISSION STATEMENT

In partnership with the community, the Appleton Fire Department protects and preserves lives and property from the adverse effects of fires and dangerous conditions through prevention, education, rescue services and response.

DISCUSSION OF SIGNIFICANT 2005 EVENTS

As a result of retirements and resignations, the department held an entry-level hiring process and hired four firefighters. In addition, the department filled a vacant fire inspector position through an internal promotion and the vacant administrative clerk position through a transfer from another department. Several members of the Appleton Fire Department attended and successfully completed the State of Wisconsin Fire Officer I Certification course. A Safety Officer course was also conducted in April 2005 to continue the professional development at the company officer level. All department personnel received required initial training to ensure continued compliance with the Federal National Incident Management System.

The department is currently working with the county and surrounding fire departments to select a fire records management system, which would be initially purchased by the county and provided to fire departments to provide a comprehensive records management system that will be compatible with FoxComm partners and state and national agencies receiving reports. This project is being viewed from both a county and a FoxComm regional approach to facilitate future integration of records and communications systems.

The strategic plan document development continued in 2005 with the creation of new vision and mission statements that accurately capture the role of the department. In addition, core value statements and strategic initiatives were developed and incorporated into the plan. The department developed a new style of annual report aimed at providing an inexpensive "brief" summary of department activities and initiatives that could be used for both the Common Council and the general public.

The department is working with an architectural firm on the renovation project at Station # One and the repairs at Station # Four. The architect and a team of Fire Department employees developed a renovation plan to address workflow, customer service issues, space utilization, ADA compliance, HVAC concerns, storage, etc. The Station # Four repair work will address the apparatus bay floor and will provide intermittent occupancy to the lower level.

The Public Education Division has been seeking additional opportunities to educate our diverse populations within the City of Appleton including working with the UW Extension office to reach the Hmong population to share fire safety information through a Hmong language video series. The division is also teaming up with a local Hmong radio station to provide monthly safety training. Other diverse populations such as our older adult and deaf population are being reached through other outreach programs. The division, through Safe Kids Fox Valley, has worked with a local interpreting service to offer free translator services during the car seat safety inspections for our Hmong and Hispanic populations.

The Resource Development Division continues to work with Oshkosh, Neenah-Menasha, and Green Bay Fire Departments to standardize training and equipment purchases for response to structural collapse incidents. The departments have coordinated equipment purchases to seek reduced redundancy and provide greater effectiveness through mutual support. Mutual aid agreements have been finalized with these communities to facilitate joint response to significant events of this nature.

The department received an offer to purchase the 1995 Pierce Telesquirt which was approved by the Common Council. Internally, the department will be working to develop specifications for a replacement vehicle to better meet the needs of the City of Appleton.

In an effort to improve coverage of the south side without negatively impacting the rest of the City, the department has implemented trials of reassigning response resources. A review by management staff of this reassignment will assist with staffing assignments, vehicle purchases, and vehicle placement in the future. Any potential recommendations will be presented to the Safety and Licensing Committee in the future.

CITY OF APPLETON 2006 BUDGET
FIRE DEPARTMENT

MAJOR 2006 OBJECTIVES

Through strong partnerships, the Appleton Fire Department enhances the safety and quality of life in our regional community. We pursue excellence and embrace diversity in thought, strategy, and staff in order to meet the changing needs of those we serve.

The department is responsible for saving lives and protecting property as described in our vision and mission statements. The historical role of the Fire Department is evolving to improve awareness of all facets of life safety. The department continues to be challenged by shrinking resources and increasing diversity of customer needs.

In 2006, the Appleton Fire Department will strive to meet the following City of Appleton's goals:

Improve an awareness of changing community needs and diverse community populations and their effect on our levels of service and programs

Maintain identified levels of service in a cost-effective manner by providing quality programs to our community

Provide a quality work environment which both encourages and enhances employee participation and growth

Continue to enhance the department's capability to respond to routine and non-routine emergencies. This includes addressing response capabilities necessary based upon projected risks developed by the Department of Homeland Security and the State of Wisconsin

Implement new records management system as provided by Outagamie County

Implement strategic initiatives identified in the department strategic plan

Maintain and enhance existing regional relationships.

Note: The 2006 budget reflects a two year increase in wage rates for the Professional Firefighters Association as the 2005-2006 contract was just settled in August of 2005. We have also reached agreement on a 2007-2008 contract for future years.

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2003	2004	Adopted 2005	Amended 2005	2006	Change *
Program Revenues		$ 306,630	$ 311,728	$ 231,050	$ 231,050	$ 250,750	8.53%
Program Expenses							
18010	Administration	565,409	577,990	589,809	593,597	592,200	0.41%
18021	Fire Suppression	4,855,003	5,035,708	6,241,885	6,256,220	6,567,220	5.21%
18022	Hazardous Materials	91,305	82,050	115,644	115,644	123,935	7.17%
18023	Resource Devel.	359,983	609,024	206,687	206,687	204,397	-1.11%
18031	Public Education	272,395	348,463	146,923	147,923	158,163	7.65%
18032	Fire Prevention	1,049,072	1,143,417	669,070	669,070	701,436	4.84%
18033	Technical Services	734,238	904,390	551,347	556,047	567,117	2.86%
TOTAL		$ 7,927,405	$ 8,701,042	$ 8,521,365	$ 8,545,188	$ 8,914,468	4.61%
Expenses Comprised Of:							
Personnel		7,312,870	7,797,489	7,862,213	7,862,213	8,271,631	5.21%
Administrative Expense		56,432	63,785	73,170	73,170	69,185	-5.45%
Supplies & Materials		179,777	219,300	171,650	190,773	156,435	-8.86%
Purchased Services		40,425	35,530	44,500	44,500	40,700	-8.54%
Utilities		112,900	111,310	130,100	130,100	117,178	-9.93%
Repair & Maintenance		225,001	270,995	239,732	244,432	259,339	8.18%
Capital Expenditures		-	202,633	-	-	-	N/A
Full Time Equivalent Staff:							
Personnel allocated to programs		102.00	102.00	100.00	102.00	102.00	

** % change from prior year adopted budget*

CITY OF APPLETON 2006 BUDGET
FIRE DEPARTMENT

Administration **Business Unit 18010**

PROGRAM MISSION

For the benefit of the Appleton community and Fire Department employees, so that they are protected from the effects of fire and other hazards, we will set community-wide fire protection goals and establish necessary direction, policies, and procedures to meet them.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategies # 1: "...evaluate and determine city-wide priorities …", # 3: "Train, develop, and support our human resources….", # 4: "…encourage open and productive working relationships...", and # 5: "… work to improve influence over statutory and regulatory processes."

Objectives:

Identify currently provided service levels and evaluate their effectiveness and customer value
Address service needs created by continued City growth north of U.S. Hwy. 41 and south of CTH KK
Plan and prepare operational and capital budgets
Maintain staffing levels as detailed in the table of organization and approved by the Common Council
Continue the development of joint service opportunities and regional relationships with neighboring fire departments
Enhance internal and external communications and working relationships

Major Program Changes:

This program budget reflects reductions in training, and utility costs; removal of second phone line at some of the stations, integrate remaining cellular phone stand alone contracts into part of the city-wide contract, and Avenue Ramp parking passes not renewed for 2006.

Response time continues to decline as we struggle to maintain coverage as the City grows. We continue to look at alternate staffing trials to reassign work to maintain stronger coverage.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Staff and schedule to provide consistent emergency response within the community.					
Average first-in response time (minutes)	3.7	3.8	3.4	4.2	4.0
Strategic Outcomes					
Lives and property protected					
Fires per 1,000 residents	1.6	1.3	0.0	0.8	0.0
% of $ loss in:					
inspected vs	31%	14%	25%	39%	25%
non-inspected	69%	86%	75%	61%	75%
Work Process Outputs					
Enhance internal communications					
# of employee, department, union-management meetings	New measure →			50	50
Enhance regional relationships					
# of meetings and activities with regional partners	New measure →			15	20

CITY OF APPLETON 2006 BUDGET
FIRE DEPARTMENT

Administration **Business Unit 18010**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4226 Fire Insurance Dues	$ 139,927	$ 149,807	$ 145,000	$ 145,000	$ 151,000
4801 Charges for Serv.- Nontax	73	63	-	-	-
5020 Donations & Memorials	10	-	-	-	-
5035 Other Reimbursements	307	-	-	-	-
5082 Insurance Proceeds	1	-	-	-	-
Total Revenue	$ 140,318	$ 149,870	$ 145,000	$ 145,000	$ 151,000
Expenses					
6101 Regular Salaries	$ 272,386	$ 282,632	$ 281,328	$ 281,328	$ 297,883
6105 Overtime	515	80	1,000	1,000	500
6150 Fringes	109,369	125,033	117,473	117,473	120,658
6201 Training\Conferences	5,912	4,201	6,000	6,000	6,000
6202 Local Auto Expense	88	-	-	-	-
6204 Tuition Fees	1,918	374	1,500	1,500	1,000
6206 Parking Permits	720	780	720	720	-
6301 Office Supplies	4,691	4,904	5,000	5,000	5,000
6302 Subscriptions	247	396	300	300	300
6303 Memberships & Licenses	462	655	700	700	700
6304 Postage\Freight	118	322	200	200	200
6305 Awards & Recognition	255	823	1,000	1,000	1,000
6306 Building Maint./Janitorial	3	-	-	-	-
6307 Food & Provisions	1,200	1,867	1,200	1,200	1,200
6315 Books & Library Materials	199	339	450	450	450
6316 Miscellaneous Supplies	-	1,440	500	500	500
6320 Printing & Reproduction	6,160	6,543	6,750	6,750	6,750
6321 Clothing	7,006	2,499	1,750	1,750	1,750
6327 Miscellaneous Equipment	22,594	12,557	17,000	20,788	15,500
6404 Consulting Services	8,953	13,048	5,000	5,000	5,000
6407 Collection Services	1,253	1,227	1,500	1,500	1,500
6408 Contractor Fees	1,808	929	2,500	2,500	1,500
6412 Advertising	870	918	1,000	1,000	1,000
6413 Utilities	112,900	111,309	130,100	130,100	117,178
6418 Equip Repairs & Maint	228	103	500	500	500
6425 CEA Equip. Rental	4,298	4,383	4,338	4,338	4,931
6430 Health Services	1,256	628	2,000	2,000	1,200
Total Expense	$ 565,409	$ 577,990	$ 589,809	$ 593,597	$ 592,200

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Miscellaneous Equipment	
Thermal imaging camera	$ 8,500
Upgrades to self-contained breathing apparatus	4,000
Incident management	2,500
Office furniture & equipment	500
	$ 15,500

CITY OF APPLETON 2006 BUDGET
FIRE DEPARTMENT

Fire Suppression **Business Unit 18021**

PROGRAM MISSION

To meet the needs of our community and enhance the quality of life to our citizens and visitors by providing a safe, healthy, and accepting environment through emergency and non-emergency response.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategies # 2: "…. pursue regional cooperation of services..."3: "Train, develop, and support our human resources…" and # 6: "Work to continuously improve the efficiency and effectiveness of City services….".

Objectives:

Utilize data gathered through mobile data computers and department records to monitor response times and staffing levels to emergency and non-emergency calls for service
Identify and develop pre-fire plans for new structures and update pre-fire plans for existing structures, and develop emergency response plans for special events which present potential risks within the community
Proactively pursue, with our regional partners, the enhancement of our current mutual aid agreements, evaluation of shared resources, updating of emergency management planning and cooperative training exercises to help reduce the threats to our regional security and economy
Utilize data gathered from department records, AED information, Gold Cross Ambulance records, and hospital information to monitor percent of survivability to hospital discharge for cardiac patients discovered in ventricular fibrillation
Identify and develop employee safety programs, practices, and training for reducing the impact of lost time work-related injuries

Major Program Changes:

In 2005, this budget was reduced by $15,000 in the protective clothing line to reflect a one-year delay in the replacement cycle for protective clothing. This budget also includes a $15,000 reduction extending the replacement cycle from five to seven years.
This budget also includes an increase in CEA Operations and Maintenance for fuel increases.
The department will focus on evaluating response time degradation, dispatch protocol changes, or record keeping issues to attempt meeting response for emergency service within four minutes.
This budget includes the addition $10,000 in revenue; a fee will be charged to non-residents for vehicle fires and extractions.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Qualified, quick response to request for services					
Response to emergency calls for service within four minutes	81%	72%	90%	65%	90%
Strategic Outcomes					
Enhance community safety					
Reduction in fire loss	$ 746,524	$ 832,534	$ 500,000	$ 500,000	$ 500,000
Reduction in number of fire-related deaths	0	0	0	0	0
Work Process Outputs					
Calls responded to					
# of emergency calls	2,232	2,317	2,500	2,475	2,500
# of non-emergency calls	519	640	600	560	600
Reduction in lost time work-related injuries					
# of lost time days	4	17	0	12	0

CITY OF APPLETON 2006 BUDGET
FIRE DEPARTMENT

Fire Suppression **Business Unit 18021**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4802 Charges for Serv. - Tax	$ -	$ -	$ -	$ -	$ 10,000
4224 Miscellaneous State Aids	-	750	-	-	-
5020 Donations & Memorials	3,000	-	-	-	-
5035 Other Reimbursements	-	1,786	-	-	-
Total Revenue	$ 3,000	$ 2,536	$ -	$ -	$ 10,000
Expenses					
6101 Regular Salaries	$ 3,232,381	$ 3,255,284	$ 4,168,880	$ 4,168,880	$ 4,430,398
6104 Call Time	1,192	1,065	-	-	-
6105 Overtime	135,750	100,276	98,700	98,700	99,200
6150 Fringes	1,257,979	1,399,291	1,736,573	1,736,573	1,791,964
6201 Training\Conferences	23,708	17,216	16,000	16,000	16,000
6204 Tuition Fees	1,948	1,019	2,000	2,000	2,000
6302 Subscriptions	120	-	125	125	125
6303 Memberships & Licenses	40	-	100	100	100
6306 Building Maint./Janitorial	4,257	3,466	4,500	4,500	3,300
6309 Shop Supplies & Tools	615	-	-	-	-
6315 Books & Library Materials	140	114	400	400	400
6316 Miscellaneous Supplies	3,243	3,789	4,000	4,000	2,500
6321 Clothing	36,470	32,720	20,000	31,835	20,000
6324 Medical\Lab Supplies	2,916	3,191	3,000	3,000	1,500
6327 Misc. Equipment	-	51,591	-	2,500	-
6425 CEA Equip. Rental	141,689	155,816	167,607	167,607	179,733
6430 Health Services	12,555	10,870	20,000	20,000	20,000
Total Expense	$ 4,855,003	$ 5,035,708	$ 6,241,885	$ 6,256,220	$ 6,567,220

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Training/Conferences	
First responder recertification	$ 2,900
Fire instructor training	2,400
Officers and command staff training	4,900
General firefighting training	5,800
	$ 16,000
Clothing	
Protective clothing (turnout gear, boots, helmets, gloves)	$ 15,000
Dress uniforms, badges, and hardware for four new employees	5,000
	$ 20,000
Health Services	
NFPA-compliant physicals	$ 20,000
	$ 20,000

CITY OF APPLETON 2006 BUDGET
FIRE DEPARTMENT

Special Operations **Business Unit 18022**

PROGRAM MISSION

For the benefit of the Appleton community, contracted jurisdictions, and our environment, to protect life and property by promoting educational and preventative measures and to respond to situations that require specialty skilled services.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 6: "Work to continuously improve the efficiency and effectiveness of City services…."

Objectives:

Provide for local and county hazardous materials response in jurisdictions as defined by the contract

Seek grant opportunities for equipment and training available through City and State organizations

Maintain necessary equipment and skill levels for local and county incidents

Provide recertification for First Responders

Participate on the county Local Emergency Planning Committee

Develop partnerships with Winnebago County

Provide specialized emergency response to include: emergency medical care, local hazardous materials response, confined space rescue, water rescue, and structural collapse response

Major Program Changes:

This title of this division has been changed from 'Hazardous Materials' to 'Special Operations' to better reflect the specialized emergency response skills that are incorporated under this budget area.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Provisions of appropriate hazardous materials response service					
% of satisfactory post-incident critiques	100%	100%	100%	100%	100%
Strategic Outcomes					
Lives and property protected					
# of civilian injuries	0	0	0	0	0
Work Process Outputs					
Educational programs delivered.					
# of outreach programs delivered	8	9	10	10	10
# of assists given	12	5	10	10	10
# of specialty training hours	New measure	→			3,800
Program funding					
# of grant applications completed	4	5	2	4	2
# of grants received	4	5	2	2	2

CITY OF APPLETON 2006 BUDGET
FIRE DEPARTMENT

Special Operations **Business Unit 18022**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4224 Miscellaneous State Aids	$ 17,345	$ 19,618	$ 20,000	$ 20,000	$ 20,000
4230 Miscellaneous Local Aids	7,500	7,500	7,500	7,500	7,500
4801 Charges for Serv.- Nontax	(150)	-	-	-	-
4807 Incineration Fees	13,581	21,902	15,000	15,000	17,000
Total Revenue	$ 38,276	$ 49,020	$ 42,500	$ 42,500	$ 44,500
Expenses					
6101 Regular Salaries	$ 43,669	$ 37,628	$ 53,968	$ 53,968	$ 60,914
6104 Call Time	18	16	-	-	-
6105 Overtime	2,403	1,285	5,002	5,002	5,002
6150 Fringes	17,469	16,691	24,174	24,174	25,519
6327 Miscellaneous Equipment	22,495	19,908	25,000	25,000	25,000
6407 Collection Services	5,251	6,522	7,500	7,500	7,500
Total Expense	$ 91,305	$ 82,050	$ 115,644	$ 115,644	$ 123,935

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Miscellaneous Equipment

Authorized Equipment through the:	
Outagamie County Grant	$ 12,500
Calumet County Grant	12,500
	$ 25,000

CITY OF APPLETON 2006 BUDGET
FIRE DEPARTMENT

Resource Development **Business Unit 18023**

PROGRAM MISSION

To enhance the safety and performance of employees and assure the effectiveness of response to the community, we will provide a variety of appropriate training programs.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 3: "Train, develop, and support our human resources…"

Objectives:

Provide 100% of federal and state mandatory classes that apply to the Fire Department

Investigate and encouraging attendance at specialized training to expand personal growth and development

Facilitate and coordinate the Safety Committee meetings for the Appleton Fire Department to promote health and safety among the Department employees

Provide training to prepare for the avoidance of flashover situations during emergency response.

Provide training for all personnel on assessing fire conditions through smoke development and color change.

Major Program Changes:

No major changes.

PERFORMANCE INDICATORS

		Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts						
Trained personnel that meet requirements						
% of employees	Firefighter:	100%	100%	100%	100%	100%
trained as required	Driver:	100%	100%	100%	100%	100%
by classification	Officer:	100%	100%	100%	100%	100%
Strategic Outcomes						
Enhanced community safety						
% of fires contained to room/area of origin in residential structures		89%	87%	100%	90%	100%
Work Process Outputs						
Educational programs delivered						
Average # of hours of training per employee		142	127	130	130	130

CITY OF APPLETON 2006 BUDGET
FIRE DEPARTMENT

Resource Development **Business Unit 18023**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4210 Federal Grants	$ 70,000	$ 59,500	$ -	$ -	$ -
Total Revenue	$ 70,000	$ 59,500	$ -	$ -	$ -
Expenses					
6101 Regular Salaries	$ 243,356	$ 277,054	$ 134,439	$ 134,439	$ 133,683
6104 Call Time	73	64	-	-	
6105 Overtime	7,024	7,022	4,166	4,166	4,166
6150 Fringes	94,605	120,683	53,168	53,168	52,993
6201 Training\Conferences	3,587	2,953	4,000	4,000	3,000
6204 Tuition Fees	-	1,000	1,000	1,000	1,000
6301 Office Supplies	24	87	50	50	50
6302 Subscriptions	35	-	200	200	200
6303 Memberships & Licenses	75	315	200	200	200
6309 Shop Supplies & Tools	-	45	-	-	-
6315 Books & Library Materials	2,350	3,045	2,500	2,500	2,500
6316 Miscellaneous Supplies	2,084	1,113	1,800	1,800	1,800
6323 Safety Supplies	1,308	588	750	750	500
6327 Miscellaneous Equipment	2,166	2,798	2,500	2,500	2,500
6418 Equip Repairs & Maint	140	30	-	-	-
6425 CEA Equip. Rental	3,156	3,270	1,914	1,914	1,805
6804 Equipment	-	188,957	-	-	-
Total Expense	$ 359,983	$ 609,024	$ 206,687	$ 206,687	$ 204,397

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2006 BUDGET
FIRE DEPARTMENT

Public Education **Business Unit 18031**

PROGRAM MISSION

For the benefit of the Appleton community, to enhance their quality of life, we will plan, develop, and implement fire and life safety educational programs through partnerships with community public safety agencies.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategies # 2: "… pursue regional cooperation of services…" and # 6: "Work to continuously improve the efficiency and effectiveness of City services…."

Objectives:

Develop, implement, coordinate, and evaluate life safety programs designed to meet community needs of our community's diverse populations

Coordinate, develop, and maintain intervention programs for juvenile fire activity

Serve as Department liaison/coordinator between schools, community organizations, and Fire Department staff

Coordinate, maintain, and promote child passenger safety inspections within the community

Provide public information at emergency incidents and throughout the year

Major Program Changes:

The Public Education Division has become more actively involved in our diverse populations as evidenced by participation in a Hmong language video series, monthly Hmong radio programming, and nurturing partnerships for free interpreting services at our public education events. Other fire safety outreach is being pursued with the older adult and deaf communities, mentally and physically handicapped population, and various ethnic groups. The fluctuation in the number of participants in programs reflects an internal change of tracking special events.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Educational programs that meet citizen's needs					
Percent of customers surveyed who are satisfied or very satisfied with fire department services	100%	100%	100%	100%	100%
Percent of customers surveyed who are satisfied or very satisfied with child passenger safety services	New measure	99%	100%	100%	100%
Strategic Outcomes					
Enhanced community safety					
Number of participants in educational programs	14,226	13,113	14,000	10,000	12,000
Number of special events	New measure	→	→	60	60
Work Process Outputs					
Juvenile Firesetter Program					
% of children referred to program per child set fires	100%	100%	100%	100%	100%

CITY OF APPLETON 2006 BUDGET
FIRE DEPARTMENT

Public Education **Business Unit 18031**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
5020 Donations & Memorials	$ 655	$ 2,061	$ -	$ -	$ -
Total Revenue	$ 655	$ 2,061	$ -	$ -	$ -
Expenses					
6101 Regular Salaries	$ 179,287	$ 228,836	$ 96,667	$ 96,667	$ 106,928
6104 Call Time	92	80	-	-	-
6105 Overtime	10,145	10,194	4,133	4,133	4,133
6150 Fringes	72,812	99,078	36,548	36,548	37,807
6201 Training\Conferences	1,389	1,530	1,600	1,600	1,600
6301 Office Supplies	467	207	150	150	100
6302 Subscriptions	-	-	80	80	60
6303 Memberships & Licenses	-	-	195	195	100
6315 Books & Library Materials	-	-	250	250	135
6316 Miscellaneous Supplies	7,650	7,870	1,300	1,300	1,300
6323 Safety Supplies	112	-	6,000	6,000	6,000
6327 Miscellaneous Equipment	441	668	-	1,000	-
Total Expense	$ 272,395	$ 348,463	$ 146,923	$ 147,923	$ 158,163

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2006 BUDGET
FIRE DEPARTMENT

Fire Prevention **Business Unit 18032**

PROGRAM MISSION

For the preservation of lives and property of our community, we will provide fire inspection, education, code development, and fire and life safety plan review.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategies # 5: "….work to improve influence over statutory and regulatory processes.", and # 6: "Work to continuously improve the efficiency and effectiveness of City services…"

Objectives:

Perform all state-mandated fire and life safety inspections in all buildings
Prepare all plan reviews of state and local required fire protection systems
Process all license applications for compliance with the provisions of the Fire Prevention Code
Continue proactive involvement with all City departments, as well as surrounding community departments to create a more consistent and cohesive code enforcement process throughout our community
Continue to train, develop, and support our human resources to pursue our vision and apply our values with increasing effectiveness
Work directly with other members of the Development Process Review Team to create the citywide development process flowcharts and customer service manual.

Major Program Changes:

This year, the department is implementing a new performance measure related to results of school fire evacuation drills. In the past two years, the department has paid closer attention to school compliance with state mandates and has initiated direct discussion with schools to offer assistance and encouragement. It is anticipated that this higher awareness will result in improved compliance.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Enhanced community safety					
% of citizens surveyed receiving fire department services that indicate satisfied or very satisfied	96%	98%	100%	98%	100%
Strategic Outcomes					
Assets/resources for businesses and homeowners safeguarded					
$ amount of losses for year	$ 746,524	$ 832,534	$ 500,000	$ 500,000	$ 500,000
Losses as % of assets protected	0.018%	0.023%	0.012%	0.012%	0.012%
Citizens with safer city environment					
% of schools meeting required evacuation	New measure	57%	100%	90%	100%
Work Process Outputs					
Permit and license applications processed					
# of permits processed	545	607	500	500	500
# of licenses processed	190	226	200	200	200
% processed within 7 City work days	97%	97%	100%	98%	100%
Fire detection and suppression plan review					
# of plans processed	153	108	125	140	130

CITY OF APPLETON 2006 BUDGET
FIRE DEPARTMENT

Fire Prevention **Business Unit 18032**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4224 Miscellaneous State Aids	$ 9,203	$ 5,227	$ 7,500	$ 7,500	$ 6,500
4412 Tent Permits	1,020	1,095	750	750	1,000
4413 Burning Permits	20,700	18,695	15,000	15,000	18,500
4414 Firework Permits	200	600	200	200	200
4415 Tank Installation Permits	274	488	-	-	300
4416 Tank Removal Permits	540	300	250	250	250
4417 Storage of Flammable Liquids	240	515	100	100	250
4418 Plan Review Permit	655	1,041	500	500	500
4419 Tank Upgrade Permit	240	978	250	250	250
4805 Fire Extinguisher Training	1,584	1,296	1,000	1,000	1,000
4806 False Alarm Fees	8,900	11,800	9,000	9,000	9,500
4908 Misc. Intergov. Charges	10,825	6,706	9,000	9,000	7,000
Total Revenue	$ 54,381	$ 48,741	$ 43,550	$ 43,550	$ 45,250
Expenses					
6101 Regular Salaries	$ 709,784	$ 748,806	$ 445,755	$ 445,755	$ 473,532
6104 Call Time	1,057	3,584	-	-	-
6105 Overtime	37,066	35,941	17,159	17,159	17,159
6150 Fringes	286,791	340,129	190,454	190,454	195,844
6201 Training\Conferences	2,834	1,419	3,500	3,500	3,350
6301 Office Supplies	419	75	500	500	400
6302 Subscriptions	688	774	650	650	650
6303 Memberships & Licenses	260	275	300	300	150
6309 Shop Supplies & Tools	15	115	-	-	-
6315 Books & Library Materials	277	106	500	500	300
6316 Miscellaneous Supplies	35	47	200	200	200
6320 Printing & Reproduction	1,114	895	1,000	1,000	900
6327 Miscellaneous Equipment	409	1,757	1,100	1,100	950
6425 CEA Equip. Rental	8,323	9,494	7,952	7,952	8,001
Total Expense	$ 1,049,072	$ 1,143,417	$ 669,070	$ 669,070	$ 701,436

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2006 BUDGET
FIRE DEPARTMENT

Technical Services **Business Unit 18033**

PROGRAM MISSION

For the benefit of the Fire Department and community, we will purchase and maintain vehicles, equipment, and facilities safely meeting the operational needs of the Department.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 8: "Work to continuously improve the efficiency and effectiveness of City services….".

Objectives:

Provide and track all preventive, scheduled, and emergency maintenance on the six fire stations, all apparatus, and other equipment to meet applicable standards

Research, purchase, inventory, and distribute equipment needed by the Fire Department

Provide 24-hour emergency service for all buildings, equipment, and apparatus

Providing on-going technical training for Technical Services personnel

Enhance and maintain the asset management system

Develop a quality assurance program for equipment and vehicles

Major Program Changes:

No major changes.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Vehicles and equipment that meet customer needs					
% of vehicles passing annual service test the first time	100%	100%	100%	100%	100%
Strategic Outcomes					
Amount of down time on equipment and vehicles					
% of in-service vs. out-of-service	99.2%	96.8%	100%	98%	100%
Work Process Outputs					
Fleet records database management					
Average maint. cost by vehicle type:					
Large vehicles	$ 4,316	$ 4,506	$ 4,200	$ 4,500	$ 4,200
Small vehicles	$ 756	$ 1,117	$ 800	$ 1,100	$ 1,000

CITY OF APPLETON 2006 BUDGET
FIRE DEPARTMENT

Technical Services **Business Unit 18033**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
5082 Insurance Proceeds	$ -	$ -	$ -	$ -	$ -
Total Revenue	$ -	$ -	$ -	$ -	$ -
Expenses					
6101 Regular Salaries	$ 416,568	$ 476,535	$ 272,575	$ 272,575	$ 290,163
6104 Call Time	232	157	-	-	-
6105 Overtime	14,629	16,027	2,860	2,860	2,860
6150 Fringes	166,217	214,017	117,191	117,191	120,325
6201 Training\Conferences	881	749	1,200	1,200	1,200
6303 Memberships & Licenses	-	-	200	200	200
6304 Postage/Freight	7	-	-	-	-
6306 Building Maint./Janitorial	-	18,378	20,000	20,000	20,000
6308 Landscape Supplies	308	240	500	500	500
6309 Shop Supplies & Tools	2,749	3,909	4,400	4,400	4,000
6310 Chemicals	2,434	3,264	4,000	4,000	4,000
6311 Paint & Supplies	388	1,125	700	700	700
6316 Miscellaneous Supplies	3,259	1,609	4,000	4,000	2,500
6322 Gas Purchases	1,829	1,328	1,800	1,800	1,800
6325 Construction Materials	3,459	2,681	4,500	4,500	4,500
6326 Vehicle & Equipment Parts	19,921	17,637	25,000	25,000	22,000
6327 Miscellaneous Equipment	25,630	33,769	30,000	30,000	25,000
6408 Contractor Fees	750	-	-	-	-
6409 Inspection Fees	7,729	1,389	5,000	5,000	3,000
6416 Build Repairs & Maint	9,915	56,760	18,000	22,700	18,000
6417 Vehicle Repairs & Maint	33,266	14,190	16,000	16,000	16,000
6418 Equip Repairs & Maint	7,757	9,104	8,500	8,500	8,500
6419 Communication Eq. Repairs	7,065	6,190	5,700	5,700	9,000
6420 CBM charges	4,832	7,410	5,000	5,000	8,103
6425 CEA Equip. Rental	4,333	4,247	4,221	4,221	4,766
6503 Rent	80	-	-	-	-
6804 Equipment	-	13,675	-	-	-
Total Expense	$ 734,238	$ 904,390	$ 551,347	$ 556,047	$ 567,117

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Building Maintenance/Janitorial		Build Repairs & Maint	
Station Cleaning Supplies	$ 9,500	HVAC repairs	$ 7,000
Vehicle Wash Supplies	2,500	Plumbing	2,000
Light Bulbs	2,500	Electrical repairs	2,000
Paper Products	2,500	Concrete repairs	5,000
Textiles Contract	3,000	Miscellaneous repair	2,000
	$ 20,000		$ 18,000

Vehicle & Equipment Parts		Vehicle Repairs & Maint	
Body parts	$ 2,000	Body repairs	$ 5,000
Brake parts	4,500	Tire service	6,000
Engine parts	3,000	Suspension repairs	4,000
Small equipment parts	4,500	Miscellaneous repairs	1,000
Electrical parts	3,000		$ 16,000
Miscellaneous parts	5,000		
	$ 22,000		

Miscellaneous Equipment	
Preemption equipment	$ 5,000
Radio Replacements	3,000
Firefighting equipment (hose, tools, nozzles, breathing apparatus, etc.)	12,000
Miscellaneous station equipment	5,000
	$ 25,000

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CITY OF APPLETON 2006 BUDGET
FIRE DEPARTMENT

NOTES

CITY OF APPLETON 2006 BUDGET
SPECIAL REVENUE FUNDS
Hazardous Materials, Level "A"

NOTES

CITY OF APPLETON 2006 BUDGET
SPECIAL REVENUE FUNDS

Hazardous Materials, Level "A" **Business Unit 2090**

PROGRAM MISSION

In order to protect people and the environment, we will provide certain "Level A" hazardous materials handling services relating to the containment of hazardous substances in the event of an accidental spill, release, or discharge within our service area.

PROGRAM NARRATIVE

Link to Strategy:

Implements Key Strategy # 4: "… pursue regional cooperation of services…"

Objectives:

Hazardous Materials Level A emergency response means activities associated with emergency services to protect life and property from a substance release which occurs from an extremely hazardous substance in a twelve county response region as defined in the state contract. The Cities of Appleton and Oshkosh provide these services under a contract with the State of Wisconsin.

The Hazardous Materials Level A team will strive to meet the provisions of the state contract by:

Providing service to the contract area
Continuing outreach programs with agencies in the response region
Providing equipment as recommended by the State
Providing an adequate number of trained, medically monitored, competent and supervised personnel

Major program changes:

The amended 2005 budget reflects receipt of a grant from the State of Wisconsin for training and response to structural collapse. Structural collapse response is a regional effort and the team is comprised of members from Appleton, Oshkosh, Neenah-Menasha, and Green Bay. Additional funds may be awarded for this program.

The 1993 Chevrolet Suburban used to respond to incidents and for travel to training will be replaced in 2006. The replacement vehicle will be a four-door pick-up truck, which will be both better suited to the needs of the program and a less expensive option.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Protect life and property against the dangers of emergencies including hazardous materials					
% of responses adequately staffed, as defined above	100%	100%	100%	100%	100%
Strategic Outcomes					
Protect life and property against the dangers of emergencies including hazardous materials					
# of civilian injuries	2	0	0	0	0
Work Process Outputs					
# of responses	1	1	2	1	0
# of outreach programs delivered	10	9	3	10	10
# of sub-grant applications completed	0	3	0	1	1
# of sub-grants received	0	3	0	0	1

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2003	2004	Adopted 2005	Amended 2005	2006	Change *
Program Revenues		$ 113,725	$ 136,256	$ 92,601	$ 92,601	$ 92,601	0.00%
Program Expenses		$ 70,627	$ 169,043	$ 85,601	$ 436,294	$ 115,601	35.05%
Expenses Comprised Of:							
Personnel		-	-	-	-	-	N/A
Administrative Expense		8,231	27,786	39,600	63,639	27,850	-29.67%
Supplies & Materials		47,839	46,455	19,751	215,948	37,541	90.07%
Purchased Services		8,950	8,991	13,250	22,250	10,500	-20.75%
Utilities		614	672	1,000	2,219	1,000	0.00%
Repair & Maintenance		3,746	2,757	12,000	25,388	8,710	-27.42%
Capital Expenditures		1,247	82,382	-	106,850	30,000	N/A

** % change from prior year adopted budget*

CITY OF APPLETON 2006 BUDGET
SPECIAL REVENUE FUNDS

Hazardous Materials, Level "A" **Business Unit 2090**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4224 Miscellaneous State Aids	$ 102,254	$ 130,554	$ 85,601	$ 85,601	$ 85,601
4710 Interest on Investments	11,471	5,702	7,000	7,000	7,000
Total Revenue	$ 113,725	$ 136,256	$ 92,601	$ 92,601	$ 92,601
Expenses					
6105 Overtime	$ -	$ -	$ -	$ -	$ -
6150 Fringes	-	-	-	-	-
6201 Training\Conferences	7,653	27,352	38,500	61,546	27,000
6301 Office Supplies	520	(371)	500	1,493	500
6302 Subscriptions	-	710	100	100	100
6305 Awards & Recognition	-	29	-	-	-
6307 Food & Provisions	58	66	500	500	250
6309 Shop Supplies & Tools	10,368	10,457	3,500	27,787	5,000
6310 Chemicals	1,191	2,739	3,001	6,001	2,500
6315 Books & Library Materials	572	(271)	300	1,300	300
6316 Miscellaneous Supplies	890	543	500	6,572	600
6320 Printing & Reproduction	205	855	250	302	900
6321 Clothing	1,187	10,100	5,000	119,866	5,000
6322 Gas Purchases	100	237	100	606	250
6323 Safety Supplies	-	-	100	100	100
6324 Medical\Lab Supplies	-	163	500	500	500
6326 Vehicle & Equipment Parts	686	-	1,500	3,000	1,500
6327 Miscellaneous Equipment	32,640	21,632	5,000	49,914	20,891
6404 Consulting Services	5,750	6,000	6,000	6,000	6,000
6413 Utilities	614	672	1,000	2,219	1,000
6417 Vehicle Repairs & Maint	1,419	1,163	2,000	3,325	2,000
6418 Equip Repairs & Maint	2,327	1,142	3,000	4,063	3,000
6419 Communication Eq. Repairs	-	-	1,000	2,000	1,000
6425 CEA Equip. Rental	-	452	6,000	16,000	2,710
6430 Health Services	3,200	2,991	7,250	16,250	4,500
6804 Equipment	1,247	82,382	-	106,850	30,000
Total Expense	$ 70,627	$ 169,043	$ 85,601	$ 436,294	$ 115,601

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Training & Conferences	
Haz-Mat technician training	$ 3,000
Haz-Mat advanced training	5,000
General training for haz-mat	5,000
Outreach training	2,500
Regional training	11,500
	$ 27,000
Miscellaneous Equipment	
Plugging and patching equipment	$ 5,000
Decontamination equipment	5,000
Miscellaneous containment equipment	5,000
Miscellaneous supplies and hardware	5,891
	$ 20,891
Equipment	
Hazardous Material Vehicle replacement	$ 30,000
	$ 30,000

CITY OF APPLETON 2006 BUDGET
HAZARDOUS MATERIAL LEVEL A
Statement of Revenues, Expenditures and Changes in Fund Balances (Deficits)

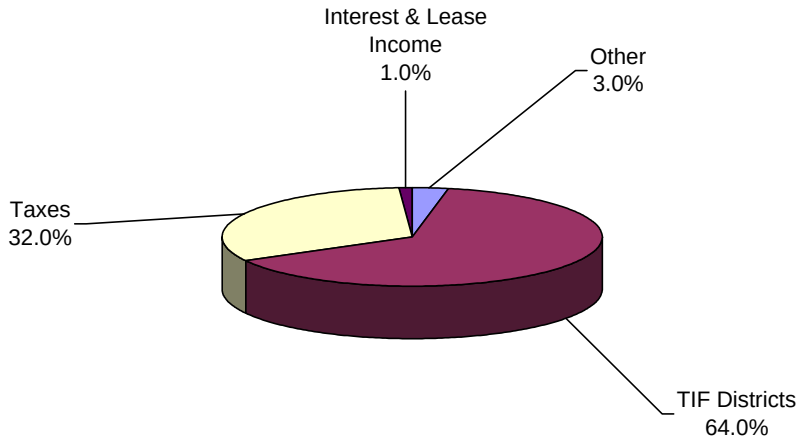
	2003 Actual	2004 Actual	2005 Budget	2005 Projected	2006 Budget
Revenues					
Property Taxes	$ -	$ -	$ -	$ -	$ -
Intergovernmental	102,254	130,554	85,601	369,971	85,601
Interest Income	11,471	5,702	7,000	7,000	7,000
Charges for Services	-	-	-	-	-
Other	-	-	-	-	-
Total Revenues	113,725	136,256	92,601	376,971	92,601
Expenses					
Program Costs	70,627	169,043	85,601	436,294	115,601
Administrative Expenses	-	-	-	-	-
Total Expenses	70,627	169,043	85,601	436,294	115,601
Revenues over (under) Expenses	43,098	(32,787)	7,000	(59,323)	(23,000)
Other Financing Sources (Uses)					
Operating Transfers In	-	-	-	-	-
Proceeds of Capital Lease	-	-	-	-	-
Operating Transfers Out - Other Funds	-	-	-	-	-
Operating Transfers Out - Debt Service	-	-	-	-	-
Total Other Financing Sources (Uses)	-	-	-	-	-
Net Change in Equity	43,098	(32,787)	7,000	(59,323)	(23,000)
Fund Balance - Beginning	297,724	340,822	308,035	308,035	248,712
Residual Equity Transfers Out	-	-	-	-	-
Fund Balance - Ending	$ 340,822	$ 308,035	$ 315,035	$ 248,712	$ 225,712

CITY OF APPLETON 2006 BUDGET
DEBT SERVICE FUNDS

Debt service funds are used to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest, and related costs, excluding that payable from proprietary funds.

Funding Sources for 2006 Debt Service

$9,063,609



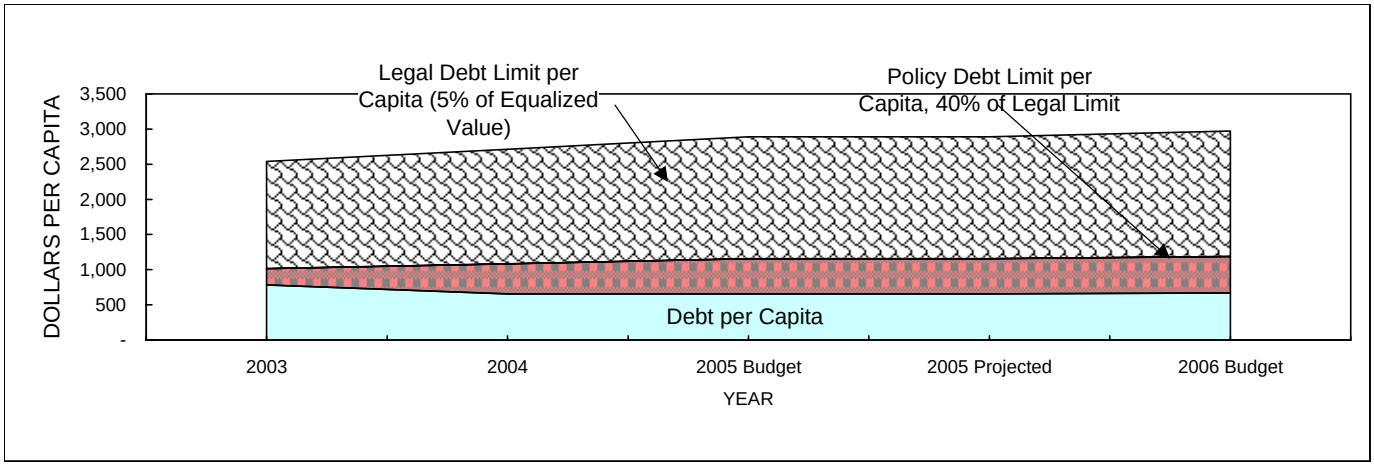
General Obligation Rating: **Aa1**

CITY OF APPLETON 2006 BUDGET
DEBT SERVICE FUNDS
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE

	Actual		Budget		
Revenues	2003	2004	Adopted 2005	Projected 2005	2006
Taxes	$ 2,922,956	$ 2,917,334	$ 2,903,025	$ 2,903,025	$ 2,897,879
Other	115,607	94,008	91,850	91,850	90,025
Interest Income	5,257	-	5,000	80,000	1,000
Total Revenues	3,043,820	3,011,342	2,999,875	3,074,875	2,988,904
Expenditures					
Debt Service:					
Principal	5,388,571	5,746,890	5,505,089	11,040,089	6,988,847
Interest and Fees	2,525,104	2,290,080	2,167,658	2,217,658	2,074,762
Total Expenditures	7,913,675	8,036,970	7,672,747	13,257,747	9,063,609
Excess Revenues (Expenditures)	(4,869,855)	(5,025,628)	(4,672,872)	(10,182,872)	(6,074,705)
Other Financing Sources (Uses)					
Proceeds of General Obligation Notes	10,000	-	90,000	5,625,000	90,000
Operating Transfers In	4,841,133	4,995,273	4,557,509	4,557,509	5,984,705
Total Other Financing Sources	4,851,133	4,995,273	4,647,509	10,182,509	6,074,705
Net Change in Fund Balance	(18,722)	(30,355)	(25,363)	(363)	-
Fund Balance, Beginning	50,202	31,480	1,125	1,125	762
Residual Equity Transfers In	-	-	-	-	-
Residual Equity Transfers Out	-	-	-	-	-
Fund Balance - Ending	$ 31,480	$ 1,125	$ (24,238)	$ 762	$ 762

DEBT LIMIT ANALYSIS

Equalized value	3,640,419,000	3,897,467,400	4,168,388,400	4,168,388,400	4,293,440,100
Legal Debt Limit	182,020,950	194,873,370	208,419,420	208,419,420	214,672,010
Outstanding Debt	52,615,690	47,087,594	47,184,624	47,184,624	48,186,679
Population	71,649	71,895	72,085	72,085	72,275
Debt per capita					
Legal Limit	2,540	2,711	2,891	2,891	2,970
Policy Limit	1,016	1,084	1,156	1,156	1,188
Actual	784	655	655	655	667



CITY OF APPLETON 2006 BUDGET

DEBT SERVICE OBLIGATION

DEBT SERVICE OBLIGATION

Issue	Principal	Interest	Total
1993A G.O. Bonds	125,000	3,313	128,313
1996 G.O. Notes	855,000	21,589	876,589
1997 G.O. Notes	1,220,000	28,212	1,248,212
1998A Refunding Bonds	285,000	148,421	433,421
1998B G.O. Notes	270,000	121,140	391,140
1999A G.O. Notes	135,000	24,485	159,485
1999BA G.O. Notes	365,000	92,713	457,713
2000A G.O. Notes	1,635,000	178,059	1,813,059
2001A G.O. Notes	230,000	129,540	359,540
2001B G.O. Notes	200,000	184,200	384,200
2001 State Trust Fund	455,000	124,182	579,182
2002A G.O. Notes	955,000	193,565	1,148,565
2002B G.O. Notes	45,000	110,938	155,938
2002 State Trust Fund	104,648	96,575	201,223
2003A G.O. Notes	50,000	40,125	90,125
2003 State Trust Fund	29,199	78,217	107,416
2005 Refunding G.O. Notes	30,000	182,300	212,300
2005B G.O. Notes	-	227,188	227,188
Debt Issuance Cost	-	90,000	90,000
Total Debt Service Obligation	$ 6,988,847	$ 2,074,762	$ 9,063,609

DEBT SERVICE FUNDING SOURCES

Operating Transfers:	
Capital Project Funds:	
Tax Incremental District #2	91,341
Tax Incremental District #3	1,418,946
Tax Incremental District #4	2,492,459
Tax Incremental District #5	96,228
Tax Incremental District #6	1,699,396
Industrial Park	186,335
Revenue:	
Taxes	2,897,879
Interest Income	1,000
Lease Revenue	90,025
Borrowing:	
Proceeds of General Obligation Notes	90,000
Total Funding Sources	$ 9,063,609

CITY OF APPLETON 2006 BUDGET

DEBT SERVICE OBLIGATION

	1993A G. O. Bonds		
Year	4/1 Principal	4/1 & 10/1 Interest	TIF #3
2006	125,000	3,313	128,313
2007	-	-	-
2008	-	-	-
2009	-	-	-
2010	-	-	-
2011	-	-	-
2012	-	-	-
2013	-	-	-
2014	-	-	-
2015	-	-	-
2016	-	-	-
2017	-	-	-
2018	-	-	-
2019	-	-	-
	125,000	3,313	128,313

	1996 G.O. Note				
Year	4/1 Principal	4/1 & 10/1 Interest	Water Utility	Stormwater Utility	TIF #4
2006	1,180,000	29,795	143,535	189,671	876,589
2007	-	-	-	-	-
2008	-	-	-	-	-
2009	-	-	-	-	-
2010	-	-	-	-	-
2011	-	-	-	-	-
2012	-	-	-	-	-
2013	-	-	-	-	-
2014	-	-	-	-	-
2015	-	-	-	-	-
2016	-	-	-	-	-
2017	-	-	-	-	-
2018	-	-	-	-	-
2019	-	-	-	-	-
	1,180,000	29,795	143,535	189,671	876,589

CITY OF APPLETON 2006 BUDGET

DEBT SERVICE OBLIGATION

	1997A G.O. Notes					
Year	4/1 Principal	4/1 & 10/1 Interest	Water Utility	TIF #4	TIF #3	Stormwater Utility
2006	1,570,000	36,306	168,816	1,145,900	102,312	189,278
2007	-	-	-	-	-	-
2008	-	-	-	-	-	-
2009	-	-	-	-	-	-
2010	-	-	-	-	-	-
2011	-	-	-	-	-	-
2012	-	-	-	-	-	-
2013	-	-	-	-	-	-
2014	-	-	-	-	-	-
2015	-	-	-	-	-	-
2016	-	-	-	-	-	-
2017	-	-	-	-	-	-
2018	-	-	-	-	-	-
2019	-	-	-	-	-	-
	1,570,000	36,306	168,816	1,145,900	102,312	189,278

	1998A G.O. Refunding Bonds		
Year	Principal	Interest	TIF #3
2006	285,000	148,421	433,421
2007	280,000	136,063	416,063
2008	345,000	122,313	467,313
2009	340,000	107,073	447,073
2010	475,000	88,735	563,735
2011	535,000	65,743	600,743
2012	530,000	40,850	570,850
2013	595,000	14,131	609,131
2014	-	-	-
2015	-	-	-
2016	-	-	-
2017	-	-	-
2018	-	-	-
2019	-	-	-
	$3,385,000	$ 723,329	$4,108,329

CITY OF APPLETON 2006 BUDGET

DEBT SERVICE OBLIGATION

	1998B G.O. Notes				
Year	4/1 Principal	4/1 & 10/1 Interest	Stormwater Utility	TIF #4	Ice Center
2006	370,000	160,465	139,325	301,115	90,025
2007	990,000	130,050	139,762	887,600	92,688
2008	2,395,000	53,888	736,200	884,463	828,225 *
2009	-	-	-	-	-
2010	-	-	-	-	-
2011	-	-	-	-	-
2012	-	-	-	-	-
2013	-	-	-	-	-
2014	-	-	-	-	-
2015	-	-	-	-	-
2016	-	-	-	-	-
2017	-	-	-	-	-
2018	-	-	-	-	-
2019	-	-	-	-	-
	3,755,000	344,403	1,015,287	2,073,178	1,010,938

	1999A G.O. Notes		
Year	Principal	Interest	TIF #4
2006	135,000	24,485	124,230
2007	140,000	18,090	124,230
2008	145,000	11,320	123,885
2009	160,000	3,920	128,063
2010	-	-	-
2011	-	-	-
2012	-	-	-
2013	-	-	-
2014	-	-	-
2015	-	-	-
2016	-	-	-
2017	-	-	-
2018	-	-	-
2019	-	-	-
	580,000	57,815	500,408

* Balloon payment due that will need to be refinanced for the Ice Center.

CITY OF APPLETON 2006 BUDGET

DEBT SERVICE OBLIGATION

	1999B G.O. Notes				
Year	Principal	Interest	TIF #3	TIF #5	TIF #6
2006	365,000	92,713	150,630	68,668	238,415
2007	385,000	68,145	147,605	69,900	235,640
2008	410,000	41,910	149,025	65,940	236,945
2009	430,000	14,190	149,785	61,980	232,425
2010	-	-	-	-	-
2011	-	-	-	-	-
2012	-	-	-	-	-
2013	-	-	-	-	-
2014	-	-	-	-	-
2015	-	-	-	-	-
2016	-	-	-	-	-
2017	-	-	-	-	-
2018	-	-	-	-	-
2019	-	-	-	-	-
	1,590,000	216,958	597,045	266,488	943,425

	2000A G.O. Notes				
Year	Principal	Interest	TIF #2	TIF #3	TIF #6
2006	1,635,000	178,059	56,341	8,044	330,688
2007	1,995,000	89,578	-	86,094	615,578
2008	840,000	20,475	-	87,072	773,403
2009	-	-	-	-	-
2010	-	-	-	-	-
2011	-	-	-	-	-
2012	-	-	-	-	-
2013	-	-	-	-	-
2014	-	-	-	-	-
2015	-	-	-	-	-
2016	-	-	-	-	-
2017	-	-	-	-	-
2018	-	-	-	-	-
2019	-	-	-	-	-
	4,470,000	288,112	56,341	181,210	1,719,669

CITY OF APPLETON 2006 BUDGET

DEBT SERVICE OBLIGATION

	2001A G.O. Notes			
Year	Principal	Interest	Industrial Park	TIF #6
2006	230,000	129,540	92,945	48,645
2007	310,000	118,740	124,645	48,645
2008	1,200,000	87,790	120,583	146,582
2009	325,000	56,215	140,895	240,320
2010	550,000	37,565	160,045	427,520
2011	585,000	12,870	158,410	439,460
2012	-	-	-	-
2013	-	-	-	-
2014	-	-	-	-
2015	-	-	-	-
2016	-	-	-	-
2017	-	-	-	-
2018	-	-	-	-
2019	-	-	-	-
	3,200,000	442,720	797,523	1,351,172

	2001B G.O. Notes			
Year	Principal	Interest	TIF #3	TIF #5
2006	200,000	184,200	372,200	12,000
2007	300,000	169,200	457,200	12,000
2008	420,000	147,600	536,200	31,400
2009	550,000	118,500	609,200	59,300
2010	650,000	82,500	676,200	56,300
2011	1,050,000	31,500	999,100	82,400
2012	-	-	-	-
2013	-	-	-	-
2014	-	-	-	-
2015	-	-	-	-
2016	-	-	-	-
2017	-	-	-	-
2018	-	-	-	-
2019	-	-	-	-
	3,170,000	733,500	3,650,100	253,400

CITY OF APPLETON 2006 BUDGET

DEBT SERVICE OBLIGATION

	2001 State Trust Fund Loan					
Year	Principal	Interest	Industrial Park	TIF #2	TIF #3	TIF #6
2006	455,000	124,182	36,750	35,000	9,038	498,394
2007	240,000	101,432	-	54,000	9,038	278,394
2008	300,000	89,677	-	62,033	9,038	318,606
2009	350,000	74,432	-	59,500	9,038	355,894
2010	470,000	56,932	-	77,000	9,038	440,894
2011	668,639	33,432	-	73,500	189,802	438,769
2012	-	-	-	-	-	-
2013	-	-	-	-	-	-
2014	-	-	-	-	-	-
2015	-	-	-	-	-	-
2016	-	-	-	-	-	-
2017	-	-	-	-	-	-
2018	-	-	-	-	-	-
2019	-	-	-	-	-	-
	2,483,639	480,087	36,750	361,033	234,992	2,330,951

	2002A G.O. Notes		
Year	Principal	Interest	TIF #6
2006	955,000	193,565	70,240
2007	1,000,000	161,740	70,240
2008	1,000,000	126,240	70,240
2009	1,100,000	87,340	168,340
2010	100,000	64,440	164,440
2011	700,000	48,440	748,440
2012	840,000	17,220	857,220
2013	-	-	-
2014	-	-	-
2015	-	-	-
2016	-	-	-
2017	-	-	-
2018	-	-	-
2019	-	-	-
	5,695,000	698,985	2,149,160

CITY OF APPLETON 2006 BUDGET

DEBT SERVICE OBLIGATION

	2002B G.O. Notes				
Year	Principal	Interest	Industrial Park	TIF #3	TIF #5
2006	45,000	110,938	56,640	88,813	10,485
2007	50,000	108,563	59,265	88,813	10,485
2008	70,000	105,563	56,765	88,813	29,985
2009	70,000	101,993	54,215	88,813	28,965
2010	185,000	95,270	56,458	186,162	37,650
2011	130,000	86,728	-	180,713	36,015
2012	1,445,000	41,544	-	1,393,956	92,588
2013	-	-	-	-	-
2014	-	-	-	-	-
2015	-	-	-	-	-
2016	-	-	-	-	-
2017	-	-	-	-	-
2018	-	-	-	-	-
2019	-	-	-	-	-
	1,995,000	650,599	283,343	2,116,083	246,173

	2002 State Trust Fund Loan		
Year	Principal	Interest	TIF #6
2006	104,648	96,575	201,223
2007	114,016	87,208	201,224
2008	119,493	81,730	201,223
2009	125,691	75,532	201,223
2010	131,976	69,248	201,224
2011	138,574	62,649	201,223
2012	145,350	55,873	201,223
2013	152,771	48,453	201,224
2014	160,409	40,814	201,223
2015	168,430	32,794	201,224
2016	176,784	24,439	201,223
2017	185,690	15,533	201,223
2018	90,413	6,248	96,661
2019	34,556	1,728	36,284
	1,848,801	698,824	2,547,625

CITY OF APPLETON 2006 BUDGET

DEBT SERVICE OBLIGATION

	2003A G.O. Notes		
Year	Principal	Interest	TIF #6
2006	50,000	40,125	90,125
2007	50,000	39,000	89,000
2008	50,000	37,700	87,700
2009	100,000	35,525	135,525
2010	100,000	32,400	132,400
2011	100,000	29,075	129,075
2012	280,000	22,475	302,475
2013	475,000	8,787	483,788
2014	-	-	-
2015	-	-	-
2016	-	-	-
2017	-	-	-
2018	-	-	-
2019	-	-	-
	1,205,000	245,087	1,450,088

	2003 State Trust Fund Loan			
Year	Principal	Interest	TIF #3	TIF #6
2006	29,199	78,217	40,000	67,416
2007	46,221	71,195	50,000	67,416
2008	57,952	69,071	59,523	67,500
2009	69,930	65,986	68,500	67,416
2010	81,927	62,489	77,000	67,416
2011	94,023	58,393	85,000	67,416
2012	106,166	53,839	92,524	67,481
2013	118,532	48,384	99,500	67,416
2014	130,959	42,457	106,000	67,416
2015	143,507	35,909	112,000	67,416
2016	156,152	28,811	117,523	67,440
2017	178,990	20,926	132,500	67,416
2018	191,939	11,977	136,500	67,416
2019	47,589	2,379	-	49,968
	1,453,086	650,033	1,176,570	926,549

CITY OF APPLETON 2006 BUDGET

DEBT SERVICE OBLIGATION

	2005 G.O. Refunding Bonds						
Year	Principal	Interest	Stormwater Utility	Water Utility	TIF #3	TIF #4	TIF #6
2006	30,000	195,250	6,825	6,125	86,175	44,625	81,500
2007	2,230,000	155,775	198,412	178,062	778,513	1,149,775	81,013
2008	185,000	113,744	-	-	213,319	-	85,425
2009	1,155,000	90,525	-	-	286,350	-	959,175
2010	1,170,000	49,838	-	-	253,213	-	966,625
2011	250,000	24,675	-	-	274,675	-	-
2012	245,000	15,394	-	-	260,394	-	-
2013	270,000	5,400	-	-	275,400	-	-
2014	-	-	-	-	-	-	-
2015	-	-	-	-	-	-	-
2016	-	-	-	-	-	-	-
2017	-	-	-	-	-	-	-
2018	-	-	-	-	-	-	-
2019	-	-	-	-	-	-	-
	5,535,000	650,601	205,237	184,187	2,428,039	1,194,400	2,173,738

	2005B G.O. Notes			
Year	Principal	Interest	TIF #5	TIF #6
2006	-	227,188	5,075	72,750
2007	-	227,188	5,075	72,750
2008	370,000	221,638	5,075	72,750
2009	735,000	204,144	5,075	72,750
2010	770,000	178,725	5,075	72,750
2011	800,000	151,250	5,075	352,763
2012	830,000	122,725	29,638	342,788
2013	865,000	90,900	33,600	332,100
2014	900,000	55,600	37,300	516,700
2015	940,000	18,800	40,800	561,000
2016	-	-	-	-
2017	-	-	-	-
2018	-	-	-	-
2019	-	-	-	-
	6,210,000	1,498,157	171,788	2,469,100

CITY OF APPLETON 2006 BUDGET

DEBT SERVICE OBLIGATION

	ALL ISSUES					
Year	Principal	Interest	Total	Less Revenues	Less Interest Income	Tax Supported Debt
2006	7,763,847	2,053,337	9,817,184	6,918,305	1,000	2,897,879
2007	8,130,237	1,681,966	9,812,203	6,899,125	1,000	2,912,078
2008	7,907,445	1,330,658	9,238,103	6,615,231	1,000	2,621,872
2009	5,510,621	1,035,375	6,545,996	4,629,820	1,000	1,915,176
2010	4,683,903	818,142	5,502,045	4,631,145	-	870,900
2011	5,051,236	604,755	5,655,991	5,062,579	-	593,413
2012	4,421,516	369,920	4,791,436	4,211,136	-	580,300
2013	2,476,303	216,055	2,692,358	2,102,159	-	590,200
2014	1,191,368	138,871	1,330,239	928,639	-	401,600
2015	1,251,937	87,503	1,339,440	982,440	-	357,000
2016	332,936	53,250	386,186	386,186	-	-
2017	364,680	36,459	401,139	401,139	-	-
2018	282,352	18,225	300,577	300,577	-	-
2019	82,145	4,107	86,252	86,252	-	-
	49,450,526	8,448,624	57,899,150	44,154,733	4,000	13,740,418

CITY OF APPLETON 2006 BUDGET

DEBT SERVICE OBLIGATION

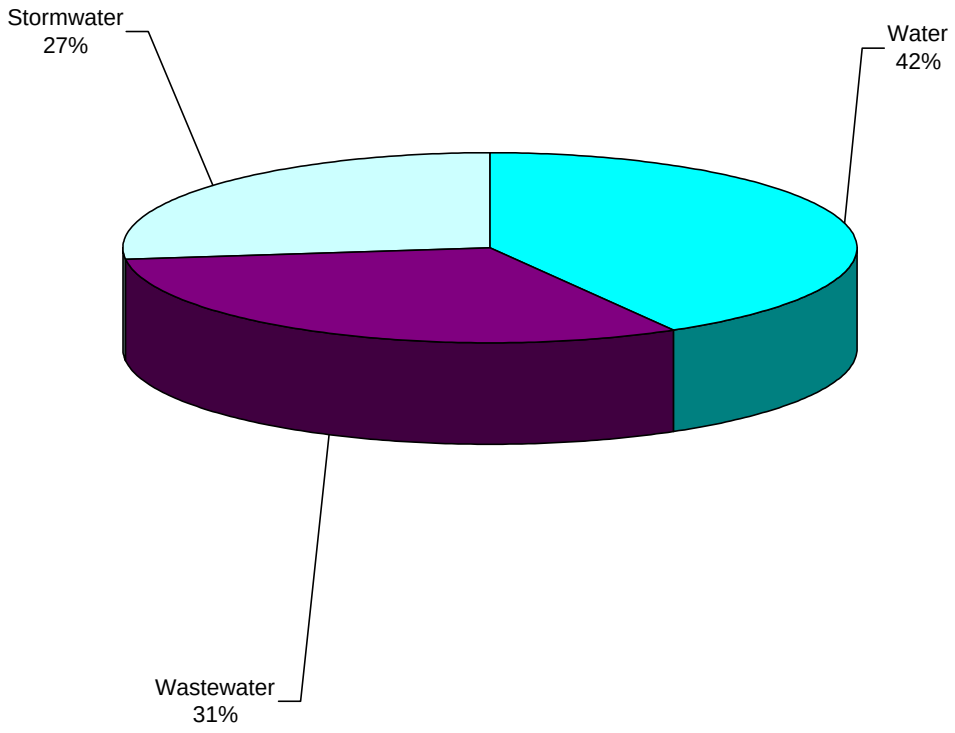
NOTES

CITY OF APPLETON 2006 BUDGET
UTILITIES

Enterprise funds are funds used to account for activities that are financed and operated in a manner similar to that found in the private sector, where the determination of net income is necessary or useful to sound financial administration. Goods or services from such activities provided to outside parties are accounted for in enterprise funds, which include Appleton's Water, Wastewater and Stormwater Utilities.

2006 UTILITIES

$49,013,473



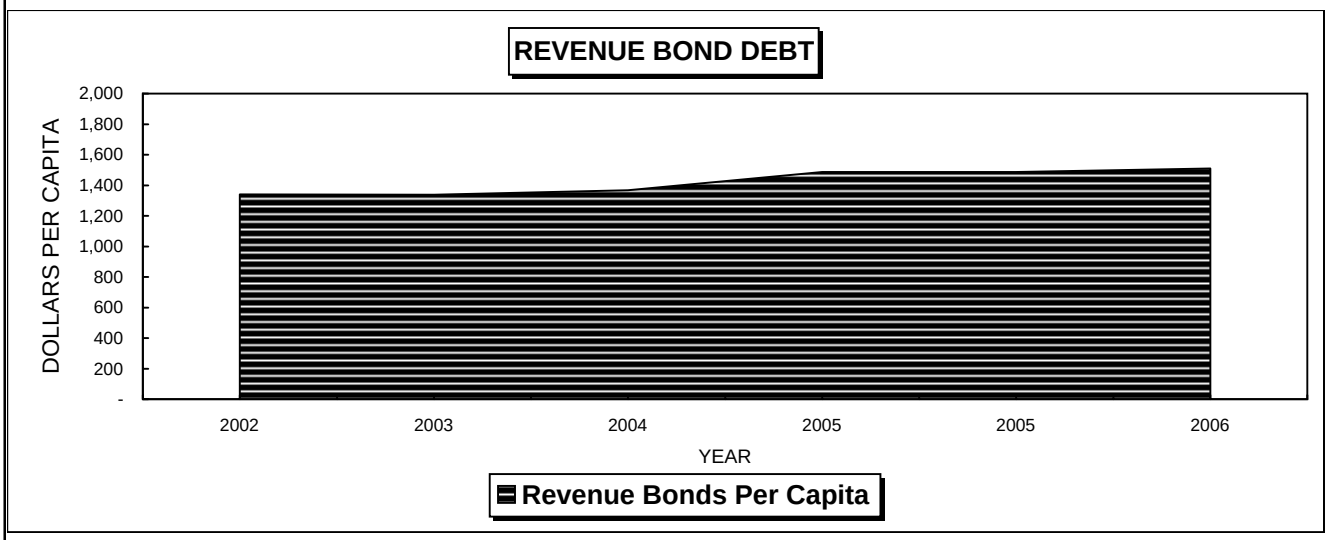
CITY OF APPLETON 2006 BUDGET
ENTERPRISE FUNDS

ACCOUNTING CHANGE

The traditional financial reporting model for state and local government has its roots in the early decades of the twentieth century. A consensus gradually has emerged that additional improvements were needed if public-sector financial reporting was to fully achieve its objective of promoting fiscal and operational accountability. This consensus led the Government Accounting Standards Board (GASB) to undertake a comprehensive reexamination of the traditional financial reporting model that resulted in GASB Statement Number 34 and establishment of a new governmental accounting model. The GASB incorporated many of the most popular features of traditional financial reporting into the new governmental model in hopes of retaining and even better serving current users of state and local government financial reports and attracting new users whose needs were not met by the previous model.

Contributed capital in the enterprise funds is one area which changed with the 2003 budget due to the implementation of GASB 34. Contributions and capital paid in on the balance sheet will be reclassified to retained earnings. Contributed capital is eliminated from the balance sheet and any future contributions (internal or external) will be shown as non-operating revenue. As a result, the City will no longer have to compute depreciation expense separately between contributed and non-contributed assets. Depreciation for all assets will be shown on one line. This appears on the surface like a large increase in the budget; however, in reality it is an accounting change for financial reporting purposes that has no impact on rates or actual cash expenses. There are no new regulations that affect the 2006 budget.

	2002	2003	2004	Budget 2005	Projected 2005	2006
Revenue Bonds Outstanding	95,566,638	95,837,356	98,383,237	107,199,525	100,938,712	109,062,924
Population	71,348	71,649	71,895	72,085	72,085	72,276
Revenue Bonds Per Capita	1,339	1,338	1,368	1,486	1,486	1,509



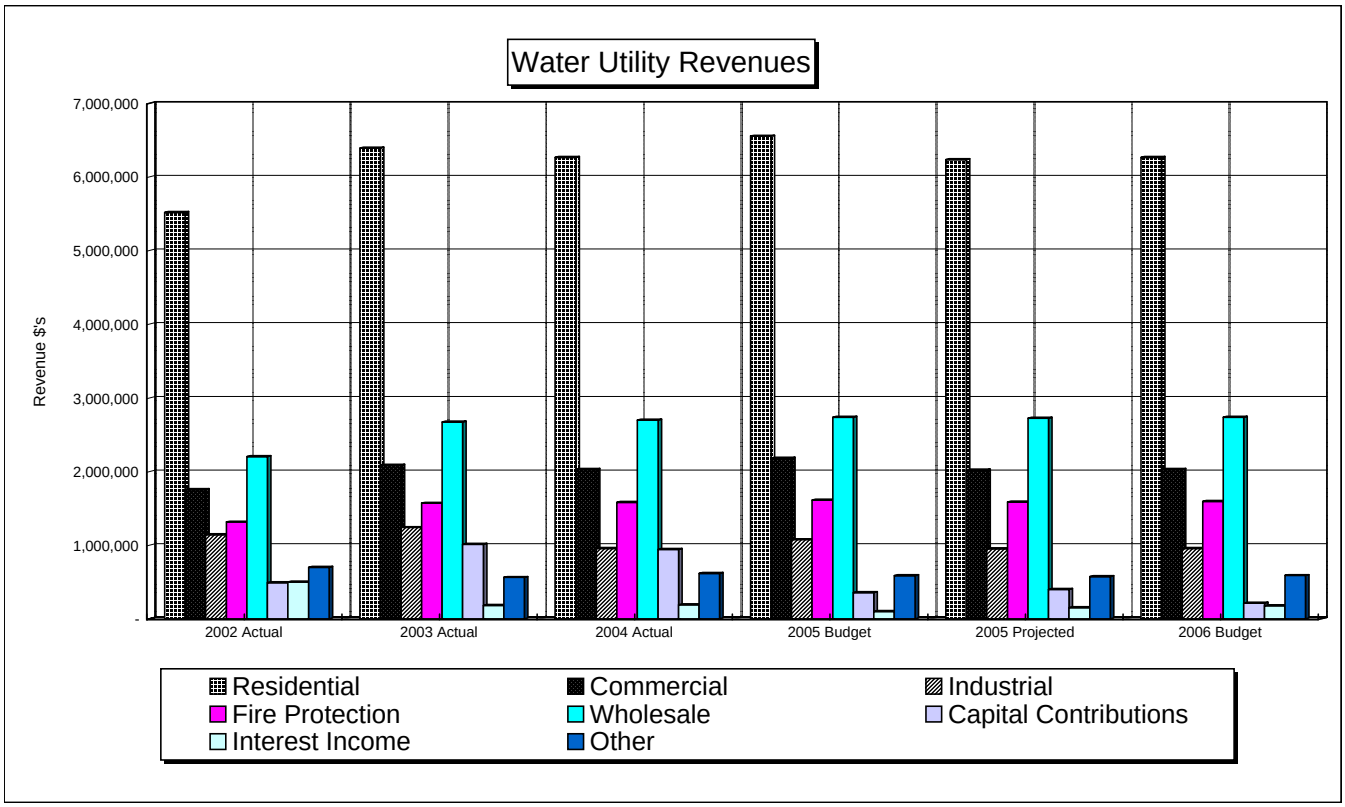
Revenue Bond Ratings:

Water	**Aa3**
Wastewater	**Aa3**
Stormwater	**Aa3**

CITY OF APPLETON 2006 BUDGET
UTILITY REVENUES

WATER UTILITY

Sources of Revenue	2002 Actual	2003 Actual	2004 Actual	2005 Budget	2005 Projected	2006 Budget	% Change
Residential Water Service	5,519,698	6,392,168	6,266,249	6,554,630	6,234,443	6,266,250	0.51%
Commercial Water Service	1,756,667	2,085,321	2,029,991	2,181,520	2,019,696	2,030,000	0.51%
Industrial Water Service	1,143,048	1,240,467	957,168	1,075,610	952,142	957,000	0.51%
Municipal Water Service	278,129	322,675	320,609	322,820	310,416	312,000	0.51%
Fire Protection	1,314,663	1,570,722	1,581,839	1,611,500	1,585,511	1,593,600	0.51%
Wholesale Water Service	2,204,611	2,671,716	2,698,612	2,737,800	2,723,903	2,737,800	0.51%
Other Charges for Service	228,115	226,779	294,477	244,980	244,380	271,456	11.08%
Interest Income	499,183	183,775	189,724	101,500	151,500	176,700	16.63%
Contributed Capital	491,246	1,012,325	944,178	356,425	399,229	213,768	-46.45%
Other	193,442	13,179	2,300	19,127	19,127	5,772	-69.82%
Total Water Utility	**13,628,802**	**15,719,127**	**15,285,147**	**15,205,912**	**14,640,348**	**14,564,346**	**-0.52%**

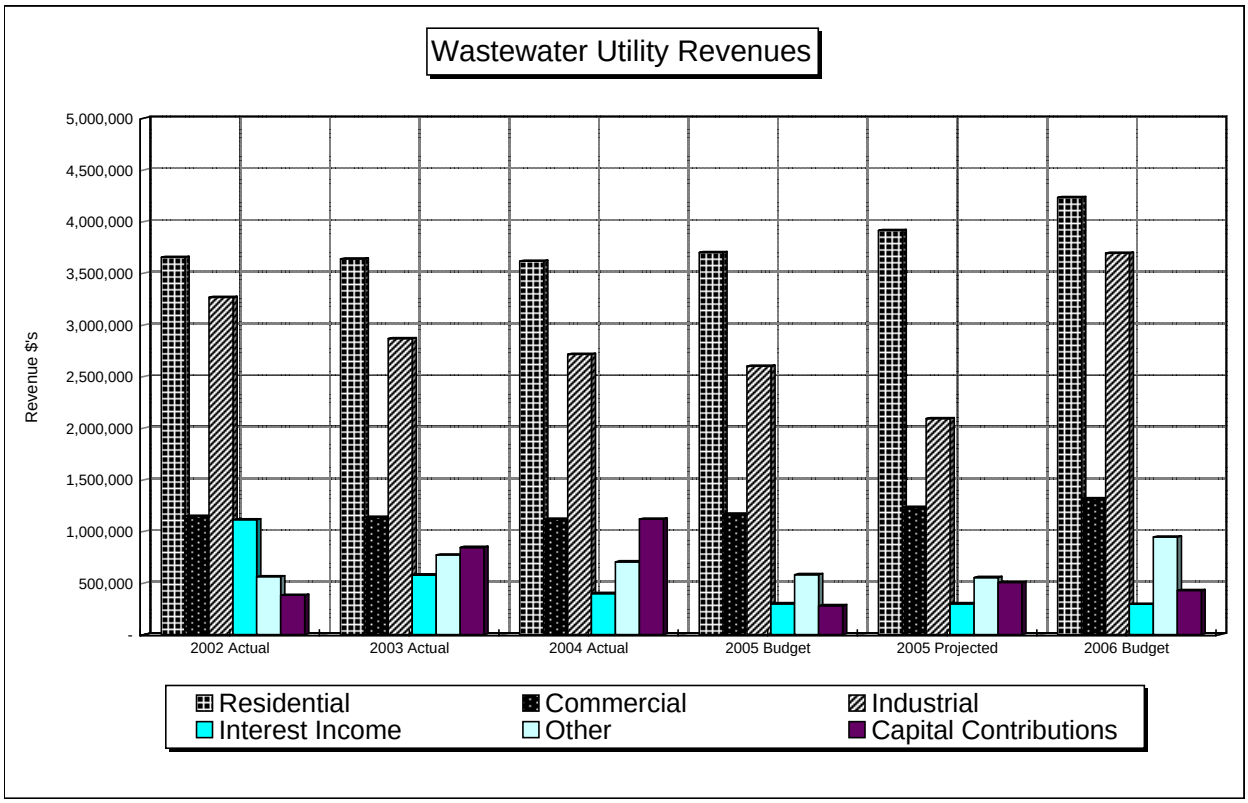


Residential water sales makes up the largest portion of water utility revenues, more than commercial, industrial, municipal, and wholesale sales combined. Fire protection revenues include charges for private, public, and Grand Chute fire protection. Interest income is earnings on available working cash and required reserve accounts invested in various short- and longer-term investments. 2004 industrial revenue declined substantially due to closing of one of the Foremost Farms plants. Closure of the Kerwin Paper Mill in 2005 has further affected industrial water sales, which are expected to remain largely unchanged in 2006. The higher interest income in 2002 resulted from the investment of funds borrowed for construction of the new water plant pending their expenditure on construction. Other revenues come from ancillary or nonrecurring activities, including standby charges, revenues from leasing access to city property, customer penalties, and gains or losses on the sale of fixed assets. The City will be starting a rate study in late 2005. A rate increase is anticipated by June 2006.

CITY OF APPLETON 2006 BUDGET
UTILITY REVENUES

WASTEWATER UTILITY

Sources of Revenue	2002 Actual	2003 Actual	2004 Actual	2005 Budget	2005 Projected	2006 Budget	% Change
Residential Sewer Service	3,654,100	3,638,784	3,615,958	3,700,000	3,914,542	4,232,860	8.13%
Commercial Sewer Service	1,148,084	1,139,200	1,120,102	1,170,000	1,232,651	1,318,755	6.99%
Industrial Sewer Service	3,267,520	2,866,567	2,714,278	2,600,000	2,093,347	3,694,971	76.51%
Municipal Sewer Service	160,014	162,742	151,374	163,000	134,461	171,714	27.71%
Lab & Pre-Treatment	28,673	29,829	17,373	26,500	26,800	17,142	-36.04%
Interest Income	1,114,183	578,612	399,689	300,000	300,000	295,700	-1.43%
Fines & Penalties	19,911	21,849	22,965	21,000	21,000	21,400	1.90%
Capital Contributions	381,815	845,750	1,120,242	281,570	506,600	427,848	-15.55%
Other	353,753	558,910	514,540	372,000	372,000	735,467	97.71%
Total Wastewater Utility	**10,128,053**	**9,842,243**	**9,676,521**	**8,634,070**	**8,601,401**	**10,915,857**	**26.91%**

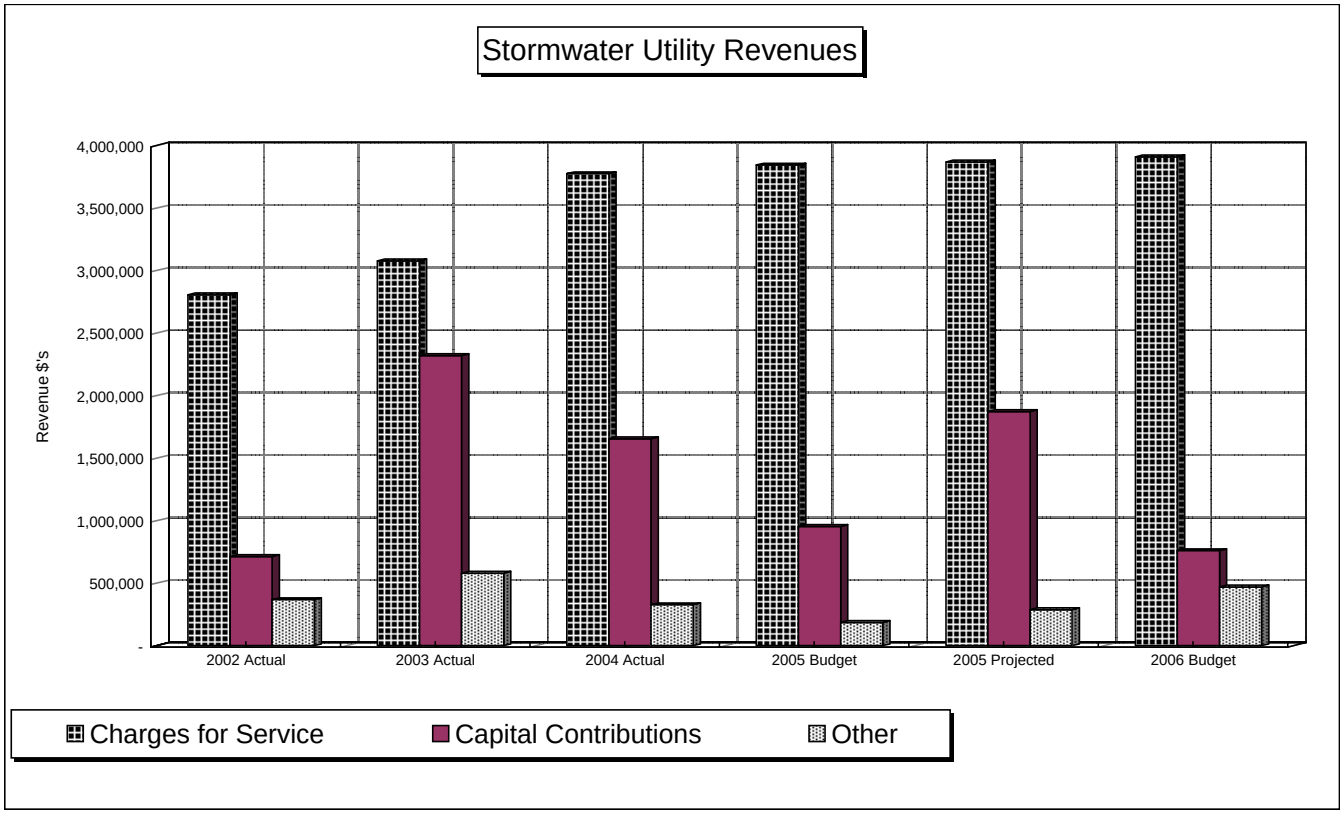


Charges for services include charges for wastewater treatment for various categories of customers - residential, commercial, industrial, and municipal - as well as charges for special services such as industrial pre-treatment. Industrial revenue declined in 2003 and 2004 due to the closing of one of the Foremost Farms plants. Industrial revenue was further affected in 2005 by the closure of the Kerwin Paper Mill. Interest income has declined since the utility has used unrestricted cash in excess of the reserve policy for capital expenditures since 1996. Other revenues come from ancillary or nonrecurring activities, and include income from sales of city property, customer penalties, insurance proceeds, and special hauled waste charges. The budget for 2006 includes $648,000 for the planned sale of a parcel of farmland acquired but not useable for biosolids application. The increase in charges for service in 2006 reflect the rate increase that went into effect October 1, 2005, as well as a charge of $1,856,000 to the Appleton Water Utility for handling of lime residue from the water treatment process.

CITY OF APPLETON 2006 BUDGET
UTILITY REVENUES

STORMWATER UTILITY

Sources of Revenue	2002 Actual	2003 Actual	2004 Actual	2005 Budget	2005 Projected	2006 Budget	% Change
Charges for Service	2,806,784	3,076,521	3,774,337	3,844,000	3,869,000	3,909,106	1.04%
Interest Income	345,793	344,457	178,898	96,000	220,000	220,000	0.00%
Intergovernmental	7,980	209,373	87,731	50,000	50,000	183,000	266.00%
Capital Contributions	713,429	2,319,072	1,654,222	952,955	1,871,854	760,405	-59.38%
Other	15,202	26,156	61,280	39,500	18,500	67,000	262.16%
Total Stormwater Utility	**3,889,188**	**5,975,579**	**5,756,468**	**4,982,455**	**6,029,354**	**5,139,511**	**-14.76%**



Charges for services include all charges for provision of stormwater management and consists of a charge based on equivalent runoff units (ERU). An ERU is defined as 2,368 square feet of impervious area and represents the runoff impact of an average home. Interest income is earnings on available working cash invested in various short-term investments. Other revenues come from ancillary or nonrecurring activities, and include various intergovernmental charges and customer penalties. 2004 revenues reflect a rate increase, from $54/ERU to $71/ERU, which took effect October 1, 2003 The Stormwater Utility is currently undergoing a rate study analysis, with results expected to be reported back to the Utilities Committee of the Appleton Common Council by December 13, 2005.

CITY OF APPLETON 2006 BUDGET
WATER UTILITY
RATE DETAIL

* The rates detailed below are from the Rate Order approved by the Public Service Commission on August 30, 2002, effective September 11, 2002.
* A rate study is included in the 2005 budget. However, any impact on rates is unlikely to occur until 2006.

Quarterly Water Rates

Retail Water:

Meter (Inches)	Water Service	Public Fire	Total
5/8	$ 14.25	$ 11.25	$ 25.50
3/4	14.25	11.25	25.50
1	25.20	27.75	52.95
1 1/4	34.80	41.40	76.20
1 1/2	45.00	55.50	100.50
2	72.00	90.00	162.00
3	114.00	165.00	279.00
4	177.00	279.00	456.00
6	321.00	558.00	879.00
8	486.00	891.00	1,377.00
10	702.00	1,344.00	2,046.00
12	927.00	1,791.00	2,718.00

Volume Charge *

	Quarterly Use (Ccf)	Quarterly Charge
First	500	$ 3.04
Next	4,500	2.41
Over	5,000	2.02

Private Fire Protection Rates:

Connection Size (")	Quarterly Charge
1	$ 8.25
1 1/4	10.50
1 1/2	13.20
2	16.80
3	31.65
4	52.80
6	105.00
8	168.90
10	228.00
12	318.00

Wholesale Water Rates:

Town of Grand Chute

Meter (Inches)	Quarterly Charge
6	$ 321.00
8	486.00
12	927.00

Volume Charge $2.33 / Ccf

* Volume charge is applied to volume of water used, measured in 100 cubic foot (Ccf) increments.

CITY OF APPLETON 2006 BUDGET
WASTEWATER UTILITY
RATE DETAIL

* The rates detailed below are from the 2005 Wastewater Rate Study and Cost of Service Analysis prepared by Virchow, Krause and Company, LLP, effective October 1, 2005.

Quarterly Sanitary Sewer Rates

Meter (Inches)	Type	Charge
5/8		$ 13.10
3/4		13.10
1		26.00
1 1/4		36.00
1 1/2		47.00
2		72.00
3		131.00
4		215.00
6		426.00
8		678.00
9	Parshall Flume	846.00
17	V-Notch Weir	678.00

Volume Charge *

Use (Ccf)	Quarterly Charge
All	$ 1.93

Rates for Quantity/Quality Discharge:

Flow	$1.55 / 100 gallons
Biochemical Oxygen Demand (BOD)	$37.92 / 100 pounds
Total Suspended Solids (TSS)	$10.38 / 100 pounds

Sanitary Waste Hauler Fees:

Septic Tank/Portable Toilet Waste	$4.19 / Ton
Holding Tank Waste	$4.19 / Ton
Analytical Charge	$9.00 / load
Customer Charge	$15.00 / Quarter

* Volume charge is applied to volume of water used, measured in 100 cubic foot (Ccf) increments.

CITY OF APPLETON 2006 BUDGET
CITY SERVICE INVOICE
EFFECT OF UTILITY RATES ON AVERAGE RESIDENTIAL PROPERTIES

Assumptions:

* Rates calculated are based on a meter size of 5/8" or 3/4"

Quarterly Water Charges: *

Residential Users	Average Use (Ccf)	Charge
Small	14	68.06
Average	17	77.18
Large	20	86.30

Quarterly Wastewater Charges:

Residential Users	Average Use (Ccf)	Charge
Small	14	40.12
Average	17	45.91
Large	20	51.70

Quarterly Stormwater Charges: *

Residential Users	ERU's	Charge
N/A	1	17.75
N/A	1	17.75
N/A	1	17.75

Total:

Residential Users	Average Use (Ccf)	Charge
Small	14	125.93
Average	17	140.84
Large	20	155.75

* Note: Rate increases expected in 2006.

CITY OF APPLETON 2006 BUDGET

WATER UTILITY

Director of Utilities: Jessica A. Garratt (acting)

Public Works Director: Paula A. Vandehey

Deputy Director/City Engineer: Ross M. Buetow

Deputy Director of Operations: Wendy K. Lodholz

CITY OF APPLETON 2006 BUDGET
WATER UTILITY

MISSION STATEMENT

The City of Appleton Water Treatment Plant provides the community with safe, high quality water in a consistent and cost effective manner utilizing the full potential of our highly motivated, technically skilled staff.

DISCUSSION OF SIGNIFICANT 2005 EVENTS

WATER TREATMENT

Conversion of lime slakers

The staff have successfully converted the lime slakers, for water softening, to hydrated lime. Hydrated lime has provided more reliable and consistent treatment than quicklime.

Paint Ridgeway Tank

The Ridgeway water tank has been inspected and the interior and exterior have been painted which extends the life of the structure and insures that all regulatory requirements are met.

Anionic Polymer System

Staff successfully installed a pilot scale solid make-down anionic polymer system for full scale softener polymer testing. Anionic polymer has shown improved clarification and reduced sludge volume. The project has demonstrated significantly increased cold water pretreatment capacity with this improvement. A full scale softener polymer system design, procurement, and construction has been implemented due to the success of the pilot testing.

WATER DISTRIBUTION

Completed lateral records conversion project providing accurate, consistent, and searchable records.

Replaced 32 lead services.

Located 10 services leaks accounting for 15,000,000 gallons of unaccounted water through our Leak Detection Program.

WATER ADMINISTRATION

The Water Utility will be undergoing a water rate study, cost of service study and financial forecast to examine the current rates to determine the extent of a rate increase that will be necessary to support forecasted future needs.

CITY OF APPLETON 2006 BUDGET
WATER UTILITY

MAJOR 2006 OBJECTIVES

The Departments of Public Works and Utilities will work effectively with one another for the efficient operation of the Water Utility in order to:

Provide water that meets all State and Federal water quality standards and regulations

Optimize new water treatment facility to meet water requirements so that customers are provided with a safe, potable, cost-effective high quality water by working closely with the Department of Natural Resources to ensure that the 2004 sanitary survey recommendations and requirements are addressed

Optimize short-term and long-term facility operations by working with engineering resources to define the most cost effective process parameters and efficiencies

Respond promptly to main breaks to minimize water loss, property damage, and disruption of service to our customers

Maintain a meter maintenance schedule that is in compliance with the Public Service Commission (PSC) requirements

Complete the trace radio read system installation project. This will be the final year of an eight-year project.

WATERMAIN COMPARISONS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Total Miles	341.09	348.90	356.20	356.10	362.32
Additional Miles	5.90	7.81	7.30	7.20	6.22
Reconstructed	3.70	4.30	3.80	3.80	2.65
% of Total Reconstructed	1.08%	1.23%	1.07%	1.07%	0.73%

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2003	2004	Adopted 2005	Amended 2005	2006	Change *
Program Revenues		$ 15,725,550	$ 15,291,376	$ 15,205,912	$ 15,205,912	$ 14,564,346	-4.22%
Program Expenses							
5310	Administration	7,169,575	7,262,335	7,196,575	7,196,575	7,526,342	4.58%
5321	Treatment Admin	366,451	427,103	444,700	482,500	505,897	13.76%
5323	Treatment Operations	2,982,127	2,895,150	3,454,388	3,429,388	5,476,810	58.55%
5351	Distribution Admin	316,429	297,170	339,399	341,462	328,315	-3.27%
5352	Customer Service	216,505	186,894	460,478	460,478	405,246	-11.99%
5353	Distribution Operations	823,223	880,945	1,092,179	1,118,179	1,110,943	1.72%
5325	Treatment Capital	439,013	185,199	-	349,854	266,070	N/A
5370	Distribution Capital	7,586	152,324	3,746,813	3,746,813	4,745,185	26.65%
TOTAL		$ 12,320,909	$ 12,287,120	$ 16,734,532	$ 17,125,249	$ 20,364,808	21.69%
Expenses Comprised Of:							
Personnel		2,444,941	2,619,813	2,729,983	2,729,983	2,715,457	-0.53%
Administrative Expense		6,986,959	7,058,560	7,011,305	7,011,305	7,345,343	4.76%
Supplies & Materials		1,574,013	1,091,525	2,026,536	2,003,599	1,729,449	-14.66%
Purchased Services		310,239	349,523	725,729	1,139,383	1,381,074	90.30%
Utilities		735,144	700,870	809,379	809,379	2,641,257	226.33%
Repair & Maintenance		213,613	204,038	209,729	209,729	262,141	24.99%
Capital Expenditures		56,000	262,791	3,221,871	3,221,871	4,290,087	33.16%
Full Time Equivalent Staff:							
Personnel allocated to programs		40.75	39.50	38.69	38.69	38.27	

** % change from prior year adopted budget*

CITY OF APPLETON 2006 BUDGET
WATER UTILITY

Finance Administration **Business Unit 5310**

PROGRAM MISSION

For the benefit of Appleton water consumers, customer billing and financial systems will be maintained in a manner consistent with Wisconsin Public Service Commission (PSC) regulations and generally accepted accounting principles.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 6, "Work to continuously improve the efficiency and effectiveness of City services..."

Objectives:

To account for water revenues from various sources, and administrative overhead costs such as interest, depreciation, insurance and other miscellaneous expenses.

Maintain customer records and accounting information in compliance with PSC regulations and generally accepted accounting principles.

Major Program Changes:

Pick up truck # 678 for Water Distribution is due to be replaced in 2006. $13,200 is included as a tranfer out to fund the portion not covered by the reserve. (Water Utility became a part of CEA in 2000.)

This program includes a $55,000 transfer to the Technology Capital Projects fund to fund Water's portion of the City's conversion to a voice over internet protocol (VoIP) telephone system.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Timely and accurate posting of overhead expenses					
% of months posted within 10 days of end of month	90%	90%	100%	90%	100%
Strategic Outcomes					
Maintain compliance with GAAP & PSC					
# of audit compliance issues not raised by staff	0	0	0	0	0
Work Process Outputs					
# of monthly bills processed	105,549	106,514	106,100	107,047	108,000

CITY OF APPLETON 2006 BUDGET
WATER UTILITY

Finance Administration **Business Unit 5310**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4411 Sundry Permits	$ 495	$ (15)	$ 800	$ 800	$ 200
4710 Interest on Investments	318,741	395,227	100,000	100,000	175,200
4711 Amortization of Investments	-	(111,410)	-	-	-
4712 Accretion on Investments	-	2,866	-	-	-
4715 Gain on Sale of Investments	27,973	760	-	-	-
4716 Unrealized Gains/Losses	(164,990)	(99,320)	-	-	-
4730 Interest - Deferred Special	2,050	1,601	1,500	1,500	1,500
4820 Unmetered Water Sales	28,370	33,782	5,000	5,000	25,000
4821 Water Service - Residential	6,392,168	6,266,249	6,554,630	6,554,630	6,266,250
4822 Water Service - Commercial	2,085,321	2,029,991	2,181,520	2,181,520	2,030,000
4823 Water Service - Industrial	1,240,467	957,169	1,075,610	1,075,610	957,000
4824 Water Service - Municipal	294,305	286,827	317,820	317,820	287,000
4825 Private Fire Protection	159,358	192,463	164,320	164,320	204,200
4826 Public Fire Protection	1,374,318	1,356,912	1,409,520	1,409,520	1,356,900
4827 Fire Protection Wholesale	37,046	32,463	37,660	37,660	32,500
4829 Sales for Resale GC	2,671,716	2,698,612	2,737,800	2,737,800	2,737,800
5004 Sale of City Prop - Nontax	-	10	-	-	-
5016 Lease Revenue	59,581	121,960	92,880	92,880	92,880
5021 Capital Contributions	1,012,325	944,178	356,425	356,425	213,768
5030 Damage to City Property	7,860	5,248	10,500	10,500	10,500
5070 WTR Other Sales Flushing	2,739	2,638	3,000	3,000	3,000
5071 Customer Penalty	39,448	40,142	35,000	35,000	40,000
5072 WTR Misc Revenue (turn-on)	3,909	3,375	4,000	4,000	4,000
5073 Other WTR Rev-Sewer Billing	106,589	115,874	91,000	91,000	115,876
5074 Other WTR Rev-Hydrant Test	125	-	-	-	-
5077 Income from Admin Fee	5,850	5,255	7,800	7,800	5,000
5086 Premium on Debt Issuance	6,423	6,229	6,423	6,423	5,772
5924 Trans In - Capital Projects	12,562	-	12,704	12,704	-
Total Revenue	$ 15,724,749	$ 15,289,086	$ 15,205,912	$ 15,205,912	$ 14,564,346
Expenses					
6101 Regular Salary	$ 69,010	$ 71,952	$ 75,410	$ 75,410	$ 75,277
6105 Overtime	255	201	-	-	-
6150 Fringes	29,684	39,756	33,996	33,996	31,995
6318 Cust Record & Collect	14,363	11,356	14,000	14,000	16,000
6401 Accounting/Audit	13,572	8,238	7,800	7,800	8,300
6402 Legal Fees	15,623	18,633	-	-	-
6403 Bank Services	12,703	12,631	13,175	13,175	15,000
6404 Consulting Services	-	-	25,000	25,000	-
6413 Utilities	58,200	61,340	61,400	61,400	62,750
6501 Insurance - Property	80,400	80,325	83,392	83,392	66,500
6599 Other Contracts/Obligation	(4,086)	-	-	-	-
6601 Depreciation Expense	2,630,867	2,753,045	2,710,560	2,710,560	2,817,639
6623 Uncollectible Accounts	6,868	3,793	1,000	1,000	4,000
6650 Discounts Available	(51)	(46)	-	-	-
6720 Interest Payments	53,059	39,992	26,270	26,270	9,801
6721 Bond Interest Payments	3,209,970	3,133,147	3,125,452	3,125,452	3,257,924
6750 Amortization of Debt Disc	21,044	20,689	25,000	25,000	25,000
6751 Gain/Loss on refund Amort.	39,592	39,592	39,592	39,592	39,592
7911 Trans Out - Gen Fund	918,502	914,060	954,528	954,528	1,028,364
7914 Trans Out - Cap Projects	-	-	-	-	68,200
7961 Res Trans Out - Int Service	-	53,631	-	-	-
Total Expense	$ 7,169,575	$ 7,262,335	$ 7,196,575	$ 7,196,575	$ 7,526,342

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Transfer Out -Capital Projects

Pick-up truck replacement - Distribution	$ 13,200
VoIP Project	55,000
	$ 68,200

CITY OF APPLETON 2006 BUDGET
WATER UTILITY

Treatment Administration **Business Unit 5321**

PROGRAM MISSION

For the benefit of the Water Filtration Operations Staff, Water Utility managers will provide administrative support and mentoring to employees so that all aspects of water treatment will meet state and federal compliance.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 2: "… pursue regional cooperation of services…"

Objectives:

Maintain records necessary for compliance with state and federal organizations

Maintain maintenance records for equipment, procurement of chemicals, training and safety schedules, operating expenses and project status

Maintain financial records as they apply to the treatment plant

Major Program Changes:

For 2006, the amount of the Maintenance Supervisor's time charged to this budget has been reduced from 50% to 20% to more accurately reflect time spent at the water treatment facility (-$29,864). Also, 20% of the Stock Clerk's time has been recorded in this budget (previously 100% Wastewater) to more accurately reflect time spent working on the water treatment facilities purchasing and stock room activities (+$13,808).

The decrease in contractor fees is due to DNR performance testing that was required in 2005. No such testing is necessary in 2006.

For 2006, $500 has been requested for temporary help and $1,000 for advertising due to expected retirements.

The increase in consulting services is due to legal fees expected to be incurred due to operational challenges faced at the water plant.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Accurate reports to government agencies					
% of reports in compliance	100%	100%	100%	100%	100%
Accurate Financial Reporting					
% of annual audit goals completed	100%	100%	100%	100%	100%
Strategic Outcomes					
Integrity of programs maintained					
# of compliance issues raised by auditors that were not raised by staff	0	1	0	0	0
Work Process Outputs					
Government reports prepared					
# and names of regular reports					
PSC Annual Report	1	1	1	1	1
CCR Report	1	1	1	1	1
DNR Reports	12	12	12	12	12
SARA Report	1	1	1	1	1

CITY OF APPLETON 2006 BUDGET
WATER UTILITY

Treatment Administration **Business Unit 5321**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Expenses					
6101 Regular Salary	$ 234,286	$ 271,592	$ 253,347	$ 253,347	$ 253,661
6105 Overtime	6,082	5,620	6,000	6,000	6,000
6108 Part-Time	2,300	4,616	3,000	3,000	3,000
6150 Fringes	86,610	105,171	102,378	102,378	90,961
6201 Training\Conferences	3,191	5,507	10,000	10,000	6,187
6202 Local Auto Expense	-	-	-	-	-
6301 Office Supplies	4,395	4,215	5,000	5,000	5,000
6302 Subscriptions	20	43	300	300	153
6303 Memberships & Licenses	3,077	2,890	3,500	3,500	3,120
6304 Postage/Freight	404	690	500	500	1,000
6305 Awards & Recognition	-	222	232	232	232
6307 Food & Provisions	851	247	310	310	310
6318 Materials	8,602	6,359	9,800	9,800	8,255
6320 Printing & Reproduction	16	-	-	-	-
6321 Clothing	958	244	333	333	518
6329 Miscellaneous Equipment	-	1,019	-	-	-
6404 Consulting Services	-	481	-	25,000	111,000
6408 Contractor Fees	15,547	17,147	50,000	62,800	15,000
6411 Temporary Help	112	-	-	-	500
6412 Advertising	-	1,040	-	-	1,000
Total Expense	$ 366,451	$ 427,103	$ 444,700	$ 482,500	$ 505,897

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Materials

Consumer confidence report	$ 8,255
	$ 8,255

Contractor Fees

Process optimization studies	$ 15,000
	$ 15,000

Consulting Services

Legal fees	$ 100,000
Oxidant Study	10,000
Miscellaneous	1,000
	$ 111,000

CITY OF APPLETON 2006 BUDGET
WATER UTILITY

Treatment Operations **Business Unit 5323**

PROGRAM MISSION

For the benefit of Appleton water consumers, we will provide potable water so that customers are furnished an adequate volume of the safest, highest quality water available.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 6: "Work to continuously improve the efficiency and effectiveness of City services…"

Objectives:

Comply with all Federal and State standards
Supply the public with safe, high quality water in sufficient quantities to support the needs of our customers
Develop the full potential of all employees through seminars, training programs, and continuing education

Major Program Changes:

The decrease in chemicals ($200,000) is due to the re-evaluation of the need for contact media (GAC) and decision not to purchase GAC in 2006.

The increase in material costs is due to the cost of a membrane service contract which will be purchased in 2006 ($15,000) and additional membrane replacements (additional $40,000 over 2005).

The increase in contractor fees is due to the anticipated cost of sandblasting, painting, and performing necessary structural repairs to the Matthias Street water tower ($500,000).

Due to normal wear and tear on the steel structures of the four softeners, surface deterioration has occurred. Periodic painting is an important part of preventive maintenance to preserve the life of these structures. $52,000 has been budgeted in building repairs and maintenance in 2006 to cover one of the four softeners. Blasting and painting of the launders, rake system, drive unit, platforms and cat walk will be scheduled to be done. The softeners will be done on a rotating basis.

The increase in utilities is due to an estimated $1.856 million of wastewater charges which will be incurred to treat lime waste from the water plant as detailed in the 2005 Wastewater Rate Study. As a result, the Miscellaneous Supplies budget (6316) is eliminated as it originally represented the cost to treat the lime based on historical costs when we had lagoon storage.

Other decreases include changing floormats monthly versus weekly and a reduction of 1040 summer help hours.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Adequate supply of safe drinking water					
% of water sampling tests in compliance per year	100%	100%	100%	100%	100%
# of sprinkling bans per year	0	0	0	0	0
Strategic Outcomes					
Employee Training					
# of employees trained in federal standards	12	12	12	12	12
Community Safety					
# of employees participating in safety training for chemicals	8	8	8	8	8
Work Process Outputs					
Plant Operation					
# of gallons pumped per year	3,707 MG	3,468 MG	3,600 MG	3,600 MG	3,600 MG
# of reservoirs maintaining pressure per year	5	6	6	6	6
# of membrane repairs	18,168	15,651	4,000	3,600	2,400
Water towers					
# inspected / painted per year	4/2	3/1	4/1	4/1	4/1

CITY OF APPLETON 2006 BUDGET
WATER UTILITY

Treatment Operations **Business Unit 5323**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Expenses					
6101 Regular Salary	$ 625,912	$ 605,896	$ 542,010	$ 542,010	$ 549,871
6105 Overtime	116,079	117,199	75,550	75,550	75,550
6108 Part-Time	12,945	13,819	15,463	15,463	11,676
6150 Fringes	267,342	301,093	267,595	267,595	263,796
6306 Building Maint./Janitorial	7,548	6,073	6,000	6,000	5,036
6309 Shop Supplies & Tools	6,448	8,700	4,000	4,000	5,855
6310 Chemicals	801,418	717,726	897,500	872,500	697,500
6316 Miscellaneous Supplies	65,690	90,009	108,441	108,441	-
6318 Materials	111,418	109,705	471,000	471,000	535,026
6321 Clothing	6,756	6,155	6,647	6,647	5,576
6323 Safety Education	19,043	6,048	9,000	9,000	9,000
6324 Medical\Lab Supplies	31,694	29,410	41,500	41,500	32,294
6327 Miscellaneous Equipment	-	4,392	45,000	45,000	50,000
6407 Collection Services	-	141	250	250	200
6408 Contractor Fees	212,159	244,849	222,404	222,404	608,404
6413 Utilities	619,111	580,973	686,329	686,329	2,522,065
6414 Janitorial Service	49,693	34,125	24,792	24,792	25,412
6416 Build Repairs & Maint	5,437	-	7,000	7,000	55,000
6418 Equip Repairs & Maint	6,421	1,302	6,000	6,000	3,000
6425 CEA Equip. Rental	17,013	17,535	17,907	17,907	21,549
Total Expense	$ 2,982,127	$ 2,895,150	$ 3,454,388	$ 3,429,388	$ 5,476,810

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Chemicals	
Water treatment chemicals	$ 697,500
	$ 697,500
Materials	
Filtration operational equipment	$ 28,325
Filtration maintenance of water equipment	25,750
Pumping materials	26,600
Pumping equipment maintenance	16,450
Other repair/maintenance materials for towers, lake station & lake intake	32,901
Membrane service contract	15,000
Membranes	390,000
	$ 535,026
Medical/Lab Supplies	
Water quality testing	$ 20,000
Laboratory supplies/equipment	12,294
	$ 32,294
Janitorial Service	
Custodial maintenance contract	$ 25,412
	$ 25,412

Miscellaneous Equipment	
Network Speed Upgrade	$ 2,000
Computer replacement	10,000
Industrial touch screens	5,000
Panelview workstation	7,500
Telemetry upgrade	10,000
Contrologixs upgrade	10,000
Power management	1,000
Particle count laser replacement	1,000
Ph meter replacement	2,000
Miscellaneous equipment	1,500
	$ 50,000
Contractor Fees	
SCADA system support	$ 6,180
HVAC system support	13,970
Generator support	5,768
Inspections (fire alarm, man-down, hoist, monitoring alarms)	10,738
Instrument support	10,300
System/equipment repairs by outside professionals	47,749
Lawn service & pest control	11,124
Sludge removal	2,575
Paint Matthias tank	500,000
	$ 608,404
Building Repairs & Maintenance	
Softener Maintenance	$ 52,000
Miscellaneous Repairs	3,000
	$ 55,000

CITY OF APPLETON 2006 BUDGET
WATER UTILITY

Treatment Capital Improvements **Business Unit 5325**

PROGRAM MISSION

For the benefit of Appleton water consumers, we will provide necessary improvements to all Water Filtration facilities, structures, and equipment so that high quality water is produced to meet current and future needs in a cost-effective manner.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 6: "Work to continuously improve the efficiency and effectiveness of City services…"

Objectives:

Ensure the integrity of Appleton water for all customers

The following are 2006 capital projects:

	2006 Budget	
Water Distribution System Planning Study	$ 105,000	Projects, Pg. 624
Membrane System PLC Upgrade	161,070	Projects, Pg. 662
	$ 266,070	

Major Program Changes:

No major changes.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Adequate water pressure					
% of tests having adequate pressure	100%	100%	100%	100%	100%
Strategic Outcomes					
Water rate changes					
% per year	0%	0%	0%	0%	0%*
Work Process Outputs					
Construction projects					
% of projects on schedule	60%	100%	100%	100%	100%
% of projects within budget	80%	100%	100%	100%	100%

* Unknown at this time. Water rate study to be performed in late 2005.

CITY OF APPLETON 2006 BUDGET
WATER UTILITY

Treatment Capital Improvements **Business Unit 5325**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Expenses					
6310 Chemicals	$ 373,999	$ -	$ -	$ -	$ -
6325 Construction Materials	77	-	-	-	-
6404 Consulting Services	-	-	-	-	105,000
6408 Contractor Fees	8,937	-	-	349,854	161,070
6899 Other Capital Outlay	56,000	185,199	-	-	-
Total Expense	$ 439,013	$ 185,199	$ -	$ 349,854	$ 266,070

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Consulting Services

Water distribution system planning	$ 105,000
	$ 105,000

Contractor Fees

Membrane System PLC Upgrade	$ 161,070
	$ 161,070

CITY OF APPLETON 2006 BUDGET

WATER UTILITY

Distribution Administration **Business Unit 5351**

PROGRAM MISSION

Provide administrative services to meet the needs of our customers

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategies # 3, "…Train, develop and support our human resources..." and # 4, "...encourage open and productive working relationships…" and # 5, "...work to improve influences over statutory and regulatory processes…"

Objectives:

Maintain accurate records of repair and maintenance to the system and insure completeness of all information submitted annually to the Public Service Commission

Continue to enforce the Exception Meter Policy to insure meter accuracy and recover meter costs

Implement the proper safety procedures for changing out old lead services

Increase inventory turnover ratio by decreasing excessive, obsolete, and rare parts from inventory

Major Program Changes:

The inventory turnover ratio noted below has decreased due to two reasons. First, water meters are no longer inventoried. They are charged to the appropriate business unit when purchased. And second, the remaining items in inventory are slow moving items that are stored just in case they are needed for repairs. As noted above, one of our objectives for 2006 will be to eliminate these "just in case" parts from inventory in order to reduce inventory and create turnover.

Safety supplies have been consolidated in administration for customer service and distribution operations and maintenance.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Efficient customer service					
# certified mail requests sent	432	337	360	360	360
# of telephone requests for service	3,856	2,706	3,800	3,800	3,800
Strategic Outcomes					
Consistent & current information					
Policies reviewed/updated	1	2	2	2	2
Turnover ratio of inventory	3.27	0.53	3.25	1.00	1.00
Work Process Outputs					
Reporting & record keeping					
# of reports generated for PSC	1	1	1	1	1

CITY OF APPLETON 2006 BUDGET
WATER UTILITY

Distribution Administration **Business Unit 5351**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
5004 Sale of City Prop - Nontax	$ 465	$ 110	$ -	$ -	$ -
5005 Sale of City Prop - Tax	152	2,180	-	-	-
5010 Misc Revenue - Nontax	184	-	-	-	-
Total Revenue	$ 801	$ 2,290	$ -	$ -	$ -
Expenses					
6101 Regular Salaries	$ 151,853	$ 120,089	$ 149,506	$ 149,506	$ 145,643
6104 Call Time	772	1,380	1,000	1,000	1,450
6105 Overtime	10,885	10,658	10,000	10,000	11,000
6108 Part-Time	7,748	4,236	-	-	4,325
6150 Fringes	67,402	67,162	66,074	66,074	63,480
6201 Training\Conferences	1,875	100	4,000	4,000	2,000
6301 Office Supplies	857	1,106	1,500	1,500	1,150
6303 Memberships & Licenses	2,140	1,188	2,500	2,500	2,200
6304 Postage\Freight	154	168	150	150	175
6305 Awards & Recognition	-	360	595	595	595
6306 Building Maint./Janitorial	15	1,987	3,000	3,000	2,850
6307 Food & Provisions	-	14	-	-	-
6309 Shop Supplies & Tools	3	349	200	200	150
6315 Books & Library Materials	-	18	425	425	-
6316 Other Misc. Supplies	252	-	-	-	-
6320 City Copy Charges	1,465	4,330	4,500	4,500	4,400
6321 Clothing	474	587	1,500	1,500	1,300
6323 Safety Supplies	-	337	500	500	2,000
6324 Medical\Lab Supplies	621	402	615	615	450
6326 Vehicle & Equipment Parts	-	129	-	-	-
6327 Miscellaneous Equipment	1,400	142	-	2,063	-
6412 Advertising/Publication	1,384	559	2,000	2,000	1,750
6413 Utilities	57,834	53,964	61,650	61,650	56,442
6414 Janitorial Service	-	23,825	23,700	23,700	22,515
6418 Equip Repairs and Maint	-	-	-	-	400
6419 Communication Eq. Repairs	145	-	-	-	-
6420 CBM charges	-	-	1,000	1,000	-
6425 CEA Equip. Rental	6	-	-	-	-
6430 Health Services	13	13	100	100	50
6435 Other Contract Services	3,388	-	-	-	-
6451 Laundry Services	2,129	3,609	4,500	4,500	3,800
6503 Rent	3,567	382	384	384	-
6599 Other Contracts/Obligations	-	76	-	-	190
6604 Miscellaneous Expense	47	-	-	-	-
Total Expense	$ 316,429	$ 297,170	$ 339,399	$ 341,462	$ 328,315

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Janitorial Services

Custodial maintenance contract	$ 22,515
	$ 22,515

CITY OF APPLETON 2006 BUDGET
WATER UTILITY

Customer Service **Business Unit 5352**

PROGRAM MISSION

The department reads, maintains and upgrades meters for the benefit of all users of the system.

PROGRAM NARRATIVE

Link to City Goals:

Implement Key Strategies # 2, "… proactively pursue regional cooperation of services…" and # 6, "Work continuously to improve the efficiency and effectiveness of City services…"

Objectives:

Continue to meet the requirements of the Public Service Commission by testing meters

Annually inspect one quarter of the exception meters

Complete the installation of the trace radio read system, year eight of an eight year program

Continue to replace large, inefficient meters with smaller, more accurate meters

Major Program Changes:

The trace installation program will be completed by mid 2006. Technicians will then change over to battery installations and maintenance type activities. This will result in an increase in shop supplies due to the cost of purchasing more batteries for the trace units. Each year, 10% of the meters are tested and cleaned. In 2006, the meters being tested will have trace units. The batteries in these units will only have 1 to 2 years of life left in them when they are tested. So in order to avoid having to make a second trip to replace the batteries when they died, it was decided to replace the batteries when the units are tested and cleaned. This will also save us time in the future because if the batteries die, the units need to be re-programmed to get them working again.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Reliable, accurate water usage					
# of new trace meters installed	2,755	2,337	2,700	2,300	1,200
# of large meters replaced	85	55	75	45	20
# of meters tested	2,697	2,994	3,000	3,000	3,000
# of defective meters replaced	1,174	1,291	1,300	1,300	1,300
Strategic Outcomes					
Implementation of system upgrade					
% of system installed with trace meters	66%	87%	88%	90%	100%
Work Process Outputs					
Service provided					
# of service calls	1,719	1,627	1,600	1,200	1,200
System growth					
# new services installed	332	348	350	300	350

CITY OF APPLETON 2006 BUDGET
WATER UTILITY

Customer Service **Business Unit 5352**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Expenses					
6102 Labor Pool Allocations	$ 122,072	$ 114,044	$ 108,307	$ 108,307	$ 110,520
6104 Call Time	303	341	200	200	350
6105 Overtime	267	1,154	600	600	600
6150 Fringes	38,020	41,840	45,518	45,518	44,870
6301 Office Supplies	5	-	-	-	-
6304 Postage/Freight	80	-	25	25	25
6306 Building Maint./Janitorial	71	7	100	100	-
6309 Shop Supplies	8,410	2,268	7,625	7,625	32,000
6311 Paint & Supplies	185	38	175	175	150
6316 Other Misc. Supplies	144	117	-	-	-
6321 Uniforms	122	239	-	-	-
6326 Equipment Parts	14,234	15,701	15,000	15,000	15,400
6327 Misc. Equipment	22,491	-	268,000	268,000	188,000
6408 Contractor Fees	2,389	818	4,000	4,000	1,000
6418 Equipment Repairs & Maint.	2,129	3,887	3,125	3,125	2,990
6425 CEA Equip. Rental	5,583	6,440	7,803	7,803	9,341
Total Expense	$ 216,505	$ 186,894	$ 460,478	$ 460,478	$ 405,246

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Equipment Parts	
Meter repair parts	$ 15,400
	$ 15,400
Misc. Equipment	
Trace & meters	$ 188,000
	$ 188,000
Shop Supplies	
Trace batteries	$ 26,280
Pliers, couplings, batteries, connectors	5,720
	$ 32,000

CITY OF APPLETON 2006 BUDGET

WATER UTILITY

Distribution Operations and Maintenance **Business Unit 5353**

PROGRAM MISSION

The department maintains the distribution mains, services, hydrants and valves to keep the system operating, reduce treated water loss and comply with PSC requirements.

PROGRAM NARRATIVE

Link to City Goals:

Implement Key Strategies # 2, "… proactively pursue regional cooperation of services…" and # 6, "Work continuously to improve the efficiency and effectiveness of City services…"

Objectives:

Respond promptly to main breaks to minimize water loss, reduce property damage and lessen disruption of service to customers

Support the Public Service Commission with a preventative maintenance and general upkeep schedule

Monitor the cross connection program and the lead replacement program

Aggressively pursue valve maintenance to comply with Public Service Commission standards

Major Program Changes:

The increase in miscelleaneous equipment is due to increased maintenance on fire hydrants, which includes sandblasting and painting.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Reliable source at adequate pressure					
Hydrants					
Replace/Upgrade	11	9	10	10	10
# of hydrants flushed	100%	100%	100%	100%	100%
Water loss reported	14%	6%	12%	10%	8%
Strategic Outcomes					
Reliability of the system					
# water main breaks	120	100	120	100	100
Work Process Outputs					
Preventive maintenance					
# services replaced	51	39	40	40	40
# valves exercised	1,779	1,134	2,100	2,500	2,500
# valves replaced	5	7	6	7	7
# Curb boxes repaired	290	412	300	300	300
# joint leaks fixed	24	5	12	5	5
# of service leaks	29	32	30	30	30

CITY OF APPLETON 2006 BUDGET
WATER UTILITY
Distribution Operations and Maintenance **Business Unit 5353**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Expenses					
6101 Regular Salaries	$ 328,595	$ 380,888	$ 438,791	$ 438,791	$ 454,213
6104 Call Time	20,067	16,542	14,160	14,160	16,950
6105 Overtime	71,217	51,748	41,640	41,640	53,293
6108 Part-Time	9,751	7,799	8,910	8,910	-
6150 Fringes	160,221	197,772	213,025	213,025	215,878
6308 Landscape Supplies	753	692	700	700	700
6309 Shop Supplies & Tools	10,555	6,698	8,000	8,000	7,500
6311 Paint & Supplies	978	1,259	1,000	1,000	1,175
6316 Other Misc. Supplies	816	-	-	-	-
6320 Printing & Reproduction	212	-	-	-	-
6321 Protective Clothing	1,392	600	-	-	-
6322 Gas Purchases	-	-	375	375	-
6323 Safety Supplies	2,660	2,651	-	-	-
6325 Construction Materials	27,609	13,941	28,000	28,000	25,750
6326 Equipment Parts	27,814	39,066	67,000	67,000	60,500
6327 Miscellaneous Equipment	5,623	5,517	9,200	9,200	24,800
6404 Consulting Services	-	-	-	26,000	-
6408 Contractor Fees	17,492	36,603	114,000	114,000	120,000
6412 Advertising	-	353	-	-	-
6415 Tipping Fees	5,117	1,442	5,000	5,000	5,000
6418 Equip Repairs & Maint	1,363	125	1,500	1,500	1,000
6425 CEA Equip. Rental	125,823	116,799	116,902	116,902	120,934
6426 Other Interfund Charges	-	-	-	-	-
6451 Laundry Services	1,500	-	-	-	-
6503 Rent	3,665	450	4,000	4,000	3,250
6804 Equipment	-	-	19,976	19,976	-
Total Expense	$ 823,223	$ 880,945	$ 1,092,179	$ 1,118,179	$ 1,110,943

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Construction Materials	
Gravel & asphalt for main/valve break repair	$ 19,750
Concrete, slurry & gravel for service laterals/curb	5,000
Other materials - hydrant repair	1,000
	$ 25,750

Equipment Parts	
Fittings, clamps, pipe, etc. for main/valve break repair	$ 19,500
Valves, sleeves, boxes, pipe & connectors for service laterals/curbs	22,500
Hydrants	13,500
Hydrant repair parts	5,000
	$ 60,500

Contractor Fees	
Service restoration	$ 110,000
Contractor services for main/valve break & repair	10,000
	$ 120,000

Miscellaneous Equipment	
Replacement shoring	$ 9,800
Valve turner	9,000
Sand blaster	3,500
Air dryer	2,500
	$ 24,800

CITY OF APPLETON 2006 BUDGET
WATER UTILITY

Distribution Capital Improvements **Business Unit 5370**

PROGRAM MISSION

For the health and safety of the community, the department will identify, plan, design, prepare bid specifications and manage construction contracts to replace failing or inadequate water mains, hydrants, and services, to improve the reliability of the system, prevent system failures and reduce damage to other related infrastructure and extend water service to accommodate new growth areas.

PROGRAM NARRATIVE

Link to City Goals:

Implement Key Strategies # 2, "… proactively pursue regional cooperation of services…" and # 6, "Work continuously to improve the efficiency and effectiveness of City services…"

Objectives:

Implement the 2006 watermain program

Continue to coordinate water capital projects with other capital improvement projects

Evaluate the needs of the system and prepare a five year plan to reflect those needs

Establish a large diameter transmission line to convey water to storage facilities for recent and future growth in northeast Appleton

Major Program Changes:

Please refer to page 618 for a detailed description of water main capital projects.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Reliable and adequate service					
% of reconstructed streets with relay	100.0%	88.0%	100.0%	100.0%	100.0%
% increase of fire flow capacity	5% - 85%	5% - 300%	5% - 50%	5% - 50%	5% - 200%
# of low flow hydrants eliminated	10	13	15	15	5
Strategic Outcomes					
System size					
Miles of mains	324.1	348.9	356	356	362
% of total miles of mains reconstructed	1.1%	1.2%	1.1%	1.1%	0.7%
# of hydrants in the City	2,796	2,894	2,975	2,975	3,075
# of low flow hydrants in the City	162	152	137	137	132
Work Process Outputs					
System expansion and improvement					
Miles of transmission lines added	2.5	1.0	2.9	2.9	3.3
Miles of existing mains relayed	3.7	4.3	3.8	3.8	2.7

CITY OF APPLETON 2006 BUDGET
WATER UTILITY
Distribution Capital Improvements **Business Unit 5370**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Expenses					
6101 Regular Salaries	$ 1,131	$ 23,924	$ 162,848	$ 162,848	$ 149,367
6104 Call Time	323	119	-	-	-
6105 Overtime	100	17,048	17,000	17,000	16,900
6108 Part-Time	67	4,962	2,590	2,590	2,590
6150 Fringes	3,644	21,194	75,065	75,065	62,241
6303 Memberships & Licenses	-	-	9,915	9,915	-
6326 Equipment Parts	61	-	-	-	-
6404 Consulting	-	730	167,500	167,500	145,000
6408 Contractor Fees	2,260	2,160	110,000	110,000	79,000
6413 Utilities	-	4,595	-	-	-
6801 Land	-	-	-	-	100,000
6809 Infrastructure Construction	-	77,592	3,201,895	3,201,895	4,190,087
Total Expense	$ 7,586	$ 152,324	$ 3,746,813	$ 3,746,813	$ 4,745,185

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

2006	Street	From	To	Water Utility
Labor Pool				231,098
Land	Easement 1290' w/o French Rd	Broadway Dr	Applecreek Rd	100,000
	Subtotal			**100,000**
Consulting	Consultant Fee	River Crossings (2006 and 2007)		145,000
	Subtotal			**145,000**
Miscellaneous Construction	Permits/Fees -	NOI, Railroad, Water Usage, County		12,500
	Pressure reducing valves/vaults - Northside ridgeway zone			30,000
	Surface Restoration due to 2005 Water CIP Excavation			79,000
	Miscellaneous valve and main construction			10,000
	Subtotal			**131,500**
New Construction	Applecreek Rd	Tanglewood	Meade St	17,400
	Knollwood La	Sheffield La	Tallgrass Dr	27,600
	Subtotal			**45,000**
Reconstruction	Appleton St	Wisconsin Ave	Parkway Blvd	222,410
	Brewster St	Drew St	Meade St	168,086
	Gillett St	Winnebago St	Wisconsin Ave	143,900
	Lehmann La	Pine St	Oakcrest Ct.	93,681
	Outagamie St	Cedar St	Prospect Ave	267,490
	Schaefer St	Fremont St	Calumet St	317,000
	Spring St	Mason St (800' E)	Richmond St	390,773
	Summer St	Badger Ave	Gillett St (300' E)	208,708
	Viola St	Pershing St	Lindbergh St	21,600
	Subtotal			**1,833,648**
Transmission Line - New	Apple Creek Rd	Ballard Rd	Apple Hill Blvd	552,948
	Broadway Dr	Ballard Rd (HPZ)	Meade St	539,275
	Meade St	Edgewood Dr	Broadway Dr	375,000
	West Transmission Line:			
	Pine St	Mason St	Lehmann St	81,620
	Directional Drilling	Pierce Park	Veteran's Park	527,175
	Open Cut portion	Mason/Lehmann	Memorial Dr	182,921
	Subtotal			**2,258,939**
Total Water Construction				$ 4,745,185

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CITY OF APPLETON 2006 BUDGET

WATER UTILITY

STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET ASSETS

	2003 Actual	2004 Actual	2005 Budget	2005 Projected	2006 Budget
Revenues					
Charges for Services	$ 14,285,807	$ 13,857,106	$ 14,483,880	$ 13,826,112	$ 13,896,650
Miscellaneous	218,007	286,584	244,980	244,380	271,456
Total Revenues	14,503,814	14,143,690	14,728,860	14,070,492	14,168,106
Expenses					
Operation and Maintenance	5,411,849	5,292,495	6,086,341	6,577,204	8,107,033
Depreciation	2,630,866	2,753,045	2,710,560	2,820,000	2,817,639
Total Expenses	8,042,715	8,045,540	8,796,901	9,397,204	10,924,672
Operating Income (Loss)	6,461,099	6,098,150	5,931,959	4,673,288	3,243,434
Non-Operating Revenues (Expenses)					
Investment Income	183,775	189,724	101,500	151,500	176,700
Interest Expense	(3,263,030)	(3,173,139)	(3,151,722)	(3,151,722)	(3,267,725)
Amortization of Debt Expense	(54,213)	(54,053)	(64,592)	(64,592)	(64,592)
Gain on Sale of Fixed Assets	-	-	-	-	-
Other	6,651	7,555	6,423	6,423	5,772
Total Non-Operating	(3,126,817)	(3,029,913)	(3,108,391)	(3,058,391)	(3,149,845)
Net Income Before Contributions and Transfers	3,334,282	3,068,237	2,823,568	1,614,897	93,589
Contributions and Transfers In (Out)					
Capital Contributions	1,012,325	944,178	399,229	399,229	213,768
General Fund	(13,800)	(13,800)	(13,800)	(13,800)	(13,800)
Internal Service	-	(53,631)	-	-	-
Capital Projects	12,562	-	12,704	12,704	(68,200)
Tax Equivalent	(940,728)	(940,728)	(940,728)	(940,728)	(1,014,564)
Change in Net Assets	3,404,641	3,004,256	2,280,973	1,072,302	(789,207)
Net Assets - Beginning	35,322,872	38,727,513	41,731,769	41,731,769	42,804,071
Residual Equity Transfer In (Out)	-	-	-	-	-
Net Assets - Ending	$ 38,727,513	$ 41,731,769	$ 44,012,742	$ 42,804,071	$ 42,014,864

SCHEDULE OF CASH FLOWS

Cash - Beginning of Year	$ (2,873,480)	$ (3,382,050)
+ Change in Net Assets	1,072,302	(789,207)
- Capital Contributions	(324,229)	(138,768)
+ Depreciation	2,820,000	2,817,639
+ Long Term Debt	3,590,000	4,000,000
- Fixed Assets	(4,116,643)	(5,111,255)
- Principal Repayment	(3,550,000)	(3,815,000)
Cash - End of Year	$ (3,382,050)	$ (6,418,641)

Note: In late 2005, the Water Utility will be undergoing a water rate study, cost of service study and financial forecast to examine the current rates to determine the extent of rate increases necessary to support current and future forecasted needs.

CITY OF APPLETON 2006 BUDGET
WATER UTILITY
LONG TERM DEBT

	1996 G.O. Notes		1997 G.O. Notes		1998 Revenue Bonds	
Year	Principal	Interest	Principal	Interest	Principal	Interest
2006	140,000	1,768	165,000	1,908	305,000	136,850
2007	-	-	-	-	320,000	123,410
2008	-	-	-	-	335,000	109,005
2009	-	-	-	-	350,000	93,605
2010	-	-	-	-	365,000	77,180
2011	-	-	-	-	380,000	59,890
2012	-	-	-	-	400,000	41,290
2013	-	-	-	-	420,000	21,340
2014	-	-	-	-	440,000	-
	$140,000	$1,768	$165,000	$1,908	$3,315,000	$662,570

	2000 Revenue Bonds		2001 Revenue Bonds		2002 Revenue Bonds	
	Principal	Interest	Principal	Interest	Principal	Interest
2006	125,000	147,544	2,645,000	2,381,019	300,000	198,494
2007	130,000	140,881	2,755,000	2,270,819	310,000	188,419
2008	135,000	133,963	2,875,000	2,155,819	325,000	176,638
2009	150,000	126,275	2,995,000	2,028,531	330,000	164,263
2010	160,000	118,075	2,220,000	1,934,181	345,000	150,463
2011	165,000	109,660	2,320,000	1,832,681	360,000	135,163
2012	175,000	100,560	2,430,000	1,711,181	375,000	119,225
2013	185,000	90,755	2,555,000	1,583,431	395,000	101,450
2014	195,000	80,225	2,690,000	1,448,931	410,000	83,820
2015	205,000	68,950	2,830,000	1,296,819	430,000	64,900
2016	220,000	56,850	2,985,000	1,136,375	450,000	44,650
2017	230,000	44,085	3,155,000	966,794	470,000	23,030
2018	245,000	30,365	3,325,000	788,075	490,000	-
2019	260,000	15,675	3,515,000	599,164	-	-
2020	-	-	3,705,000	400,000	-	-
2021	-	-	3,900,000	205,000	-	-
2022	-	-	4,100,000	-	-	-
	$2,580,000	$1,263,863	$51,000,000	$22,738,820	$4,990,000	$1,450,515

	2004 Revenue Bonds		2005 Revenue Bonds		2005 G.O. Refunding Notes	
	Principal	Interest	Principal	Interest	Principal	Interest
2006	135,000	167,963	-	177,179	-	6,125
2007	140,000	161,775	120,000	173,362	175,000	1,532
2008	140,000	155,475	125,000	168,612	-	-
2009	145,000	149,063	130,000	163,504	-	-
2010	155,000	142,313	135,000	157,862	-	-
2011	160,000	135,225	140,000	151,788	-	-
2012	165,000	127,913	150,000	144,972	-	-
2013	175,000	120,263	155,000	137,720	-	-
2014	180,000	112,275	160,000	130,205	-	-
2015	190,000	103,950	170,000	121,820	-	-
2016	200,000	95,175	180,000	112,493	-	-
2017	210,000	85,950	190,000	102,422	-	-
2018	220,000	76,275	200,000	91,822	-	-
2019	230,000	66,150	210,000	80,693	-	-
2020	245,000	55,463	220,000	68,967	-	-
2021	255,000	44,213	235,000	56,578	-	-
2022	270,000	32,400	245,000	43,526	-	-
2023	285,000	19,913	260,000	29,746	-	-
2024	300,000	6,750	275,000	19,014	-	-
2025			290,000	7,685	-	-
	$3,800,000	$1,858,504	$3,590,000	$2,139,970	$175,000	$7,657

	TOTAL		
	Principal	Interest	Total
2006	3,815,000	3,218,850	7,033,850
2007	3,950,000	3,060,198	7,010,198
2008	3,935,000	2,899,512	6,834,512
2009	4,100,000	2,725,241	6,825,241
2010	3,380,000	2,580,074	5,960,074
2011	3,525,000	2,424,407	5,949,407
2012	3,695,000	2,245,141	5,940,141
2013	3,885,000	2,054,959	5,939,959
2014	4,075,000	1,855,456	5,930,456
2015	3,825,000	1,656,439	5,481,439
2016	4,035,000	1,445,543	5,480,543
2017	4,255,000	1,222,281	5,477,281
2018	4,480,000	986,537	5,466,537
2019	4,215,000	761,682	4,976,682
2020	4,170,000	524,430	4,694,430
2021	4,390,000	305,791	4,695,791
2022	4,615,000	75,926	4,690,926
2023	545,000	49,659	594,659
2024	575,000	19,014	594,014
2025		7,685	
	$69,465,000	$30,118,825	$99,576,140

Note: Schedule is based on accrual method of accounting. Revenue bonds in the amount of $4,000,000 will be issued in 2006. Expected interest expense on the issue for 2006 is $48,875.

CITY OF APPLETON 2006 BUDGET
WATER UTILITY

NOTES

CITY OF APPLETON 2006 BUDGET

WASTEWATER UTILITY

Director of Utilities: Jessica A. Garratt (acting)

Public Works Director: Paula A. Vandehey

Deputy Director/City Engineer: Ross M. Buetow

Deputy Director of Operations: Wendy K. Lodholz

CITY OF APPLETON 2006 BUDGET
WASTEWATER UTILITY

MISSION STATEMENT

The City of Appleton Wastewater Treatment Plant provides the community with essential wastewater treatment services. Our technically skilled and highly motivated staff strives to maintain maximum standards of community health and safety, while protecting and preserving the environment, and more specifically, water resources. It is our goal to achieve these objectives in a manner that demonstrates integrity, responsibility, and economically sound practices.

DISCUSSION OF SIGNIFICANT 2005 EVENTS

WASTEWATER TREATMENT

Lawe Street Lift Station Upgrade

The Lawe Street Lift Station wet well controls, pump motors, and variable speed drives upgrade was completed.

V-Building Roof Replacement

Replacement of the V-Building roof in the generator area was completed which will eliminate repair costs and the risk of water damage to generator switch gear.

Addition of Belt Filter Press

The additional belt filter press, scheduled to be installed in 2005, has been put on hold until an evaluation of the Kerwin Plant closing impact can be made on the operational processes.

Programmable Logic Controller & SCADA upgrade

All Wastewater Plant automated controls and data relays were upgraded with current technology equipment in order to significantly reduce the risk of hardware or software failures.

Recoating 3 Secondary Clarifiers

To preserve the life of the secondary clarifiers, the equipment was sandblasted and painted.

WASTEWATER COLLECTION

Wastewater Collection System Maintenance & Upgrade

Completed lateral records conversion project providing accurate, consistent and searchable records.

Implemented Clear Water Program reducing inflow into the wastewater system.

WASTEWATER ADMINISTRATION

Wastewater Administration

Due to the loss of several major high strength customers over the last few years, the Wastewater Utility underwent a rate study resulting in average increases of 14-16% effective 10/1/2005.

CITY OF APPLETON 2006 BUDGET
WASTEWATER UTILITY

MAJOR 2006 OBJECTIVES

The Departments of Public Works and Utilities will work effectively with one another for the efficient operation of the Wastewater Utility to:
Provide treatment that meets or exceeds state and federal water quality standards which were established to protect the Fox River, Lake Michigan, and the Great Lakes System

Provide the citizens of Appleton with efficient, safe, and cost-effective treatment of its residential, commercial, and industrial wastewater

Provide for both short-term and long-term facility planning and management to address community growth and increased wastewater treatment needs

Optimize and maintain plant processes and capital assets to produce a high quality effluent and a biosolids component that is of beneficial use as an agricultural soil supplement through scum trough improvements and an effluent hydrant system in primary treatment, providing tank overflows on the lime slurry thickener tanks, changing out air diffusers in influent and primary effluent channels, leveling sunken concrete and regrouting and painting final effluent screw pumps and providing preventive maintenance and service on the high voltage switchgear and transformers that exist throughout the facility.

Continue to implement Clear Water program to reduce inflow into wastewater system

Clean one third of the sanitary sewer system annually

Promptly respond to emergency sewer backups

Continue major interceptor rehabilitation to maintain the system at a level that will accommodate growth and increased wastewater needs

WASTEWATER COMPARISONS

	Actual 2003	Actual 2004	TARGET 2005	PROJECTED 2005	TARGET 2006
Total Miles of Mains (Jan. 1)	283.70	292.70	297.70	297.80	302.10
Additional Miles of Main	3.80	9.00	5.00	5.10	4.30
Reconstructed	1.40	2.60	1.50	2.00	2.10
% of Total Reconstructed	0.49%	0.89%	0.50%	0.67%	0.70%

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2003	2004	Adopted 2005	Amended 2005	2006	Change *
Program Revenues		$ 9,842,243	$ 9,676,521	$ 8,634,070	$ 8,634,070	$ 10,915,857	26.43%
Program Expenses							
5411	Utility Administration	691,088	484,483	521,365	521,365	543,579	4.26%
5412	Finance Administration	5,299,122	5,197,211	5,276,374	5,276,374	5,384,310	2.05%
5422	Treatment	1,977,196	2,094,364	2,250,518	2,250,518	2,522,730	12.10%
5423	Biosolids Management	448,289	486,575	616,325	616,325	710,321	15.25%
5424	Lab/Pre-Treatment	264,441	187,006	266,907	266,907	263,288	-1.36%
5425	Lift Stations	42,451	41,410	46,100	46,100	43,385	-5.89%
5426	Maintenance	1,073,968	883,927	575,750	575,750	598,045	3.87%
5427	Collection Systems	432,892	623,018	631,138	667,863	696,541	10.36%
5431	Public Works Capital	271,217	915,376	3,479,227	3,553,627	3,140,478	-9.74%
5432	Utility Capital	53	-	1,709,007	1,966,657	1,503,478	-12.03%
Total Program Expenses		$ 10,500,717	$ 10,913,370	$ 15,372,711	$ 15,741,486	$ 15,406,155	0.22%
Expenses Comprised Of:							
Personnel		2,358,338	2,369,736	2,517,782	2,517,782	2,455,319	-2.48%
Administrative Expense		5,291,363	5,086,549	5,160,833	5,160,833	5,240,791	1.55%
Supplies & Materials		288,317	233,001	348,615	350,678	426,224	22.26%
Purchased Services		669,925	840,833	1,039,801	1,074,463	1,394,156	34.08%
Utilities		978,331	1,092,851	1,154,530	1,154,530	1,308,694	13.35%
Repair & Maintenance		649,233	428,674	372,168	372,168	386,562	3.87%
Capital Expenditures		265,210	861,726	4,778,982	5,111,032	4,194,409	-12.23%
Full Time Equivalent Staff:							
Personnel allocated to programs		37.77	34.52	34.27	34.27	32.47	

** % change from prior year adopted budget*

CITY OF APPLETON 2006 BUDGET
WASTEWATER UTILITY

Utility Administration **Business Unit 5411**

PROGRAM MISSION

For the benefit of the Wastewater Utility staff, managers will administer the Wastewater facility, while supporting and mentoring operations, biosolids, laboratory, and maintenance staff to ensure that all administrative business functions are completed accurately, timely, and professionally.

PROGRAM NARRATIVE

Link to City Key Strategies:

Implements Key Strategy # 5: "… work to improve influence over statutory and regulatory processes…".

Objectives:

Continue to comply with all statutory requirements, filing all reports accurately and on a timely basis
Continue to provide support in developing capital improvement projects, budgets, and status analysis
Identify cost efficient technologies to assist in taking a proactive approach to administration
Maintain a safe and healthy work environment for divisional employees
Provide leadership in the coordination of community relations

Major Program Changes:

The maintenance supervisor's time allocation has increased from 50% to 80% to more accurately reflect the time spent at Wastewater with 20% now remaining of the time being allocated to Water Treatment (+$29,864). The stock clerk's time allocation has decreased from 100% to 80% to more accurately reflect the time spent at Wastewater with the remaining 20% of the time being allocated to Water Treatment (-$13,808).

The change in industrial sewer service revenue reflects the closure of the Kerwin paper mill (decrease of $1.15 M) and the charges for service to handle lime waste from the water plant (per rate study increases revenue $1.86M).

Due to the loss of several major high strength customers over the last few years, the Wastewater Utility underwent a rate study resulting in average increases of 14-16% effective 10/1/05.

This program includes a $13,750 transfer to the Technology Capital Projects fund to fund Wastewater's portion of the City's conversion to a voice over internet protocol (VoIP) telephone system.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Safe work environment					
# of workers comp. claims / year	9	8	5	8	5
# of accidents per year	16	10	15	13	10
Strategic Outcomes					
Community Outreach					
# of citizen contacts initiated	6	12	10	10	10
Integrity of programs maintained					
# of compliance issues raised by auditors that were not raised by staff	0	0	0	0	0
Work Process Outputs					
Project / team support					
# of project teams mentored per year	5	5	5	5	5
Government reports prepared					
# and names of regular reports:					
Compliance Maint. Annual Report	1	1	1	1	1
Biosolids Annual Report	1	1	1	1	1
Pretreatm't Semi and Annual Report	2	2	2	2	2
Dischg. Monitoring (Monthly) Report	12	12	12	12	12

CITY OF APPLETON 2006 BUDGET
WASTEWATER UTILITY

Utility Administration **Business Unit 5411**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4710 Interest on Investments	$ 790,887	$ 766,747	$ 300,000	$ 300,000	$ 295,700
4711 Amortization of Investments	-	(195,609)	-	-	-
4711 Accretion of Investments	-	(7,769)	-	-	-
4715 Gain on Sale of Investment	61,152	512	-	-	-
4716 Unrealized Gains/Losses	(279,418)	(171,034)	-	-	-
4730 Interest - Deferred Specials	5,991	6,842	-	-	-
4801 Charges for Serv - Nontax	165,483	-	-	-	-
4810 Sewer Service - Residential	3,638,784	3,615,958	3,700,000	3,700,000	4,232,860
4811 Sewer Service - Commercial	1,139,200	1,120,102	1,170,000	1,170,000	1,318,755
4812 Sewer Service - Industrial	2,866,567	2,714,278	2,600,000	2,600,000	3,694,971
4813 Sewer Service - Municipal	162,742	151,374	163,000	163,000	171,714
5010 Misc Revenue - Nontax	80	2,642	-	-	-
5021 Capital Contributions	845,750	1,120,242	281,570	281,570	427,848
5071 Customer Penalty	21,849	22,965	21,000	21,000	21,400
5077 Income from Admin Fee	71	117	-	-	-
5924 Trans In - Capital Project	25,125	3,215	-	-	-
5961 Res Trans In - Internal Svc	10,820	-	-	-	-
Total Revenue	$ 9,455,083	$ 9,150,582	$ 8,235,570	$ 8,235,570	$ 10,163,248
Expenses					
6101 Regular Salaries	$ 362,784	$ 213,592	$ 228,401	$ 228,401	$ 249,854
6105 Overtime	6,669	6,757	7,245	7,245	7,245
6108 Part-Time	35	220	500	500	500
6150 Fringes	142,879	107,206	97,599	97,599	100,806
6201 Training\Conferences	10,089	4,145	14,000	14,000	8,000
6202 Local Auto Expense	1,050	-	-	-	-
6204 Tuition & Fees	-	165	-	-	-
6301 Office Supplies	8,929	4,486	7,704	7,704	6,000
6302 Subscriptions	182	37	500	500	225
6303 Memberships & Licenses	2,375	1,932	2,300	2,300	2,200
6304 Postage\Freight	1,221	435	1,471	1,471	1,283
6305 Awards & Recognition	-	390	412	412	412
6307 Food & Provisions	2,081	394	550	550	550
6320 Printing & Reproduction	3,633	3,211	3,626	3,626	3,626
6321 Clothing	2,219	853	1,000	1,000	1,000
6323 Safety Supplies	4,183	10,734	10,000	10,000	8,633
6327 Misc. Equipment	3,734	1,019	1,245	1,245	1,245
6401 Accounting/Audit	-	-	1,300	1,300	-
6404 Consulting Services	-	481	-	-	500
6407 Collection Services	855	1,262	1,200	1,200	1,200
6408 Contractor Fees	16,589	7,904	14,647	14,647	13,292
6411 Temporary Help	-	2,224	3,000	3,000	3,000
6412 Advertising/Publications	2,084	116	2,000	2,000	2,000
6413 Utilities	22,079	21,108	25,000	25,000	17,839
6418 Equip Repairs & Maint	-	2,502	1,000	1,000	1,000
6425 CEA Equip. Rental	4,732	2,278	4,087	4,087	4,869
6501 Insurance	90,000	91,032	92,578	92,578	94,550
6411 Trans Out - Capital Projects	-	-	-	-	13,750
6623 Uncollectable Accounts	2,686	-	-	-	-
Total Expense	$ 691,088	$ 484,483	$ 521,365	$ 521,365	$ 543,579

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Contractor Fees		Trans Out - Capital Projects	
Professional consultation	$ 10,292	VoIP project	$ 13,750
State licensing	3,000		$ 13,750
	$ 13,292		

CITY OF APPLETON 2006 BUDGET
WASTEWATER UTILITY

Finance Administration **Business Unit 5412**

PROGRAM MISSION

Customer billing and financial system maintenance to be in compliance with generally accepted accounting principles (GAAP).

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 5: "… work to improve influence over statutory and regulatory processes…".

Objectives:

Administrative overhead costs such as interest, depreciation, insurance and other miscellaneous expenses are accounted for in this program.

Major Program Changes:

The Meter Expense budget for 2005 was incorrectly under budgeted, the correct budget should be $485,000 based on late changes to the Water Utility Budget.

In 2001, the Appleton Wastewater Utility purchased 240 acres of land in the Town of Bear Creek, Waupaca County. Offer to purchase was accepted at $1,500/acre for a total expenditure of $359,479. Staff worked extensively with property owners and Town Board Chairperson to anticipate public acceptance issues. The Town of Bear Creek identified a town ordinance after closing that could prohibit or control land spreading activities and as a result, a conditional use permit to haul and apply Biosolids to the property was denied.

Since the Biosolids program could not make use of the property, the land has been leased to area farmers for approximately $20,000 per year revenue. The land still requires ongoing Wastewater staff oversight activities which include Biosolids Coordinator monitoring land use and finance and legal oversight of leasing agreement/payments. Since these conditions are not expected to change, this budget includes proposal to sell the land at approximately $2,700/acre.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Timely and accurate posting of overhead expenses					
% of months posted within 10 days of end of month	90%	92%	100%	90%	100%
Strategic Outcomes					
Maintain compliance with GAAP					
# of audit compliance issues not raised by staff	0	0	0	0	0
Work Process Outputs					
# regular of bills processed	105,549	106,514	106,100	107,047	108,000

CITY OF APPLETON 2006 BUDGET
WASTEWATER UTILITY

Finance Administration **Business Unit 5412**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
5004 Sale of City Prop - Nontax	$ 197	$ 1,225	$ -	$ -	$ -
5005 Sale of City Prop - Taxable	307	2,540	-	-	-
5006 Gain (Loss) Asset Disposal	-	-	-	-	288,521
5086 Premium of Debt Issue	-	-	-	-	15,062
	$ 504	$ 3,765	$ -	$ -	$ 303,583
Expenses					
6101 Regular Salaries	$ 68,758	$ 71,951	$ 75,410	$ 75,410	$ 75,277
6105 Overtime	255	201	-	-	-
6150 Fringes	29,623	35,905	33,996	33,996	31,995
6304 Postage\Freight	13,100	10,540	13,000	13,000	13,000
6320 Printing & Reproduction	1,263	766	2,000	2,000	2,000
6401 Accounting/Audit	8,860	6,874	8,900	8,900	8,000
6403 Bank Services	15,731	23,228	24,500	24,500	24,500
6437 Billing Services	91,894	84,505	88,300	88,300	85,000
6599 Other Contracts/Obligations	18,838	7,122	18,500	18,500	57,380
6601 Depreciation Expense	3,794,581	3,718,277	3,854,076	3,854,076	3,987,900
6623 Uncollectable Accounts	1,693	2,588	3,000	3,000	3,000
6631 Meter Expense	508,497	517,227	425,428	425,428	549,660
6650 Discounts Available	(371)	(273)	-	-	-
6720 Interest Payments	572,649	540,455	555,513	555,513	415,195
6730 Debt Issuance Costs	8,374	8,294	8,374	8,374	13,953
6751 Gain/Loss on refund Amort.	47,927	47,470	47,927	47,927	-
7911 Trans Out - General Fund	117,450	117,450	117,450	117,450	117,450
7921 Trans Out - Internal Service	-	4,631	-	-	-
Total Expense	$ 5,299,122	$ 5,197,211	$ 5,276,374	$ 5,276,374	$ 5,384,310

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Postage/Freight

Allocation of postage expense for mailing City services invoices	$ 13,000
	$ 13,000

Bank Services

Banking fees	$ 2,300
Investment fees	22,200
	$ 24,500

Billing Services

Sewer charges from other sanitation districts for Appleton residences served	$ 85,000
	$ 85,000

Other Contracts/Obligations

Tax levies from other sanitation districts for Appleton residences served	$ 18,500
Commission sale of land	38,880
	$ 57,380

Meter Expense

Allocation from Water:	
Meter maintenance exp.	$ 219,319
Meter depreciation	173,997
Meter payment in lieu of tax	40,468
Return on investment in net fixed assets - meters	115,876
	$ 549,660

CITY OF APPLETON 2006 BUDGET
WASTEWATER UTILITY

Treatment **Business Unit 5422**

PROGRAM MISSION

For the benefit of the community, we will provide essential services to process wastewater so that an effluent suitable for discharge to the Fox River and a biosolids component suitable for agriculture beneficial reuse is achieved.

PROGRAM NARRATIVE

Link to City Key Strategies:

Implements Key Strategy # 6: "Work to continuously improve the efficiency and effectiveness of City services…"

Objectives:

Meet or exceed all state and federal regulatory agency requirements
Monitor and evaluate all operating systems to ensure the most efficient and cost-effective treatment methods are being applied to current operations, and to support future special revenue programs
Maintain an effective relationship with all City departments, public officials, and the community

Major Program Changes:

Chemical costs have increased due to the petroleum base in many of the chemicals, in addition to the added fuel costs for transportation.
Due to the Kerwin Plant closing chemicals decreased $11,733 and utilities decreased $18,562.
Budget includes $24,500 in Contractor Fees for painting aeration tank.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Non-contamination to environment					
% of WPDES in compliance	100%	100%	100%	100%	100%
Essential services provided					
# of gallons of influent treated annually	5,316 MG	5,288 MG	5,400 MG	5,300 MG	5,000 MG
Strategic Outcomes					
Improved treatment processes					
# of employees trained annually	10	10	10	10	10
Work Process Outputs					
Efficient plant operation					
# of full time employees	10	10	10	10	10
# of equivalent hours worked per year	23,758	24,535	24,000	24,000	24,000

CITY OF APPLETON 2006 BUDGET
WASTEWATER UTILITY

Treatment **Business Unit 5422**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4224 Miscellaneous State Aids	$ 595	$ -	$ -	$ -	$ -
Total Revenue	$ 595	$ -	$ -	$ -	$ -
Expenses					
6101 Regular Salaries	$ 452,343	$ 488,428	$ 457,735	$ 457,735	$ 477,542
6105 Overtime	67,277	62,137	71,282	71,282	71,282
6108 Part-Time	8,324	8,321	12,987	12,987	9,651
6150 Fringes	200,000	220,258	222,545	222,545	212,745
6309 Shop Supplies & Tools	5,205	4,295	6,180	6,180	5,000
6310 Chemicals	201,197	156,485	244,513	244,513	334,972
6321 Clothing	6,758	5,720	5,924	5,924	5,924
6327 Miscellaneous Equipment	195	-	-	-	-
6402 Legal Fees	28,397	27,715	30,000	30,000	30,000
6404 Consulting Services	-	1,272	9,000	9,000	9,000
6408 Contractor Fees	72,437	54,147	60,000	60,000	73,801
6413 Utilities	927,381	1,034,436	1,095,180	1,095,180	1,257,040
6416 Building Repairs & Maint	-	24,519	25,000	25,000	25,000
6425 CEA Equip. Rental	7,682	6,631	10,172	10,172	10,773
Total Expense	$ 1,977,196	$ 2,094,364	$ 2,250,518	$ 2,250,518	$ 2,522,730

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Chemicals	
Ferrous Sulfate (or equivalent)	$ 86,000
DAF Coagulant	23,685
BFP Coagulant	157,941
Sodium Hypochlorite	33,604
Sodium Bisulfite	28,842
Other chemicals	4,900
	$ 334,972

Building Repairs & Maint	
Receiving Station repairs	$ 25,000
	$ 25,000

Legal Fees	
NR 101 Wastewater fee (discharge permit)	$ 28,000
Lab certification	1,000
Ground water fee	1,000
	$ 30,000

Contractor Fees	
SCADA system support	$ 4,000
HVAC system support	8,000
Inspections (elevator, fire alarms, monitoring alarms)	5,000
Instrument support	5,000
System/equipment repairs by outside professionals	7,251
Pest Control	2,000
Operational licensing fees	3,000
T. of Menasha (Garden Ct)	5,050
Aeration Tank Painting	24,500
Waste removal (grit)	10,000
	$ 73,801

CITY OF APPLETON 2006 BUDGET
WASTEWATER UTILITY

Biosolids Management **Business Unit 5423**

PROGRAM MISSION

For the benefit of the ratepayers and the agricultural community, we will research and implement cost-effective recycling so that we accomplish beneficial reuse of biosolids produced during wastewater treatment.

PROGRAM NARRATIVE

Link to City Key Strategies:

Implements Key Strategy # 2: "… pursue regional cooperation of services…"

Objectives:

The Biosolids Management Program implements storage and final disposition strategies for the biosolids produced in the wastewater treatment process. Program implementation must meet all state and federal standards applicable to the generation and beneficial use of municipal treatment plant biosolids. In addition to regulatory compliance, the program relies on a strong interface with regional authorities and the agricultural community to facilitate land application of biosolids for beneficial use as a soil augmentation.

Major Program Changes:

Water Plant lime wastes continue to significantly increase Biosolids production volumes beyond current storage capacity through winter months if weather is unfavorable for late / early year land application. Water Plant lime wastes processed at the Wastewater Facility also dominate the Biosolids characteristics for land application. The 2006 budget reflects financial impact of potential landfilling due to storage constraints and the financial impact of applying Biosolids at lime rates, which requires significantly more acreage than in past years (Organic Biosolids can be applied at agronomic rates annually, Lime-active Biosolids can only be applied once every 3 - 5 years on most of the soils in our Land Application Program). Contractor hauling fees/application fees have increased proportionally with longer distance hauling, and more application acreage. Additional expenses will be incurred for landfill tipping fees and transport.

Due to the Kerwin Plant closing biosolids application / transportation has decreased by $39,866.

Farmland lease revenue included for first third of the year only pending potential sale of land.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Affordable biosolids with site delivery					
% of deliveries completed on agreed to day (excluding weather factors)	96%	100%	100%	100%	100%
Strategic Outcomes					
Land fill capacity maximized					
Tons/cubic yards of biosolids diverted from landfill	28,188	24,955	25,000	25,000	25,000
Agricultural benefits maximized					
# acres for land application	925	1,110	1,500	1,200	1,300
Work Process Outputs					
Biosolids production and storage					
Tons of biosolids produced	30,639	27,185	31,000	29,000	26,400
Program promotion					
$ spent on promotion	$ 500	$ 100	$ 500	$ 200	$ 200
# of promotional ventures	2	1	4	2	2

CITY OF APPLETON 2006 BUDGET
WASTEWATER UTILITY

Biosolids Management **Business Unit 5423**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4224 Miscellaneous State Aids	$ 3,277	$ 1,167	$ -	$ -	$ -
5011 Misc Revenue - Tax	21,828	20,651	22,000	22,000	6,884
Total Revenue	$ 25,105	$ 21,818	$ 22,000	$ 22,000	$ 6,884
Expenses					
6101 Regular Salaries	$ 65,448	$ 77,303	$ 81,057	$ 81,057	$ 85,350
6105 Overtime	5,481	5,279	5,673	5,673	5,673
6108 Part-Time	69	-	-	-	-
6150 Fringes	27,742	32,474	36,273	36,273	36,274
6307 Food & Provisions	104	-	-	-	-
6316 Miscellaneous Supplies	-	795	1,000	1,000	1,000
6321 Clothing	995	770	942	942	878
6404 Consulting Services	-	-	7,500	7,500	5,000
6408 Contractor Fees	333,865	359,006	468,945	468,945	563,198
6425 CEA Equip. Rental	14,585	10,948	14,935	14,935	12,948
Total Expense	$ 448,289	$ 486,575	$ 616,325	$ 616,325	$ 710,321

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Contractor Fees	
Biosolids landfill	$ 105,000
Potential nutrient correction	20,000
Farming	1,000
Bio-solids transport / application	404,126
Soil analysis	5,000
Storage	10,000
Site management	8,000
Bio-solids incorporation	10,072
	$ 563,198

CITY OF APPLETON 2006 BUDGET
WASTEWATER UTILITY

Laboratory & Pretreatment **Business Unit 5424**

PROGRAM MISSION

For the benefit of the wastewater treatment facility, we will provide process support by conducting physical, chemical, and biological analysis so that the highest standards of wastewater treatment are met in conjunction with government compliance.

PROGRAM NARRATIVE

Link to City Key Strategies:

Implements Key Strategy # 6: "Work to continuously improve the efficiency and effectiveness of City services…"

Objectives:

Maintain all program parameters within federal and state regulatory compliance
Provide process control information to optimize wastewater treatment strategies
Develop analytical criteria for process compatibility with a special waste program
Build a customer base for a special waste revenue program to reduce the community user costs

Major Program Changes:

Due to the Kerwin Plant closing pretreatment expenses have decreased $500.

Effective in 2005, the rating scale for the Compliance Maintenance Annual Report (CMAR) changed from a numeric value to a letter grade. An assessment rating of "B" or higher requires no remedial action. We have converted past numerical grades to letter grades for consistency.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Environmental safety					
# of industrial clients in compliance	13/13	11/11	12/12	10/10	10/10
Increase revenue sources					
# of sources outside service area	10	11	11	11	11
$ generated	$ 331,127	$ 480,136	$ 385,000	$ 450,000	$ 450,000
Strategic Outcomes					
High Wastewater treatment standards					
Lowest grade by category in CMAR (letter grade of "B" or better requires no remedial action)	A	A	A	B	A
Work Process Outputs					
Record maintenance - Discharge Monitoring Report (DMR)					
% DMR parameters within permit limit	100%	100%	100%	100%	100%
% DMR - QA / QC samples accepted	100%	100%	100%	100%	100%
Improve treatment processes					
# process samples analyzed annually	6,720	6,720	6,720	6,720	6,720
Improve industry relationships					
# of industry contacts made annually	88	90	80	90	90

CITY OF APPLETON 2006 BUDGET
WASTEWATER UTILITY

Laboratory & Pretreatment **Business Unit 5424**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4814 Industrial Pre-Treatment	$ 15,685	$ 9,515	$ 15,000	$ 15,000	$ 10,000
5001 Fees & Commissions	937	1,862	1,500	1,500	2,142
5010 Misc Revenue - Nontax	13,207	5,996	10,000	10,000	5,000
5084 Special Hauled Waste	331,127	482,983	350,000	350,000	425,000
Total Expense	$ 360,956	$ 500,356	$ 376,500	$ 376,500	$ 442,142
Expenses					
6101 Regular Salaries	$ 141,125	$ 94,167	$ 139,599	$ 139,599	$ 138,240
6105 Overtime	5,595	6,870	5,800	5,800	5,800
6150 Fringes	62,774	50,348	67,252	67,252	65,351
6309 Tools & Instruments	13,587	3,642	15,000	15,000	15,000
6310 Chemicals	6,520	4,847	6,000	6,000	6,000
6321 Clothing	2,401	1,677	2,372	2,372	2,058
6324 Medical\Lab Supplies	4,808	2,639	5,000	5,000	5,000
6408 Contractor Fees	19,068	18,731	21,000	21,000	20,500
6418 Equip Repairs & Maint	5,815	2,520	2,000	2,000	2,000
6425 CEA Equip. Rental	1,855	1,565	1,884	1,884	2,339
6432 Lab Fees	893	-	1,000	1,000	1,000
Total Expense	$ 264,441	$ 187,006	$ 266,907	$ 266,907	$ 263,288

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Tools & Instruments	
Testing equipment	$ 10,000
Equipment replacement/repair	5,000
	$ 15,000
Contractor Fees	
Pre-treatment	$ 4,500
Bio-solids testing	6,000
Wastewater testing	10,000
	$ 20,500

CITY OF APPLETON 2006 BUDGET
WASTEWATER UTILITY

Lift Stations **Business Unit 5425**

PROGRAM MISSION

For the benefit of the Appleton sewer consumers, we will operate, monitor, and maintain the lift stations throughout the city to ensure consistent and reliable conveyance of sewage to the wastewater treatment facility.

PROGRAM NARRATIVE

Link to City Key Strategies:

Implements Key Strategy # 6: "Work to continuously improve the efficiency and effectiveness of City services…"

Objectives:

Convey industrial, commercial, and residential waste to the treatment plant

Major Program Changes:

No major changes.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Sewage bypasses / backups					
# per year attributed to lift stations	1	1	0	1	0
Strategic Outcomes					
Integrity of lift stations maintained					
# of emergency calls required	14	14	20	15	15
Work Process Outputs					
Response to work orders					
# of corrective work orders	81	54	60	60	60
# of preventive work orders	156	104	100	100	100

CITY OF APPLETON 2006 BUDGET
WASTEWATER UTILITY

Lift Stations **Business Unit 5425**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Expenses					
6408 Contractor Fees	$ 15,518	$ 11,709	$ 5,000	$ 5,000	$ 3,000
6413 Utilities	26,933	29,701	32,100	32,100	31,385
6804 Machinery & Equipment	-	-	9,000	9,000	9,000
Total Expense	$ 42,451	$ 41,410	$ 46,100	$ 46,100	$ 43,385

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2006 BUDGET
WASTEWATER UTILITY

Maintenance **Business Unit 5426**

PROGRAM MISSION

The goal of Central Building Maintenance is to achieve customer satisfaction through high quality, cost-effective, timely, professional services; maintaining and enhancing all City assets.

PROGRAM NARRATIVE

Link to City Key Strategies:

Implements Key Strategy # 6: "Work to continuously improve the efficiency and effectiveness of City services…"

Objectives:

Employees will continue to identify inefficiencies in equipment and recommend changes which will produce cost savings
Corrective maintenance will include trouble shooting and addressing emergencies, rebuilding and / or replacing equipment and making repairs to existing facilities and equipment
Preventive maintenance will reduce the need for costly corrective and emergency repairs and reduce reliance on more costly outside contractors
Special project work will be performed by city maintenance employees reducing the need for more costly outside contractors

Major Program Changes:

This budget reflects the elimination of two positions, an Electrician ($76,243) and a Maintenance Specialist ($66,691), and a significant reduction in the allocation of charges to other departments for corrective and preventive maintenance services ($169,614). The reduced labor cost is partially offset by increased contractual services expense for electrical work ($4,000) and for HVAC service at City Hall ($4,500). In addition, maintenance expense for General Fund facilities other than City Hall will be allocated directly to those departments, rather than to Unclassified City Hall Budget as has been done in the past. This budget also reflects the reduction of two of the four part-time summer positions. Two further reductions that are included in this budget are the elimination of lawn fertilization at Wastewater in 2006 ($2,322) and a change in floor mat exchange from weekly to monthly ($2,237).

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Provide technical assistance					
% of satisfied customers	89%	81%	100%	90%	100%
Strategic Outcomes					
Maintain Preventive Maintenance service for all city facilities					
Ratio of PM to CM work orders	1.41/1	2.3/1	2.0/1	2.0/1	2.0/1
Work Process Outputs					
Response to work orders					
# of work orders preventive	1,262	2,290	1,666	1,700	1,800
# of work orders corrective	897	999	833	850	900
# of special project work orders	418	300	375	300	250

CITY OF APPLETON 2006 BUDGET
WASTEWATER UTILITY

Maintenance **Business Unit 5426**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Expenses					
6101 Regular Salaries	$ 323,491	$ 386,407	$ 369,254	$ 369,254	$ 281,923
6105 Overtime	22,253	18,172	25,000	25,000	25,000
6108 Part-Time	19,044	13,503	23,830	23,830	9,651
6150 Fringes	155,783	178,909	181,879	181,879	134,485
6306 Building Maint./Janitorial	106,096	16,625	13,500	13,500	10,588
6309 Shop Supplies & Tools	14,397	12,876	15,000	15,000	7,500
6321 Clothing	5,205	3,927	4,438	4,438	4,438
6322 Gas Purchases	1,525	2,514	5,000	5,000	4,000
6408 Contractor Fees	136,479	71,812	89,144	89,144	97,644
6414 Janitorial Service	351,100	39,747	40,916	40,916	41,939
6416 Build Repairs & Maint	18,992	54,885	15,500	15,500	15,500
6418 Equip Repairs & Maint	172,086	201,079	176,302	176,302	179,217
6419 Communication Eq. Repairs	880	273	1,000	1,000	1,000
6425 CEA Equip. Rental	22,958	20,535	19,122	19,122	23,681
6429 Interfund Allocations	(286,188)	(144,062)	(414,135)	(414,135)	(244,521)
6454 Grounds Repair & Maint.	9,867	6,725	10,000	10,000	6,000
Total Expense	$ 1,073,968	$ 883,927	$ 575,750	$ 575,750	$ 598,045

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Building Maint./ Janitorial	
Housekeeping supplies/janitorial	$ 10,588
	$ 10,588
Contractor Fees	
Corrective maintenance	$ 44,000
Preventive maintenance	24,500
Special project maintenance	29,144
	$ 97,644
Janitorial Services	
Cleaning contract	$ 41,939
	$ 41,939
Building Repairs & Maintenance	
Corrective repairs & maintenance	$ 5,500
Preventive repairs & maintenance	1,000
Special project repairs & maintenance	9,000
	$ 15,500

Equipment Repairs & Maintenance	
Corrective repairs & maintenance	$ 137,879
Preventive repairs & maintenance	13,703
Special project repairs & maintenance	27,635
	$ 179,217
Interfund Allocations	
City Hall	$ 40,000
Police	67,422
Fire	8,103
Valley Transit	6,500
Reid Municipal Golf Course	5,000
Parks & Recreation	10,946
CEA	11,500
Sanitation	7,223
Public Works	87,827
	$ 244,521

CITY OF APPLETON 2006 BUDGET
WASTEWATER UTILITY

Collection Systems **Business Unit 5427**

PROGRAM MISSION

Maintain the sanitary sewer system for the health and safety of the community.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategies # 2, "…pursue regional cooperation of services …. " and # 6, "Work to continuously improve the efficiency and effectiveness of City services…."

Objectives:

Complete the annual sewer cleaning program and identify those areas with improper connections and defects

Reduce the amount of inflow and infiltration into the sanitary sewer system

Major Program Changes:

Starting in 2006 we will be alternating the protruding tap and the root control contracts. We will do protruding tap in 2006, root control in 2007. The City has been receiving favorable bid prices from the TV vendors. This has allowed us to do more feet of televising with budget dollars. The additional footage viewed has the potential for more defects to be found per year. The age of the system also contributes to the amount of defects found.

2006 will be the first full year of the clear water and driveway inspection programs, which were initiated in 2005. Since the clear water inspection program relates to both stormwater runoff and the sanitary system, .95 FTE of an inspectors' salary and fringe benefit costs have been allocated to this budget.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Benefit of inspection program					
# defects identified from TV report	29	21	30	50	40
Compliance with regulation					
# of protruding taps identified	3	2	5	5	5
# of cross connections identified	0	2	1	3	2
Strategic Outcomes					
Reliability of system maintenance program					
# of trouble calls	116	90	100	84	100
# of system blockages removed	19	13	10	8	10
% of total system televised	11.6%	15.5%	12.0%	12.0%	13.0%
Work Process Outputs					
Maintenance performed					
% of total system cleaned	50%	70%	50%	50%	50%
# of spot repairs made	0	54	30	50	40
Safeguarding health and safety					
# of protruding taps removed	12	12	8	8	10
Reduction of treatment costs					
# of seals installed (I&I)	80	24	50	50	40

CITY OF APPLETON 2006 BUDGET
WASTEWATER UTILITY

Collection Systems **Business Unit 5427**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Expenses					
6101 Regular Salaries	$ 121,578	$ 161,784	$ 159,395	$ 159,395	$ 217,195
6104 Call Time	4,493	4,852	3,500	3,500	4,000
6105 Overtime	4,705	6,089	3,500	3,500	4,500
6108 Part-Time	1,087	166	-	-	-
6150 Fringes	57,100	74,427	64,818	64,818	99,145
6201 Training\Conferences	-	-	3,000	3,000	3,000
6303 Memberships & Licenses	50	175	50	50	75
6305 Awards & Recognition	-	73	-	-	-
6309 Shop Supplies & Tools	2,449	1,759	3,000	3,000	2,950
6315 Books & Library Materials	-	-	375	375	-
6323 Safety Supplies	132	504	-	-	-
6325 Construction Materials	7,880	13,540	16,000	16,000	15,000
6327 Miscellaneous Equipment	-	426	-	2,063	-
6404 Consulting Services	121,313	214,456	174,000	208,662	172,000
6407 Collection Services	576	520	-	-	-
6408 Contractor Fees	70,171	84,703	150,000	150,000	115,000
6413 Utilities	1,939	4,417	2,250	2,250	2,430
6415 Tipping Fees	718	525	1,000	1,000	800
6418 Equip Repairs & Maint	208	420	250	250	250
6425 CEA Equip. Rental	38,473	54,048	50,000	50,000	60,046
6430 Health Services	20	134	-	-	150
Total Expense	$ 432,892	$ 623,018	$ 631,138	$ 667,863	$ 696,541

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Construction Materials	
Castings	$ 12,500
Concrete	2,500
	$ 15,000
Consulting Services	
Aerial photography	$ 12,000
Sewer TV & cleaning	160,000
	$ 172,000
Contractor Fees	
Surface restoring -prior year repairs	$ 40,000
Protruding taps/mineral deposits	35,000
Spot repair liners	40,000
	$ 115,000

CITY OF APPLETON 2006 BUDGET
WASTEWATER UTILITY

Public Works Capital Improvements **Business Unit 5431**

PROGRAM MISSION

Identify, design, and implement the capital construction program to maintain and expand the sanitary sewer system for the benefit of current and future users of the system.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategies # 2, "… pursue regional cooperation of services…" and # 6, "Work to continuously improve the efficiency and effectiveness of City services…"

Objectives:

Identify failing or improperly sized sewers and incorporate them into our five year plan

Identify the need for future system expansions and incorporate them into our five year plan (see page 626)

Design replacement systems or system expansions to meet current and future demands

Reduce the amount of inflow and infiltration into the sanitary sewer system

Major Program Changes:

Effective in 2005, the rating scale for the Compliance Maintenance Annual Report (CMAR) changed from a numeric value to a letter grade. An assessment rating of "B" or higher requires no remedial action. We have converted past numerical grades to letter grades for consistency.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Reduction of wastewater treatment cost					
# of manholes - rehab/rebuilt	29	43	30	30	27
I & I section rating from CMAR	B	A	A	A	A
# of laterals replaced	132	374	150	150	240
Strategic Outcomes					
Improvements to the sanitary sewer system					
Total miles of sanitary sewer	283.70	292.70	297.70	297.80	302.10
% of total miles of sanitary sewer reconstructed	0.49%	0.89%	0.50%	0.67%	0.70%
Work Process Outputs					
Restoration of sanitary sewers					
Miles of existing sanitary sewer reconstruction	1.40	2.60	1.50	2.00	2.10
Expansion of sanitary sewer system					
Miles of new sanitary sewer added	1.80	0.36	1.00	1.00	1.30
Reduction of treatment costs					
# of seals installed (I&I)	74	111	80	80	85

CITY OF APPLETON 2006 BUDGET
WASTEWATER UTILITY
Public Works Capital Improvements **Business Unit 5431**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Expenses					
6101 Regular Salaries	$ (9,447)	$ 23,028	$ 96,250	$ 96,250	$ 69,162
6104 Call Time	-	61	-	-	-
6105 Overtime	6,092	5,392	3,000	3,000	4,000
6108 Part-Time	3,360	895	2,590	2,590	2,590
6150 Fringes	1,561	14,637	41,412	41,412	30,083
6303 Memberships & Licenses	2,600	-	-	-	-
6325 Construction Materials	-	-	-	-	-
6326 Equipment Parts	33	-	-	-	-
6402 Legal Fees	200	-	-	-	-
6404 Consulting Services	-	-	225,000	225,000	-
6408 Contractor Fees	1,608	6,449	-	-	352,712
6413 Utilities	-	3,188	-	-	-
6801 Land	-	-	-	-	100,000
6809 Infrastructure Construction	265,210	861,726	3,110,975	3,185,375	2,581,931
Total Expense	$ 271,217	$ 915,376	$ 3,479,227	$ 3,553,627	$ 3,140,478

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

2006	Street	From	To	Waste-water Utility
Labor Pool				105,835
Land	Easement 1290' w/o French Rd	Broadway Dr	Apple Creek Rd	100,000
	Subtotal			**100,000**
Miscellaneous Construction	Sanitary Laterals & Manholes Prior to Paving			231,110
	Trench Restoration			352,712
	Subtotal			**583,822**
Reconstruction	Appleton St	Wisconsin Ave	Parkway Blvd	316,350
	Brewster St	Drew St	Meade St	235,820
	Outagamie St	Cedar St	Prospect Ave	271,407
	Spring St	Mason St	Richmond St	463,685
	Summer St	Badger Ave	Gillett St	194,359
	Subtotal			**1,481,621**
Interceptor	Newberry St	Newberry St	1240' North	869,200
	Subtotal			**869,200**
Total				$ 3,140,478

CITY OF APPLETON 2006 BUDGET
WASTEWATER UTILITY

Utility Capital Improvements **Business Unit 5432**

PROGRAM MISSION

For the benefit of Appleton sewer consumers, we will provide necessary improvements to all wastewater facilities, structures, and equipment so that the treatment processes meet current and future needs in a cost-effective manner.

PROGRAM NARRATIVE

Link to City Key Strategies:

Implements Key Strategy # 6: "Work to continuously improve the efficiency and effectiveness of City services…"

Objectives:

Provide resources to upgrade existing plant components and facilities
Identify and install new systems and equipment for improved treatment processes
Correct safety hazards when identified

The following projects are 2006 CIP's:

Recoating 3 Secondary Clarifiers-DNR Replacement Fund	$ 266,934	(see page 668)
Roof Replacement	84,832	(see page 645)
Lime Sludge Dewatering Operations	1,151,712	(see page 667)
	$ 1,503,478	

Major Program Changes:

No major changes.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Cost effective treatment processes					
# of CIP's in budget year	6	3	4	5	3
# of CIP's at/below budget	3	1	4	5	3
# of CIP's in five-year plan	12	13	10	10	15
Strategic Outcomes					
Sewer Rate changes					
% per year	0%	0%	0%	0%	14-16%
Work Process Outputs					
Process Management					
# of equipment upgrades	7	8	3	2	1
# of process changes	0	1	0	0	1

CITY OF APPLETON 2006 BUDGET
WASTEWATER UTILITY

Utility Capital Improvements **Business Unit 5432**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Expenses					
6101 Regular Salaries	$ 42	$ -	$ -	$ -	$ -
6150 Fringes	11	-	-	-	-
6404 Consulting Services	-	-	50,000	50,000	-
6801 Land	-	-	-	-	-
6804 Equipment	-	-	1,659,007	1,916,657	1,503,478
Total Expense	$ 53	$ -	$ 1,709,007	$ 1,966,657	$ 1,503,478

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Equipment	
Recoating 3 Secondary Clarifiers	$ 266,934
Roof Replacement	84,832
Lime Sludge Dewatering Operations	1,151,712
	$ 1,503,478

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CITY OF APPLETON 2006 BUDGET
WASTEWATER UTILITY
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET ASSETS

	2003 Actual	2004 Actual	2005 Budget	2005 Projected	2006 Budget
Revenues					
Charges for Services	$ 7,807,294	$ 7,601,712	$ 7,633,000	$ 7,375,000	$ 9,846,148
Miscellaneous	574,644	551,663	419,500	419,800	470,426
Total Revenues	8,381,938	8,153,375	8,052,500	7,794,800	10,316,574
Expenses					
Operation and Maintenance	5,959,734	6,476,793	5,592,137	5,841,200	6,213,951
Depreciation	3,794,581	3,718,277	3,854,076	3,804,400	3,987,900
Total Expenses	9,754,315	10,195,070	9,446,213	9,645,600	10,201,851
Operating Income (Loss)	(1,372,377)	(2,041,695)	(1,393,713)	(1,850,800)	114,723
Non-Operating Revenues (Expenses)					
Interest Income	578,612	399,689	300,000	300,000	295,700
Interest Expense	(572,649)	(540,455)	(555,513)	(458,147)	(415,195)
Gain/Loss on Asset Disposal	-	-	-	-	288,521
Gain/Loss on Refunding	(47,927)	(47,470)	(47,927)	(182,309)	15,062
Amortization of Debt Expense	(8,374)	(8,294)	(8,374)	(31,855)	(13,953)
Total Non-Operating	(50,338)	(196,530)	(311,814)	(372,311)	170,135
Net Income Before Contributions and Transfers	(1,422,715)	(2,238,225)	(1,705,527)	(2,223,111)	284,858
Contributions and Transfers In (Out)					
Capital Contributions	845,750	1,120,242	281,570	506,600	427,848
Capital Projects Funds	25,125	3,215	-	-	(13,750)
Internal Service Funds	10,820	(4,631)	-	-	-
General Fund	(117,450)	(117,450)	(117,450)	(117,450)	(117,450)
Change in Net Assets	(658,470)	(1,236,849)	(1,541,407)	(1,833,961)	581,506
Net Assets - Beginning	90,921,215	90,262,745	89,025,896	89,025,896	87,191,935
Net Assets - Ending	$ 90,262,745	$ 89,025,896	$ 87,484,489	$ 87,191,935	$ 87,773,441

SCHEDULE OF CASH FLOWS

Working Cash - Beginning of Year	5,133,238	554,362
+ Change in Net Assets	(1,833,961)	581,506
+ Depreciation	3,804,400	3,987,900
+ Long Term Debt	214,164	3,000,000
- Contributed Capital	(281,570)	(381,248)
- Fixed Assets	(5,520,284)	(4,643,956)
+ Sale of Fixed Asset	-	359,479
- Principal Repayment	(1,369,525)	(1,365,788)
- Transfer to DNR Replacement Fund	(493,800)	(529,400)
+ Fixed Assets funded by DNR Replacement Fund	901,700	266,900
Working Cash - End of Year	$ 554,362	$ 1,829,755

WORKING CAPITAL RESERVE REQUIREMENT

Prior Year Audited Expenditures	$ 10,195,070
- Depreciation	(3,718,277)
+ Transfer to General Fund	117,450
Net Prior Year Cash Expenditures	$ 6,594,243
25 % Working Capital Reserve Requirement	$ 1,648,561

CITY OF APPLETON 2006 BUDGET
WASTEWATER UTILITY
LONG TERM DEBT - REVENUE BONDS

	1993 Clean Water Fund Bond		2005 Refunding Bonds	
Year	Principal	Interest	Principal	Interest
2006	805,788	192,253	560,000	152,942
2007	832,935	164,496	600,000	136,245
2008	860,996	135,804	1,150,000	100,352
2009	890,003	106,146	1,190,000	57,108
2010	919,987	75,488	1,235,000	14,408
2011	950,982	43,797	-	-
2012	983,020	11,039	-	-
	$6,243,711	$729,023	$4,735,000	$461,055

	TOTAL		
	Principal	Interest	Total
2006	1,365,788	345,195	1,710,983
2007	1,432,935	300,741	1,733,676
2008	2,010,996	236,156	2,247,152
2009	2,080,003	163,254	2,243,257
2010	2,154,987	89,896	2,244,883
2011	950,982	43,797	994,779
2012	983,020	11,039	994,059
	$10,978,711	$1,190,078	$12,168,789

Note: Schedule is based on accrual method of accounting. Revenue bonds in the amount of $3,000,000 will be issued in 2006. Expected interest expense on the issue for 2006 is $70,000.

CITY OF APPLETON 2006 BUDGET
WASTEWATER UTILITY

NOTES

CITY OF APPLETON 2006 BUDGET

STORMWATER UTILITY

Public Works Director: Paula A. Vandehey

Deputy Director/City Engineer: Ross M. Buetow

Deputy Director of Operations: Wendy K. Lodholz

CITY OF APPLETON 2006 BUDGET
STORMWATER

MISSION STATEMENT

The Stormwater Utility was created to provide for the management of surface water run-off in the City of Appleton. It exists to limit flooding and protect water quality.

DISCUSSION OF SIGNIFICANT 2005 EVENTS

Constructed additional stormwater conveyance facilities in the Coop Road study area to facilitate development in the south side growth area.

Improved the GIS database to facilitate enforcement of applicable shoreland/wetland, floodplain, and stormwater management ordinances.

Encouraged development by improving the stormwater management permitting process.

Constructed the second detention basin in the Manitowoc Road north subbasin to facilitate development in the south side growth area.

Continued to improve practices for establishing and maintaining shoreline and upland vegetation and for providing general maintenance at the City detention ponds through the Stormwater Work Group process and the Native Vegetation Management contract process.

Began implementation of the City Stormwater Management Plan to facilitate compliance with the City's anticipated NR 216 stormwater permit for water quality.

Continued to pursue alternative funding sources, including federal and state grants and Cleanwater Fund loans.

Continued implementing the Appleton (Papers)/Bellaire Ravine study by developing construction plans and specifications for the Phase II project (Pacific/Meade storm sewer tunneling).

Began implementation of the Northland Creek area drainage study by completing final design and permitting for the study's Phase I project (441/Pershing Pond).

Continued implementing the Northland Creek area drainage study by working with the Parks & Recreation Department, arboretum, and neighbors to develop preliminary designs for stormwater ponds in Memorial Park.

Continued to participate in the Northeast Wisconsin Stormwater Consortium (NEWSC) to fulfill the City's stormwater quality Information/Education and Public Outreach obligations per NR151/216.

Presented an update of the Erosion Control Ordinance to the Common Council for adoption.

Rate Study analysis with five year financial forecast to be completed by end of year.

CITY OF APPLETON 2006 BUDGET
STORMWATER

MAJOR 2006 OBJECTIVES

Develop Coop Road Phase I Pond to facilitate construction of Eisenhower Drive South of Plank Road, and Midway Road from Eisenhower Drive to Coop Road.
Begin Design of the Southeast Pond Retrofit.
Design Memorial Park Phase I Pond.
Assist Valley Transit in the construction of water quality practices at the Whitman Avenue Facility.
Construct Red Oak Ravine area Ultra-Urban Filtration Technology (Water Quality) Practices.
Continue Implementing the Appleton Papers/Bellaire Ravine Area study by constructing the Pacific Street and Meade Street storm sewer tunneling project.
Continue to Participate in the Northeast Wisconsin Stormwater Consortium (NEWSC).
Continue implementing the Citywide Stormwater Management Plan towards compliances with the Citywide NR216 stormwater quality permit with Wisconsin Department of Natural Resources.
Continue to improve practices for establishing and maintaining native landscaping at City stormwater facilities.
Continue to pursue alternative funding sources, including federal and state grants and loans.
Continue to work with Youth Futures toward implementing onsite stormwater management facilities to help meet Citywide and Valley Fair Mall redevelopment site goals for runoff quantity and quality.
Prior to the creation of the Stormwater Utility, the leaf collection program was funded in Sanitation. However, the purpose of our leaf collection program is to stop the leaves from blocking catchbasins causing flooding and from polluting our ponds, streams and rivers. Also, the NR216 code specifically requires a program for "collection and management of leaf and grass clippings". Therefore, the appropriate budget for this program is the Stormwater Utility.

NOTE: This budget reflects 2.10 FTE addition in salary expense for DPW Clearwater inspections, leaf collection, and pond maintenance labor.

STORMWATER COMPARISONS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Total miles	247.00	272.80	274.23	274.80	276.12
Additional miles	2.42	1.40	1.43	2.00	1.32
Reconstructed	1.16	0.83	2.00	2.18	2.82
% of total reconstructed	0.46%	0.30%	0.73%	0.79%	1.02%
Acre feet of storage	485.00	547.00	562.20	562.20	562.20
Additional acre feet	26.50	62.00	15.20	15.20	-

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2003	2004	Adopted 2005	Amended 2005	2006	Change *
Program Revenues		$ 5,975,580	$ 5,756,469	$ 4,982,455	$ 4,982,455	$ 5,139,511	3.15%
Program Expenses							
5210	Administration	1,898,793	2,159,606	2,741,010	2,785,736	3,259,928	18.93%
5220	Facility Maintenance	865,432	981,350	1,192,216	1,224,216	1,155,153	-3.11%
5225	Leaf Collection *	-	-	-	-	314,241	N/A
5230	Capital Construction	229,391	804,156	5,867,499	7,376,149	8,513,188	45.09%
TOTAL		$ 2,993,616	$ 3,945,112	$ 9,800,725	$ 11,386,101	$ 13,242,510	35.12%
Expenses Comprised Of:							
Personnel		656,451	746,256	1,012,758	1,012,758	1,139,805	12.54%
Administrative Expense		1,623,123	1,832,041	2,001,290	2,001,290	2,643,068	32.07%
Supplies & Materials		67,432	63,575	67,705	69,769	77,605	14.62%
Purchased Services		282,197	444,786	1,314,750	2,142,715	1,141,600	-13.17%
Utilities		1,393	4,647	2,230	2,230	1,570	-29.60%
Repair & Maintenance		232,222	183,137	309,703	309,703	420,854	35.89%
Capital Expenditures		130,798	670,670	5,092,289	5,847,636	7,818,008	53.53%
Full Time Equivalent Staff:							
Personnel allocated to programs		13.27	14.02	14.02	14.02	16.12	

* Note: The Leaf Collection program was formerly a part of the Sanitation Fund.

** % change from prior year adopted budget*

CITY OF APPLETON 2006 BUDGET
STORMWATER

Administration **Business Unit 5210**

PROGRAM MISSION

To provide administrative and planning support to insure safe, reliable and environmentally sound stormwater facilities.

PROGRAM NARRATIVE

Link to City Goals:

Implement Key Strategy # 3, "Train, develop and support our human resources ...." and # 4, "…encourage open and productive working relationships…" and # 5, "… work to improve influence over statutory and regulatory processes."

Objectives:

Continue to educate the community on stormwater issues and assessment billing policies

Insure that all construction and repair work to our facilities is in compliance with the Department of Natural Resources regulations

Continue to research other funding sources for stormwater programs and submit applications when applicable

Develop short and long range plans that meet regulations and provide for the stormwater needs of the community and the watershed

Major program changes:

Begin tracking all reportable components of the pending NR216 annual report to the DNR. First annual report due March, 2007.

2006 will be the first full year of the clear water and driveway inspection programs, which were initiated in 2005. Since the clear water inspection program relates to both stormwater runoff and the sanitary system, .90 FTE of an inspectors' salary and fringe benefit costs have been allocated to this budget.

The 2006 Budget does not include anticipated increases in revenue pending results of the rate study analysis currently underway. Rates will have to be increased to meet coverage ratios in order issue any debt for capital projects.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Economic development					
Master plans completed	1	1	1	1	1
Acres of land identified for future use	0	0	550	550	0
Strategic Outcomes					
Alternative sources of revenue					
# of grants applied for	1	1	1	3	1
Value of grant dollars awarded	$ 53,397	$ 83,350	$ 100,000	$ 183,000	$ 150,000
Safe, reliable future level of service					
Acre feet of storage identified for future use	0.0	228.0	100.0	100.0	0.0
# of DNR non-compliance notices received	0	0	0	0	0
Work Process Outputs					
Preventive maintenance of system					
Erosion control plans reviewed (permits)	65	63	80	80	80

CITY OF APPLETON 2006 BUDGET
STORMWATER

Administration **Business Unit 5210**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4224 Miscellaneous State Aids	$ 209,373	$ 87,731	$ 50,000	$ 50,000	$ 183,000
4411 Sundry Permits	125	25	-	-	-
4418 Plan Review Permit	-	25,701	25,000	25,000	50,000
4420 Erosion Control	6,850	3,885	6,500	6,500	5,000
4710 Interest on Investments	361,118	436,226	96,000	96,000	220,000
4711 Amortization of Investments	-	(164,414)	-	-	-
4712 Accretion on Investments	-	(11,144)	-	-	-
4715 Gain on Sale of Investments	448	(7,546)	-	-	-
4716 Unrealized Gains/Losses	(23,872)	(80,233)	-	-	-
4730 Interest - Deferred Special	6,763	6,011	-	-	-
4880 Stormwater Revenue	3,076,522	3,774,337	3,844,000	3,844,000	3,909,106
5004 Sale of City Prop - Nontax	2,600	-	-	-	-
5021 Capital Contributions	2,319,072	1,654,222	952,955	952,955	760,405
5035 Other Reimbursements	-	2	-	-	-
5071 Customer Penalty	9,545	11,344	8,000	8,000	12,000
Total Revenue	$ 5,968,544	$ 5,736,147	$ 4,982,455	$ 4,982,455	$ 5,139,511
Expenses					
6101 Regular Salaries	$ 168,393	$ 157,742	$ 231,674	$ 231,674	$ 237,619
6104 Call Time	824	788	780	780	850
6105 Overtime	3,176	3,229	1,920	1,920	3,600
6108 Part-Time	2,105	103	-	-	-
6150 Fringes	74,514	67,080	95,779	95,779	99,984
6201 Training\Conferences	2,441	3,714	3,500	3,500	4,040
6206 Parking Permits	564	252	252	252	264
6301 Office Supplies	159	96	-	-	-
6302 Subscriptions	48	-	-	-	-
6303 Memberships & Licenses	160	890	12,220	12,220	11,280
6304 Postage\Freight	13,121	10,579	17,500	17,500	12,500
6305 Awards & Recognition	-	210	35	35	35
6315 Books & Library Materials	97	62	375	375	375
6320 Printing & Reproduction	1,859	1,271	12,000	12,000	6,000
6321 Clothing	187	55	180	180	180
6327 Miscellaneous Equipment	1,872	-	-	2,064	-
6401 Accounting/Audit	1,477	2,115	1,800	1,800	2,200
6402 Legal Fees	60	-	150	150	150
6403 Bank Services	4,670	15,585	15,000	15,000	18,750
6404 Consulting Services	13,445	9,324	372,000	414,662	234,500
6413 Utilities	74	64	230	230	70
6418 Equip Repairs & Maint	-	-	750	750	-
6425 CEA Equip. Rental	2,114	1,733	2,282	2,282	1,982
6501 Insurance	6,600	6,276	6,880	6,880	7,650
6599 Other Contracts/Obligations	827	68,491	7,300	7,300	10,600
6601 Depreciation Expense	823,588	925,926	880,000	880,000	1,095,000
6623 Uncollectable Accounts	954	943	1,000	1,000	1,000
6720 Interest Payments	737,266	840,279	1,029,903	1,029,903	1,455,799
6730 Debt Issuance Costs	25,698	30,299	35,000	35,000	43,000
7911 Trans Out - General Fund	12,500	12,500	12,500	12,500	12,500
Total Expense	$ 1,898,793	$ 2,159,606	$ 2,741,010	$ 2,785,736	$ 3,259,928

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Memberships & Licenses	
NR216 Annual Permit Fee	$ 8,000
Stormwater Consortium	3,000
Professional memberships	280
	$ 11,280

Postage & Freight	
City Service Invoice postage allocation	$ 12,500
	$ 12,500

Other Contracts/Obligations	
Special assessments for City projects	$ 10,600
	$ 10,600

Consulting Services	
Aerial Photography	$ 12,000
Site Plan & Plat reviews	75,000
E. College Ave Study (4 basins)	100,000
City wide update	40,000
Earth Tech-Water Discharge	7,500
	$ 234,500

CITY OF APPLETON 2006 BUDGET
STORMWATER

Facility Maintenance **Business Unit 5220**

PROGRAM MISSION

To plan and implement a maintenance program that keeps the stormwater system in a safe and environmentally sound condition.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 2, "…pursue regional cooperation of services ...." and # 6, "Work to continuously improve the efficiency and effectiveness of City services…"

Objectives:

Continue to have a proactive maintenance program to identify major repair areas

Reduce the number of failures and insure the system is operating properly

Encourage good housekeeping practices on private developments, which will reduce the City's maintenance cost and improve water quality

Reduce the response time per facility through an effective maintenance program

Implement adaptive management plans for stormwater facilities to improve management techniques and response times for facilities maintenance

Major program changes:

The City has started daytime sweeping and are filling positions that are vacant due to illness or vacation for greater than three days with back up staff. The level of effort complies with the Citywide Stormwater Management Plan.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Benefit of inspection program					
# of spot repairs identified from TV reports	30	4	10	10	10
Compliance with regulation					
# of protruding taps identified	9	4	30	30	30
# of cross connections identified	0	0	1	1	1
Strategic Outcomes					
Effectiveness of maintenance program					
# of trouble calls	62	14	60	60	60
% of total system televised	12%	12%	12%	12%	12%
Work Process Outputs					
Preventive maintenance					
Cubic yards of material collected from street sweeping operations	2,525	2,537	3,200	3,200	3,200
% of total system cleaned	16%	19%	12%	12%	14%
Safeguarding health and safety					
# of protruding taps removed	26	30	15	15	15
# of spot repairs made	9	9	10	10	10

CITY OF APPLETON 2006 BUDGET
STORMWATER

Facility Maintenance **Business Unit 5220**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
4801 Charges for Serv.- Nontax	$ 7,036	$ -	$ -	$ -	$ -
Total Revenue	$ 7,036	$ -	$ -	$ -	$ -
Expenses					
6101 Regular Salaries	$ 264,132	$ 286,196	$ 293,048	$ 293,048	$ 294,893
6104 Call Time	1,808	1,958	1,800	1,800	2,050
6105 Overtime	2,449	5,654	3,300	3,300	2,650
6108 Part-Time	38	65	-	-	-
6150 Fringes	116,526	138,157	139,247	139,247	116,669
6304 Postage\Freight	13	-	-	-	-
6308 Landscape Supplies	289	524	950	950	500
6309 Shop Supplies & Tools	2,970	1,630	3,700	3,700	2,850
6316 Miscellaneous Supplies	159	153	-	-	-
6321 Clothing	6	-	-	-	-
6325 Construction Materials	57,841	57,550	49,500	49,500	66,500
6327 Miscellaneous Equipment	1,931	2,125	1,000	1,000	1,200
6402 Legal Fees	300	-	-	-	-
6404 Consulting Services	97,569	165,011	250,000	282,000	285,000
6408 Contractor Fees	70,359	116,203	116,500	116,500	98,000
6413 Utilities	1,319	2,024	2,000	2,000	1,500
6415 Tipping Fees	17,614	22,202	22,000	22,000	22,400
6418 Equip Repairs & Maint	237	-	250	250	250
6425 CEA Equip. Rental	160,929	126,066	181,421	181,421	163,691
6451 Laundry Services	-	420	-	-	-
6454 Grounds Repair & Maint.	68,943	55,335	125,000	125,000	97,000
6503 Rent	-	77	-	-	-
6804 Equipment	-	-	2,500	2,500	-
Total Expense	$ 865,432	$ 981,350	$ 1,192,216	$ 1,224,216	$ 1,155,153

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Construction Materials	
Castings	$ 26,400
Concrete	20,000
Gravel	10,000
Piping	100
Clear Stone	10,000
	$ 66,500

Consulting Services	
Ecologist for prairie & wetlands	$ 150,000
Stormsewer TV & cleaning	95,000
Ecologist for ditches & ravines	25,000
Dam Reports (10-year safety reports)	15,000
	$ 285,000

Contractor Fees	
Surface restoration	$ 41,500
Protruding Tap	20,000
Spot repairs	30,000
Animal Control	4,000
Non-native mowing	2,500
	$ 98,000

Tipping Fees	
Disposal costs of cleaning: $19.50 per ton	
Streets - 974 tons	$ 19,000
Stormsewers - 154 tons	3,400
	$ 22,400

Ground Repair & Maintenance	
Basin maintenance & repairs	$ 57,000
Outfall, gabion, and erosion repairs	37,000
Habitat pilot program, Apple Creek corridor	3,000
	$ 97,000

CITY OF APPLETON 2006 BUDGET
STORMWATER

Leaf Collection **Business Unit 5225**

PROGRAM MISSION

Collect leaves from city streets and dispose of them in a safe and environmentally productive manner

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategies # 2, "… pursue regional cooperation of services…" and # 6, "Work to continuously improve the efficiency and effectiveness of City services…."

Objectives:

Continually search for ways to improve communication with the public on leaf collection schedules

Research and evaluate alternative methods of leaf collection and long term disposal

Major Program Changes:

This program was previously budgeted in the Sanitation Fund. In order to capture all costs associated with the Stormwater Utility, this program has been moved. A corresponding decrease is shown in the Sanitation Fund, business unit 2224 (see page 343).

Prior to the creation of the Stormwater Utility, the leaf collection program was funded in Sanitation. However, the purpose of our leaf collection program is to stop the leaves from blocking catchbasins causing flooding and from polluting our ponds, streams and rivers. Also, the NR216 code specifically requires a program for "collection and management of leaf and grass clippings". Therefore, the appropriate budget for this program is the Stormwater Utility.

The cost/cubic yard has decreased due to the use of two leaf pans and rear load automated sanitation trucks have reduced hauling times and costs.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Service provided					
Number of collection cycles	4	4	3	3	3
Strategic Outcomes					
Cost effective service provided					
Cost/cubic yard collected	$ 6.94	$ 8.47	$ 7.25	$ 7.25	$ 7.25
Work Process Outputs					
Safer streets and cleaner storm water system					
Cubic yards of leaves collected	36,320	28,095	36,000	36,000	36,000

CITY OF APPLETON 2006 BUDGET
STORMWATER

Leaf Collection * **Business Unit 5225**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Expenses					
6101 Regular Salaries	$ 123,726	$ 106,904	$ 133,939	$ 133,939	$ 104,878
6104 Call Time	651	204	250	250	250
6105 Overtime	4,440	8,709	8,000	8,000	8,000
6150 Fringes	57,352	56,538	65,173	65,173	38,182
6408 Contractor Fees	-	1,434	600	600	-
6413 Utilities	34	55	-	-	-
6415 Tipping Fees	-	5,000	5,000	5,000	5,000
6425 CEA Equip. Rental	83,739	143,722	122,250	122,250	157,931
Total Expense	$ 269,942	$ 322,566	$ 335,212	$ 335,212	$ 314,241

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

None

* Note: The Leaf Collection Program was formerly included in the Sanitation Fund. It has been transferred to the Stormwater Fund to better reflect the reason for the program. Prior periods' expenses and budget were included in the Sanitation Fund but are shown here for comparison with the 2006 budget.

CITY OF APPLETON 2006 BUDGET
STORMWATER

Capital Construction **Business Unit 5230**

PROGRAM MISSION

Design, build, and replace stormwater facilities for the current users to insure compliance with established regulations, to protect surrounding infrastructure and the environment, to increase the acres of land available for development and to prevent major system failures.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy # 2, "... proactively pursue regional cooperation of services ...."

Objectives:

Continue to inform users of future construction in a timely manner

Design projects to meet regulations and provide cost effective solutions of the community and the watershed

Monitor projects to insure compliance with deadlines, specifications, and regulations

Comply with the Environmental Protection Agency Phase II Stormwater permit requirements

Begin implementing the citywide stormwater management plan

Major program changes:

2006 represents the first year of implementation of the city wide stormwater management plan. Please see page 612 in the Capital Improvements section for further information about stormwater management projects.

PERFORMANCE INDICATORS

	Actual 2003	Actual 2004	Target 2005	Projected 2005	Target 2006
Client Benefits/Impacts					
Solutions to system discrepancies					
Residential mini-sewer/drainage complaints:					
Solved	78	185	150	150	150
Outstanding	739	625	700	700	650
Strategic Outcomes					
Improvements to the stormwater system					
Total miles of storm sewer in the city	254.1	272.8	274.2	274.8	276.1
% of total miles reconstructed	0.46%	0.30%	0.73%	0.79%	1.02%
Acres of new land available	148	204	25	40	25
Integrity and growth of the system					
Acre feet of storage developed	26.5	62.0	8.2	15.2	0.0
Work Process Outputs					
Restoration of storm sewers					
Miles of storm sewer reconstructed	1.16	0.83	2.00	2.18	2.82
Expansion of storm sewer system					
Miles of new storm sewer added	2.15	1.39	0.62	0.62	0.90

CITY OF APPLETON 2006 BUDGET
STORMWATER

Capital Construction **Business Unit 5230**

PROGRAM BUDGET SUMMARY

Description	Actual 2003	Actual 2004	Budget Adopted 2005	Budget Amended 2005	Budget 2006
Revenues					
501 Misc Revenue - Nontax	$ -	$ 20,322	$ -	$ -	$ -
Total Revenue	$ -	$ 20,322	$ -	$ -	$ -
Expenses					
6101 Regular Salaries	$ 105	$ 36,487	$ 160,125	$ 160,125	$ 152,986
6105 Overtime	17,990	15,929	12,000	12,000	14,554
6108 Part-Time	2,100	3,720	4,268	4,268	4,143
6150 Fringes	2,291	29,147	68,817	68,817	58,497
6307 Food & Provisions	11	-	-	-	-
6320 Printing & Reproduction	221	-	-	-	-
6325 Construction Materials	-	205	-	-	-
6404 Consulting Services	22,847	43,098	530,000	1,283,303	390,000
6408 Contractor Fees	47,149	488	-	-	75,000
6409 Inspection Fees	5,879	1,843	-	-	-
6413 Utilities	-	2,559	-	-	-
6425 CEA Equip. Rental	-	4	-	-	-
6599 Other Contracts/Obligations	-	6	-	-	-
6801 Land	-	-	505,000	1,055,000	-
6809 Infrastructure Construction	130,798	670,670	4,587,289	4,792,636	7,818,008
Total Expense	$ 229,391	$ 804,156	$ 5,867,499	$ 7,376,149	$ 8,513,188

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

2006	Street	From	To	Storm-water Utility
Labor Pool				230,180
Design	Memorial Park North Pond 1	Design and Permitting		75,000
	Midway Rd	Huckleberry La (Desig	Lake Park Rd	30,000
	SE Basin Retrofit	Design & Permitting		100,000
	Subtotal			**205,000**
Consulting Services	Construction services			175,000
	Land Acquisition Services			10,000
	Subtotal			**185,000**
Miscellaneous Construction	Sump Pump Storm Sewer Program/Backyard Drainage Problems			200,000
	Storm Laterals, Manholes, Inlets, Mini's Prior to Paving			579,504
	Surface Restoration	From 2005 Mini Sewer program		75,000
	MSB water quality device			100,000
	Valley Transit Bio filtration			71,000
	Subtotal			**1,025,504**
New Construction	Alley w/o Fountain Av	Taft Ave	Harding St	15,600
	Subtotal			**15,600**
Reconstruction	Appleton St	Wisconsin Ave	Parkway Blvd	85,100
	Brewster St	Drew St	Meade St	42,900
	Meade St	Pacific St.	Wisconsin Ave	3,045,000
	Outagamie St	Cedar St	Prospect Ave	94,440
	Pacific St	Meade St	Peabody Park	3,045,000
	Seymour St	Bouten St	Bouten St (60' e/o)	6,000
	Spring St	Mason St	Richmond St (STH 47	446,434
	Summer St	Badger Ave	Gillett St	87,030
	Subtotal			**6,851,904**
Total				$ 8,513,188

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CITY OF APPLETON 2006 BUDGET

STORMWATER UTILITY

STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET ASSETS

	2003 Actual	2004 Actual	2005 Budget	2005 Projected	2006 Budget
Revenues					
Charges for Services	$ 3,076,521	$ 3,774,337	$ 3,869,000	$ 3,869,000	$ 3,959,106
Miscellaneous	26,156	61,280	14,500	18,500	17,000
Total Revenues	3,102,677	3,835,617	3,883,500	3,887,500	3,976,106
Expenses					
Operating Expenses	1,394,562	2,136,108	1,975,823	2,052,549	2,123,023
Depreciation	823,588	925,926	880,000	1,005,000	1,095,000
Total Expenses	2,218,150	3,062,034	2,855,823	3,057,549	3,218,023
Operating Income (Loss)	884,527	773,583	1,027,677	829,951	758,083
Non-Operating Revenues (Expenses)					
Interest Income	344,457	178,898	96,000	220,000	220,000
Interest Expense	(737,266)	(840,279)	(1,029,903)	(1,011,792)	(1,455,799)
Amortization of Debt Expense	(25,698)	(30,299)	(35,000)	(35,000)	(43,000)
Subsidies from Other Governmental Units	209,373	87,731	50,000	50,000	183,000
Total Non-Operating	(209,134)	(603,949)	(918,903)	(776,792)	(1,095,799)
Income (Loss) Before Contributions and Transfers	675,393	169,634	108,774	53,159	(337,716)
Contributions and Transfers In (Out)					
Capital Contributions	2,319,072	1,654,222	952,955	1,871,854	760,405
General Fund	(12,500)	(12,500)	(12,500)	(12,500)	(12,500)
Change in Net Assets	2,981,965	1,811,356	1,049,229	1,912,513	410,189
Total Net Assets - Beginning	30,854,018	33,835,983	35,647,339	35,647,339	37,559,852
Total Net Assets - Ending	$ 33,835,983	$ 35,647,339	$ 36,696,568	$ 37,559,852	$ 37,970,041

SCHEDULE OF CASH FLOWS

Cash - Beginning of the Year	6,227,631	3,942,141
+ Net Income	1,912,513	410,189
+ Depreciation	1,005,000	1,095,000
+ Long Term Debt	4,410,000	6,700,000
- Contributed Capital	(1,721,854)	(610,405)
- Fixed Assets	(6,876,149)	(8,513,188)
- Principal Repayment	(1,015,000)	(1,170,000)
Working Cash - End of Year	$ 3,942,141	$ 1,853,737

The Leaf Collection program was included in the Sanitation Fund through 2005. With the 2006 budget, it has been transferred to the Stormwater Utility to better reflect the reason for which leaf collection is performed.

The current annual rate of $71 per ERU will be in effect through 2005. The 2006 Budget does not include anticipated increases in revenue pending results of the rate study analysis currently underway. Rates will have to be increased to meet coverage ratios in order issue any debt for capital projects in both 2005 and 2006. It is anticipated that we may issue one bond for both years in late 2005 or early 2006 saving issuance costs once the rate study has been finalized and approved by Council.

CITY OF APPLETON 2006 BUDGET
STORMWATER UTILITY
CALCULATION OF RATE INCREASE DOCUMENTATION

Revenues	2005 Budget	2005 Projected	2006 Budget	2007 Projected	2008 Projected	2009 Projected	2010 Projected
Charges for Services	$ 3,869,000	$ 3,869,000	$ 5,809,106	$ 5,954,334	$ 6,103,192	$ 6,255,772	$ 6,412,166
Miscellaneous	14,500	18,500	17,000	17,425	17,861	18,308	18,766
Total Revenues	3,883,500	3,887,500	5,826,106	5,971,759	6,121,053	6,274,080	6,430,932
Expenses							
Operating Expenses	1,975,823	2,052,549	2,123,023	2,186,714	2,252,315	2,319,884	2,389,481
Depreciation	880,000	1,005,000	1,095,000	1,185,000	1,275,000	1,365,000	1,455,000
Total Expenses	2,855,823	3,057,549	3,218,023	3,371,714	3,527,315	3,684,884	3,844,481
Operating Income	1,027,677	829,951	2,608,083	2,600,045	2,593,738	2,589,196	2,586,451
Non-Operating Revenues (Expenses)							
Interest Income	96,000	220,000	220,000	250,000	200,000	180,000	20,000
Interest Expense	(1,029,903)	(1,011,792)	(1,455,799)	(1,479,575)	(1,615,921)	(1,606,020)	(1,650,486)
Amortization of Debt Expense	(35,000)	(35,000)	(43,000)	(48,000)	(53,000)	(58,000)	(63,000)
Intergovernmental	50,000	50,000	183,000	-	-	-	-
Total Non-Operating	(918,903)	(776,792)	(1,095,799)	(1,277,575)	(1,468,921)	(1,484,020)	(1,693,486)
Net Income Before Transfers	108,774	53,159	1,512,284	1,322,470	1,124,817	1,105,176	892,965
Contributions and Transfers In (Out)							
Capital Contributions	952,955	1,871,854	760,405	398,339	300,000	350,000	400,000
General Fund	(12,500)	(12,500)	(12,500)	(12,500)	(12,500)	(12,500)	(12,500)
Change in Net Assets	1,049,229	1,912,513	2,260,189	1,708,309	1,412,317	1,442,676	1,280,465
Total Net Assets - Beginning	35,647,339	35,647,339	37,559,852	39,820,041	41,528,350	42,940,667	44,383,343
Total Net Assets - Ending	$36,696,568	$37,559,852	$39,820,041	$ 41,528,350	$ 42,940,667	$ 44,383,343	$ 45,663,808

SCHEDULE OF CASH FLOWS

Cash - Beginning of the Year	6,227,631	3,942,141	1,853,737	2,099,744	1,339,080	1,097,278
+ Net Income	1,912,513	410,189	1,708,309	1,412,317	1,442,676	1,280,465
+ Depreciation	1,005,000	1,095,000	1,185,000	1,275,000	1,365,000	1,455,000
+ Long Term Debt	4,410,000	6,700,000	5,195,851	6,571,924	5,377,913	9,437,569
+Contibuted Capital	(1,721,854)	(610,405)	(148,339)	-	-	-
- Fixed Assets	(6,876,149)	(8,513,188)	(6,494,814)	(8,214,905)	(6,722,391)	(11,796,961)
- Principal Repayment	(1,015,000)	(1,170,000)	(1,200,000)	(1,805,000)	(1,705,000)	(1,840,000)
Working Cash - End of Year	$ 3,942,141	$ 1,853,737	$ 2,099,744	$ 1,339,080	$ 1,097,278	$ (366,649)
25% Working Capital Reserve (prior year's audited expenses)		769,210	897,831	919,697	970,184	984,601
Coverage Ratio	1.94	1.83	1.63	1.26	1.33	1.26

ASSUMPTIONS:

Borrow 80% of capital expenditures as detailed in the five year plan for years 2006-2010
Interest rate at 5.75%, twenty year term
ERU's to increase at a rate of 2.5% per year after 2006
Operating expenses to increase 3.0% per year after 2006
Maintain a level of 25% working capital reserve and 1.25 coverage ratio as required by bond covenants

RESULTS:

The current annual rate of $71 per ERU will be in effect through 2005. The next increase based on the above assumptions would probably take place 1/1/2006, as targets are not met. Initial projections would result in a rate increase of approximately $29 per ERU for a target of four years. Rates should be monitored on an annual basis for adjustment based on actual results or changes in circumstances.

CITY OF APPLETON 2006 BUDGET
STORMWATER UTILITY
LONG TERM DEBT

	1996 G.O. Notes		1997 G.O. Notes		1998 G.O. Notes	
Year	Principal	Interest	Principal	Interest	Principal	Interest
2006	185,000	2,336	185,000	11,158	100,000	38,225
2007	-	-	195,000	2,255	105,000	33,581
2008	-	-	-	-	720,000	8,100
	$ 185,000	$ 2,336	$ 380,000	$ 13,413	$ 925,000	$ 79,906

	1999 Revenue Bonds		2000 Revenue Bonds		2001 Revenue Bonds		2002 Revenue Bonds	
Year	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
2006	50,000	123,631	100,000	142,660	185,000	202,048	95,000	93,800
2007	50,000	121,288	130,000	136,854	195,000	194,348	95,000	90,772
2008	200,000	113,575	135,000	130,450	205,000	186,055	100,000	87,375
2009	200,000	104,000	145,000	123,556	215,000	177,290	105,000	83,547
2010	200,000	94,325	155,000	116,043	225,000	167,901	110,000	79,263
2011	200,000	84,550	160,000	108,065	240,000	157,407	115,000	74,713
2012	200,000	74,675	175,000	99,286	255,000	146,104	120,000	69,850
2013	200,000	64,580	185,000	89,748	265,000	134,291	125,000	64,816
2014	200,000	54,420	190,000	79,696	280,000	121,650	130,000	59,504
2015	200,000	44,260	200,000	69,055	295,000	108,031	135,000	53,852
2016	200,000	34,100	210,000	57,693	305,000	93,585	140,000	47,824
2017	200,000	23,670	225,000	45,271	325,000	78,331	145,000	41,453
2018	200,000	13,150	240,000	31,923	340,000	61,600	150,000	34,721
2019	200,000	2,630	250,000	17,939	360,000	43,500	160,000	27,435
2020	-	-	255,000	3,602	380,000	24,750	165,000	19,697
2021	-	-	-	-	400,000	5,000	175,000	11,372
2022	-	-	-	-	-	-	185,000	4,625
2023	-	-	-	-	-	-	-	-
	$ 2,500,000	$ 952,854	$ 2,755,000	$ 1,251,841	$ 4,470,000	$ 1,901,891	$ 2,250,000	$ 944,619

	2003 Revenue Bonds		2004 Revenue Bonds		2005 Revenue Bonds		TOTAL		
Year	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Total
2006	150,000	139,351	120,000	156,122		211,468	1,170,000	1,120,799	2,290,799
2007	155,000	135,695	125,000	150,526	150,000	214,256	1,200,000	1,079,575	2,279,575
2008	155,000	131,239	135,000	144,591	155,000	208,414	1,805,000	1,009,799	2,814,799
2009	160,000	126,476	140,000	138,347	160,000	202,278	1,125,000	955,494	2,080,494
2010	170,000	120,973	145,000	131,879	165,000	195,511	1,170,000	905,895	2,075,895
2011	175,000	114,781	150,000	125,156	175,000	188,120	1,215,000	852,792	2,067,792
2012	180,000	107,964	160,000	118,097	180,000	180,288	1,270,000	796,264	2,066,264
2013	185,000	100,670	165,000	110,701	190,000	171,625	1,315,000	736,431	2,051,431
2014	195,000	93,336	175,000	102,966	200,000	162,145	1,370,000	673,717	2,043,717
2015	200,000	85,733	180,000	94,894	210,000	152,048	1,420,000	607,873	2,027,873
2016	210,000	77,665	190,000	86,456	220,000	140,914	1,475,000	538,237	2,013,237
2017	220,000	69,018	200,000	77,569	230,000	128,823	1,545,000	464,135	2,009,135
2018	230,000	59,745	210,000	68,260	245,000	116,037	1,615,000	385,436	2,000,436
2019	240,000	49,828	215,000	58,585	260,000	102,489	1,685,000	302,406	1,987,406
2020	250,000	39,245	230,000	48,431	270,000	88,278	1,550,000	224,003	1,774,003
2021	260,000	27,978	240,000	37,744	285,000	73,339	1,360,000	155,433	1,515,433
2022	270,000	16,005	250,000	26,606	305,000	57,472	1,010,000	104,708	1,114,708
2023	285,000	3,242	260,000	13,500	320,000	33,788	865,000	50,530	915,530
2024			270,000	872,495	335,000				
2025				-	355,000				
2026				-		-	-	-	-
	$ 3,690,000	$ 1,498,944	$ 3,560,000	$ 2,562,925	$ 4,410,000	$ 2,627,293	$24,165,000	$10,963,527	$35,128,527

Note: Schedule is based on accrual method of accounting. Revenue bonds in the amount of $6,700,000 will be issued in 2006. Expected interest expense on the issue for 2006 is $340,000.

CITY OF APPLETON
2006 BUDGET RESOLUTION

Resolved,

The 2006 Executive Budget and Service Plan as published in the newspaper and subsequently amended by the Common Council, be adopted as amended. There be levied upon the taxable property of the several wards of the City of Appleton the sum of $24,625,020 for General Fund purposes;

Be it further resolved,

There be levied upon the taxable property of the several wards of the City of Appleton the sum of $2,897,879 for Debt Service Funds;

There be levied upon the taxable property of the several wards of the City of Appleton the sum of $300,000 for Capital Projects Funds;

There be levied upon the taxable property of the several wards of the City of Appleton the sum of $2,536,257 for Special Revenue Funds;

The Department of Finance be authorized to sell general obligation promissory notes and/or bonds in the amount of $6,978,121 including contracting with bond counsel, financial advisors and rating agencies, as necessary. Further, an official statement be prepared and distributed by the Director of Finance in support of the sale.

The Director of Finance be authorized to sell water, sewer, or stormwater revenue supported bonds in the amount of $13,700,000 including contracting with bond counsel, financial advisors and rating agencies, as necessary. Further, an Official Statement be prepared and distributed by the Director of Finance in support of the sale.

Be it further resolved,

That all projects included herein are not appropriated or authorized to proceed until non-tax funding sources are committed without recourse.

CITY OF APPLETON 2006 BUDGET
PERSONNEL ADDITIONS/DELETIONS

		Dept. Request		Exec. Budget		Adopted Budget	
		No.	Amount	No.	Amount	No.	Amount
GENERAL FUND							
Library							
Community Services Supervisor		(1.00)	(80,798)	(1.00)	(80,798)	(1.00)	(80,798)
Marketing and Development Coordinator		1.00	72,891	1.00	72,891	1.00	72,891
Technical Services Clerk	1	(1.00)	(54,778)	(1.00)	(54,778)	(1.00)	(54,778)
Page Clerk		0.50	23,052	0.50	23,052	0.50	23,052
TECHNOLOGY SERVICES							
Mainframe Administrator		(1.00)	(74,722)	(1.00)	(74,722)	(1.00)	(74,722)
Help Desk Analyst		1.00	60,465	1.00	60,465	1.00	60,465
PLANNING							
Planning Director		0.00	0	(1.00)	(107,310)	(1.00)	(107,310)
PARKS & RECREATION							
Arborist Upgrade		0.00	1,180	0.00	0	0.00	0
POLICE							
Evidence Clerk		0.25	19,033	0.00	0	0.00	0
Police Captain		(1.00)	(103,007)	(1.00)	(103,007)	(1.00)	(103,007)
Police Officer		1.00	68,426	1.00	68,426	1.00	68,426
Communication Technician	2	(1.00)	(57,451)	(1.00)	(57,451)	(1.00)	(57,451)
Total General Fund:		**(1.25)**	**$ (125,709)**	**(2.50)**	**$ (253,232)**	**(2.50)**	**$ (253,232)**
INTERNAL SERVICE FUNDS							
CENTRAL EQUIPMENT AGENCY							
Radio Technician		(1.00)	(75,891)	(1.00)	(75,891)	(1.00)	(75,891)
		(1.00)	**$ (75,891)**	**(1.00)**	**$ (75,891)**	**(1.00)**	**$ (75,891)**
ENTERPRISE FUNDS							
WASTEWATER							
Electrician				(1.00)	(76,243)	(1.00)	(76,243)
Maintenance Specialist				(1.00)	(66,691)	(1.00)	(66,691)
VALLEY TRANSIT							
Communication Technician		(1.00)	(54,537)	(1.00)	(54,537)	(1.00)	(54,537)
Communication Technician		0.50	20,590	0.50	20,590	0.50	20,590
Total Enterprise Fund:		**(0.50)**	**$ (33,947)**	**(2.50)**	**$ (176,881)**	**(2.50)**	**$ (176,881)**
TOTAL CITY:		**(2.75)**	**$ (235,547)**	**(6.00)**	**$ (506,004)**	**(6.00)**	**$ (506,004)**

NOTE: All dollar figures are for salaries and benefits; unfunded positions are not shown in departments' FTE headcount

1. These reductions were partially offset by an increase of $6,633 in part-time, non-benefitted staff time in Circulation.
2. These reductions were partially offset by an increase in the budget for Community Service Officers (part-time, non-benefitted positions not inlcuded in the full time equivalent headcount) of $35,047.

CITY OF APPLETON
2006 BUDGET
Budgeted Full-Time-Equivalent Personnel Positions

DEPARTMENT	2003	2004	2005	2006
Assessor's Office	7.00	7.00	7.00	7.00
Attorney's Office	4.00	4.00	3.67	3.67
City Clerk's Office	5.00	5.00	5.00	5.00
Finance Department	10.63	9.75	9.75	9.87
Fire Department	102.00	102.00	102.00	102.00
Health Department	13.20	13.70	13.50	13.00
Health Grants	0.85	2.85	4.05	4.55
Information Services	15.40	15.40	15.40	15.40
Library	46.00	46.00	46.00	45.50
Mayor's Office	3.00	2.00	3.00	3.00
Parks & Recreation	37.55	34.53	34.03	34.03
Reid Golf Course	2.95	2.64	2.63	2.63
Human Resources	5.95	5.95	5.95	5.95
Risk Management	2.65	2.65	2.98	2.98
Community Development	10.50	9.00	9.00	8.00
Housing & Community Devel.	2.62	2.50	2.50	2.68
Police Department	140.00	135.00	134.00	133.00
Public Works	59.64	57.19	58.39	59.80
Sanitation	24.73	23.33	26.29	22.69
CEA	14.50	14.50	14.85	14.11
Parking	14.10	11.60	11.60	11.47
Capital (TIF, Subdivision, etc.)	7.00	8.10	4.15	4.03
Stormwater Utility	13.27	14.02	14.02	16.12
Water Utility	40.75	39.50	38.69	38.27
Wastewater Utility	37.77	34.52	34.27	32.47
Valley Transit	56.50	55.50	55.30	54.80
Total Regular Employees	677.55	658.22	658.02	652.02

CITY OF APPLETON 2006 BUDGET
ASSESSED PROPERTY VALUES

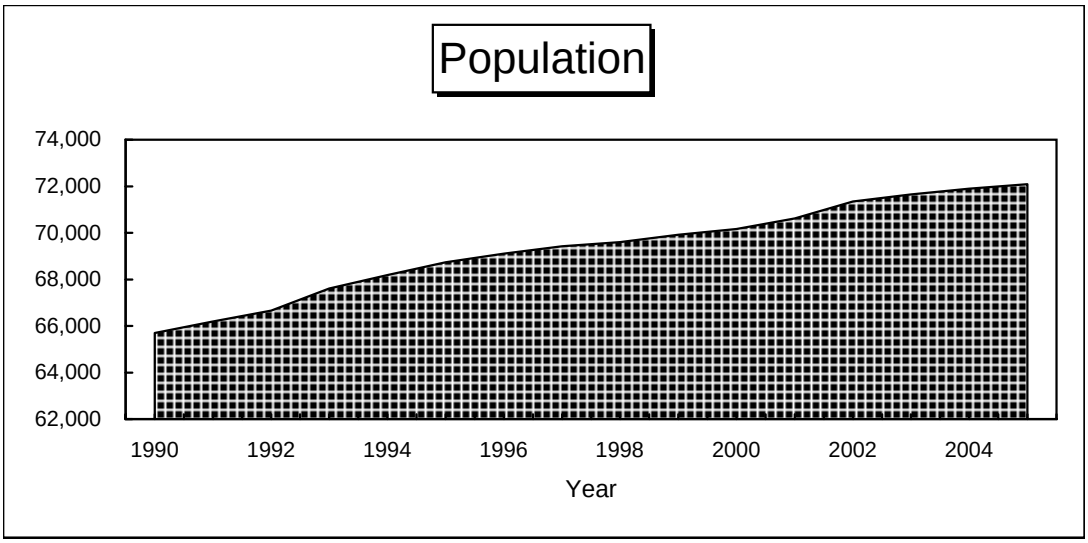
	01/01/04	01/01/05	Change in Dollars	Change in Percent
Tax Increment Districts #1- 6	$ 222,339,233	$ 270,008,643	$ 47,669,410	21.44%
Outagamie County				
Real Estate	3,007,975,700	3,156,852,600	148,876,900	4.95%
Personal Property	101,459,130	108,410,800	6,951,670	6.85%
Total With TID:	3,109,434,830	3,265,263,400	155,828,570	5.01%
Total Without TID:	2,929,764,200	3,044,591,612	114,827,412	3.92%
Calumet County				
Real Estate	518,273,400	539,491,400	21,218,000	4.09%
Personal Property	9,128,600	10,415,000	1,286,400	14.09%
Total With TID:	527,402,000	549,906,400	22,504,400	4.27%
Total Without TID:	484,733,397	500,569,545	15,836,148	3.27%
Winnebago County				
Real Estate	53,476,100	56,000,400	2,524,300	4.72%
Personal Property	3,947,800	4,050,600	102,800	2.60%
Total:	57,423,900	60,051,000	2,627,100	4.57%
All Counties With TIDs:	**$ 3,694,260,730**	**$ 3,875,220,800**	**$ 180,960,070**	**4.90%**
All Counties Without TIDs:	**$ 3,471,921,497**	**$ 3,605,212,157**	**$ 133,290,660**	**3.84%**

CITY OF APPLETON 2006 BUDGET
EQUALIZED PROPERTY VALUES

		01/01/04	01/01/05	Change in Dollars	Change in Percent
TID #1	Gross	$ 116,716,200	$ 124,756,000	$ 8,039,800	6.89%
	Base (1980)	(49,169,500)	(49,169,500)	-	0.00%
	Increment	67,546,700	75,586,500	8,039,800	11.90%
TID #2	Gross	8,277,000	11,597,500	3,320,500	40.12%
	Base (1991)	(4,050,900)	(4,050,900)	-	0.00%
	Increment	4,226,100	7,546,600	3,320,500	78.57%
TID #3	Gross	47,112,700	67,238,800	20,126,100	42.72%
	Base (1993)	(18,940,800)	(18,940,800)	-	0.00%
	Increment	28,171,900	48,298,000	20,126,100	71.44%
TID #4	Gross	139,302,400	154,306,900	15,004,500	10.77%
	Base (1995)	(52,781,700)	(52,781,700)	-	0.00%
	Increment	86,520,700	101,525,200	15,004,500	17.34%
TID #5	Gross	7,697,100	9,387,300	1,690,200	21.96%
	Base (1999)	(4,669,500)	(4,669,500)	-	0.00%
	Increment	3,027,600	4,717,800	1,690,200	55.83%
TID #6	Gross	46,693,700	54,188,800	7,495,100	16.05%
	Base (2000)	(1,624,200)	(1,624,200)	-	0.00%
	Increment	45,069,500	52,564,600	7,495,100	N/A
Total All Increments:		**$ 234,562,500**	**$ 290,238,700**	**$ 55,676,200**	**23.74%**
Outagamie County					
	Real Estate	3,176,374,700	3,406,146,900	229,772,200	7.23%
	Personal Property	103,050,100	110,696,700	7,646,600	7.42%
Total With TID:		3,279,424,800	3,516,843,600	237,418,800	7.24%
Total Without TID:		3,089,931,800	3,279,169,500	189,237,700	6.12%
Calumet County					
	Real Estate	547,949,500	575,467,700	27,518,200	5.02%
	Personal Property	9,128,600	10,415,000	1,286,400	14.09%
Total With TID:		557,078,100	585,882,700	28,804,600	5.17%
Total Without TID:		512,008,600	533,318,100	21,309,500	4.16%
Winnebago County					
	Real Estate	57,016,700	59,899,500	2,882,800	5.06%
	Personal Property	3,947,800	4,050,600	102,800	2.60%
Total:		60,964,500	63,950,100	2,985,600	4.90%
All Counties With TIDs:		**$ 3,897,467,400**	**$ 4,166,676,400**	**$ 269,209,000**	**6.91%**
All Counties Without TIDs:		**$ 3,662,904,900**	**$ 3,876,437,700**	**$ 213,532,800**	**5.83%**

CITY OF APPLETON
2006 BUDGET
POPULATION ESTIMATES

Year	Outagamie County	Calumet County	Winnebago County	Total
1990	56,177	9,075	443	65,695
1991	56,482	9,264	443	66,189
1992	56,749	9,466	443	66,658
1993	57,071	10,003	531	67,605
1994	57,406	10,239	542	68,187
1995	57,582	10,598	549	68,729
1996	57,766	10,722	615	69,103
1997	57,967	10,800	657	69,424
1998	58,088	10,852	667	69,607
1999	58,313	10,929	669	69,911
2000	58,537	10,963	667	70,167
2001	58,674	11,133	816	70,623
2002	59,257	11,222	869	71,348
2003	59,522	11,234	893	71,649
2004	59,738	11,241	916	71,895
2005	59,895	11,237	953	72,085



RESOLUTION #90-R-94
Outagamie County Historical Society

"Whereas much of the history of the City of Appleton is preserved in the collections of the Outagamie County Historical Society, which is headquartered in downtown Appleton, and

Whereas the Outagamie County Historical Society and its Outagamie Museum greatly enhance the quality of life in the City of Appleton, and

Whereas the Outagamie Museum annually hosts numerous programs of interest and benefit to the Citizens of Appleton, and

Whereas the Outagamie Museum annually attracts tens of thousands of visitors to downtown Appleton, and

Whereas the long term financial stability of downtown Appleton is enhanced by the presence of the Outagamie County Historical Society and its Outagamie Museum anchoring the east end of College Avenue, and

Whereas the Outagamie Museum is housed in a building listed on the National Register of Historical Buildings,

Therefore be it resolved in response to the Outagamie County Historical Society's proposal, a highly innovative approach to attract private sector dollars through leveraged public sector dollars, that

a. The Common Council encourage the Mayor to include funds in the Executive Budget to create a 15 year 'all or nothing', 'dollar for dollar' challenge grant, beginning in 1995 and running through 2009 in the following manner:

1995	$5,000	2003	$25,000
1996	$10,000	2004	$25,000* Not funded in 2004 budget
1997	$15,000	2005	$25,000* Not funded in 2005 budget
1998	$20,000	2006	$25,000* Not funded in 2006 budget
1999	$25,000	2007	$25,000
2000	$25,000	2008	$25,000
2001	$25,000	2009	$25,000
2002	$25,000		

The City of Appleton will require the Outagamie County Historical Society to match this challenge grant 'dollar for dollar'. Should OCHS fail to raise the entire amount by December 31 of a given year, it is ineligible for any matching funds that year.

b. The Outagamie County Historical Society will report on fund raising progress through the Mayor of Appleton. The City of Appleton will make its payment to the Outagamie County Historical Society as soon as the Historical Society has certified that matching funds have been raised.

c. The Outagamie County Historical Society will establish a restricted endowment fund for the specific purpose of maintaining its downtown Appleton facilities. This fund is the repository for both the City of Appleton challenge grant funds and the funds raised by the Historical Society to match the challenge grant.

d. The fund will be professionally managed on a total return basis, with OCHS spending a percentage of the portfolio's total value annually.

CITY OF APPLETON
2006 BUDGET
GLOSSARY

ADA: Americans with Disabilities Act.

AD VALOREM TAX: A tax based on value (e.g., a property tax).

AGENCY FUND: A fund consisting of resources received and held by the governmental unit as an agent for others; for example, taxes collected and held by a municipality for a school district.

APPLIED EQUITY: An amount projected to be available from current and past years' equity balances to be consumed in lieu of raising taxes or other revenues. Application of equity prevents unneeded equity from accumulating, and should be utilized in a planned conservative manner.

APPROPRIATION: An authorization granted by the legislative body to make expenditures and to incur obligations for specific purposes.

ASSESSED VALUATION: A valuation set upon real estate or other property by a government as a basis for levying taxes.

ASSESSMENT: (1) The process of making the official valuation of property for taxation. (2) The valuation placed upon property as a result of this process.

ASSESSMENT ROLL: In the case of real property, the official list containing the legal description of each parcel of property and its assessed valuation. In the case of other property, the official list containing the name and address of each owner of such property and its assessed value.

BOND: Most often, a written promise to pay a specified sum of money (called the face value or principal amount), at a specified date or dates in the future, called the maturity date(s), together with periodic interest at a specified rate. Sometimes, however, all or a substantial portion of the interest is included in the face value of the security. The difference between a note and a bond is that the latter is issued for a longer period (over ten years) and requires greater legal formality.

BOND ANTICIPATION NOTES: Short-term notes of a municipality sold in anticipation of bond issuance which are full faith and credit obligations of the governmental unit and are to be retired from the proceeds of the bonds to be issued.

BOND DISCOUNT: The excess of the face value of a bond over the price for which it is acquired or sold.

BOND FUND: A fund established to receive and disburse the proceeds of a governmental bond issue.

BOND PREMIUM: The excess of the price at which a bond is acquired or sold, over its face value.

BUDGET: A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them. Used without any modifier, the term usually indicates a financial plan for a single fiscal year. The term "budget" is used in two senses in practice. Sometimes it designates the financial plan presented to the appropriating governing body for adoption and sometimes, the plan finally approved by the body.

BUDGET ADJUSTMENT: A legal procedure requiring Council action to revise a budget appropriation. (City staff has the prerogative to adjust certain expenditures within a department budget.)

CITY OF APPLETON
2006 BUDGET
GLOSSARY

BUDGET MESSAGE: A general discussion of the budget as presented in writing by the budget making authority to the legislative body. The budget message should contain an explanation of the principal budget items, an outline of the government's experience during the past period and its financial status at the time of the message and recommendations regarding the financial policy for the coming period.

CAPITAL OUTLAY: Expenditures for equipment, vehicles or machinery with multi-year useful lives.

CAPITAL PROJECT FUND: Capital project funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities other than those financed by enterprise and trust funds.

CENTRAL BUILDING MAINTENANCE (CBM) CHARGES: The fees charged by the Internal Service Fund for building and equipment maintenance services performed. This fund is discontinued and merged with the Water and Wastewater Utilities as of the 2003 budget, in conformance with the requirements of Governmental Accounting Standards Board Standard #34 (GASB 34).

CENTRAL EQUIPMENT AGENCY (CEA): To account for the user fees and costs associated with the operation and maintenance of various City owned vehicles.

CERTIFIED PUBLIC ACCOUNTANT: An accountant to whom a state has given a certificate showing that he/she has met prescribed requirements designed to insure competence on the part of the public practitioner in accounting and that he/she is permitted to use the designation Certified Public Accountant, commonly abbreviated as C.P.A.

CHARGES FOR SERVICES: User charges for services provided by the City to those specifically benefiting from those services.

COMMITTEE OF JURISDICTION: A city committee which is responsible for evaluating the programs under its jurisdiction to determine program definition, goals and objectives, costs, efficiency and effectiveness.

CONTRACTUAL SERVICES: Services rendered to the City by private firms, individuals, or other government agencies. Examples include pest control, equipment maintenance, and professional services.

CPTED: Crime Prevention Through Environmental Design, an Appleton Police Department analysis program.

DEBT: A financial obligation resulting from the borrowing of money. Debts of governments include bonds, notes and land contracts.

DEBT LIMIT: The maximum amount of legally permitted outstanding gross or net debt.

DEBT SERVICE FUND: A fund established to account for the accumulation of resources for, and the payment of, general long term debt principal and interest. Sometimes referred to as a sinking fund.

DEFERRED SPECIAL ASSESSMENTS: Special assessments which have been levied but are not yet due.

DEFICIT: The excess of an entity's liabilities over its assets (see Fund Balance), the excess of expenditures or expenses over revenues during a single accounting period.
DELINQUENT SPECIAL ASSESSMENTS: Special assessments remaining unpaid on and after the date

on which a penalty for non-payment is attached.

DEPARTMENT: A major administrative subset of the City which has overall management responsibility for an operation or a group of related operations within a functional area. A department is often comprised of several divisions. City Departments include: Administrative Services, Inspection, Police, Fire, Health, Planning & Development, Public Works, Library, Water, and Parks & Recreation.

DIRECT DEBT: The debt which a governmental unit has incurred in its own name or assumed through the annexation of territory.

ENCUMBRANCE: Commitments related to unperformed (executory) contracts for goods or services. Used in budgeting, encumbrances are not GAAP expenditures or liabilities, but represent the estimated amount of expenditures ultimately to result if unperformed contracts in process are completed.

ENTERPRISE FUNDS: (1) A fund established to account for operations financed and operated in a manner similar to private business enterprises (e.g. water, gas and electric utilities; airports; parking garages; or transit systems). In this case the governing body intends that cost (i.e. expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges. (2) A fund established because the governing body has decided that periodic determination of revenues earned, expenses incurred and/or net income is appropriate for capital maintenance, public policy, management control, accountability or other purposes.

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.

ERU: Equivalent Residential Unit - the basis of charges for stormwater management, equal to 2,368 square feet of impervious surface.

EXECUTIVE BUDGET: The aggregate of information, proposals and estimates prepared and submitted to the legislative body by the chief executive officer.

EXPENDABLE TRUST FUND: A trust fund whose resources, including both principal and earnings, may be expended. Expendable trust funds are accounted for in essentially the same manner as governmental funds.

EXPENDITURES: Decreases in net financial resources. Expenditures include current operating expenses requiring the present or future use of net current assets, debt service and capital outlays, and intergovernmental transfers. Expenditures exist in governmental funds.

EXPENSES: Outflows or other using up of assets or incurrences of liabilities (or a combination of both) from delivering or producing goods, rendering services or carrying out other activities that constitute the entity's ongoing major or central operations. Expenses exist in enterprise and internal service funds.

FIDUCIARY FUNDS: Funds used to account for assets held by a government in a trustee capacity for individuals, private organizations, other governments and/or other funds.

FISCAL PERIOD: Any period at the end of which a governmental unit determines its financial condition and the results of its operations and closes it books. Note: it is usually a year, though not necessarily a calendar year.

FRINGE BENEFITS: Expenditure items in the operating budget paid on behalf of the employee. These

benefits include health insurance, life insurance, long-term disability insurance, retirement, FICA and workers compensation insurance.

FUND: A fiscal and accounting entity that has self-balancing accounts and financial transactions for specific activities or government functions. Seven commonly used fund types in governmental accounting are: general fund, special revenue funds, debt service funds, capital project funds, enterprise funds, trust and agency funds and internal service funds.

FUND BALANCE: The excess of funds assets over its liabilities. A negative fund balance is sometimes called a fund deficit.

GENERAL FUND: The General Fund accounts for most of the financial resources of the government. General Fund revenues include property taxes, licenses and permits, service charges and intergovernmental revenues. This fund includes most of the operating services: public protection, park and recreation, library, public works, health services, community development and general administration.

GAAP: Generally Accepted Accounting Procedures.

GASB: Governmental Accounting Standards Board.

GENERAL LEDGER: A book, file or other device which contains the accounts necessary to reflect in summary or in detail the financial operations and the financial condition of a governmental unit.

G.O. (GENERAL OBLIGATION) BONDS/NOTES: Bonds/Notes that finance public projects such as streets, sewers, buildings and improvements. The repayment of these bonds are backed by the "full faith and credit" of the issuing government.

GOVERNMENTAL FUND TYPES: Funds used to account for the acquisition, use and balances of expendable financial resources and the related current liabilities - except those accounted for in proprietary and fiduciary funds. In essence, these funds are accounting segregations of financial resources. Expendable assets are assigned to a particular governmental fund type according to the purposes for which they may or must be used. Current liabilities are assigned to the fund type from which they are to be paid. The difference between the assets and liabilities of governmental fund types is referred to as fund balance. The measurement focus in these fund types is on the determination of financial position and changes in financial position (sources, uses and balances of financial resources), rather than on net income determination. The statement of revenues, expenditures and changes in fund balance is the primary governmental fund type operating statement. It may be supported or supplemented by more detailed schedules of revenues, expenditures, transfers and other changes in fund balance. Under current GAAP, there are four governmental fund types: general, special revenue, debt service and capital projects.

HAVA: Help America Vote Act.

IN LIEU OF TAXES: A contribution by benefactors of City services who are tax exempt, i.e. certain utilities and non-profit organizations who either choose to, or are required to pay a "tax equivalent amount".

INDIRECT COSTS: Costs associated with, but not directly attributable to, the providing of a product or service. These costs are usually incurred by other departments in the support of operating departments.

INTEREST INCOME: Interest earned on funds which are not immediately needed by the City.
INTERFUND TRANSFERS: Amounts transferred from one fund to another, primarily as reimbursements

for services provided.

INTERGOVERNMENTAL REVENUE: Revenue received from another government 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.

INTERNAL SERVICE FUND: Internal service funds are used to account for the financing of goods or services provided by one department or agency to other departments or agencies of the County or to other governments on a cost reimbursement basis.

LABOR POOL (ALLOCATION): The group of laborers and professionals comprising the work force who perform the various labor needs of the City. The City utilizes seven different labor pools ... sanitation, streets, signs, maintenance, electrical, parks, and CEA are charging the cost of their services to the beneficiary budgets.

LABOR POOL (UNALLOCATED): The non-chargeable costs of the Labor Pool work force are accounted for as unallocated labor pool in the examples of certain budgets. These costs include vacation, sick time, funeral, and jury leave.

LEVY: (1) (Verb) To impose taxes, special assessments or service charges for the support of government activities. (2) (Noun) The total amount of taxes, special assessments or service charges imposed by a government.

MA: Medical Assistance, a program funded by the State of Wisconsin to help provide necessary medical care and vaccinations to persons in need.

MODIFIED ACCRUAL: Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual, i.e., when they are both measurable and available and expenditures are recorded when the related fund liability is incurred.

MUNICIPAL CORPORATION: A political and corporate body established pursuant to state statutes to provide government services and regulations for its inhabitants. A municipal corporation has defined boundaries and a population and usually is organized with the consent of its residents.

NONEXPENDABLE TRUST FUND: A trust fund, the principal of which may not be expended. Nonexpendable trust funds are accounted for in essentially the same manner as proprietary funds.

PROGRAM: A logical grouping of department activities which serve the same broad objective. Program structure may be distinguished from organization structure because a program concerns objectives, while an organization concerns administration. The program structure, from lowest to highest level, is activity - sub program - program - major program.

PROJECT: A special activity involving expenditures and revenues from State and Federal agencies, e.g., Public Works construction projects.

PROPRIETARY FUND TYPES: The classification used to account for a government's ongoing organizations and activities that are similar to those often found in the private sector (i.e., enterprise and internal service funds). All assets, liabilities, equities, revenues, expenses and transfers relating to the government's business and quasi-business activities are accounted for through proprietary funds. The GAAP used are generally those applicable to similar businesses in the private sector and the measurement focus is on determination of net income, financial position and changes in financial position. However, where the GASB has issued pronouncements applicable to those entities and activities, they should be guided by these pronouncements.

RESERVES: A segregation of a portion of the unappropriated fund balance for a definite purpose.

RESERVE FOR ENCUMBRANCES: A reserve account that represents open encumbered contracts and purchase orders.

REVENUE: Funds that the government receives as income. It includes such items as taxes, fees from specific services, receipts from other governments, fines, forfeitures, grants, shared revenues and interest income.

REVENUE BONDS: Bonds that finance assets of enterprise funds. The repayment of these bonds are backed by the revenue stream of the individual enterprise.

SCADA SYSTEM: System Control And Data Accumulation system.

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 governments.

SPECIAL ASSESSMENT: A compulsory levy made against certain properties to defray all or part of the cost of a specific capital improvement or service deemed to benefit primarily those properties.

SPECIAL REVENUE FUNDS: Special revenue funds are used to account for the proceeds from specific revenue sources that are legally restricted to expenditures for specific purposes.

TANF: Temporary Assistance for Needy Families, a federal program passed through to the states.

TID (TAX INCREMENT DISTRICT) or TIF (TAX INCREMENT FINANCING DISTRICT): A legal entity created by local resolution under State Statute 66.46 to promote improvements, jobs, etc. The taxes generated from the assessed value "increment" above the base year is used to finance the costs of the improvements which generate the increased assessed valuation.

TAX LEVY: The total amount to be raised by general property taxes for operating and debt service purposes.

TAX LIENS: Claims governments have upon properties until the taxes levied against them have been paid. This term is sometimes limited to those delinquent taxes the government has taken legal action to collect through the filing of liens.

TAX RATE: The amount of tax levied for each $1,000 of valuation. The equalized (full) value tax rate is calculated using the equalized value of the City. The assessed value tax rate is calculated using assessed value.

TAX ROLL: The official list showing the amount of taxes levied against each taxpayer or property.

TAX YEAR: The calendar year in which ad valorem property taxes are levied to finance the ensuing calendar year budget.

TAXES: Compulsory charges levied by a government for the purpose of financing services performed for the common benefit of the people.

TRUST FUNDS: Funds used to account for assets held by a government in a trustee capacity for individuals, private organizations, other governments and/or other funds.

CITY OF APPLETON
CAPITAL IMPROVEMENTS PROGRAM DEVELOPMENT

It is the policy of the City of Appleton to maintain a Capital Improvement Program both to provide physical facilities that are responsive to the needs and demands of the public and city government, and to be supportive of the long and short range economic, social, and environmental development policies of the City.

Development of the Five-Year Capital Improvement Program entails planning by departments, both singly and in concert with other departments, and communication among departments and with the Mayor and the Finance Director. Project requests are submitted by departments along with their operating budget requests. An effort is made to describe projects in their entirety; for example, projects involving multiple departments or funding sources will be described on a single project request form to enhance interdepartmental project coordination. Project and operating budget requests are reviewed together by the Mayor in order to develop an integrated and coordinated capital program and to balance the operating budget impacts of projects and their funding sources. Particular attention is paid to balancing the costs of debt service with operating and cost efficiencies and economic development resulting from various capital investments. The Five-Year Capital Improvement Program is updated each year as an essential component of budget development.

The process results in the publication of a Five-Year Capital Improvement Program as part of the overall Operating Budget and Service Plan which serves as a planning tool for future growth and development in the City. Funds are appropriated in the budget for the current year only of the Capital Improvement Program, with each subsequent year being separately authorized with that year's operating budget. Sound planning, detailed project descriptions and accurate cost estimates by department staff aid in the formulation of a program that is used as a valuable management tool in accomplishing needed capital improvements within the City’s ability to pay.

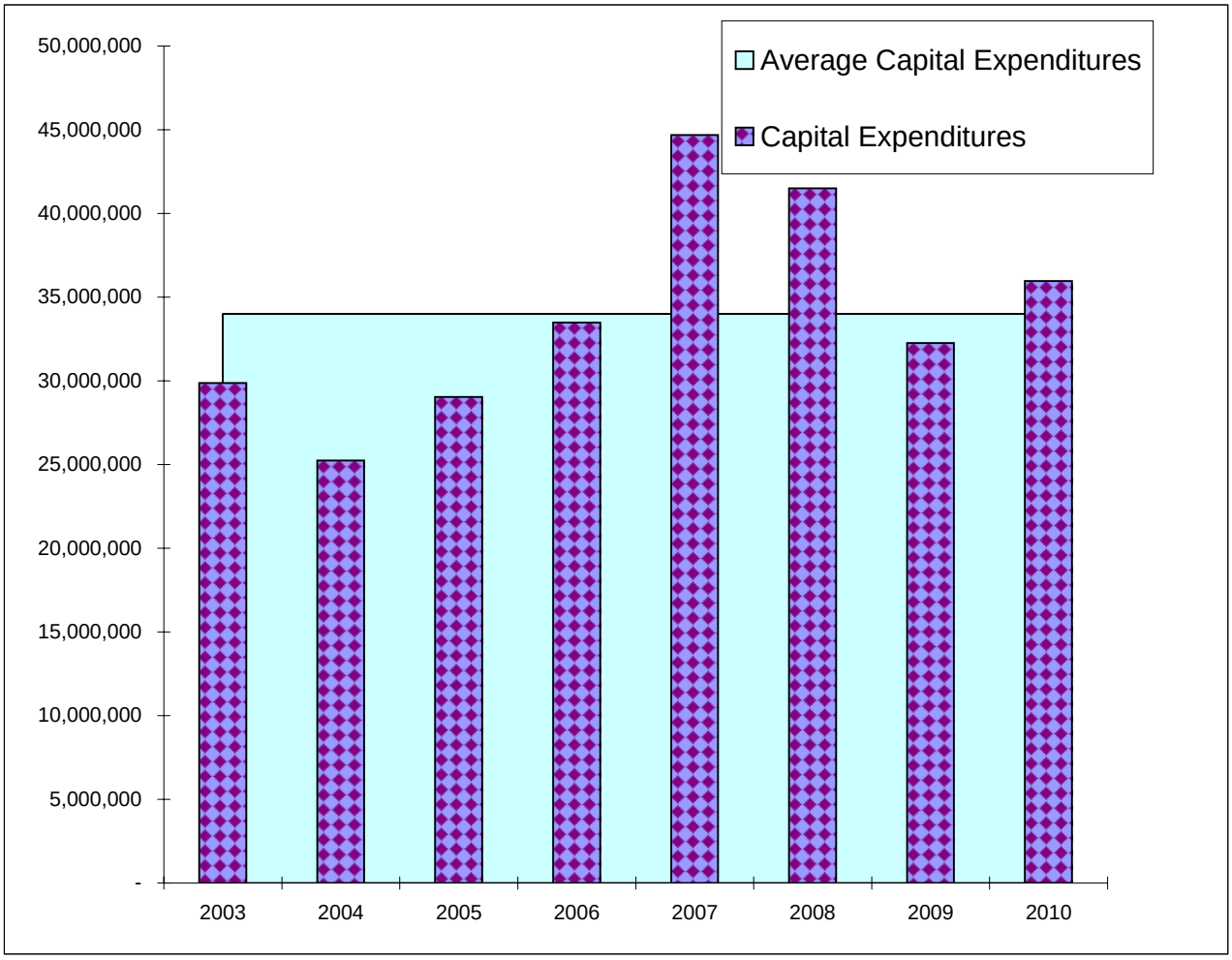
CITY OF APPLETON
PROJECT DEFINITIONS

CAPITAL IMPROVEMENT PROJECT
A permanent addition to the City's assets of major importance and cost. The cost of land acquisition, construction, renovation, demolition, equipment and studies are included. Project assets should have a multi-year useful life or extend the useful life of an existing asset. The "program" includes projects costing $25,000 or greater.

PROJECT COMPONENTS
Plans: Expenditures for feasibility studies, preliminary plans, and final plans required in the development of a capital improvement project.
Land Acquisition: Expenditures for the purchase of land.
Construction: Expenditures for construction of roads, bridges, new buildings or facilities, expansion, extension or for the demolition of existing facilities.
Other: Expenditures for accessory equipment of a newly constructed, rehabilitated or acquired facility. In addition, some acquisitions of major equipment purchases will be considered capital improvements.

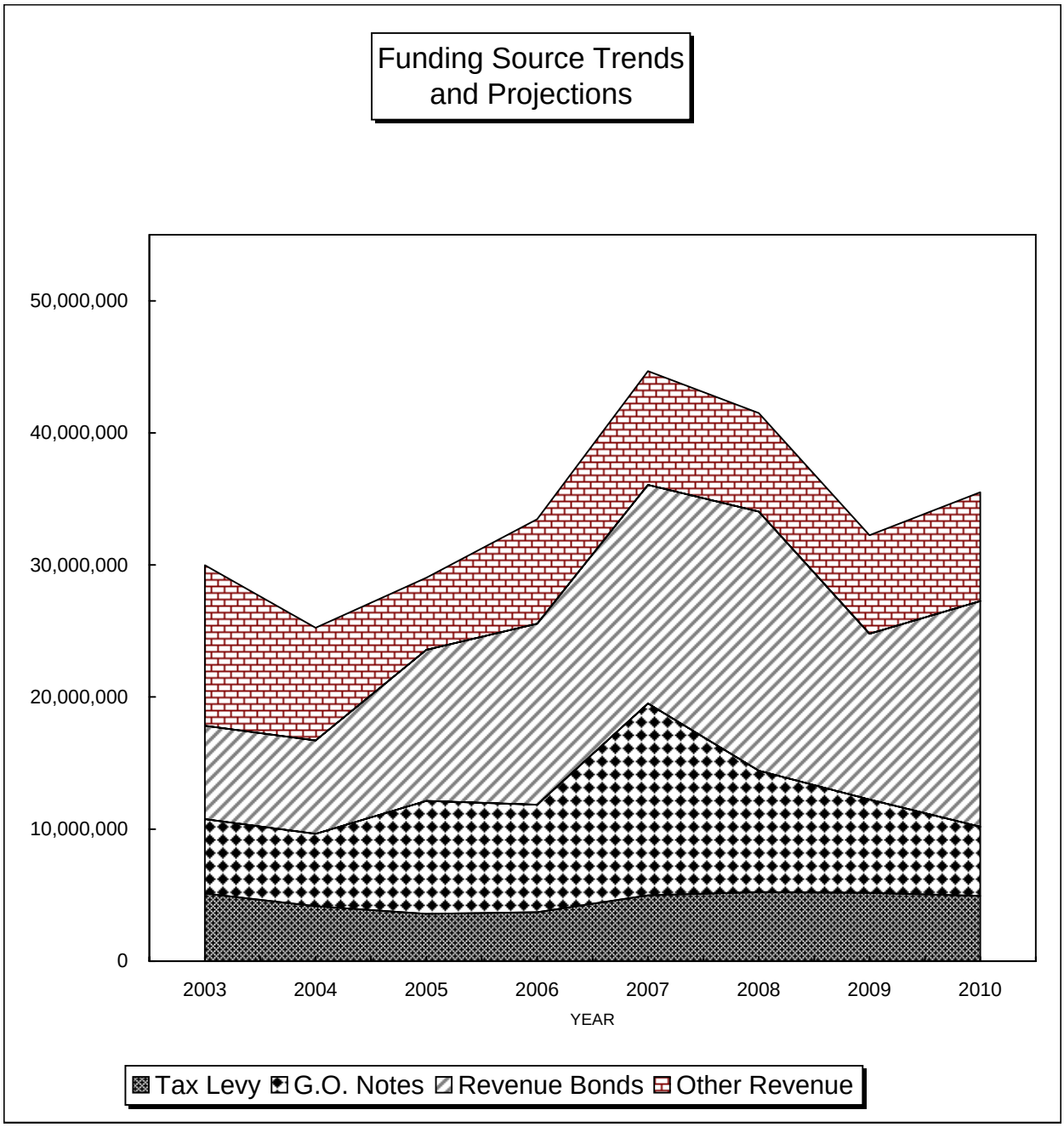
FUNDING
Tax Levy (Pay-As-You-Go): Funds generated through local taxes. In general, the City seeks to fund ongoing infrastructure (i.e. streets, sidewalks) and relatively small projects through the levy.
Note/Bond: This source of funding is generated through the borrowing of funds (principal) at a cost (interest). General Obligation Notes and Revenue Bonds are the main instruments used. The City typically sells 5-8 year serial notes and pays off a portion of the principal each year. In general, the City seeks to fund one-time major infrastructure projects (bridges, buildings) with borrowed capital in order to spread the fiscal impact over several years.
User Fees: Charges assessed based on the cost of capacity of the system and the volume of service provided to the customer.
Other: Funds provided by the State of Wisconsin and/or the U.S. Federal Government (grants), contributions by developers to finance their projects, donations or interjurisdictional payments (contractual agreement to provide services to other jurisdictions who then share in the cost of the project, thus reducing the cost to the City).

CITY OF APPLETON 2006 BUDGET
CAPITAL IMPROVEMENTS PROGRAM 2003 - 2010



The chart above illustrates the history of total annual budgeted capital expenditures in comparison with the average for 2003 - 2010. The total for 2006 - 2008 includes projected construction costs for a new Police station. 2009 includes the projected cost of replacement of the College Avenue bridge and repaving of College Avenue east from downtown. 2010 includes the construction of two stormwater detention ponds necessary to meet the requirements of NR 151/216.

CITY OF APPLETON 2006 BUDGET
CAPITAL IMPROVEMENTS PROGRAM 2006 - 2010



This graph represents how the capital improvements program budget is financed. The total for other revenue in 2003 and includes $ 3 million of state and federal funding for the replacement of Valley Transit's primary bus fleet. The total for revenue bonds for 2005 - 2008 includes funding for additional water transmission lines and 2010 reflects additional Stormwater management infrastructure. The total for G.O. notes includes funding for construction of a new Police station in 2006 - 2008 and for replacing the College Avenue bridge and repaving College Avenue east from downtown in 2009.

CITY OF APPLETON 2006 BUDGET
CAPITAL IMPROVEMENTS PROGRAM, 2006 - 2010
PROJECT CATEGORY LIST FOR 2006

Page	Project	Dept Code	Funding Source: Tax Levy	G.O. Notes	Rev. Bonds		Other	Project Total
	Infrastructure							
596	Southpoint Commerce Park (TIF #6)	ED	-	283,786	-	o	25,000	308,786
597	Riverfront Inititiatives - East River Development	ED	-	800,000	-		-	800,000
599	Bridge Improvements	PW	-	1,031,000	-		-	1,031,000
600	Asphalt Paving Program	PW	893,149	-	-	sd	420,518	1,313,667
603	Traffic Improvements	PW	30,000	-	-		-	30,000
604	Concrete Paving Program	PW	2,076,404	240,391	-	sd	1,331,556	3,648,351
608	Grade & Gravel Program	PW	127,987	808,465	-	o	373,845	1,310,297
610	Sidewalk Program	PW	587,740	-	-	sd	117,905	705,645
612	Stormwater Program	SW	-	475,763	6,700,000	o	2,097,627	9,273,390
618	Water Main Program	WD	-	205,012	4,000,000	o	753,819	4,958,831
624	Water Distribution System Planning Study	WF	-	-	-	w	105,000	105,000
626	Sanitary Sewer Program	WW	-	238,768	3,000,000	o	282,806	3,521,574
	Facilities							
637	Parking Utility - Ramp Maintenance	PAR	-	-	-	o	100,000	100,000
638	Police Station	PD	-	1,109,000	-		-	1,109,000
642	Facility Renovation - Neenah Transfer Station	VT	-	-	-	o	40,000	40,000
645	Roof Replacement - Treatment Structures	WW	-	-	-	s	84,832	84,832
	Equipment							
646	Voting Equipment	CLK	-	101,936	-	o	86,400	188,336
647	Drive-up Window Tube System Replacement	FIN	-	25,000	-		-	25,000
652	Fire Rapid Response Unit	FD	-	180,000	-		-	180,000
657	Technology Upgrades & Enhancements	TS	-	110,000	-		-	110,000
658	Voice Over Internet Protocol	TS	-	211,000	-	o	82,750	293,750
662	Membrane System PLC Upgrade	WF	-	-	-	w	161,070	161,070
667	Lime Sludge Dewatering Press	WW	-	-	-	s	1,151,712	1,151,712
668	Recoating Secondary Clarifers	WW	-	-	-	s	266,934	266,934
	Quality of Life							
679	Houdini Plaza Renovations	PR	-	40,000	-		-	40,000
680	Jones Park & Old Water Treatment Plant Devel.	PR	-	50,000	-		-	50,000
681	Linwood Park Renovations	PR	-	50,000	-		-	50,000
682	Lutz Park Renovations	PR	-	-	-	o	450,000	450,000
683	Newberry Trail	PR	-	200,000	-		-	200,000
685	Parks - Playground Equipment	PR	-	60,000	-		-	60,000
690	Riverfront Initiatives - Trail Development	PR	-	750,000	-		-	750,000
693	USA Youth Sports	PR	-	-	-	o	75,000	75,000
694	Voster Property Development	PR	-	-	-	o	75,000	75,000
	Issue Costs/Available Proceeds		-	8,000	-		-	8,000
			3,715,280	6,978,121	13,700,000		8,081,774	32,475,175

Other Supplemental Information:	
Sewer User Fees (s):	1,657,706
Water User Fees (w):	1,066,255
Stormwater User Fees (st):	1,813,188
Subdivision (sd):	1,869,979
Other (o):	1,674,646
	8,081,774

CITY OF APPLETON 2006 BUDGET
CAPITAL IMPROVEMENTS PROGRAM, 2006 - 2010
PROJECT CATEGORY LIST FOR 2007

Page	Project	Dept Code	Funding Source: Tax Levy	G.O. Notes	Rev. Bonds		Other	Project Total
	Infrastructure							
597	Riverfront Inititiatives - East River Development	ED	-	1,000,000	-		-	1,000,000
598	WE Energies Propery - West Water Street	ED	-	627,000	-		-	627,000
600	Asphalt Paving Program	PW	1,335,327	-	-		-	1,335,327
603	Traffic Improvements	PW	98,000	-	-		-	98,000
604	Concrete Paving Program	PW	2,343,167	932,168	-	sd	2,716,624	5,991,959
610	Sidewalk Program	PW	1,071,463	-	-	sd	154,400	1,225,863
612	Stormwater Program	SW	-	-	4,676,270	st	1,818,544	6,494,814
618	Water Main Program	WD	-	-	6,539,560	w	-	6,539,560
624	Water Distribution System Planning Study	WD	-	-	-	w	75,000	75,000
625	Second Feeder Main to Water Plant	WF	-	-	1,343,800	w	1,000,000	2,343,800
626	Sanitary Sewer Program	WW	-	-	4,000,000	s	52,834	4,052,834
	Facilities							
630	Future Fire Stations/Relocations	FD	-	110,250	-		-	110,250
633	Building Study	LIB	-	22,000	-		-	22,000
635	Lighting Upgrade	LIB	-	62,516	-		-	62,516
636	Wall Replacement - Meeting Room	LIB	-	27,000	-		-	27,000
637	Parking Utility - Ramp Maintenance	PAR	-	-	-	o	110,000	110,000
638	Police station	PD	-	9,764,344	-		-	9,764,344
641	MSB Grounds & Maintenance Improvements	PW	-	204,500	-		-	204,500
643	Roof Replacement, Operations Facility	VT	-	-	-	o	450,000	450,000
645	Roof Replacement - Treatment Structures	WW	-	-	-	s	94,700	94,700
	Equipment							
650	Fire Apparatus - Station # 2	FD	-	341,250	-		-	341,250
653	GPS/GIS	PD/FD	-	404,250	-		-	404,250
655	Portable Radios	PD	50,000	-	-		-	50,000
656	Survey Instruments Replacement/Upgrade	PW	30,000	-	-		-	30,000
659	Automated Vehicle Locator System	VT	60,000	-	-	o	440,000	500,000
660	Ticket Vending Machines	VT	3,600	-	-	o	26,400	30,000
661	Water Distribution Vehicle Replacements	WD		-	-	w	120,000	120,000
664	Bar Screen Replacement	WW	-	-	-	s	1,300,000	1,300,000
	Quality of Life							
669	Reid Golf Course - Course Improvements	GOL	-	25,000	-		-	25,000
670	AMP - Athletic Fields Renovations	PR	-	455,000	-		-	455,000
674	Derks Park Development	PR	-	35,000	-		-	35,000
676	Erb Park Renovations	PR	-	35,000	-		-	35,000
679	Houdini Plaza Renovations	PR	-	100,000	-		-	100,000
680	Jones Park & Old Water Treatment Plant Devel.	PR	-	25,000	-		-	25,000
681	Linwood Park Renovations	PR	-	25,000	-		-	25,000
682	Lutz Park Renovations	PR	-	-	-	o	250,000	250,000
685	Parks - Playground Equipment	PR	-	65,000	-		-	65,000
687	Pierce Park Renovations	PR	-	80,000	-		-	80,000
689	Providence Trail	PR	-	55,000	-		-	55,000
690	Riverfront Initiatives - Trail Development	PR	-	50,000	-		-	50,000
694	Voster Property Development	PR	-	75,000	-		-	75,000
			4,991,557	14,520,278	16,559,630		8,608,502	44,679,967

Other Supplemental Information:	
Sewer User Fees (s):	1,447,534
Water User Fees (w):	1,195,000
Stormwater User Fees (st):	1,818,544
Subdivision (sd):	2,871,024
Other (o):	1,276,400
	8,608,502

CITY OF APPLETON 2006 BUDGET
CAPITAL IMPROVEMENTS PROGRAM, 2006 - 2010
PROJECT CATEGORY LIST FOR 2008

Page	Project	Dept Code	Funding Source: Tax Levy	G.O. Notes	Rev. Bonds		Other	Project Total
	Infrastructure							
599	Bridge Improvements	PW	-	32,800	-		-	32,800
600	Asphalt Paving Program	PW	1,438,455	-	-	sd	24,580	1,463,035
603	Traffic Improvements	PW	190,200	-	-		-	190,200
604	Concrete Paving Program	PW	1,963,907	280,215	-	sd	1,869,281	4,113,403
608	Grade & Gravel Program	PW	549,965	-	-		-	549,965
610	Sidewalk Program	PW	985,791	-	-	sd	148,785	1,134,576
612	Stormwater Program	SW	-	-	6,571,920	st	1,642,985	8,214,905
618	Water Main Program	WD	-	-	7,834,863	w	1,500,000	9,334,863
626	Sanitary Sewer Program	WW	-	-	5,211,319	s	164,385	5,375,704
	Facilities							
630	Future Fire Stations/Relocations	FD	-	42,212	-		-	42,212
631	Air Conditioning Replacement/Upgrade	LIB	-	212,000	-		-	212,000
637	Parking Utility - Ramp Maintenance	PAR	-	-	-	o	153,000	153,000
638	Police station	PD	-	7,395,360	-		-	7,395,360
641	MSB Grounds & Maintenance Improvements	PW	-	240,000	-		-	240,000
644	Transit Center Renovation	VT	-	-	-	o	30,000	30,000
645	Roof Replacement - Treatment Structures	WW	-	-	-	s	106,000	106,000
	Equipment							
651	Fire Apparatus - Station # 6	FD	-	551,250	-		-	551,250
655	Portable Radios	PD	100,000	-	-		-	100,000
659	Automated Vehicle Locator System	VT	12,000	-	-	o	88,000	100,000
663	Aeration Tank Diffuser Replacement	WW	-	-	-	s	205,115	205,115
664	Bar Screen Replacement	WW	-	-	-	s	1,500,000	1,500,000
	Quality of Life							
670	AMP - Athletic Fields Renovations	PR	-	25,000	-		-	25,000
671	AMP - Renovations	PR	-	25,000	-		-	25,000
672	Apple Creek Trail Connection to Player's Choice	PR	-	45,000	-		-	45,000
673	Colony Oaks Tennis Courts	PR	-	16,500	-		-	16,500
676	Erb Park Renovations	PR	-	250,000	-		-	250,000
680	Jones Park & Old Water Treatment Plant Devel.	PR	-	150,000	-		-	150,000
681	Linwood Park Renovations	PR	-	50,000	-		-	50,000
682	Lutz Park Renovations	PR	-	-	-	o	30,000	30,000
684	North Side Park/Fire Station#6/School Site	PR	-	62,500	-		-	62,500
685	Parks - Playground Equipment	PR	-	70,000	-		-	70,000
688	Providence Park Development	PR	-	12,500	-		-	12,500
690	Riverfront Initiatives - Trail Development	PR	-	525,000	-		-	525,000
692	Telulah Park Improvements	PR	-	26,500	-		-	26,500
695	Vulcan Heritage Park	PR	-	175,000	-		-	175,000
			5,240,318	10,186,837	19,618,102	-	7,462,131	42,507,388

Other Supplemental Information:	
Sewer User Fees (s):	1,975,500
Water User Fees (w):	1,500,000
Stormwater User Fees (st):	1,642,985
Subdivision (sd):	2,042,646
Other (o):	301,000
	7,462,131

CITY OF APPLETON 2006 BUDGET
CAPITAL IMPROVEMENTS PROGRAM, 2006 - 2010
PROJECT CATEGORY LIST FOR 2009

Page	Project	Dept Code	Funding Source: Tax Levy	G.O. Notes	Rev. Bonds		Other	Project Total
	Infrastructure							
599	Bridge Improvements	PW	-	16,000	-		-	16,000
600	Asphalt Paving Program	PW	1,013,284	-	-	sd	24,818	1,038,102
603	Traffic Improvements	PW	167,400	-	-		-	167,400
604	Concrete Paving Program	PW	1,737,453	3,880,824	-	sd	1,933,524	7,551,801
608	Grade & Gravel Program	PW	873,588	-	-		-	873,588
610	Sidewalk Program	PW	1,349,073	-	-	sd	148,254	1,497,327
612	Stormwater Program	SW	-	-	5,377,910	st	1,344,481	6,722,391
618	Water Main Program	WD	-	-	5,000,000	w	1,651,960	6,651,960
626	Sanitary Sewer Program	WW	-	-	2,153,854	s	1,770,179	3,924,033
	Facilities							
632	Branch Library	LIB	-	50,000	-		-	50,000
634	Ceiling Tile Replacement	LIB	-	42,000	-		-	42,000
637	Parking Utility - Ramp Maintenance	PAR	-	-	-	o	75,000	75,000
639	Radio Infrastructure	PD	-	1,000,000	-		-	1,000,000
641	MSB Grounds & Maintenance Improvements	PW	-	100,000	-		-	100,000
643	Roof Replacement - Treatment Structures	WW	-	-	-	s	107,000	107,000
	Equipment							
649	Engine Replacement - 1989 Pumper	FD	-	435,532	-		-	435,532
654	Radio Frequency Identification Conversion	LIB	-	293,300	-		-	293,300
656	Survey Instruments Replacement/Upgrade	PW	40,000	-	-		-	40,000
665	Boiler Replacement	WW	-	-	-	s	122,821	122,821
	Quality of Life							
670	AMP - Athletic Fields Renovations	PR	-	200,000	-		-	200,000
671	AMP - Renovations	PR	-	250,000	-		-	250,000
673	Colony Oaks Tennis Courts	PR	-	235,000	-		-	235,000
675	Einstein Park Renovations	PR	-	50,000	-		-	50,000
676	Erb Park Renovations	PR	-	50,000	-		-	50,000
677	Erb Pool Remodeling	PR	-	50,000	-		-	50,000
680	Jones Park & Old Water Treatment Plant Devel.	PR	-	30,000	-		-	30,000
681	Linwood Park Renovations	PR	-	25,000	-		-	25,000
682	Lutz Park Renovations	PR	-	-	-	o	300,000	300,000
685	Parks - Playground Equipment	PR	-	75,000	-		-	75,000
688	Providence Park Development	PR	-	85,000	-		-	85,000
691	Schaefer Park Renovations	PR	-	25,000	-		-	25,000
692	Telulah Park Improvements	PR	-	150,000	-		-	150,000
694	Voster Property Development	PR	-	25,000	-		-	25,000
			5,180,798	7,067,656	12,531,764		7,478,037	32,258,255

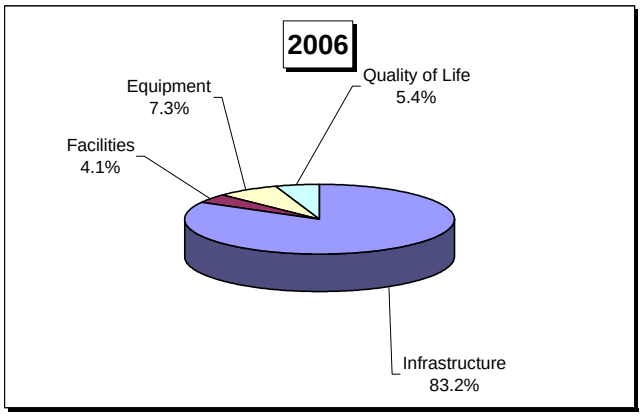
Other Supplemental Information:	
Sewer User Fees (s):	2,000,000
Water User Fees (w):	1,651,960
Stormwater User Fees (st):	1,344,481
Subdivision (sd):	2,106,596
Other (o):	375,000
	7,478,037

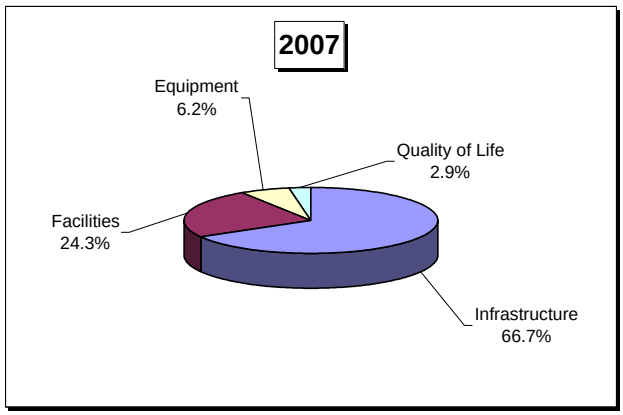
CITY OF APPLETON 2006 BUDGET
CAPITAL IMPROVEMENTS PROGRAM, 2006 - 2010
PROJECT CATEGORY LIST FOR 2010

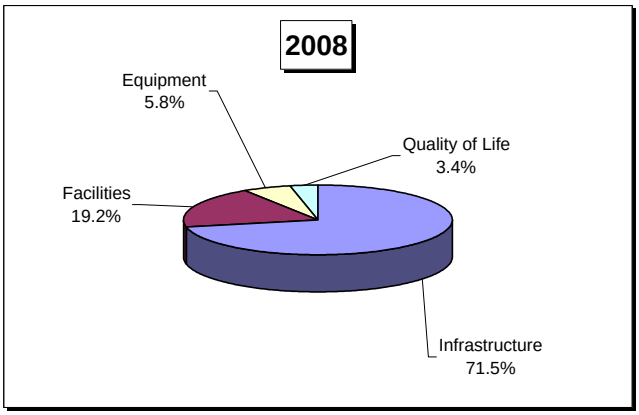
Page	Project	Dept Code	Funding Source: Tax Levy	G.O. Notes	Rev. Bonds		Other	Project Total
	Infrastructure							
599	Bridge Improvements	PW	-	461,000	-		-	461,000
600	Asphalt Paving Program	PW	572,218	-	-	sd	25,056	597,274
603	Traffic Improvements	PW	78,700	-	-		-	78,700
604	Concrete Paving Program	PW	2,685,595	-	-	sd	2,011,456	4,697,051
608	Grade & Gravel Program	PW	603,187	-	-		-	603,187
610	Sidewalk Program	PW	1,001,963	-	-	sd	154,762	1,156,725
612	Stormwater Program	SW	-	-	9,437,570	st	2,359,391	11,796,961
618	Water Main Program	WD	-	-	5,000,000	w	1,590,300	6,590,300
626	Sanitary Sewer Program	WW	-	-	2,657,070	s	1,757,000	4,414,070
	Facilities							
630	Future Fire Stations/Relocations	FD	-	200,000	-		-	200,000
632	Branch Library	LIB	-	250,000	-		-	250,000
637	Parking Utility - Ramp Maintenance	PAR	-	-	-	o	100,000	100,000
639	Radio Infrastructure	PD	-	1,000,000	-		-	1,000,000
640	APRD Operations Facility Expansion	PR	-	38,000	-		-	38,000
641	MSB Grounds & Maintenance Improvements	PW	-	200,000	-		-	200,000
645	Roof Replacement - Treatment Structures	WW	-	-	-	s	93,000	93,000
	Equipment							
648	Burners for Training Facility	FD	-	200,000	-		-	200,000
654	Radio Frequency Identification Conversion	LIB	-	249,815	-		-	249,815
666	Briarcliff Lift Station Upgrade	WW	-	-	-	s	150,000	150,000
	Quality of Life							
670	AMP - Athletic Fields Renovations	PR	-	140,000	-		-	140,000
671	AMP - Renovations	PR	-	55,000	-		-	55,000
676	Erb Park Renovations	PR	-	200,000	-		-	200,000
677	Erb Pool Remodeling	PR	-	1,600,000	-		-	1,600,000
678	Highview Park Renovations	PR	-	15,000	-		-	15,000
680	Jones Park & Old Water Treatment Plant Devel.	PR	-	200,000	-		-	200,000
684	North Side Park/Fire Station#6/School Site	PR	-	125,000	-		-	125,000
685	Parks - Playground Equipment	PR	-	80,000	-		-	80,000
686	Parks - Skate Park Equipment	PR	-	20,000	-		-	20,000
687	Pierce Park Renovations	PR	-	12,500	-		-	12,500
690	Riverfront Initiatives - Trail Development	PR	-	35,000	-		-	35,000
691	Schaefer Park Renovations	PR	-	235,000	-		-	235,000
692	Telulah Park Improvements	PR	-	150,000	-		-	150,000
694	Voster Property Development	PR	-	225,000	-		-	225,000
			4,941,663	5,230,315	17,094,640		8,240,965	35,968,583

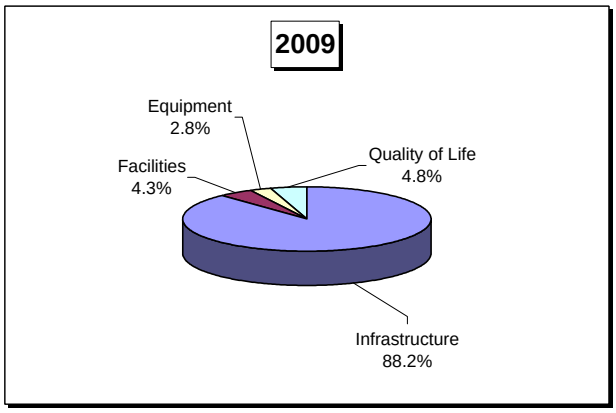
Other Supplemental Information:	
Sewer User Fees (s):	2,000,000
Water User Fees (w):	1,590,300
Stormwater User Fees (st):	2,359,391
Subdivision (sd):	2,191,274
Other (o):	100,000
	8,240,965

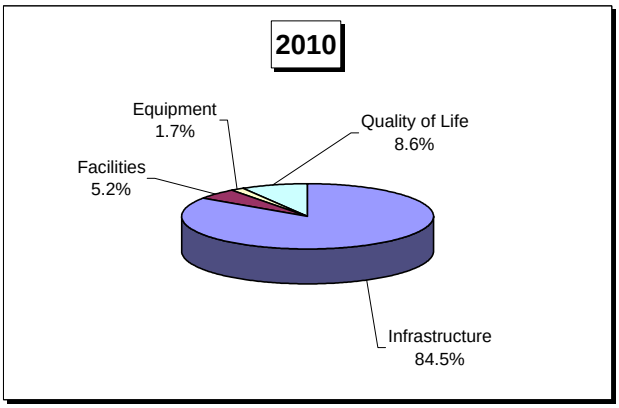
CITY OF APPLETON 2005 BUDGET
CAPITAL IMPROVEMENTS PROGRAM 2006 - 2010
CAPITAL PROJECTS BY CATEGORY

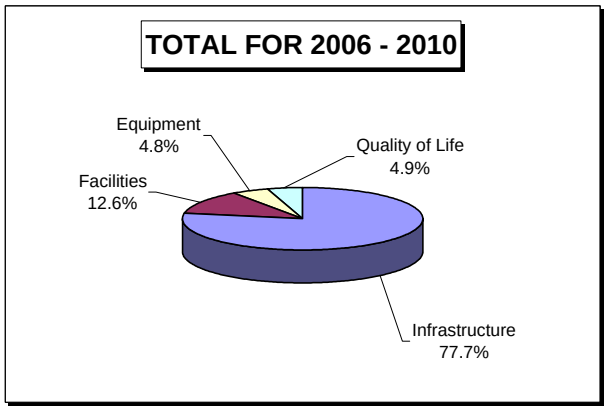








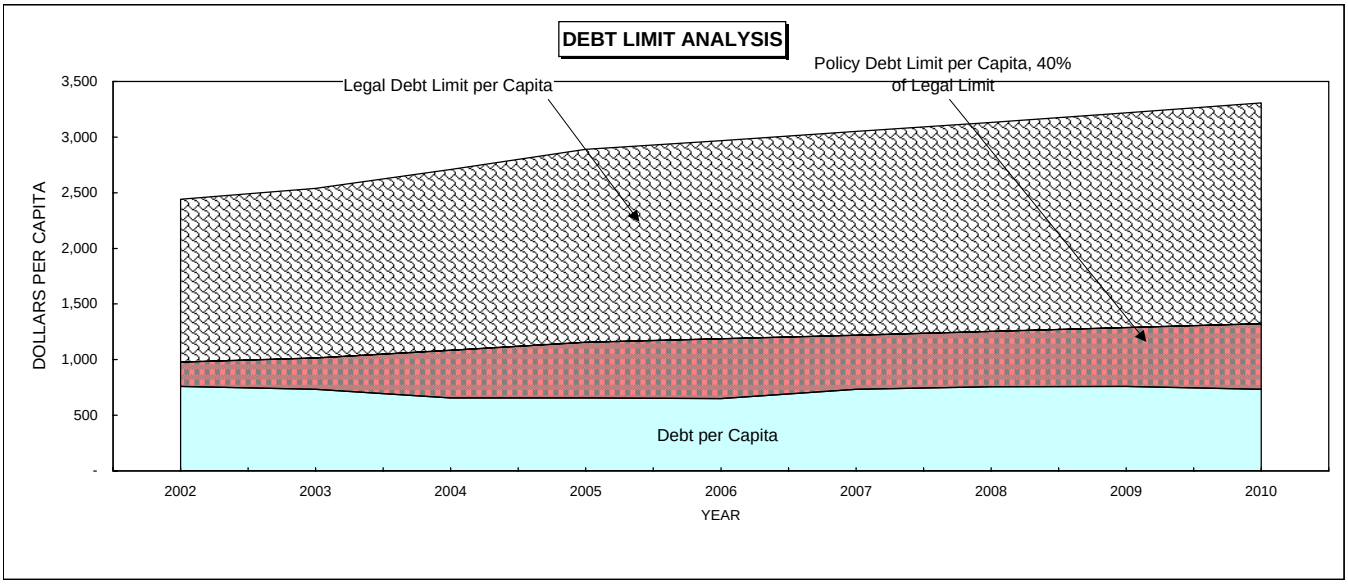




CITY OF APPLETON 2006 BUDGET

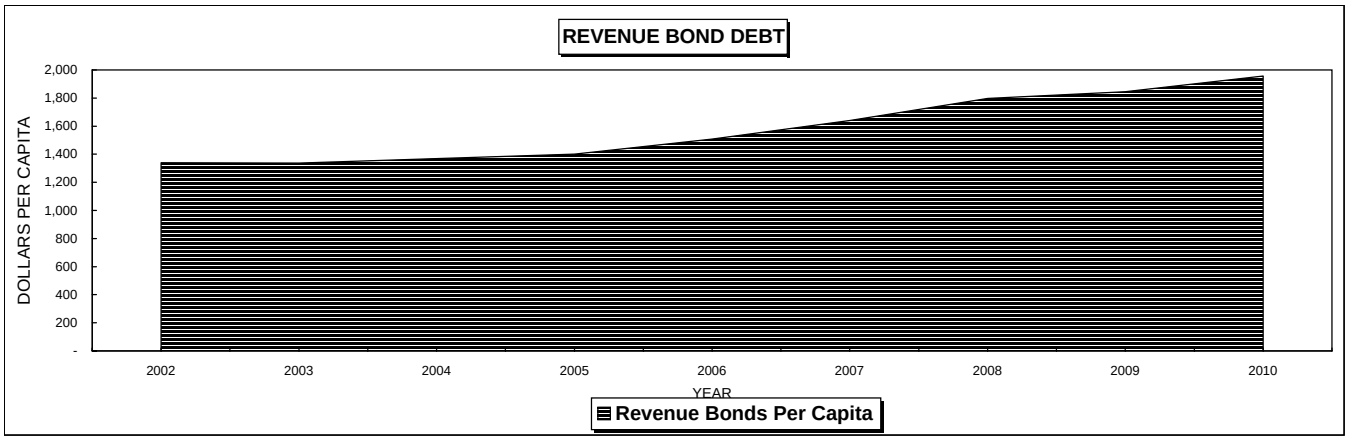
CAPITAL IMPROVEMENTS PROGRAM 2006 - 2010

	2002	2003	2004	2005	2006	2007	2008	2009	2010
Equalized value	3,484,190,400	3,640,419,000	3,897,467,400	4,166,676,400	4,291,676,700	4,420,427,000	4,553,039,800	4,689,631,000	4,830,319,900
Legal Debt Limit	174,209,520	182,020,950	194,873,370	208,333,820	214,583,835	221,021,350	227,651,990	234,481,550	241,515,995
Outstanding Debt	54,089,286	52,615,690	47,087,594	47,184,624	47,036,679	53,226,720	55,006,112	55,263,147	53,609,559
Population	71,348	71,649	71,895	72,085	72,275	72,466	72,658	72,851	73,045
Debt per capita									
Legal Limit	2,442	2,540	2,711	2,890	2,969	3,050	3,133	3,219	3,306
Policy Limit	977	1,016	1,084	1,156	1,188	1,220	1,253	1,287	1,323
Actual	758	734	655	655	651	735	757	759	734



The above illustration does not include revenue bond obligations as consistent with State Statutes defining debt for limitation purposes. Projections for 2006-2010 include estimates for population and equalized valuation figures based on the actual increase experienced from 2002 to 2005.

The level of revenue bond debt for the same period is shown below to assess the total debt picture.



CITY OF APPLETON 2006 BUDGET
CAPITAL IMPROVEMENTS PROGRAM

NOTES

CITY OF APPLETON
CAPITAL IMPROVEMENTS PROGRAM 2006 - 2010
PROJECT REQUEST FORMS

Project request forms for those projects to be funded in the 2006 - 2010 Capital Improvements Program are included in this section.

CITY OF APPLETON 2006 BUDGET
CAPITAL IMPROVEMENTS PROGRAM, 2006-2010
PROJECT CATEGORY LIST

Page	Project	Dept Code	2006	2007	2008	2009	2010
	Infrastructure						
596	Southpoint Commerce Park (TIF #6)	ED	308,786	-	-	-	-
597	Riverfront Initiatives - East River Development	ED	800,000	1,000,000	-	-	-
598	WE Energies Property - West Water Street	ED	-	627,000	-	-	-
599	Bridge Improvements	PW	1,031,000	-	32,800	16,000	461,000
600	Asphalt Paving Program	PW	1,313,667	1,335,327	1,463,035	1,038,102	597,274
603	Traffic Improvements	PW	30,000	98,000	190,200	167,400	78,700
604	Concrete Paving Program	PW	3,648,351	5,991,959	4,113,403	7,551,801	4,697,051
608	Grade & Gravel Program	PW	1,310,297	-	549,965	873,588	603,187
610	Sidewalk Program	PW	705,645	1,225,863	1,134,576	1,497,327	1,156,725
612	Stormwater Program	SW	9,273,390	6,494,814	8,214,905	6,722,391	11,796,961
618	Water Main Program	WD	4,958,831	6,539,560	9,334,863	6,651,960	6,590,300
624	Water Distribution System Planning Study	WF	105,000	75,000	-	-	-
625	Second Feeder Main to Water Plant	WF	-	2,343,800	-	-	-
626	Sanitary Sewer Program	WW	3,521,574	4,052,834	5,375,704	3,924,033	4,414,070
	Facilities						
630	Future Fire Stations/Relocations	FD	-	110,250	42,212	-	200,000
631	Air Conditioning Replacement/Upgrade	LIB	-	-	212,000	-	-
632	Branch Library	LIB	-	-	-	50,000	250,000
633	Building Study	LIB	-	22,000	-	-	-
634	Ceiling Tile Replacement	LIB	-	-	-	42,000	-
635	Lighting Upgrade	LIB	-	62,516	-	-	-
636	Wall Replacement - Meeting Room	LIB	-	27,000	-	-	-
637	Parking Utility - Ramp Maintenance	PAR	100,000	110,000	153,000	75,000	100,000
638	Police Station	PD	1,109,000	9,764,344	7,395,360	-	-
639	Radio Infrastructure	PD	-	-	-	1,000,000	1,000,000
640	APRD Operations Facility Expansion	PR	-	-	-	-	38,000
641	MSB Grounds & Maintenance Improvements	PW	-	204,500	240,000	100,000	200,000
642	Neenah Transfer Facility Renovation	VT	40,000	-	-	-	-
643	Roof Replacement, Operations Facility	VT	-	450,000	-	-	-
644	Transit Center Renovation	VT	-	-	30,000	-	-
645	Roof Replacement - Treatment Structures	WW	84,832	94,700	106,000	107,000	93,000
	Equipment						
646	Voting Equipment	CLK	188,336	-	-	-	-
647	Drive-up Window Tube System Replacement	FIN	25,000	-	-	-	-
648	Burners for Training Facility	FD	-	-	-	-	200,000
649	Engine Replacement - 1989 Pumper	FD	-	-	-	435,532	-
650	Fire Apparatus - Station # 2	FD	-	341,250	-	-	-
651	Fire Apparatus - Station # 6	FD	-	-	551,250	-	-
652	Fire Rapid Response Unit	FD	180,000	-	-	-	-
653	GPS/GIS	FD/PD	-	404,250	-	-	-
654	Radio Frequency Identification Conversion	LIB	-	-	-	293,300	249,815

CITY OF APPLETON 2006 BUDGET
CAPITAL IMPROVEMENTS PROGRAM, 2006-2010
PROJECT CATEGORY LIST

Page	Project	Dept Code	2006	2007	2008	2009	2010
	Equipment - Continued						
655	Portable Radios	PD	-	50,000	100,000	-	-
656	Survey Instruments Replacement/Upgrade	PW	-	30,000	-	40,000	-
657	Technology Upgrades & Enhancements	TS	110,000	-	-	-	-
658	Voice Over Internet Protocol	TS	293,750	-	-	-	-
659	Automated Vehicle Locator System	VT	-	500,000	100,000	-	-
660	Ticket Vending Machines	VT	-	30,000	-	-	-
661	Water Distribution Vehicle Replacement	WD	-	120,000	-	-	-
662	Membrane System PLC Upgrade	WF	161,070	-	-	-	-
663	Aeration Tank Diffuser Replacement	WW	-	-	205,115	-	-
664	Bar Screen Replacement	WW	-	1,300,000	1,500,000	-	-
665	Boiler Replacement	WW	-	-	-	122,821	-
666	Briarcliff Lift Station Upgrade	WW	-	-	-	-	150,000
667	Lime Sludge Dewatering Press	WW	1,151,712	-	-	-	-
668	Recoating Secondary Clarifers	WW	266,934	-	-	-	-
	Quality of Life						
669	Reid Golf Course Improvements	GOL	-	25,000	-	-	-
670	AMP - Athletic Fields Renovations	PR	-	455,000	25,000	200,000	140,000
671	AMP - Renovations	PR	-	-	25,000	250,000	55,000
672	Apple Creek Trail Connection to Player's Choice	PR	-	-	45,000	-	-
673	Colony Oaks Park	PR	-	-	16,500	235,000	-
674	Derks Park Development	PR	-	35,000		-	-
675	Einstein Park Renovations	PR	-	-	-	50,000	-
676	Erb Park Renovations	PR	-	35,000	250,000	50,000	200,000
677	Erb Pool Remodeling	PR	-	-	-	50,000	1,600,000
678	Highview Park Development	PR	-	-	-	-	15,000
679	Houdini Plaza Renovations	PR	40,000	100,000	-	-	-
680	Jones Park & Old Water Treatment Plant Devel.	PR	50,000	25,000	150,000	30,000	200,000
681	Linwood Park	PR	50,000	25,000	50,000	25,000	-
682	Lutz Park Renovations	PR	450,000	250,000	30,000	300,000	-
683	Newberry Trail	PR	200,000	-	-	-	-
684	North Side Park/Fire Station #6/School Site	PR	-	-	62,500	-	125,000
685	Parks - Playground Equipment	PR	60,000	65,000	70,000	75,000	80,000
686	Parks - Skate Park Equipment	PR	-	-	-	-	20,000
687	Pierce Park Renovations	PR	-	80,000	-	-	12,500
688	Providence Park Development	PR	-	-	12,500	85,000	-
689	Providence Trail	PR	-	55,000	-	-	-
690	Riverfront Initiatives-Trail Development	PR	750,000	50,000	525,000	-	35,000
691	Schaefer Park Renovations	PR	-	-	-	25,000	235,000
692	Telulah Park Improvements	PR	-	-	26,500	150,000	150,000
693	USA Youth Sports Complex	PR	75,000	-	-	-	-
694	Vosters Property Development	PR	75,000	75,000	-	25,000	225,000
695	Vulcan Heritage Park	PR	-	-	175,000	-	-
			$32,467,175	$44,679,967	$42,507,388	$32,258,255	$35,968,583

* N/Q = Not Quantifiable

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: Southpoint Commerce Park

PROJECT DESCRIPTION

Justification:

This project comprises infrastructure development for the Southpoint Commerce Park in the southeast growth area of the City. The 359-acre site will be developed in several phases over the next decade or more. The first half of the park will be developed using Tax Incremental District #6 (TIF #6) created in 2000. The TIF #6 Plan projects the district will create $75 million in tax base. Job creation and retention will also be significant.

In 2003, funds were used to open the first phase of the park, making 36 net acres of land available for development. In the fall of 2005 Phase II will be completed, adding 12 lots (53 acres) to the industrial park land inventory ranging in size from 1.5 acres to 14.7 acres.

The year 2006 Budget provides funding for infrastructure and non-City improvements, including gas, electric, cable service, street lights, and lot grading for the third phase of development. This phase will add an additional 8 lots to the industrial park land inventory ranging in size from 1.5 acres to 9 acres.

Administration (other) costs include environmental engineering, wetland delineation, platting, and other elements associated with engineering of the Park. It also includes maintenance, real estate commissions, surveys, title insurance, and other costs associated with marketing and selling land.

City infrastructure not included in cost summary below for 2006 includes:

	TIF # 6	Industrial Park Land Fund	Project Page
Grade & Gravel	$ 808,465	$ 373,845	608
Stormwater	475,763	284,439	612
Water	205,012	8,634	618
Sanitary	238,768	142,328	626
	$ 1,728,008	$ 809,246	

Discussion of operating cost impact:

As the industrial park develops, it may be necessary to add personnel for snow plowing, police patrols, and fire protection. There are no cost impacts for 2006. Any cost impacts for 2007 and beyond are unknown at this time.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
Econ Dev	Non-City Improvements	116,000	-	-	-	-	$ 116,000
Econ Dev	Site Grading	50,000	-	-	-	-	$ 50,000
Econ Dev	Administration	76,000	-	-	-	-	$ 76,000
Econ Dev	San. Area Assess.	41,786	-	-	-	-	$ 41,786
Subtotal - TIF # 6		283,786	-	-	-	-	$ 283,786
Econ Dev	Site Grading	25,000	-	-	-	-	$ 25,000
Industrial Park Land Fund							
Total - Southpoint Commerce Park		$ 308,786	$ -	$ -	$ -	$ -	$ 308,786
Capital Projects							

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	191,000	-	-	-	-	$ 191,000
Other	117,786	-	-	-	-	$ 117,786
Total	$ 308,786	$ -	$ -	$ -	$ -	$ 308,786
Operating Cost Impact	$ -	$ -	$ -	$ -	$ -	$ -

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: Riverfront Initiatives - East River Redevelopment

PROJECT DESCRIPTION

Justification:

The City of Appleton's Focus Fox River: A Master Plan identifies several redevelopment sites located along the banks of the Fox River near the College Avenue Bridge, including the former Foremost Dairy Property and the Kaukauna Utility/MI Drilling property.

The former Foremost Dairy property has been identified for future medium to high density residential development. The 2006 CIP request includes funding to assist with the demolition of the industrial structures, site preparation and infrastructure improvement to establish a buildable site for redevelopment.

The Kaukauna Utility/MI Drilling property has been identified for future medium to high density residential development, with coordination of a secondary access and public improvements with Telulah Park. Significant environmental remediation activities are in-progress on the property. The 2007 CIP request includes funding to assist with land acquisition, site preparation, demolition of the industrial structures and infrastructure improvements (including extension of utilities and a secondary access) for redevelopment.

Both future redevelopment sites could potentially be supported by the creation of a future Tax Increment Financing District for the East River Area that would secure any City investment with a development agreement to recapture the City's investment through increased property valuation. Funding options will need to be evaluated as the project develops.

Discussion of operating cost impact:

The final impact on operating costs is undetermined at this time, however a secondary access roadway through Telulah Park for the Kaukauna Utility/MI Drilling site would require the same services as other streets in the City of Appleton. Both sites are in established areas within the City of Appleton.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
Econ Dev	Site Acquisition/preparation/ infrastructure/ construction assist.	800,000	1,000,000	-	-	-	$ 1,800,000
Total - Riverfront Initiatives Capital Projects Fund		$ 800,000	$ 1,000,000	$ -	$ -	$ -	$ 1,800,000

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	-	-	-	-	$ -
Land Acquisition/Site Preparation	-	-	-	-	-	$ -
Construction/Demolition	800,000	1,000,000	-	-	-	$ 1,800,000
Other	-	-	-	-	-	$ -
Total	$ 800,000	$ 1,000,000	$ -	$ -	$ -	$ 1,800,000
Operating Cost Impact	N/Q*	N/Q*	N/Q*	N/Q*	N/Q*	N/Q*

N/Q = Not Quantifiable

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: WE Energies and Former Water Treatment Plant Property - West Water Street Redevelopment

PROJECT DESCRIPTION

Justification:

The City of Appleton Water Utility sold back to We Energies the portion of the former water treatment plant property along West Water Street that was used previously by the company as a manufactured gas plant. The sale provided We Energies with complete control of the property to conduct testing/sampling and prepare for the remediation of the property. Remediation of the site began in August 2003 and is anticipated to be complete by the end of 2006.

The sale of the property to We Energies was finalized in 1999 and the sale documents included a buy-back provision for the City of Appleton upon completion of the site remediation. This provision stated that the City could buy the property back at the greater of $107,000 or an appraised value for the property if the City of Appleton demanded a new appraisal. The 2007 CIP request includes the $107,000 anticipated for the repurchase of the We Energies property.

The 2007 CIP request also includes $500,000 for the demolition of the former water treatment plant structures and foundations, in addition to pre-demolition engineering and specifications work related to the stability of West Water Street.

Funding options could include evaluation of reopening Tax Increment Financing District #2 (TIF #2) for the expenditure period of the TIF (as allowed under revised TIF State Statutes) for the City to recapture at least a portion of its investment through increased property tax valuation on the commercial development or creating a new district.

Discussion of operating cost impact:

The final impact on operating costs is undetermined at this time since the final use for the property has not been identified. If the property remains in City ownership, then upkeep and maintenance costs would impact the City's operating costs. If the property (or at least a portion of the property) would be transferred for a redevelopment project, the City would not assume operating costs for the property. The Focus Fox River: A Master Plan identifies the development of a park on at least a portion of the combined site.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
Econ Dev	Site Acquisition	-	107,000	-	-	-	$ 107,000
Econ Dev	Engineering and specifications	-	20,000	-	-	-	$ 20,000
Econ Dev	Demolition	-	500,000	-	-	-	$ 500,000
Total - Riverfront Initiatives Capital Projects Fund		$ -	$ 627,000	$ -	$ -	$ -	$ 627,000

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	20,000	-	-	-	$ 20,000
Land Acquisition	-	107,000	-	-	-	$ 107,000
Construction/Demolition	-	500,000	-	-	-	$ 500,000
Other	-	-	-	-	-	$ -
Total	$ -	$ 627,000	$ -	$ -	$ -	$ 627,000
Operating Cost Impact	N/Q*	N/Q*	N/Q*	N/Q*	N/Q*	N/Q*

N/Q = Not Quantifiable

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION
Project Title: Bridge Improvements

PROJECT DESCRIPTION

Justification:

Old Oneida Street over Navigation Canal ($320,000 plus $45,000 in 2005)
The existing structural, mechanical and electrical systems are in a degraded condition and need extensive rehabilitation to return to operative condition. This project will receive 80% cost sharing from the state. The cost summary reflects the anticipated cost share. Construction should be completed before the College Avenue bridge is closed for replacement in 2008-2009.

Lawe Street over the Navigation Canal ($711,00 plus $91,000 in 2005)
The existing structural, mechanical and electrical systems are in a degraded condition and need extensive rehabilitation to return to operative condition. This project will receive 80% cost sharing from the state. The cost summary reflects the anticipated cost share. Construction should be completed before the College Avenue bridge is closed for replacement in 2008-2009.

Lawe Street Bridge over the Fox River ($36,000 plus $300,000 in out-years)
The existing concrete decks are partially delaminated. It is anticipated that this bridge will be eligible for state bridge grant funds for a deck replacement after the next application cycle in 2007. The cost summary reflects the anticipated 80% state cost share.

Olde Oneida Street over the Fox River ($323,800)
The existing concrete deck is partially delaminated and requires replacement. The deck was previously overlaid in 1976 but it is too deteriorated to overlay a second time. Structural steel members are corroded and need painting. It is anticipated that this project will receive 80% cost sharing from the state. The cost summary reflects the anticipated cost share. Construction should occur after construction on the College Avenue is completed in 2009. This cost reflects the anticipated cost share.

Prospect Avenue over Jackman Street ($150,000)
The existing structure is in a generally degraded condition and should be replaced. Delay of replacement may result in increased maintenance costs, the likely imposition of weight limitations, and rough ride surfaces. Construction should not occur until completion of the College Avenue bridge project. It is anticipated that this project will receive 80% cost sharing from the state. The cost summary reflects the anticipated cost share.

Design costs for the above stated projects are shown in the first year of the project with construction in a subsequent year.

Discussion of operating cost impact:

Preliminary operating cost estimate for returning lift bridges to operation is $70,000 per year.

DEPARTMENT COST SUMMARY

DEPARTMENT PHASE	2006	2007	2008	2009	2010	Total
Public Works						
Lawe St over Fox River	-	-	-	-	36,000	$ 36,000
Olde Oneida St over Fox River	-	-	32,800	-	291,000	$ 323,800
Prospect Ave over Jackman	-	-	-	16,000	134,000	$ 150,000
Olde Oneida St over Navigation Canal	320,000	-	-	-	-	$ 320,000
Lawe St over Navigation Canal	711,000	-	-	-	-	$ 711,000
Total - Bridge Improvements Projects Fund	$ 1,031,000	$ -	$ 32,800	$ 16,000	$ 461,000	$ 1,540,800

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	1,031,000	-	32,800	16,000	461,000	$ 1,540,800
Other	-	-	-	-	-	$ -
Total	$ 1,031,000	$ -	$ 32,800	$ 16,000	$ 461,000	$ 1,540,800
Operating Cost Impact	$ -	$ -	$ 70,000	$ 70,000	$ 70,000	$ 210,000

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION
Project Title: Asphalt Paving Program

PROJECT DESCRIPTION

Justification:

The following is a summary of the cost associated with the streets identified for reconstruction this year. A five year plan detailing this and future years' projects follows this summary page.

Discussion of operating cost impact:

Reconstruction is performed based upon the existing condition and expected useful remaining life of the street. However, budget constraints limit the number of streets which can be reconstructed annually to an amount less than that which actually meets the criteria for reconstruction.

Typically, less than 1% of our streets are reconstructed on an annual basis. This fact, coupled with new streets added annually to the system results in no overall reduction in our city-wide street maintenance costs.

DEPARTMENT COST SUMMARY

DEPARTMENT PHASE	2006	2007	2008	2009	2010	Total
Public Works - Reconstruction **General Fund**	$ 893,149	$ 1,335,327	$ 1,438,455	$ 1,013,284	$ 572,218	$ 5,252,433
Public Works - Construction **Subdivision**	677,944	472,586	687,385	694,058	700,731	$ 3,232,704
Total - Asphalt Paving Program	$ 1,571,093	$ 1,807,913	$ 2,125,840	$ 1,707,342	$ 1,272,949	$ 8,485,137

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	1,240,378	1,310,823	1,678,379	1,391,277	1,093,193	$ 6,714,050
Other	330,715	487,090	447,461	316,065	179,756	$ 1,761,087
Total	$ 1,571,093	$ 1,797,913	$ 2,125,840	$ 1,707,342	$ 1,272,949	$ 8,475,137
Operating Cost Impact	$ -	$ -	$ -	$ -	$ -	$ -

CITY OF APPLETON 2006 BUDGET
DEPARTMENT OF PUBLIC WORKS
ASPHALT PAVEMENT CAPITAL IMPROVEMENTS PROGRAM

2006	Street	From	To	General Fund Asphalt	Sub-division	Total Cost	Developer Escrow Account
Labor Pool				227,097	52,363	279,460	51,255
						-	
Following Grade and Gravel	Clear Water Creek Subd	escrowed funding				-	101,811
	Emerald Valley 1 Subd	escrowed funding				-	104,360
	Applecart Dr	Ashbury Dr	Benvalley Dr		6,399	6,399	
	Benvalley Dr	Applebend Dr	Sourapple Dr		36,263	36,263	
	Sourapple Dr	Ashbury Dr	Benvalley Dr		6,399	6,399	
	Applehill Blvd	Purdy Parkway	Apple Creek Road		86,152	86,152	
	Incline Way	Palladium Court	Applehill Blvd		45,927	45,927	
	Palladium Court	Apple Hill Blvd	cul-de-sac		17,065	17,065	
	Mackville Rd	Ballard Rd	Purdy Parkway		10,452	10,452	
	Purdy Parkway	Mackville Rd	Apple Hill Blvd		46,792	46,792	
	Smoketree Trail	Apple Hill Blvd	Purdy Parkway		43,516	43,516	
	Street 1	Smoketree Trail	cul-de-sac		40,128	40,128	
	Street 2	Purdy Parkway	Street 1		11,997	11,997	
	Street 3	Purdy Parkway	cul-de-sac		6,399	6,399	
	Street 4	Street 2	cul-de-sac		10,666	10,666	
	Subtotal			**-**	**368,155**	**368,155**	**206,171**
Total Reconstruction	Highland Ave	Linwood Ave	Badger Ave	98,500		98,500	
	Ida St	North St	Pacific St	48,000		48,000	
	Oakcrest Dr	Prospect Ave	Lehmann La	141,000		141,000	
	Outagamie Ct	Highland Ave	Packard St	115,000		115,000	
	Schneider Pl	Douglas St	Badger Ave	47,000		47,000	
	Spring St	Mason St	Linwood Ave	216,552		216,552	
						-	
	Subtotal			**666,052**		**666,052**	
Total Asphalt Pavement				$ 893,149	$ 420,518	$ 1,313,667	$ 257,426

2007	Street	From	To	General Fund Asphalt	Sub-division	Total Cost	Developer Escrow Account
Labor Pool				487,090		487,090	
Following Grade and Gravel	Nesting Meadows 3 subd	escrowed funding				-	78,764
	New Subdivisions	escrowed funding				-	393,822
	Subtotal			**-**	**-**	**-**	**472,586**
Overlay	Memorial Dr (STH 47)	Valley Road	Calumet St - 100' s/o	**10,000**		10,000	
	Subtotal			**10,000**	**-**	**10,000**	
Total Reconstruction	Appleton St	Wisconsin Ave	Parkway Blvd	175,926		175,926	
	Brewster St	Drew St	Meade St	130,258		130,258	
	Outagamie St	Cedar St	Prospect Ave	180,357		180,357	
	Spring St	Linwood Ave	Richmond St (STH 47)	220,436		220,436	
	Summer St	Badger Ave	Gillett St	131,260		131,260	
	Subtotal			**838,237**		**838,237**	
Total Asphalt Pavement				$ 1,335,327	$ -	$ 1,335,327	$ 472,586

CITY OF APPLETON 2006 BUDGET
DEPARTMENT OF PUBLIC WORKS
ASPHALT PAVEMENT CAPITAL IMPROVEMENTS PROGRAM

2008	Street	From	To	General Fund Asphalt	Sub-division	Total Cost	Developer Escrow Account
Labor Pool				444,635	2,826	447,461	
Following Grade and Gravel	New Subdivisions	escrowed funding					662,805
	New Subdivisions	non escrowed			21,754	21,754	
	Subtotal				**21,754**	**21,754**	**662,805**
Partial Reconstruction						-	
	Subtotal			**-**		**-**	
Total Reconstruction	Coolidge Ave	Oneida St	Jackson St	161,154		161,154	
	Gillett St	Brewster St	Taylor St	152,994		152,994	
	Gillett St	Wisconsin Ave	Brewster St	59,158		59,158	
	Kimball St	Morrison St	Oak St	8,006		8,006	
	Oak St	Lawrence St	Kimball St	9,850		9,850	
	Pine St	Outagamie St	Mason St	67,317		67,317	
	Rogers Ave	Outagamie St	Mason St	67,317		67,317	
	State St	College Ave	Wisconsin Ave	468,024		468,024	
	Subtotal			**993,820**		**993,820**	
Total Asphalt Pavement				$ 1,438,455	$ 24,580	$ 1,463,035	$ 662,805

2009	Street	From	To	General Fund Asphalt	Sub-division	Total Cost	Developer Escrow Account
Labor Pool				313,212	2,853	316,065	
Miscellaneous						-	
Surface Restoration	**Subtotal**					**0**	
Following Grade and Gravel	New Subdivisions	escrowed funding					669,240
	New Subdivisions	non escrowed			21,965	21,965	0
	Subtotal			**0**	**21,965**	**21,965**	**669,240**
Partial Reconstruction	Bay St	Marquette St	Pershing St	36,731		36,731	
	Division St	Parkway Blvd	Glendale Ave	39,867		39,867	
	Harding St	Oneida St	Carpenter St	130,350		130,350	
	Heritage Woods Dr	Valley Rd	1390' north	62,264		62,264	
	Madison St	Fremont St - 940' s/o	Calumet St	42,106		42,106	
	Murray Ave	Jackson St	Carpenter St	60,069		60,069	
	Subtotal			**371,387**		**371,387**	
Total Reconstruction	Clark St	Wisconsin Ave	Glendale Ave	216,088		216,088	
	Franklin St	Rankin St	Catherine St	43,847		43,847	
	Hancock St	Rankin St	cds	24,903		24,903	
	Washington St	Rankin St	Catherine St	43,847		43,847	
	Subtotal			**328,685**		**328,685**	
Total Asphalt Pavement				$ 1,013,284	$ 24,818	$ 1,038,102	$ 669,240

2010	Street	From	To	General Fund Asphalt	Sub-division	Total Cost	Developer Escrow Account
Labor Pool				176,876	2,880	179,756	
Following Grade and Gravel	New Subdivisions	escrowed funding					675,675
	New Subdivisions	non escrowed			22,176	22,176	0
	Subtotal			**0**	**22,176**	**22,176**	**675,675**
Partial Reconstruction						-	
						-	
	Subtotal			**-**		**-**	
Total Reconstruction	Chain Dr	Memorial Dr	300' south	69,351		69,351	
	Lawrence St	Outagamie St	Badger Ave	251,540		251,540	
	Pierce Ave	Eighth St	Spencer St	50,671		50,671	
	Pierce Ave	RR tracks	Lawrence St	23,780		23,780	
	Subtotal			**395,342**		**395,342**	
Total Asphalt Pavement				$ 572,218	$ 25,056	$ 597,274	$ 675,675

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION
Project Title: Traffic Control Equipment Improvements

PROJECT DESCRIPTION

Justification:

Unnamed New Traffic Signals)

Based on current and future growth, we anticipate that one additional location will meet traffic signal warrants in years 2007 thru 2010. While several intersections are being closely monitored and are nearing the traffic/crash levels which would satisfy warrants, it is not possible to program specific intersections for specific years at this time. Based on available information at the time this request was prepared, it appears likely that no new signals will be installed in 2006.

Traffic Control Communications Grid

As a result of the planned expansion to the City's traffic communications grid in 2006 (related to the reconstruction of W. College Avenue), minor changes to the Traffic Operations Center's (TOC) primary communications software are planned. This project includes MARC NX software upgrade and an expansion of the traffic communications grid on the Richmond Street corridor to provide improved traffic signal coordination with the newly-reconstructed W. College Avenue. This project will enhance our remote diagnostic capabilities, resulting in improved response times and service to the public. These upgrades will sustain expanded use of the MARC NX and support future Actra software replacement.

School Zone Sign Replacement Mandate

As a result of a federal mandate, highway agencies are required to replace most school zone signage by January 17, 2011, to remain in compliance with federal law. Given current manpower and material funding constraints, this project will need to be completed by a contractor. This project assumes replacement of all existing substandard school zone signage.

Traffic Operation Center (TOC) Software Replacement

Scheduled replacement of the Traffic Operations Center's (TOC) primary communications software will be necessary in 2010 to allow for current and future expansions to the City's traffic control network. The ACTRA software will allow for overall control of the City's expanding traffic control network for the foreseeable future utilizing existing City-owned and Appleton Area Metro Fiber Optic Network (AAMFON) fiber optic communication networks. The current TOC software (MARC NX) is limited to control of 32 intersections and requires the use of costly remote master controllers which do not allow for centralized control, dynamic grouping and adaptability.

Discussion of operating cost impact:

There is no operating cost impact to this project.

DEPARTMENT COST SUMMARY

DEPARTMENT PHASE	2006	2007	2008	2009	2010	Total
Public Works						
Unnamed New Traffic Signal	-	72,000	74,200	76,400	78,700	$ 301,300
School Zone Sign Replacement	-	-	90,000	-	-	$ 90,000
Subtotal - Public Works Capital Projects Fund	-	72,000	164,200	76,400	78,700	$ 391,300
TOC software/communications grid upgrades	30,000	26,000	26,000	26,000	-	$ 108,000
TOC Software Replacement	-	-	-	65,000	-	$ 65,000
Subtotal - Public Works Department	30,000	26,000	26,000	91,000	-	$ 173,000
Total - Public Works Capital Projects	$ 30,000	$ 98,000	$ 190,200	$ 167,400	$ 78,700	$ 564,300

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	30,000	98,000	190,200	167,400	78,700	$ 564,300
Other	-	-	-	-	-	$ -
Total	$ 30,000	$ 98,000	$ 190,200	$ 167,400	$ 78,700	$ 564,300
Operating Cost Impact	$ -	$ -	$ -	$ -	$ -	$ -

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: Concrete Paving Program

PROJECT DESCRIPTION

Justification:

The following is a summary of the costs associated with the streets identified for reconstruction this year. A five year plan detailing this and future years' projects follows this summary page.

Discussion of operating cost impact:

Reconstruction is performed based upon the existing condition and expected useful remaining life of the street. However, budget constraints limit the number of streets which can be reconstructed annually to an amount less than that which actually meets the criteria for reconstruction.

Typically, less than 1% of our streets are reconstructed on an annual basis. This fact, coupled with new streets added annually to the system results in no overall reduction in our city-wide street maintenance costs.

DEPARTMENT COST SUMMARY

DEPARTMENT PHASE	2006	2007	2008	2009	2010	Total
Public Works - Reconstruction **General Fund**	$ 2,076,404	$ 2,343,167	$ 1,963,907	$ 1,737,453	$ 2,685,595	$ 10,806,526
Public Works - Reconstruction **College Avenue Bridge**	240,391	932,168	280,215	3,880,824	-	$ 5,333,598
Public Works - Construction **Subdivision**	1,331,556	2,783,294	2,549,646	1,933,524	2,011,456	$ 10,609,476
Total - Concrete Paving Program	$ 3,648,351	$ 6,058,629	$ 4,793,768	$ 7,551,801	$ 4,697,051	$ 26,749,600

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	269,300	155,000	108,000	150,000	95,000	$ 777,300
Land Acquisition	260,000	890,000	-	-	-	$ 1,150,000
Construction	2,829,095	4,426,767	4,301,802	6,612,283	4,186,977	$ 22,356,924
Other	289,956	586,862	383,966	789,518	415,074	$ 2,465,376
Total	$ 3,648,351	$ 6,058,629	$ 4,793,768	$ 7,551,801	$ 4,697,051	$ 26,749,600
Operating Cost Impact	$ -	$ -	$ -	$ -	$ -	$ -

CITY OF APPLETON 2006 BUDGET
DEPARTMENT OF PUBLIC WORKS
CONCRETE PAVEMENT CAPITAL IMPROVEMENT PROGRAM

2006	Street	From	To	General Fund	College Avenue Bridge	Sub-division Fund	Total Cost
Labor Pool				136,515	6,091	147,350	289,956
Miscellaneous Construction							-
	Subtotal			**-**			**-**
							-
Design	College Ave	Linwood Ave (contam haul)	Richmond St (STH 47)	20,000			20,000
	College Ave	Bridge over Fox River (design)			109,300		109,300
	College Ave	Drew St (roadway design)	Matthias St		100,000		100,000
	Lake Park Rd	Kensington Dr (design)	Plank Rd	20,000			20,000
	Memorial Dr (STH 47)	Fox River (design)	Lawrence St	10,000			10,000
	Wisconsin Ave.	Richmond St (STH 47)	Ballard Rd (CTH E)	10,000			10,000
	Subtotal			**60,000**	**209,300**		**269,300**
Land	College Ave	Bridge (east side)	Christine St		25,000		25,000
	Lake Park Rd	Plank Rd intersection	Round About	100,000			100,000
	Midway Rd	Huckleberry La	Lake Park Rd	135,000			135,000
	Subtotal			**235,000**	**25,000**		**260,000**
New Construction -	Brookshire Dr	Apple Creek Rd	Carrington La			63,148	63,148
non escrowed	Carrington La	Brookshire Dr	Waterford Dr			151,265	151,265
	Carrington La	Tanglewood Dr	Waterford Dr			104,361	104,361
	Crescent La	Thornbrook La	Apple Creek Rd			29,729	29,729
	Fernwood La	Brookshire Dr	Waterford Dr			150,327	150,327
	Haymeadow Ave	Crossing Meadows La	Crossing Meadows La - 480' N/O			56,285	56,285
	Knollwood La	Crossing Meadows La	Apple Creek Rd			198,935	198,935
	Songbird La	Crossing Meadows La	Windcross Dr			134,090	134,090
	Tanglewood Dr	Carrington La	Apple Creek Rd			43,214	43,214
	Thornbrook La	Brookshire Dr	Crescent La			82,261	82,261
	Waterford Dr	Apple Creek Rd	Carrington La			57,871	57,871
	Waterford Dr	Carrington La	Quiet Winds Way			35,674	35,674
	Wayfarer La	Woodridge Dr	Marshall Heights Ave			30,315	30,315
	Windcross Dr	Songbird La	Crossing Meadows La			46,731	46,731
	Subtotal					**1,184,206**	**1,184,206**
Reconstruction	Alley n/o College Ave	State St	State St - w/o	33,000			33,000
	Alley w/o Fountain Ave	Taft Ave	Harding St	75,000			75,000
	Lawe St	College Ave	River	215,000			215,000
	Mason St	Wisconsin Ave	Lindbergh St	715,000			715,000
	College Ave	Badger Ave	Richmond St (STH 47)	301,000			301,000
	College Ave	Linwood Ave - 550' W/O	Badger Ave	305,889			305,889
	Subtotal			**1,644,889**			**1,644,889**
Total Concrete Paving				$ 2,076,404	$ 240,391	$ 1,331,556	$ 3,648,351

2007	Street	From	To	General Fund	College Avenue Bridge	Sub-division Fund	Total Cost	Developer Escrow Account
Labor Pool				163,274	107,168	316,420	586,862	
Consultant	College Ave	bridge over Fox River (design)			25,000		25,000	
	College Ave	Drew St (roadway design)	Matthias St		50,000		50,000	
	Evergreen Dr	Ballard Rd	French Rd	20,000			20,000	
	Memorial Dr (STH 47)	Fox River (design)	Lawrence St	10,000			10,000	
	South Island St	Oneida	Lawe (contam invest)	30,000			30,000	
	Wisconsin Ave.	Richmond St (STH 47)	Ballard Rd (CTH E)	20,000			20,000	
	Subtotal			**80,000**	**75,000**		**155,000**	
							-	
Land	College Ave	John-Walter Int.			250,000		250,000	
	College Ave	Bridge (east side)	Christine St		500,000		500,000	
	Midway Rd	Lake Park Rd	Eisenhower Dr	140,000			140,000	
	Subtotal			**140,000**	**750,000**		**890,000**	
Miscellaneous Construction							-	66,670
New Construction - escrowed	Milestone Ct	Lightning Dr	cds				-	**66,670**
	Subtotal					**-**		
							-	
New Construction -	Apple Creek Rd	Brookshire Dr -125' w/o	Knollwood La			128,728	128,728	
non escrowed	Apple Creek Rd	Knollwood La	Meade St			193,201	193,201	
	Brookshire Dr	Apple Creek Rd	Morning Glory Dr			863,772	863,772	
	Bunting Ct	Crossing Meadows La	cds			32,612	32,612	
	Canvasback Tr	CDS w/o Mary Martin	Providence Ave			131,326	131,326	
	Crossing Meadows La	Haymeadow Ave	Meade St			346,500	346,500	
	Grassmere Ct	Crossing Meadows La	cds			40,515	40,515	
	Hastings Ct	Sheffield La	cds			61,537	61,537	
	Midfield Ct	Crossing Meadows La	cds			19,967	19,967	
	Morning Glory Dr	Brookshire Dr	Knollwood La			128,935	128,935	
	Providence Ave	Evergreen Dr	Windingbrook Dr			179,211	179,211	
	Redcrested Ct	Canvasback La	CDS s/o Canvasback			26,290	26,290	
	Shady Hollow Ct	Windingbrook Dr	cds			35,773	35,773	
	Sheffield La	Knollwood La	Tanglewood Dr			139,098	139,098	
	Tanglewood Dr	Apple Creek Rd	Sheffield La			72,739	72,739	
	Subtotal			**-**		**2,400,204**	**2,400,204**	
New Construction -	Eisenhower Dr	Plank Rd	Calumet St	252,806			252,806	
Not in New Subdivision	Kensington Dr	Calumet St	Lake Park Rd	412,362			412,362	
	Kensington Dr	Lourdes Dr	Calumet St	565,614			565,614	
	Lake Park Rd	Kensington Dr	Plank Rd	66,729			66,729	
	Plank Rd	Eisenhower Dr	Eisenhower Dr - 1744' w/o	215,651			215,651	
	Subtotal			**1,513,162**			**1,513,162**	
Reconstruction	Alley n/o College Ave	Durkee St	Drew St	26,288			26,288	
	Lake Park Rd	Plank Rd intersection	round about	370,400			370,400	
	Packard St	Hickory Farm Lane	Lynndale Dr (CTH A)	50,043			50,043	
	Subtotal			**446,731**			**446,731**	
Total Concrete Paving				$ 2,343,167	$ 932,168	$ 2,716,624	$ 5,991,959	$ 66,670

CITY OF APPLETON 2006 BUDGET
DEPARTMENT OF PUBLIC WORKS
CONCRETE PAVEMENT CAPITAL IMPROVEMENT PROGRAM

2008	Street	From	To	General Fund	College Avenue Bridge	Sub-division Fund	Total Cost	Developer Escrow Account
Labor Pool				136,847	32,215	214,904	383,966	
Design	College Ave	Drew St (roadway design)	Matthias St		38,000		38,000	
	Evergreen Dr	Ballard Rd	French Rd	20,000			20,000	
	South Island St	Oneida	Lawe (land acq)	30,000			30,000	
	Wisconsin Ave.	Richmond St (STH 47)	Ballard Rd (CTH E)	20,000			20,000	
	Subtotal			**70,000**	**38,000**		**108,000**	
New Construction - escrowed	Clearwater Ct	Haymeadow Ave	Haymeadow Ave (205' w/o)				-	43,883
	Clearwater Dr	Haymeadow Ave	Rosemary Rd				-	128,092
	Haymeadow Ave	Edgewood Dr	Morningsun Way				-	35,842
	Morningsun Way	Haymeadow Ave	Rosemary Rd					143,190
	Rosemary Rd	Flintrock Rd	Morningsun Way (325' n/o)					163,930
	Summerland Rd	Morningsun Way	Morningsun Way (350' n/o)					56,250
	Flintrock Rd	Haymeadow Ave	Rosemary Rd				-	109,178
	Subtotal			**-**		**-**	**-**	**680,365**
New Construction - non escrowed	Bellevue Pl	Meade St (South)	Meade St (North)			309,327	309,327	
	Greenleaf Dr	Providence Ave	Windingbrook Dr - 330' W/O			158,028	158,028	
	Orchard Blossom Dr	Christopher Ct	Johann Dr			129,012	129,012	
	Providence Ave	Fallcreek La	Ashbury Dr			183,337	183,337	
	Providence Ave	Windingbrook Dr	Fallcreek La			152,327	152,327	
	Sableridge Dr	Fallcreek La	Altamont Dr			110,725	110,725	
	Sandpiper La	Fallcreek La	Altamont Dr			79,027	79,027	
	Stonebridge Ct	Greenleaf Dr	cds			75,143	75,143	
	Suncastle Ct (formally Farmington Ci)	Tallgrass Dr	cds			35,015	35,015	
	Tallgrass Dr	Knollwood La	Crossing Meadows La			188,751	188,751	
	Telulah Ave	Orchard Blossom Dr	Hulke Dr			60,539	60,539	
	Windingbrook Dr	Greenleaf Dr	Providence Ave			173,146	173,146	
	Subtotal			**-**		**1,654,377**	**1,654,377**	
New Construction -	Midway Rd	Kernan Ave	Huckleberry	300,535			300,535	
	Subtotal			**300,535**			**300,535**	
Reconstruction	Alley n/o Amelia St	Woodmere St	Ballard Rd	71,830			71,830	
	College Ave	Bridge over Fox River			210,000		210,000	
	Division St	Wisconsin Ave	Atlantic St	308,065			308,065	
	Spencer St	Mason St	Badger Ave	519,601			519,601	
	Spencer St	Whitman Ave	Mason St	557,029			557,029	
	Subtotal			**1,456,525**	**210,000**		**1,666,525**	
Total Concrete Paving				$ 1,963,907	$ 280,215	$ 1,869,281	$ 4,113,403	$ 680,365

CITY OF APPLETON 2006 BUDGET
DEPARTMENT OF PUBLIC WORKS
CONCRETE PAVEMENT CAPITAL IMPROVEMENT PROGRAM

2009	Street	From	To	General Fund	College Avenue Bridge	Sub-division Fund	Total Cost
Labor Pool				121,067	446,162	222,289	789,518
							-
Design	College Ave	Drew St	Matthias St		150,000		150,000
	Subtotal			**-**	**150,000**		**150,000**
New Construction -	Altamont Dr	Fallcreek La	Gazebohill Rd			134,638	134,638
non escrowed	Drake La	Ashbury Dr	Mary Martin Dr			185,660	185,660
	Drake La	Mary Martin Dr	Providence Av			84,167	84,167
	Fallcreek La	Providence Ave	Gazebohill Rd			182,002	182,002
	Gazebohill Rd	Fallcreek La	Altamont Dr			145,205	145,205
	Marshall Heights Ave	Evergreen Dr	Wayfarer La			106,668	106,668
	Marshall Heights Ave	Wayfarer La	Olde Sleigh La			76,210	76,210
	Mary Martin Dr	Canvasback La	Drake La			38,294	38,294
	Mary Martin Dr	Drake La	Edgewood Dr (CTH JJ)			80,809	80,809
	Pintail Pl (e/leg)	Pintail Pl (n/leg)	Drake La			49,980	49,980
	Pintail Pl (n/leg)	Pintail Pl (w/leg)	Pintail Pl (e/leg)			28,225	28,225
	Pintail Pl (w/leg)	Drake La	Pintail Pl (n/leg)			49,856	49,856
	Pondview Ct	Meade St	cds			148,928	148,928
	Providence Ave	Ashbury Dr	Edgewood Dr (CTH JJ)			159,100	159,100
	Schuh Rd	Sierra La	CDS			89,885	89,885
	Sierra La	Schuh Rd	Meade St			49,980	49,980
	Springmill La	Gazebohill Rd	Ashbury Dr			23,377	23,377
	Winrowe Ct	Marshall Heights Av	CDS - w/o			78,251	78,251
	Subtotal			**-**	**-**	**1,711,235**	**1,711,235**
New Construction -	Evergreen Dr	Ballard Rd	Providence Ave	130,457			130,457
Not in New Subdivision	Evergreen Dr	Providence Ave	French Rd	77,754			77,754
	Lake Park Rd	Kensington Dr	Calumet St	200,544			200,544
	Subtotal			**408,755**	**-**		**408,755**
Reconstruction	Alley s/o College Ave	Durkee St	Drew St	38,087			38,087
	Alley s/o College Ave	Memorial Dr (STH 47)	State St	33,772			33,772
	Alley s/o College Ave	Morrison St	Durkee St	33,209			33,209
	Alley s/o College Ave	State St	Walnut St	33,772			33,772
	Alley w/o Perkins St	Charles St	Perkins St	45,967			45,967
	College Ave	Drew St	Bridge (west side)		1,033,333		1,033,333
	College Ave	Bridge over Fox River			524,800		524,800
	College Ave	John-Walter Int.			514,167		514,167
	College Ave	Bridge (east side)	Christine St		728,356		728,356
	College Ave	Christine St	Matthias St		484,006		484,006
	Durkee St	Franklin St	North St	101,588			101,588
	E. South River St	Kernan Ave	John St.	26,484			26,484
	John St (CTH KK)	College Ave	E South River St	293,981			293,981
	Packard St	Badger Ave	Richmond St (STH 47)	455,839			455,839
	South Island St	Oneida St - 350' E/O	Lawe St - 130' W/O	116,695			116,695
	Washington St	Bennett St	Story St	28,237			28,237
	Subtotal			**1,207,631**	**3,284,662**		**4,492,293**
Total Concrete Paving				$ 1,737,453	$ 3,880,824	$ 1,933,524	$ 7,551,801

2010	Street	From	To	General Fund	College Avenue Bridge	Sub-division Fund	Total Cost
Labor Pool				183,825		231,249	415,074
Design	Ballard Rd	Wisconsin Ave (Design)	Longview Dr	45,000			45,000
	Valley Road	Chain Dr - design	Forestview	50,000	-		50,000
	Subtotal			**95,000**			**95,000**
New Construction -	Ashbury Dr	Lightning Dr	Providence Ave			474,317	474,317
non escrowed	Benton Dr	Haymeadow Ave	Turnberry Dr			131,725	131,725
	Boyd Ct	Plank Rd	cds			65,028	65,028
	Daybreak Dr	Lourdes Dr	Forest St			100,600	100,600
	Fallcreek La	Providence Ave	Fallview La			41,089	41,089
	Fallview La	Fallcreek La	Glory La			99,355	99,355
	Glenhurst La	Windingbrook Dr	Lightning Dr			193,353	193,353
	Gusty La	Turnberry Dr	Waterford Dr			32,499	32,499
	Hampton Ct	Bedford La	cds			41,730	41,730
	Kernan Ave	Bedford La	Bedford La - 120' S/O			15,940	15,940
	Quietwinds Way	Waterford Dr	Silentwind Way			37,105	37,105
	Ravenswood Ct	Ballard Rd	CDS			53,798	53,798
	Serene Way	Waterford Dr	Silentwind Way			37,728	37,728
	Silentwind Way	Serene Way	Quiet Winds Way			101,970	101,970
	Stratford La	Haymeadow Ave (300' w/o)	Turnberry Dr			142,432	142,432
	Sunshine Dr	Lourdes Dr	Forest St			66,740	66,740
	Waterford Dr	Quietwinds Way	Edgewood Dr (CTH JJ)			144,798	144,798
	Subtotal			-		**1,780,207**	**1,780,207**
							-
New Construction -	Ashbury Dr	Ballard Rd - 275' e/o	Lightning Dr	168,015			168,015
Not in New Subdivision	Association Dr	Richmond St (STH 47)	Capitol Dr	254,980			254,980
	Enterprise Ave	Lightning Dr	Providence Ave (400' w/o)	149,573			149,573
	Glenhurst La	Milestone Dr	Lightning Dr	230,952			230,952
	Glory La	Providence Ave	French Rd	157,698			157,698
	Intertech Ct	Enterprise Ave	cds	87,991			87,991
	Lightning Dr	Enterprise Ave	Evergreen Dr	100,822			100,822
	Lilas Dr	Second St	Everett St	128,680			128,680
	Subtotal			1,278,711			1,278,711
							-
Reconstruction	Glendale Ave	Ballard Rd	Roemer Rd	376,693			376,693
	Washington St	Division St	Durkee St	521,510			521,510
	Memorial Dr (STH 47)	Fox River	Lawrence St	229,856			229,856
	Subtotal			1,128,059			1,128,059
							-
Total Concrete Paving	**Subtotal**			$ 2,685,595	$ -	$ 2,011,456	$ 4,697,051

Note: 2008 and 2009 will have Developer Escrow Accounts but amounts cannot be detailed at this time since they will be on plats approved in 2005 and 2006, respectively.

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: Grade and Gravel Program

PROJECT DESCRIPTION

Justification:

This project is the initial construction phase for new streets. A five year plan detailing specific projects follows this program summary page.

Discussion of operating cost impact:

The exact operating impact of this program is not easily defined. The addition of new streets will require additional operational service requirements, including street maintenance, plowing, etc.

DEPARTMENT COST SUMMARY

DEPARTMENT PHASE	2006	2007	2008	2009	2010	Total
Public Works - Grade & Gravel **General Fund**	$ 127,987	$ -	$ 549,965	$ 873,588	$ 603,187	$ 2,154,727
Public Works - Grade & Gravel **Ind. Park Land**	373,845	-	-	-	-	$ 373,845
Public Works - Grade & Gravel **TIF # 6**	808,465	-	-	-	-	$ 808,465
Total - Grade & Gravel Program	$ 1,310,297	$ -	$ 549,965	$ 873,588	$ 603,187	$ 3,337,037

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	1,239,850	-	511,500	812,489	561,000	$ 3,124,839
Other	70,447	-	38,465	61,099	42,187	$ 212,198
Total	$ 1,310,297	$ -	$ 549,965	$ 873,588	$ 603,187	$ 3,337,037
Operating Cost Impact	N/Q	N/Q	N/Q	N/Q	N/Q	N/Q

N/Q = Not Quantifiable

CITY OF APPLETON 2006 BUDGET
DEPARTMENT OF PUBLIC WORKS
GRADE & GRAVEL PROGRAM

2006	Street	From	To	General Fund	Industrial Park Land Fund	TIF # 6	Total Cost
Labor Pool				8,714	27,629	34,104	70,447
Grade & Gravel	Ashbury Dr	Providence Ave	French Rd	82,800			82,800
	Eisenhower Dr	Endeavor Dr	Midway Rd		102,240	217,260	319,500
	Midway Rd	Eisenhower Dr	Coop Rd		141,750		141,750
	Quest Dr	Road "F"	cul de sac			74,187	74,187
	Road "F"	Quest Dr	Road "I"			52,600	52,600
	Road "I"	Vantage Dr	Road "F"			74,200	74,200
	Subtotal			**82,800**	**243,990**	**418,247**	**745,037**
Temporary Surface Following Grade & Gravel	Ashbury Dr	Providence Ave	French Rd	36,473			36,473
	Eisenhower Dr	Endeavor Dr	Midway Rd		43,450	92,331	135,781
	Midway Rd	Eisenhower Dr	Coop Rd		58,776		58,776
	Lakeland Dr	Endeavor Dr	Road "C"			30,394	30,394
	Plank Rd	Lake Park Rd	K2B pond			70,779	70,779
	Quest Dr	Plank Rd	cul de sac			54,710	54,710
	Quest Dr	Road "F"	cul de sac			17,325	17,325
	Road "F"	Quest Dr	Road "I"			23,100	23,100
	Road "I"	Vantage Dr	Raod "F"			32,522	32,522
	Vantage Dr	Lakeland Dr	Quest Dr			34,953	34,953
	Subtotal			**36,473**	**102,226**	**356,114**	**494,813**
Total				$ 127,987	$ 373,845	$ 808,465	$ 1,310,297

2007	Street	From	To	General Fund	Industrial Park Land Fund	TIF # 6	Total Cost
	No known projects for 2007						
Total				$ -		$ -	$ -

2008	Street	From	To	General Fund	Industrial Park Land Fund	TIF # 6	Total Cost
Labor Pool				38,465			38,465
Grade & Gravel	Midway Rd	Huckleberry La	Lake Park Rd	345,000			345,000
	Subtotal			**345,000**	**-**	**-**	**345,000**
Temporary Surface Following Grade & Gravel	Midway Rd	Huckleberry La	Lake Park Rd	166,500			166,500
							-
	Subtotal			**166,500**	**-**	**-**	**166,500**
Total				$ 549,965	$ -	$ -	$ 549,965

2009	Street	From	To	General Fund	Industrial Park Land Fund	TIF # 6	Total Cost
Labor Pool				61,099			61,099
Grade & Gravel	Lake Park Rd	Plank Rd	Midway Rd	230,000			230,000
	Midway Rd	Lake Park Rd	Eisenhower Dr	368,000			368,000
	Subtotal			**598,000**	**-**	**-**	**598,000**
Temporary Surface Following Grade & Gravel	Lake Park Rd	Plank Rd	Midway Rd	73,382			73,382
	Midway Rd	Lake Park Rd	Eisenhower Dr	141,107			141,107
	Subtotal			**214,489**	**-**	**-**	**214,489**
Total				$ 873,588	$ -	$ -	$ 873,588

2010	Street	From	To	General Fund	Industrial Park Land Fund	TIF # 6	Total Cost
Labor Pool				42,187			42,187
Grade & Gravel	French Rd	USH 41	Edgewood Dr (CTH JJ)	561,000			561,000
	Subtotal			**561,000**	**-**	**-**	**561,000**
Total				$ 603,187	$ -	$ -	$ 603,187

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: Sidewalk Program

PROJECT DESCRIPTION

Justification:

The total cost of sidewalk replacement and new construction is presented. A five year plan detailing specific projects follows this program summary page.

Discussion of operating cost impact:

The operating impact of this program is minimal. Additional cost of installing new sidewalks will appear in future years as replacements become necessary.

DEPARTMENT COST SUMMARY

DEPARTMENT PHASE	2006	2007	2008	2009	2010	Total
Public Works - Sidewalks **General Fund**	$ 587,740	$ 1,071,463	$ 985,791	$ 1,349,073	$ 1,001,963	$ 4,996,030
Public Works - Sidewalks **Subdivisions**	117,905	154,400	148,785	148,254	154,762	$ 724,106
Total - Sidewalk Program	$ 705,645	$ 1,225,863	$ 1,134,576	$ 1,497,327	$ 1,156,725	$ 5,720,136

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	-				$ -
Land Acquisition	-	-				$ -
Construction	568,560	1,006,980	932,420	1,227,038	950,846	$ 4,685,844
Other	137,085	218,883	202,156	270,289	205,879	$ 1,034,292
Total	$ 705,645	$ 1,225,863	$ 1,134,576	$ 1,497,327	$ 1,156,725	$ 5,720,136
Operating Cost Impact	$ -	$ -	$ -	$ -	$ -	$ -

CITY OF APPLETON 2006 BUDGET
DEPARTMENT OF PUBLIC WORKS
Sidewalk Construction Capital Improvement Program

2006	General Fund	Subdiv. Fund	Total Cost
Labor Pool	123,680	13,405	137,085
Sidewalk Construction			
Green Dot	210,000		210,000
General	50,000		50,000
Patch Contract	112,000		112,000
Reconstruction - Concrete	51,920		51,920
Reconstruction - Asphalt	52,140		52,140
Subtotal	476,060		**476,060**
New Sidewalk Construction			
New Concrete			-
New Subdivision		34,500	34,500
New Subdivision - 6 Month		70,000	70,000
Arterial Street	60,000		60,000
Subtotal	60,000	**104,500**	**164,500**
Less allocation to Utilities	**(72,000)**		**(72,000)**
Total	$ 587,740	$ 117,905	$ 705,645

2009	General Fund	Subdiv. Fund	Total Cost
Labor Pool	253,245	17,044	270,289
Sidewalk Construction			
Green Dot	220,000		220,000
General	50,000		50,000
Patch Contract	138,500		138,500
Reconstruction - Concrete	250,712		250,712
Reconstruction - Asphalt	195,216		195,216
Subtotal	**854,428**		**854,428**
New Sidewalk Construction			
New Concrete	141,400		141,400
New Subdivision		131,210	131,210
New Subdivision - 6 Month			-
Arterial Street	100,000		100,000
Subtotal	**241,400**	**131,210**	**372,610**
Total	$ 1,349,073	$ 148,254	$ 1,497,327

2007	General Fund	Subdiv. Fund	Total Cost
Labor Pool	201,133	17,750	218,883
Sidewalk Construction			
Green Dot	220,000		220,000
General	50,000		50,000
Patch Contract	128,500		128,500
Reconstruction - Concrete	41,250		41,250
Reconstruction - Asphalt	173,760		173,760
Subtotal	**613,510**		**613,510**
New Sidewalk Construction			
New Concrete	206,820		206,820
New Subdivision		76,650	76,650
New Subdivision - 6 Month		60,000	60,000
Arterial Street	50,000		50,000
Subtotal	**256,820**	**136,650**	**393,470**
Total	$ 1,071,463	$ 154,400	$ 1,225,863

2010	General Fund	Subdiv. Fund	Total Cost
Labor Pool	188,087	17,792	205,879
Sidewalk Construction			
Green Dot	220,000		220,000
General	50,000		50,000
Patch Contract	134,500		134,500
Reconstruction - Concrete	101,600		101,600
Reconstruction - Asphalt	58,416		58,416
Subtotal	**564,516**		**564,516**
New Sidewalk Construction			
New Concrete	195,360		195,360
New Subdivision		136,970	136,970
New Subdivision - 6 Month			-
Arterial Street	54,000		54,000
Subtotal	**249,360**	**136,970**	**386,330**
Total	$ 1,001,963	$ 154,762	$ 1,156,725

2008	General Fund	Subdiv. Fund	Total Cost
Labor Pool	185,051	17,105	202,156
Sidewalk Construction			
Green Dot	220,000		220,000
General	50,000		50,000
Patch Contract	138,500		138,500
Reconstruction - Concrete	110,720		110,720
Reconstruction - Asphalt	151,520		151,520
Subtotal	**670,740**		**670,740**
New Sidewalk Construction			
New Concrete	40,000		40,000
New Subdivision		101,680	101,680
New Subdivision - 6 Month		30,000	30,000
Arterial Street	90,000		90,000
Subtotal	**130,000**	**131,680**	**261,680**
Total	$ 985,791	$ 148,785	$ 1,134,576

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: Stormwater Program

PROJECT DESCRIPTION

Justification:

The following is a summary of costs associated with replacing and adding to the stormwater system. A five year plan detailing this and future years' projects follows this summary.

Discussion of operating cost impact:

Reconstruction is performed based upon the existing condition and expected useful remaining life of the stormwater structure (primarily stormsewers and detention ponds). However, budget constraints limit the number of stormwater structures which can be reconstructed annually to an amount less than that which actually meets the criteria for reconstruction.

Typically, less than 1% of our stormwater structures are reconstructed on an annual basis. This fact, coupled with new structures added annually to the system results in no overall reduction in our city-wide stormwater maintenance costs.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
Stormwater **Stormwater Utility**	Construction	$ 8,513,188	$ 6,494,814	$ 8,214,905	$ 6,722,391	$ 11,796,961	$ 41,742,259
Stormwater **Ind. Park Land**	Construction	284,439	-	-	-	-	$ 284,439
Stormwater **TIF # 6**	Construction	475,763	-	-	-	-	$ 475,763
Total - Stormwater Program		$ 9,273,390	$ 6,494,814	$ 8,214,905	$ 6,722,391	$ 11,796,961	$ 42,502,461

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	380,000	355,000	565,000	530,000	375,000	$ 2,205,000
Land Acquisition	10,000	285,000	10,000	295,000		$ 600,000
Construction	8,635,483	5,682,833	7,422,375	5,719,384	11,109,581	$ 38,569,656
Other	247,907	171,981	217,530	178,007	312,380	$ 1,127,805
Total	$ 9,273,390	$ 6,494,814	$ 8,214,905	$ 6,722,391	$ 11,796,961	$ 42,502,461
Operating Cost Impact	$ -	$ -	$ -	$ -	$ -	$ -

CITY OF APPLETON 2006 BUDGET
DEPARTMENT OF PUBLIC WORKS
STORM SEWER CAPITAL CONSTRUCTION PROGRAM

2006	Street	From	To	Storm-water Utility	Industrial Park Land Fund	TIF #6	Total Cost
Labor Pool				230,180	6,389	11,338	247,907
Design	Memorial Park North Pond 1	Design & Permitting		75,000			75,000
	Midway Rd	Huckleberry La (Design & Permitt	Lake Park Rd	30,000			30,000
	SE Basin Retrofit	Design & Permitting		100,000			100,000
	Subtotal			**205,000**	**-**	**-**	**205,000**
Consulting Services	Construction Services			175,000			175,000
	Subtotal			**175,000**	**-**	**-**	**175,000**
Land Acquisition	Land Acquisition Services			10,000			10,000
	Subtotal			**10,000**	**-**	**-**	**10,000**
Miscellaneous Construction	Sump Pump Storm Sewer Program/Backyard Drainage Problems			200,000			200,000
	Storm Laterals, Manholes, Inlets, Mini's Prior to Paving			579,504			579,504
	Surface Restoration	From 2005 Mini Sewer program		75,000			75,000
	Coop Road Pond	Phase I			49,000	51,000	100,000
	MSB water quality device			100,000			100,000
	Valley Transit Bio filtration			71,000			71,000
	Subtotal			**1,025,504**	**49,000**	**51,000**	**1,125,504**
New Construction	Alley w/o Fountain Ave	Taft Ave	Harding St	15,600			15,600
	Eisenhower Dr	Endeavor Dr	Midway Rd		127,800	271,575	399,375
	Midway Rd	Eisenhower Dr	Coop Rd		101,250		101,250
	Quest Dr (formally Southview)	Road "F"	cul de sac			52,200	52,200
	Road "F"	Quest Dr (formally Southview)	Road "I"			40,700	40,700
	Road "I"	Vantage Dr	Road "F"			48,950	48,950
	Subtotal			**15,600**	**229,050**	**413,425**	**658,075**
Reconstruction	Appleton St	Wisconsin Ave	Parkway Blvd	85,100			85,100
	Brewster St	Drew St	Meade St	42,900			42,900
	Meade St	Pacific St.	Wisconsin Ave	3,045,000			3,045,000
	Outagamie St	Cedar St	Prospect Ave	94,440			94,440
	Pacific St	Meade St	Peabody Park	3,045,000			3,045,000
	Seymour St	Bouten St	Bouten St (60' e/o)	6,000			6,000
	Spring St	Mason St	Richmond St (STH 47)	446,434			446,434
	Summer St	Badger Ave	Gillett St	87,030			87,030
	Subtotal			**6,851,904**	**-**	**-**	**6,851,904**
Total				$ 8,513,188	$ 284,439	$ 475,763	$ 9,273,390

CITY OF APPLETON 2006 BUDGET
DEPARTMENT OF PUBLIC WORKS
STORM SEWER CAPITAL CONSTRUCTION PROGRAM

2007	Street	From	To	Storm-water Utility
Labor Pool				171,981
Design	Midway Rd treatment device	Design & Permitting		30,000
	South Island St	Design & Permitting		100,000
	Valley Fair Mall Pond	Design & Permitting		75,000
	Subtotal			**205,000**
Consulting Services	Construction Services			150,000
	Subtotal			**150,000**
Land Acquisition	Land Acquisition Services			10,000
	Valley Fair Mall Pond	Land		275,000
	Subtotal			**285,000**
Miscellaneous Construction	Sump Pump Storm Sewer Program/Backyard Drainage Problems			200,000
	Storm Laterals, Manholes, Inlets, Mini's Prior to Paving			524,268
	Surface Restoration	From 2006 Mini Sewer program		75,000
	Memorial Park North Pond 1			800,000
	STH "441" / Pershing Pond			875,000
	Subtotal			**2,474,268**
New Construction	Midway Rd	Huckleberry La	Lake Park Rd	199,500
	Subtotal			**199,500**
Reconstruction	Atlantic St (I)	Meade St	Peabody Park	1,250,000
	Coolidge Ave	Oneida St	Jackson St	33,710
	Division St	Wisconsin Ave	Atlantic St	179,485
	Gillett St	Brewster St	Taylor St	36,060
	Gillett St	Wisconsin Ave	Brewster St	45,755
	Kimball St	Morrison St	Oak St	17,000
	Oak St	Lawrence St	Kimball St	22,950
	Pine St	Outagamie St	Mason St	17,890
	Rogers Ave	Outagamie St	Mason St	6,355
	Spencer St	Mason St	Badger Ave	772,125
	Spencer St	Whitman Ave	Mason St	272,500
	State St	College Ave	Wisconsin Ave	355,235
	Subtotal			**3,009,065**
Total				$ 6,494,814

CITY OF APPLETON 2006 BUDGET
DEPARTMENT OF PUBLIC WORKS
STORM SEWER CAPITAL CONSTRUCTION PROGRAM

2008	Street	From	To	Storm-water Utility
Labor Pool				217,530
Design	Apple Creek relocation n/o CTH JJ	Design & Permitting		75,000
	Conkey Pond	Design & Permitting		75,000
	Memorial Park North Pond 2	Design & Permitting		75,000
	Mud Creek North pond	Design & Permitting		50,000
	Northland Creek UUFT's ultra urban filtratio	Design & Permitting		100,000
	Subtotal			**375,000**
Consulting Services	Construction Services			190,000
	Subtotal			**190,000**
Land Acquisition	Land Acquisition Services			10,000
	Subtotal			**10,000**
Miscellaneous Construction	Sump Pump Storm Sewer Program/Backyard Drainage Problems			200,000
	Storm Laterals, Manholes, Inlets, Mini's Prior to Paving			751,728
	Surface Restoration	From 2007 Mini Sewer program		80,000
	Midway Road Treatment device			50,000
	Northland Creek UUFT's			240,000
	SE Basin Retrofit			1,600,000
	Valley Fair Mall Pond			850,000
	Subtotal			**3,771,728**
New Construction	Lake Park Rd	Plank Rd	Midway Rd	360,000
	Midway Rd	Lake Park Rd	Eisenhower Dr	300,000
	Subtotal			**660,000**
Reconstruction	Alley s/o College Ave	Durkee St	Drew St	4,060
	Alley s/o College Ave	Memorial Dr (STH 47)	State St	3,600
	Alley s/o College Ave	Morrison St	Durkee St	3,540
	Alley s/o College Ave	State St	Walnut St	3,600
	Alley w/o Perkins St	Charles St	Perkins St	4,900
	Atlantic St (I)	Meade Street	Durkee Street	1,150,000
	Bay St	Marquette St	Pershing St	23,145
	Clark St	Wisconsin Ave	Glendale Ave	133,095
	Division St	Parkway Blvd	Glendale Ave	46,090
	Durkee St	Franklin St	North St	26,955
	E. South River St	Kernan Ave	John St	7,285
	Franklin St	Rankin St	Catherine St	50,000
	Hancock St	Rankin St	cds	21,650
	Harding St	Oneida St	Carpenter St	137,760
	John St (CTH KK)	College Ave	E South River St	52,500
	Madison St	Fremont St - 940' s/o	Calumet St	30,395
	Murray Ave	Jackson St	Carpenter St	15,415
	Packard St	Badger Ave	Richmond St (STH 47)	20,957
	South Island St	Olde Oneida St	Vulcan St	770,000
	Washington St	Bennett St	Story St	39,200
	Washington St	Rankin St	Catherine St	59,500
	Subtotal			**2,603,647**
College Ave. Bridge	College Ave	Drew St	Bridge (west side)	36,650
Related	College Ave	Bridge (east side)	Christine St	249,600
Construction	College Ave	Christine St	Matthias St	100,750
	Subtotal			**387,000**
Total				$ 8,214,905

CITY OF APPLETON 2006 BUDGET
DEPARTMENT OF PUBLIC WORKS
STORM SEWER CAPITAL CONSTRUCTION PROGRAM

2009	Street	From	To	Storm-water Utility
Labor Pool				178,007
Design	Bellaire Ravine Erosion	Design & Permitting		50,000
	French Road bridge @ CTH JJ	Design & Permitting		40,000
	Lightning Dr bridge @ CTH JJ	Design & Permitting		40,000
	Memorial Park south pond	Design & Permitting		75,000
	Opportunity UUFT's ultra urban filtration dev	Design & Permitting		50,000
	Providence Ave bridge @ CTH JJ	Design & Permitting		40,000
	Theodore St storage	Design & Permitting		50,000
	Subtotal			**345,000**
Consulting Services	Construction Services			175,000
	Land Acquisition Services			10,000
	Subtotal			**185,000**
Land Acquisition	Apple Creek relocation n/o CTH JJ	French Rd (2200' w/o)	French Rd	125,000
	Mud Creek north pond			170,000
	Subtotal			**295,000**
Miscellaneous Construction	Sump Pump Storm Sewer Program/Backyard Drainage Problems			200,000
	Storm Laterals, Manholes, Inlets, Mini's Prior to Paving			493,364
	Surface Restoration	From 2008 Mini Sewer		80,000
	Conkey pond			2,700,000
	Memorial Park north pond 2			675,000
	Northland Creek UUFT's			545,000
	Opportunity UUFT's			250,000
	Subtotal			4,943,364
New Storm Sewers	Daybreak Dr	Lourdes Dr	Lourdes Dr - 200' n/o	18,900
	Subtotal			**18,900**
Reconstruction	Chain Dr	Memotial Dr	300' south	7,120
	Glendale Ave	Ballard Rd	Roemer Rd	50,000
	Hancock St	Meade St.	350' east	54,250
	Lawrence St	Outagamie St	Badger Ave	192,000
	Memorial Dr (STH 47)	Fox River	Lawrence St	399,500
	Pierce Ave	Eighth St	Spencer St	12,600
	Washington St	Division St (Appleton St actual)	Durkee St (Oneida St actua	41,650
	Subtotal			**757,120**
Total				$ 6,722,391

CITY OF APPLETON 2006 BUDGET
DEPARTMENT OF PUBLIC WORKS
STORM SEWER CAPITAL CONSTRUCTION PROGRAM

2010	Street	From	To	Storm-water Utility
Labor Pool				312,380
Design	Apple Creek Aquatic Habitat	Design & Permitting		40,000
	Coop Rd pond phase II	Design & Permitting		50,000
	Opportunity UUFT's ultra urban filtration dev	Design & Permitting		50,000
	Reid Golf Course pond	Design & Permitting		50,000
	Subtotal			**190,000**
Consulting Services	Construction Services			175,000
	Land Acquisition Services			10,000
	Subtotal			**185,000**
Land Acquisition				
				-
	Subtotal			
Miscellaneous Construction	Sump Pump Storm Sewer Program/Backyard Drainage Problems			200,000
	Storm Laterals, Manholes, Inlets, Mini's Prior to Paving			588,681
	Surface Restoration	From 2009 Mini Sewer program		85,000
	Apple Creek relocation n/o CTH JJ	French Rd (2200' w/o)	French Rd	1,270,000
	Bellaire Ravine Erosion Mitigation			200,000
	French Road bridge @ CTH JJ	Bridge @	Edgewood Dr (CTH JJ)	210,000
	Lightning Dr bridge @ CTH JJ	Bridge @	Edgewood Dr (CTH JJ) n/o	210,000
	Memorial Park south pond			2,300,000
	Opportunity UUFT's			250,000
	Providence Ave bridge @ CTH JJ	Bridge @	Edgewood Dr (CTH JJ) n/o	210,000
	Theodore St storage			2,450,000
	Subtotal			**7,973,681**
New Storm Sewers	French Rd	USH 41	Edgewood Dr (CTH JJ)	660,000
	Subtotal			**660,000**
Reconstruction	Adams St	Seymour St	Verbrick St - s/o	115,200
	Ballard Rd	Wisconsin Ave	Longview St	742,500
	Fourth St	Outagamie St	Mason St	52,500
	Spring St	Drew St	Meade St	772,500
	Wisconsin Ave	Meade St	Ballard Rd (CTH E)	475,200
	Wisconsin Ave	Richmond St (STH 47)	Meade St	318,000
	Subtotal			**2,475,900**
Total				$ 11,796,961

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: Watermain Program

PROJECT DESCRIPTION

Justification:

The following is a summary of costs associated with replacing and adding watermains. A five year plan detailing this and future years' projects follows this summary.

Discussion of operating cost impact:

Reconstruction is performed based upon the existing condition and expected useful remaining life of the watermain. However, budget constraints limit the number of watermains which can be reconstructed annually to an amount less than that which actually meets the criteria for reconstruction.

Typically, less than 1% of our watermains are reconstructed on an annual basis. This fact, coupled with new watermains added annually to the system results in no overall reduction in our city-wide watermain maintenance costs.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
Water Dist. **Water Utility**	Construction	$ 4,745,185	$ 6,539,560	$ 9,334,863	$ 6,651,960	$ 6,590,300	$ 33,861,868
Water Dist. **Ind. Park Land**	Construction	8,634	-	-	-	-	$ 8,634
Water Dist. **TIF # 6**	Construction	205,012	-	-	-	-	$ 205,012
Total - Watermain Program		$ 4,958,831	$ 6,539,560	$ 9,334,863	$ 6,651,960	$ 6,590,300	$ 34,075,514

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	145,000	-	-	-	-	$ 145,000
Land Acquisition	100,000	-	-	-	-	$ 100,000
Construction	4,473,177	6,218,085	8,875,975	6,324,960	6,266,330	$ 32,158,527
Other	240,654	321,475	458,888	327,000	323,970	$ 1,671,987
Total	$ 4,958,831	$ 6,539,560	$ 9,334,863	$ 6,651,960	$ 6,590,300	$ 34,075,514
Operating Cost Impact	$ -	$ -	$ -	$ -	$ -	$ -

CITY OF APPLETON 2006 BUDGET
DEPARTMENT OF PUBLIC WORKS
WATERMAIN CONSTRUCTION CAPITAL IMPROVEMENT PROGRAM

2006	Street	From	To	Water Utility	Industrial Park Land Fund	TIF #6	Total Cost
Labor Pool				231,098	890	8,666	240,654
Land	Easement 1290' w/o French Rd	Broadway Dr (land purchase)	Applecreek Rd	100,000			100,000
	Subtotal			**100,000**			**100,000**
Consulting	Consultant Fee	River Crossings (2006 and 2007)		145,000			145,000
	Subtotal			**145,000**			**145,000**
Miscellaneous Construction	Permit and Misc. Fees	NOI, Railroad, Water Usage, County		12,500			12,500
	Pressure Reducing Valve/Vaults	Northside	Ridgeway zone	30,000			30,000
	Surface Restoration	Due to 2005 Water CIP Excav.		79,000			79,000
	Misc. Valve/Main			10,000			10,000
	Subtotal			**131,500**			**131,500**
New Construction	Applecreek Rd	Tanglewood	Meade St	17,400			17,400
	Eisenhower Dr	Endeavor Dr (crossings only)	Midway Rd		7,744	16,456	24,200
	Knollwood La	Sheffield La	Tallgrass Dr	27,600			27,600
	Quest Dr (formally Southview)	Vantage Dr	Road "F"			65,350	65,350
	Road "F"	Quest Dr (formally Southview)	Road "I"			50,760	50,760
	Road "I"	Vantage Dr	Road "F"			63,780	63,780
	Subtotal			**45,000**	**7,744**	**196,346**	**249,090**
Reconstruction	Appleton St	Wisconsin Ave	Parkway Blvd	222,410			222,410
	Brewster St	Drew St	Meade St	168,086			168,086
	Gillett St	Winnebago St	Wisconsin Ave	143,900			143,900
	Lehmann La	Pine St	Oakcrest Ct. (south leg)	93,681			93,681
	Outagamie St	Cedar St (Reid Dr actually)	Prospect Ave	267,490			267,490
	Schaefer St	Fremont St	Calumet St	317,000			317,000
	Spring St	Mason St (800' e/o)	Richmond St	390,773			390,773
	Summer St	Badger Ave	Gillett St (300' e/o)	208,708			208,708
	Viola St	Pershing St	Lindbergh St	21,600			21,600
	Subtotal			**1,833,648**	**-**	**-**	**1,833,648**
Total Water Main Construction				**2,486,246**	**8,634**	**205,012**	**2,699,892**
Transmission Line - New	Apple Creek Rd	Ballard Rd	Apple Hill Blvd	552,948			552,948
	Broadway Dr	Ballard Rd (HPZ)	Meade St	539,275			539,275
	Meade St	Edgewood Dr (CTH JJ) - 1000' n/o	Broadway Dr	375,000			375,000
	Pine St (West Water Trans Line)	Mason St	Lehmann St	81,620			81,620
	West Trans Line (Directional Drilling	Pierce Park (w/o Lutz Dr)	Veteran's Park	527,175			527,175
	West Trans Line (Open Cut portion)	Mason St (Inters w/Lehmann Dr)	Memorial Dr	182,921			182,921
							-
	Subtotal			**2,258,939**	**-**	**-**	**2,258,939**
Total Water Construction				$ 4,745,185	$ 8,634	$ 205,012	$ 4,958,831

CITY OF APPLETON 2006 BUDGET
DEPARTMENT OF PUBLIC WORKS
WATERMAIN CONSTRUCTION CAPITAL IMPROVEMENT PROGRAM

2007	Street	From	To	Water Utility
Labor Pool				321,475
Miscellaneous Construction	Permit and Misc. Fees	NOI, Railroad, Water Usage, County		10,000
	Surface Restoration	Due to 2006 Water CIP Excav.		71,413
	Zone separation work	Misc valving/main		42,200
	Subtotal			**123,613**
New Construction	Apple Creek Rd	Meade St (400' east of)	Edgewood Dr (CTH JJ)	322,570
	Easement 1290' w/o French Rd	Broadway Dr	Apple Creek Rd	169,160
	Lake Park Rd	Plank Rd (1400' s/o)	Midway Rd	71,880
	Subtotal			**563,610**
Reconstruction	Coolidge Ave	Oneida St	Jackson St	224,405
	Division St	Wisconsin Ave	Packard St	411,725
	Fairway Ct (easement)	Lawe St	Lawe St (300' e/o)	38,000
	Gillett St	Brewster St	Taylor St	216,700
	Gillett St	Wisconsin Ave	Brewster St	66,400
	Kamps St	Outagamie St	Douglas St	110,570
	Kimball St	Morrison St	Oak St	57,650
	Lake Park Rd	Plank Rd	Intersection	20,000
	Morrison St	Kimball St	Kimball St (100' s/o)	14,200
	Oak St	Lawrence St	Kimball St	45,500
	Olde Oneida St	Edison St	Canal n/o S. Island St	174,140
	Rogers Ave	Outagamie St (Prospect actually)	Mason St	112,000
	Spencer St	Linwood Ave	Story St	496,680
	Spencer St	Story St	Badger Ave	242,850
	State St	College Ave	Wisconsin Ave	615,200
	Summit St	Wisconsin Ave	Commercial St	92,450
	Victoria St	Spencer St	Eighth St	65,200
	Subtotal			**3,003,670**
Total Water Main Construction				**4,012,368**
Transmission Lines	East St (East Water Trans Line)	E. South River St	Fremont St	529,562
New	Fox River (East Water Trans Line)	Lawe St Bridge	E. South River St	878,470
	Midway Rd	Huckleberry La	Lake Park Rd	324,000
	Midway Rd	Kernan Ave	Huckleberry	228,000
	Pine St (West Water Trans Line)	Outagamie St (Prospect actually)	Mason St	112,500
	Spencer St	Whitman Ave	Story St	454,660
	Subtotal			**2,527,192**
Total Water Construction				$ 6,539,560

CITY OF APPLETON 2006 BUDGET
DEPARTMENT OF PUBLIC WORKS
WATERMAIN CONSTRUCTION CAPITAL IMPROVEMENT PROGRAM

2008	Street	From	To	Water Utility
Labor Pool				458,888
Miscellaneous Construction	Permit and Misc. Fees	NOI, Railroad, Water Usage, County		10,000
	Surface Restoration	Due to 2007 Water CIP Excav.		125,000
	Subtotal			**135,000**
New Construction	Eisenhower Dr	Endeavor Dr	Midway Rd	325,600
	Midway Rd	Eisenhower Dr	Coop Rd	140,415
	Quest Dr (formally Southview)	Vantage Dr (725' s/o)	Midway Rd	355,000
	Whitman Ave	Spencer St	Second St	200,000
	Subtotal			**1,021,015**
Reconstruction	Bay St	Marquette St	Pershing St	121,250
	Candee St	Walter St	Walter St (300' w/o)	48,350
	Carpenter St	Calumet St	Hoover St	302,100
	Clark St	Wisconsin Ave	Glendale Ave	361,700
	Division St	Parkway Blvd	Glendale Ave	120,575
	Durkee St	Washington St	North St	193,450
	E. South River St	Kernan Ave	John St	35,750
	Franklin St	Rankin St	Catherine St	75,000
	Hancock St	Rankin St	cds	46,400
	Harding St	Oneida St	Carpenter St	371,000
	Herbert Ave	Pine St	Haskell St	113,750
	Jackman St (Hill)	Water St	Prospect St	67,650
	John St	Newberry Trail	John St (CTH KK)	210,000
	John St (CTH KK)	College Ave	E South River St	166,250
	Lawe St	S. Island St	S. Navigation Canal	118,125
	Lee St	Fremont St	Bluebird La	135,825
	Madison St	Fremont St	Calumet St	306,625
	Murray Ave	Oneida St	Carpenter St	380,250
	Packard St	Badger Ave	Richmond St (STH 47)	400,560
	Pine St	Bartell Dr	Prospect St	324,625
	Prospect Ave	Jackman St (Hill)	State St	65,000
	Prospect Ave	Rogers St	Pine St	72,000
	Rogers Ave	Outagamie St	Herbert St (500' w/o)	292,250
	Roosevelt St	Division St	Clark St	41,000
	South Island St	Olde Oneida St	Olde Oneida St (800' east)	185,000
	South Island St	Vulcan St (Canal crossing)	Lawe St	99,750
	Washington St	Bennett St	Story St	56,000
	Washington St	Rankin St	Catherine St	80,975
	Subtotal			**4,791,210**
College Ave Bridge Related Reconsruction	College Ave	Drew St	Bridge (west side)	532,000
	College Ave	Bridge (east side)	Christine St	777,000
	College Ave	Christine St	Matthias St - 600' e/o	442,750
	Subtotal			**1,751,750**
Total Water Main Construction				**8,157,863**
Transmission Line - New	East Trans Water Line (Reid G.C.)	Fremont St	Calumet St	650,000
	Midway Rd	Lake Park Rd	Eisenhower Dr	527,000
	Subtotal			**1,177,000**
Total Water Construction				$ 9,334,863

CITY OF APPLETON 2006 BUDGET
DEPARTMENT OF PUBLIC WORKS
WATERMAIN CONSTRUCTION CAPITAL IMPROVEMENT PROGRAM

2009	Street	From	To	Water Utility
Labor Pool				327,000
Miscellaneous Construction	Permit and Misc. Fees	NOI, Railroad, Water Usage, County		10,000
	Surface Restoration	Due to 2008 Water CIP Excav.		125,000
	Subtotal			**135,000**
New Construction	Harding St	Greenview St	Clover La	40,500
	Subtotal			**40,500**
Reconstruction	Badger Ave	Winnebago St	Packard St	363,400
	Ballard Rd	Commerce Ct (Esmt 800' n/o Capitol)	Capitol Dr	158,000
	Berry Dr	Calumet St	Taft Ave	232,875
	Brewster St	Meade St	Rankin St	70,200
	Clover La	Berry Dr	Taft Ave	195,750
	Coolidge Ave	Jackson St	Carpenter St	170,100
	Eighth St	Pierce Ave	Badger Ave	53,375
	Gladys St	Calumet St	Harding St	113,400
	Glendale Ave	Ballard Rd	Roemer Rd (1000' e/o)	345,600
	Hanson Dr	Berry St	Gladys St	59,400
	Hoover St	Oneida St	Carpenter St	384,750
	Lawe St	Harding St	Hoover St	151,200
	Lawrence St	Outagamie St	Badger Ave	300,000
	Locust St	Spring St	Commercial St	35,100
	Memorial Dr (STH 47)	Fox River (Front St actually)	Lawrence St	357,750
	Morrison St	College Ave	North St	247,725
	Outagamie St	Harris St	Packard St	32,500
	Perkins St	Everett St	Prospect St	478,710
	Pierce Ave	Eighth St	Spencer St	66,000
	Racine St	Randall St	Grant St	184,275
	Washington St	Division St	Durkee St	412,775
	Washington St	Durkee St	Drew St	80,975
	Wilke St	Verbrick St	Foster St	33,750
	Wilson St	Jackson St	Carpenter St	157,275
	Woodland Ave	Meade St	Kenilworth Ave (120' e/o)	218,025
	Subtotal			**4,902,910**
College Ave Bridge Related Reconstruction	College Ave	bridge over Fox River		167,875
	Subtotal			**167,875**
Total Water Main Construction				**5,573,285**
Transmission - New	Apple Creek Rd	Apple Hill Blvd	French Rd	302,500
	Easement Guardian	Capitol Dr	Ballard - 1950' e/o	370,550
	Edgewood Dr (CTH JJ)	Richmond St (STH 47)	Haymeadow Ave	405,625
	Subtotal			**1,078,675**
Total Water Main Construction				$ 6,651,960

CITY OF APPLETON 2006 BUDGET
DEPARTMENT OF PUBLIC WORKS
WATERMAIN CONSTRUCTION CAPITAL IMPROVEMENT PROGRAM

2010	Street	From	To	Water Utility
Labor Pool				323,970
Miscellaneous Construction	Permit and Misc. Fees	NOI, Railroad, Water Usage, County		10,000
	Surface Restoration	Due to 2009 Water CIP Excav.		135,000
	Subtotal			**145,000**
New Construction	Wisconsin Ave	Leona St	Green Grove Rd	241,395
	Subtotal			**241,395**
Reconstruction	Allen St	Lawrence St	Kimball St	33,870
	Ballard Rd	Wisconsin Ave	Longview St	1,014,750
	Douglas St	Franklin St	Packard St	85,400
	Fourth St	Outagamie St	Mason St	115,500
	Fremont St	Oneida St	Jackson St	361,625
	Glendale Ave	Mason St	Birchwood Ave	357,000
	Jefferson St	Fremont St	Calumet St	294,365
	Kimball St	Allen St	Morrison St	41,800
	Linwood Ave	College Ave	Washington St	87,125
	Nicholas St	Kamps St	Glendale Ave	315,000
	Pacific St	Superior St	Morrison St	168,000
	Pacific St	Wisconsin Central Ltd.	Ida St	95,700
	Rankin St	Grant St	Brewster St	126,000
	Taylor St	Nicholas St	Gillett St	37,800
	Winnebago St	Division St	Morrison St	231,000
	Wisconsin Ave	Meade St	Ballard Rd (CTH E)	1,200,000
	Wisconsin Ave	Richmond St (STH 47)	Meade St	1,315,000
	Subtotal			**5,879,935**
Total Water Main Construction				**6,590,300**

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: Water Distribution System Planning Study

PROJECT DESCRIPTION

Justification:

Water distribution is an important element in providing a reliable Public Water Supply for the City of Appleton and two wholesale customers. The water system has net assets exceeding 100 million dollars that include transmission mains, towers, booster stations, river crossings, and three pressure zones. The last distribution system planning study was done in 1997 with a limited scope focused primarily on distribution system changes anticipated in association with the new water plant. The relocation of the water plant to the southern end of the distribution system from a central location north of the Fox River has been a significant change in water distribution operations.

Distribution studies are normally done to assist in asset management, city planning, and as a service maintenance tool a minimum of every ten years, or after major system changes. Some of the specific water distribution issues requiring study and management include low service pressures in some areas, insufficient water tank turnover resulting in freezing and low disinfectant residual, insufficient river crossings for reliable hydraulic connection across the Fox River, prioritization and planning for new and replacement water mains, impacts of Grand Chute and Waverly usage on the Appleton water distribution system, and service planning for future growth. The need for this study was evaluated by a consortium of city departments including Planning, Public Works, Technical Services, and Utilities. The hydraulic model is planned for future city ownership and would be used as an ongoing planning tool for implementation of capital investments. The hydraulic model will also be compatible with future GIS integration through the Technical Services Department.

Discussion of operating cost impact:

Ongoing operating costs resulting from the development of the hydraulic model will consist largely of updating the model to reflect improvements to the system as capital projects are undertaken. This is expected to be able to be accomplished with existing staff for the foreseeable future, therefore there is no operating cost impact.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
Utility	Water Needs Analysis	10,000	-	-	-	-	$ 10,000
	Hydraulic Model Development	35,000	-	-	-	-	$ 35,000
	Deficiency Analysis	18,000	-	-	-	-	$ 18,000
	Improvements Engineering	15,000	-	-	-	-	$ 15,000
	Capital Planning	7,000	-	-	-	-	$ 7,000
	Reporting	20,000	-	-	-	-	$ 20,000
	City Integration of Model	-	25,000	-	-	-	$ 25,000
	System Water Quality Investigation	-	50,000	-	-	-	$ 50,000
Total - Water Filtration Capital Projects		$ 105,000	$ 75,000	$ -	$ -	$ -	$ 180,000

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	-	-	-	$ -
Other	105,000	75,000	-	-	-	$ 180,000
Total	$ 105,000	$ 75,000	$ -	$ -	$ -	$ 180,000
Operating Cost Impact	$ -	$ -	$ -	$ -	$ -	$ -

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION
Project Title: Second Feeder Main from the Lake to the new Water Plant

PROJECT DESCRIPTION

Justification:

This project consists of the design, engineering and construction of a new 42" raw water main from the Lake Winnebago Pumping Station, located at Waverly Beach, to the recently completed (2001) Water Plant on Manitowoc Road, Menasha.

Construction of a second raw water source feeder line will bring redundancy at the new water plant to same level previously accomplished with river and lake sources for the former water plant along the Fox River in Appleton. This completes a level of redundancy encouraged for all large water systems in the state.

Redundancy and reliability are always construction considerations for a water utility. The Appleton Water Plant serves the citizens of Appleton as well as wholesale customers in Grand Chute and Waverly Sanitary District. The indirect cost of losing the ability to pump water to the treatment plant would involve liability claims against the city and all costs associated with failure to produce water.

Discussion of operating cost impact:

There is no direct impact on the operating budget.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
Utility	Water line	-	2,343,800	-	-	-	$ 2,343,800
Total - Water Filtration Capital Projects		$ -	$ 2,343,800	$ -	$ -	$ -	$ 2,343,800

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	425,000	-	-	-	$ 425,000
Land Acquisition	-	-	-	-	-	$ -
Construction	-	1,918,800	-	-	-	$ 1,918,800
Other	-	-	-	-	-	$ -
Total	$ -	$ 2,343,800	$ -	$ -	$ -	$ 2,343,800
Operating Cost Impact	$ -	$ -	$ -	$ -	$ -	$ -

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: Sanitary Sewer Program

PROJECT DESCRIPTION

Justification:

The following is a summary of costs associated with replacing and adding sanitary sewers. A five year plan detailing this and future years' projects follows this summary.

Discussion of operating cost impact:

Reconstruction is performed based upon the existing condition and expected useful remaining life of the sanitary sewer. However, budget constraints limit the number of sewers which can be reconstructed annually to an amount less than that which actually meets the criteria for reconstruction.

Typically, less than 1% of our sewers are reconstructed on an annual basis. This fact, coupled with new sewers added annually to the system results in no overall reduction in our city-wide sewer maintenance costs.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
Wastewater **Wastewater Utility**	Construction	$ 3,140,478	$ 4,052,834	$ 5,375,704	$ 3,924,033	$ 4,414,070	$20,907,119
Wastewater **Ind. Park Land**	Construction	142,328	-	-	-	-	$ 142,328
Wastewater **TIF # 6**	Construction	238,768	-	-	-	-	$ 238,768
Total - Sanitary Sewer Program		$ 3,521,574	$ 4,052,834	$ 5,375,704	$ 3,924,033	$ 4,414,070	$21,288,215

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	100,000	-	281,770	-	-	$ 381,770
Construction	3,303,863	3,917,674	4,916,959	3,793,168	4,280,545	$20,212,209
Other	117,711	135,160	176,975	130,865	133,525	$ 694,236
Total	$ 3,521,574	$ 4,052,834	$ 5,375,704	$ 3,924,033	$ 4,414,070	$21,288,215
Operating Cost Impact	$ -	$ -	$ -	$ -	$ -	$ -

CITY OF APPLETON 2006 BUDGET
DEPARTMENT OF PUBLIC WORKS
SANITARY SEWER CAPITAL CONSTRUCTION PROGRAM

2006	Street	From	To	Waste-water Utility	Industrial Park Land Fund	TIF #6	Total Cost
Labor Pool				105,835	3,244	8,632	117,711
Miscellaneous Construction	Sanitary Laterals & Manholes Prior Paving			231,110			231,110
	Trench Restoration			352,712			352,712
	Subtotal			**583,822**	**-**	**-**	**583,822**
Land	Easement 1290' w/o French Rd	Broadway Dr	Apple Creek Rd	100,000			100,000
	Subtotal			**100,000**	**-**	**-**	**100,000**
New Construction	Eisenhower Dr	Endeavor Dr	Midway Rd		71,584	152,116	223,700
	Midway Rd	Eisenhower Dr	Coop Rd		67,500		67,500
	Quest Dr (formally Southview)	Road "F"	cul de sac			26,220	26,220
	Road "F"	Quest Dr (formally Southview)	Road "I"			24,850	24,850
	Road "I"	Vantage Dr	Road "F"			26,950	26,950
	Subtotal			**-**	**139,084**	**230,136**	**369,220**
Reconstruction	Appleton St	Wisconsin Ave	Parkway Blvd	316,350			316,350
	Brewster St	Drew St	Meade St	235,820			235,820
	Outagamie St	Cedar St	Prospect Ave	271,407			271,407
	Spring St	Mason St	Richmond St (STH 47)	463,685			463,685
	Summer St	Badger Ave	Gillett St	194,359			194,359
	Subtotal			**1,481,621**	**-**	**-**	**1,481,621**
Interceptor	Interceptor -Newberry Street	Newberry St	1240' North	869,200			869,200
	Subtotal			**869,200**	**-**	**-**	**869,200**
Total				$ 3,140,478	$ 142,328	$ 238,768	$ 3,521,574

2007	Street	From	To	Waste-water Utility
Labor Pool				135,160
Miscellaneous Construction	Sanitary Laterals & Manholes Prior Paving			220,050
	Subtotal			**220,050**
New Construction	Easement (forcemain e/o Richmond S	NW Lift Station	Edgewood Dr (CTH JJ)	226,800
	Easement 1290' w/o French Rd	Broadway Dr	Apple Creek Rd	133,920
	Midway Rd	Huckleberry La	Lake Park Rd	192,500
	Northwest Lift Station	2970' north of Edgewood Dr	1200' east of STH "47"	250,000
	Subtotal			**803,220**
Reconstruction	Coolidge Ave	Oneida St	Jackson St	198,189
	Division St	Wisconsin Ave	Atlantic St	104,000
	Easement s/o Edison St	Olde Oneida St	Olde Oneida St (340' w/o)	36,960
	Gillett St	Brewster St	Taylor St	173,520
	Gillett St	Wisconsin Ave	Brewster St	58,445
	Kimball St	Morrison St	Oak St	13,825
	Meade St	Brewster St	Roosevelt	77,400
	Oak St	Lawrence St	Kimball St	41,845
	Pine St	Outagamie St	Mason St	42,500
	Rogers Ave	Outagamie St	Mason St	77,835
	Spencer St	Mason St	Badger Ave (laterals only)	188,500
	Spencer St	Whitman Ave	Mason St (laterals only)	177,000
	State St	College Ave	Wisconsin Ave	270,485
	Subtotal			**1,460,504**
Interceptor	Interceptor - Paper Valley	College Ave	Superior St	422,500
	Interceptor - Post Office	Packard St - 46' n/o	College Ave	1,011,400
	Subtotal			**1,433,900**
Total				$ 4,052,834

CITY OF APPLETON 2006 BUDGET
DEPARTMENT OF PUBLIC WORKS
SANITARY SEWER CAPITAL CONSTRUCTION PROGRAM

2008	Street	From	To	Waste-water Utility
Labor Pool				176,975
Miscellaneous Construction	Sanitary Laterals & Manholes Prior to Paving			253,322
	Trench Restoration			69,000
	Subtotal			**322,322**
Land	Easement / Future right-of-way	Garot/Lecker "Temp" Lift Station	NW Lift Station	281,770
	Subtotal			**281,770**
New Construction	Lake Park Rd	Plank Rd (1400' s/o)	Midway Rd	165,000
	Midway Rd	Lake Park Rd	Eisenhower Dr	220,000
	Subtotal			**385,000**
Reconstruction	Bay St	Marquette St	Pershing St	27,350
	Clark St	Wisconsin Ave	Glendale Ave	354,505
	Division St	Parkway Blvd	Glendale Ave	143,609
	Durkee St	Franklin St	North St	33,675
	E. South River St	Kernan Ave	John St	22,475
	Easement-Miller Electric	Melvin St	Second St	42,640
	Franklin St	Rankin St (laterals only)	Catherine St	33,100
	Hancock St	Rankin St	cds	40,138
	Harding St	Oneida St	Carpenter St	302,634
	John St (CTH KK)	College Ave	E South River St	65,250
	Madison St	Fremont St - 940' S/O	Calumet St	165,836
	Memorial Dr (STH 47)	Cherry Court - s/o	Cherry Court - n/o	50,375
	Murray Ave	Jackson St (laterals only)	Carpenter St	33,675
	Packard St	Badger Ave	Richmond St (STH 47)	177,400
	South Island St	Oneida St	Lawe St	367,500
	Washington St	Bennett St	Story St	74,725
	Washington St	Rankin St	Catherine St	87,450
	Subtotal			**2,022,337**
College Ave Bridge Related Reconstruction	College Ave	Drew St	Bridge (west side)	194,150
	College Ave	Bridge (east side)	Christine St	442,000
	College Ave	Christine St	Matthias St	51,150
	Subtotal			**687,300**
Interceptor	Interceptor - Fox River north side	Reid Ct	Hillcrest Dr	1,500,000
	Subtotal			**1,500,000**
Total				$ 5,375,704

2009	Street	From	To	Waste-water Utility
Labor Pool				130,865
Miscellaneous Construction	Sanitary Laterals & Manholes Prior to Paving			207,698
	Subtotal			**207,698**
New Construction	Edgewood Dr (CTH JJ)	Richmond St (STH 47)	Melmar St	318,750
	Midway Rd	Lake Park Rd (force main)	Coop Rd	234,000
	Midway Rd	Lake Park Rd (lift station)	Coop Rd	200,000
	Subtotal			**752,750**
Reconstruction	Chain Dr	Memorial Dr	300' South	10,675
	Glendale Ave	Ballard Rd	Roemer Rd	76,728
	Lawrence St	Outagamie St	Badger Ave	257,152
	Memorial Dr (STH 47)	Fox River	Lawrence St (laterals)	176,250
	Pierce Ave	Eighth St	Spencer St	10,675
	Washington St	Division St	Durkee St	181,240
	Subtotal			**712,720**
Interceptor	Interceptor - Fox River south side	Oneida St - w/o	Oneida - e/o	1,120,000
	Interceptor - Northeast	Fox River	Fox River (2000' n/o)	1,000,000
	Subtotal			**2,120,000**
Total				$ 3,924,033

CITY OF APPLETON 2006 BUDGET
DEPARTMENT OF PUBLIC WORKS
SANITARY SEWER CAPITAL CONSTRUCTION PROGRAM

2010	Street	From	To	Waste-water Utility
Labor Pool				133,525
Miscellaneous Construction	Sanitary Laterals & Manholes Prior to Paving			253,325
	Trench Restoration			410,305
	Subtotal			**663,630**
New Construction				
	Subtotal			**-**
Reconstruction	Adams St	Seymour St	Verbrick St - s/o	179,200
	Ballard Rd	Wisconsin Ave	Longview St	792,000
	Fourth St	Outagamie St	Mason St	98,000
	Fourth St easement	Outagamie St	Outagamie St (437' e/o)	7,500
	Fourth St easement	Mason St (100' w/o)	Fourth St	63,365
	Jefferson St	Calumet St	Maple St - 350' S/O	168,000
	Meade St	Hancock St	Winnebago St	42,250
	Wisconsin Ave	Meade St	Ballard Rd (CTH E)	723,600
	Wisconsin Ave	Richmond St (STH 47)	Meade St (laterals)	318,000
	Subtotal			**2,391,915**
Interceptor	Interceptor - Northeast	Fox River (2000' n/o)	Fox River (4450' n/o)	1,225,000
	Subtotal			**1,225,000**
Total				$ 4,414,070

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION	
Project Title:	Future Stations or Potential Station Relocations

PROJECT DESCRIPTION

Justification:

Station Relocations:
The department's current station configuration places fire stations in areas of the City that result in inefficient response and resource allocation. The locations are at the extreme boundary of the City and there is little reason to believe service will ever be provided beyond the boundaries. Review of response times continues to suggest that relocation will result in reduced response times and better utilization of staffing resources. Both current and potential City growth indicate that the citizens of the City of Appleton may be better served if some of our stations were relocated, eliminated altogether, or replaced. This project request provides the funding necessary for land acquisition for two sites.

Station # 7:
It is anticipated that the City will continue to grow to the north of the City. The growth will eventually require an additional fire station to serve the area. The land acquisition is expected to precede construction by two to three years.

Discussion of operating cost impact:

There is no cost impact until the development of the facilities.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
Fire	Land - Relocations	-	110,250	-	-	-	$ 110,250
	Land - Station # 7	-	-	42,212	-	-	$ 42,212
	Design/Site Prep - Relocations	-	-	-	-	200,000	$ 200,000
Total - Public Safety Capital Projects Fund		$ -	$ 110,250	$ 42,212	$ -	$ 200,000	$ 352,462

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	-	-	-	200,000	$ 200,000
Land Acquisition		110,250	42,212	-	-	$ 152,462
Construction	-	-	-	-	-	$ -
Other	-	-	-	-	-	$ -
Total	$ -	$ 110,250	$ 42,212	$ -	$ 200,000	$ 352,462
Operating Cost Impact	$ -	$ -	$ -	$ -	$ -	

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: Replace and upgrade library air conditioning unit

PROJECT DESCRIPTION

Justification:

The air conditioning unit for the library was part of the original building and was not modified or enhanced to cool the 1995 addition. According to the service representative for Johnson Control it is underpowered to cool the building as is and is fast approaching the end of its operational life. It needs to be replaced with a unit that is not only more energy efficient but of a size capable of addressing the needs of the total building. Ideally, a decision whether to expand the current facility or build a branch would precede specifications for replacement air conditioning.

The quote includes rigging, piping, chiller costs, labor as well as a new humidifier.

Discussion of operating cost impact:

Significant existing staff time will be required to coordinate the project, but replacement equipment includes increased efficiency and likelihood of substantial energy cost reductions, varying according to final selection of new equipment and controls. Until the equipment and controls are identified, however, any cost reductions are not quantifiable.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
Library	Replace air conditioning unit	-	-	212,000	-	-	$ 212,000
Total - Library Capital Projects Fund		$ -	$ -	$ 212,000	$ -	$ -	$ 212,000

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	-	-	-	$ -
Other	-		212,000	-	-	$ 212,000
Total	$ -	$ -	$ 212,000	$ -	$ -	$ 212,000
Operating Cost Impact	$ -	$ -	N/Q *	N/Q *	N/Q *	$ -

N/Q * = Not Quantifiable

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: Branch library

PROJECT DESCRIPTION

Justification:

Build a branch library on the northside of Appleton, preferably using land donated by the YMCA. Costs are rough estimates.

Discussion of operating cost impact:

A new branch will have all the operating costs associated with a separate facility. The foremost of these is staffing. The need for duplicate materials will be minimized by having the bulk of the collection created from what are currently added copies, but some duplication of subscriptions will be needed. Facilities costs can be minimized if the YMCA were to make land available and provide for a jointly operated building with some common spaces and shared utilities.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
Library	Building Plan	-	-	-	50,000	-	$ 50,000
	Architecture	-	-	-	-	250,000	$ 250,000
Total - Library Capital Projects Fund		$ -	$ -	$ -	$ 50,000	$ 250,000	$ 300,000

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	-	-	50,000	250,000	$ 300,000
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	-	-	-	$ -
Other	-	-	-	-	-	$ -
Total	$ -	$ -	$ -	$ 50,000	$ 250,000	$ 300,000
Operating Cost Impact	$ -	$ -	$ -	$ -	$ -	$ -

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: Building study

PROJECT DESCRIPTION

Justification:

The current library building was built in 1981 and expanded in 1996. The initial basis for that 1996 expansion was a block grant-funded study done in 1989-90 with initial recommendations and a larger block grant-funded study done in 1994. The 1994 study recommended more extensive expansion to meet long-range space needs but, in the interests of economy, these recommendations were not addressed at that time. In 2005, library use has continued to grow and the City of Appleton has grown in population and geographic size. Since the 1996 remodeling, the average monthly circulation has increased 38% and monthly door count has increased by 40%.

Beginning to look at future library service needs of the community over the next several years, and the facility requirements to serve those needs, we request a library building consultant be hired to perform a study in 2007. Aspects of the study would focus on completing the second floor of the current building with an additional option or alternative for construction or lease of branch library facilities. This would include space needs analysis, study of usage patterns, and future growth projections. Particular attention is needed for circulation operations, which have grown disproportionately to both other services and available resources. Workflow, layout and design, and changing technologies are all aspects to consider.

The study would include creating an RFP for consulting services. The consultant selected would work with staff, perform a scan of services, the facility and the community, interview community leaders and hold at least one focus group in a potential branch area.

Discussion of operating cost impact:

Incremental operating cost would be minimal and would mostly be contained to administrative staff time and some duplication of materials.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
Library	Consultant facility study	-	22,000	-	-	-	$ 22,000
Total - Library Capital Projects Fund		$ -	$ 22,000	$ -	$ -	$ -	$ 22,000

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	22,000	-	-	-	$ 22,000
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	-	-	-	$ -
Other	-	-	-	-	-	$ -
Total	$ -	$ 22,000	$ -	$ -	$ -	$ 22,000
Operating Cost Impact	$ -	$ -	$ -	$ -	$ -	$ -

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION
Project Title: Ceiling Tile Replacement

PROJECT DESCRIPTION

Justification:

Many of the ceiling tiles on the first floor and lower level became worn or broken in the course of pulling wires for fire alarms, computer lines, phone lines, etc. In addition, many have become stained as a result of broken pipes. Running new fire alarms and lighting changes also resulted in breakage and cutting holes in new tiles leaving some that need to be replaced.

This quote reflects the replacement of ceiling tiles on only the first floor and lower level of the library.

Discussion of operating cost impact:

There is no operating cost impact to this project

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
Library	Replace ceiling tiles	-	-	-	42,000	-	$ 42,000
Total - Library Capital Projects Fund		$ -		$ -	$ 42,000	$ -	$ 42,000

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-		-	42,000	-	$ 42,000
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	-	-	-	$ -
Other	-		-	-	-	$ -
Total	$ -	$ -	$ -	$ 42,000	$ -	$ 42,000
Operating Cost Impact	$ -	$ -	$ -	$ -	$ -	$ -

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION
Project Title: Lighting Upgrade

PROJECT DESCRIPTION

Justification:

Utility costs have risen steadily at the library at the same time as lighting needs have been particularly problematic. Low wattage in some areas, systematic failing of ballasts, costly incandescent bulbs are all problems that need to be addressed. One comprehensive plan calls for the replacement of expensive and inefficient incandescent indirect lighting as well as replacement of older and less efficient ballasts with new equipment and additional lights.

The figure given for the lighting upgrade includes a monetary incentive provided by WE energies. In 2005 figures the incentive is approximately $26,000, which could be deducted from the overall cost, assuming the entire project is done at the same time in 2007.

The cost for the estimate given for this request represents a comprehensive plan. Some areas, like the atrium and storage area, could be deferred to a later time to help reduce overall cost of the project.

Discussion of operating cost impact:

The energy savings at the time of this request indicate a payback of expenses in 3.4 years.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
Library	Lighting upgrade	-	88,516	-	-	-	$ 88,516
	WE Energies incentive	-	(26,000)	-	-	-	$ (26,000)
Total - Library Capital Projects Fund		$ -	$ 62,516	$ -	$ -	$ -	$ 62,516

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	-	-	-	$ -
Other	-	62,516	-	-	-	$ 62,516
Total	$ -	$ 62,516	$ -	$ -	$ -	$ 62,516
Operating Cost Impact	$ -	$ -	$ (18,000)	$ (18,000)	$ (18,000)	$ (54,000)

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: Meeting room wall replacement

PROJECT DESCRIPTION

Justification:

The folding wall in the lower level meeting room, after more than 20 years of heavy use, is worn and needs replacement

Discussion of operating cost impact:

Minimal impact on current staff to work with vendor on installation; potential time savings after replacement, but difficult to predict or quantify.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
Library	Replace folding wall	-	27,000	-	-	-	$ 27,000
Total - Library Capital Projects Fund		$ -	$ 27,000	$ -	$ -	$ -	$ 27,000

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	-	-	-	$ -
Other	-	27,000	-	-	-	$ 27,000
Total	$ -	$ 27,000	$ -	$ -	$ -	$ 27,000
Operating Cost Impact	$ -	N/Q *	N/Q *	N/Q *	N/Q *	$ -

N/Q * = Not Quantifiable

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: Parking Utility Maintenance and Equipment

PROJECT DESCRIPTION

Justification:

Consultant - Parking Ramp Structural Evaluations - City-owned parking ramps are inspected by a Structural Engineering consultant an a rotating basis, with each ramp being inspected at 5-year intervals. Written reports provided by the consultant include detailed recommendations for short-term and long-term maintenance activities. These recommendations are essential in prolonging the useful life of each facility and in preparing the Parking Division's 5-year Capital Improvements Program. This is a contracted service as no City staff have the appropriate background to perform this type of inspection.

Parking Ramp Structural Maintenance - As a follow-up to the consultant's structural evaluations, the City has developed an annual program for structural maintenance to all City-owned ramps. The goal of this program is to budget adequate funds for structural maintenance to the City's four parking ramps in accordance with the consultant's prioritized recommendations. The repairs and maintenance will ensure a safe parking environment for our customers and prolong the useful life of the City's ramps.

Ramp Security Cameras - Installation of cameras at the entrances and exits of our parking ramps will provide added safety for City ramp personnel as well as ramp users. These cameras would also provide a means to monitor ramp activities in the event that no ramp personnel are available. The cameras would be installed in one ramp per year. Installation of cameras in all City ramps would be spread over several years. This is anticipated to be part of a City-wide security project coordinated through Technology Services.

Handheld Parking Ticket Writer Replacements (4 units) - incl. software - Our current parking ticket handheld units are over five years old and are no longer covered under the manufacturer's product warranty. They are currently used by two full-time meter checkers as well as various Police CSO's. As they become older, more frequent maintenance will be needed. Although the manufacturer can still repair them, they no longer sell new or replacement units of this style. The associated software is also two versions behind the manufacturer's current product line. By upgrading our equipment and software we could limit future maintenance costs, take advantage of improved product functionality and have the ability to add individual units if the need would arise.

Ramp Deck Sealer - City staff applies a liquid sealer to the concrete decks of all our ramps on an annual basis. This sealer protects the concrete from the corrosive affects of winter road salt. We purchase a three-year supply with the next purchase scheduled for 2008.

Discussion of operating cost impact:

There are no operating cost impacts from these projects.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
Parking	Ramp Structural Evaluation	-	-	25,000	-	-	$ 25,000
	Ramp Structural Maint. (from evaluation)	75,000	75,000	75,000	75,000	75,000	$ 375,000
	Ramp Security Cameras	25,000	-	25,000	-	25,000	$ 75,000
	Repl. Handhelds	-	35,000	-	-	-	$ 35,000
	Ramp Deck Sealer	-	-	28,000	-	-	$ 28,000
Total - Parking Utility Capital Projects		$ 100,000	$ 110,000	$ 153,000	$ 75,000	$ 100,000	$ 538,000

COST ANALYSIS

Estimated Cash Flows

Components	2005	2006	2007	2008	2009	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	100,000	75,000	100,000	75,000	100,000	$ 450,000
Other	-	35,000	53,000	-	-	$ 88,000
Total	$ 100,000	$ 110,000	$ 153,000	$ 75,000	$ 100,000	$ 538,000
Operating Cost Impact	$ -	$ -	$ -	$ -	$ -	$ -

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: New Police Station Project

PROJECT DESCRIPTION

Justification:

The initial planning phase for the Police Department building project, scheduled to begin in 2005, was delayed due to continued discussions with Outagamie County regarding a joint venture for space needs and parking facilities.

The estimated project cost reflects remodeling of the existing police facilities to include a two-level parking deck to provide secure parking for police vehicles on one level and employee parking on the other. Each level will provide 96 parking spaces. It is anticipated that site preparation, beginning with demolition of a house on the eastern half of the site, and initial architectural planning for the project will begin in the last quarter of 2005, at an estimated expenditure of $220,000. Construction is expected to last approximately 16 months after the planning and design work is completed in 2006.

Remodeling start-up costs for 2006 planning are:

$	763,000	75% of architectural fees of $1,303,000, less $220,000 expected to be incurred in 2005.
	168,000	75% of Civil Engineer, Interior Design, etc. fees of $224,000.
	18,000	Geotechnical analysis
	55,000	Document Reproduction
	75,000	Allowance for reimbursement of direct expenses (travel, lodging, copying, etc.)
	30,000	Construction materials testing
$	1,109,000	Total 2006 expense

Total remodeling project cost adjusted for inflation is estimated at $18,488,704.

Discussion of operating cost impact:

Operating costs (heating, lighting, cleaning, etc.) will be higher than for the current facility due to its greater size but are expected to be partially offset by better insulation and more efficient systems. Operating costs will not be quantifiable until the facility is designed.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
Police	Planning	1,109,000	-	-	-	-	$ 1,109,000
	Construction	-	9,764,344	7,395,360	-	-	$17,159,704
Total - Public Safety Capital Projects Fund		$ 1,109,000	$ 9,764,344	$ 7,395,360	$ -	$ -	$18,268,704

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	1,109,000	-	-	-	-	$ 1,109,000
Land Acquisition	-	-	-	-	-	$ -
Construction	-	9,764,344	7,395,360	-	-	$17,159,704
Other	-	-	-	-	-	$ -
Total	$ 1,109,000	$ 9,764,344	$ 7,395,360	$ -	$ -	$18,268,704
Operating Cost Impact	N\Q *	N\Q *	N\Q *	N\Q *	N\Q *	$ -

* N/Q = Not Quantifiable

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION
Project Title: Radio Infrastructure

PROJECT DESCRIPTION

Justification:

The City of Appleton is operating on a conventional, repeater radio system on frequencies in the VHF and UHF bands. This repeater system with separate channels will become more difficult to use in the future with the increased demands of multiple users and limited channels. In addition, overcrowding in the radio spectrum does not provide for expansion in the VHF and UHF frequencies and has influenced the decision of the Federal Communication Commission (FCC) to mandate a transition from wideband to narrowband operations.

The radio communications needs for the city will outgrow the capabilities of its present VHF and UHF system and we will eventually have to convert to a narrowband operation. Although the efficiency of a trunked radio system would make it possible to have multiple users with a limited number of radio channels, it is extremely difficult to pool the current VHF and UHF frequencies to form a trunking system because of close transmitter/receiver frequency spacing.

An integrated trunked radio system is a small number of radio channels shared by a large number of uses. It also has the capacity to handle and assign several thousand talkgroups with increased reliability compared to a conventional radio system. Priority levels can also be assigned to assure the most critical services are provided for and will be granted access to the system during very busy conditions or emergencies.

There is a possibility that the three or four counties that are participating in the FoxComm computerized information sharing for public safety project will move towards a regional trunked radio system. If so, the City of Appleton's cost would be limited to the replacement of our radios, though this cost alone will be significant. Since a trunked radio system would allow all municipal services to share a radio backbone, expanding the system to accommodate the needs of Fire, Public Works, etc. would be possible.

In the event that the FoxComm region does NOT move to implement a regional trunked system, the City of Appleton should develop its own trunked system for all municipal services. Costs are being included in the 2009 and 2010 fiscal years on the assumption that a regional approach will be adopted. Actual costs will vary due to system design and complexity, and whether or not a regional plan is implemented.

Discussion of operating cost impact:

Since this project entails the replacement of the City's existing radio infrastructure, it is not anticipated that it will incur any additional operating cost.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
Police	Communication - Radio Infrastructure	-	-	-	1,000,000	1,000,000	$ 2,000,000
Total - Public Safety Capital Projects Fund		$ -	$ -	$ -	$ 1,000,000	$ 1,000,000	$ 2,000,000

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	-	-	-	$ -
Other	-	-	-	1,000,000	1,000,000	$ 2,000,000
Total	$ -	$ -	$ -	$ 1,000,000	$ 1,000,000	$ 2,000,000
Operating Cost Impact	$ -	$ -	$ -	$ -	$ -	$ -

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: APRD Operations Facility Expansion

PROJECT DESCRIPTION

Justification:

The Appleton Parks and Recreation Department (APRD) moved into its existing office and operations facility in 1982. The facility was designed to accommodate the staff, equipment, and programs of the Parks and Recreation Department at that time and did not allow for any expansion. Since 1982, the Parks and Recreation Department has grown both in responsibilities and programs. These additional responsibilities have required the purchase of additional equipment, but the current facility does not facilitate proper storage. A feasibility study was completed in 2003 to determine the issues that need to be addressed in the future. The most immediate need identified was for expansion of an unheated storage area to the west of the current garage structure to address equipment storage concerns. This project includes development of plans and specifications in 2010 for that storage facility, with construction scheduled for 2011.

A second priority is the building itself. Changes in technology, particularly computers, have pushed the limits of both the electrical system and office area. As the use of technology continues to expand to field staff for payroll time entry, tree inventory information, etc., additional work will be needed on the building to provide this technology. Additionally, the restrooms and locker rooms are poorly located and inadequate, the heating, ventilation, and air conditioning (HVAC) system, undersized when installed, is reaching the end of its useful life and the roof structure is in need of upgrade because of age and deterioration. It is anticipated additional office expansion, parking lot and access improvements and shop remodeling will be scheduled beyond this five year program.

Discussion of operating cost impact:

Additional operating costs will include building and asphalt maintenance for the storage area.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
Parks & Rec.	Cold Storage	-	-	-	-	38,000	$ 38,000
Total - Parks and Recreation Capital Projects Fund		$ -	$ -	$ -	$ -	$ 38,000	$ 38,000

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	-	-	-	38,000	$ 38,000
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	-	-	-	$ -
Other	-	-	-	-	-	$ -
Total	$ -	$ -	$ -	$ -	$ 38,000	$ 38,000
Operating Cost Impact	$ -	$ -	$ -	$ -	$ -	$ -

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION
Project Title: Municipal Service Building Grounds and Maintenance Improvements

PROJECT DESCRIPTION

Justification:

MSB Perimeter Road (Phase II):
This project was started in 2002, paving the west and southwest portion. This request would replace the existing pavement along the east and southeast portions of the Municipal Services Building. This roadway is the primary route for all vehicles traveling in and about the MSB site. It has been approximately twenty years since any significant maintenance work has been done on this segment of roadway. This request includes removing the existing asphalt pavement, restoring and compacting the subgrade, correcting drainage problems, and installing new concrete pavement. Concrete pavement replacement is recommended because of the continuous use by a wide variety of vehicles, many of which are large, loaded City trucks, making frequent turning movements in this area.

MSB Security Fence:
The final project will be based on a City wide security upgrade needs assessment.

MSB Painting (Outside):
This is a scheduled maintence project recommended by CBM to prolong the exterior of the building.

Discussion of operating cost impact:

Because this project consists of replacements and upgrades of existing equipment and infrastructure, there is no operating cost impact.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
Public Works							
	Perimeter Road	-	100,000	-	-	-	$ 100,000
	Building Security	-	40,000	-	100,000	-	$ 140,000
	Replacment Fence	-	39,500	-	-	-	$ 39,500
	Paint MSB Building	-	25,000	-	-	-	$ 25,000
	Replacement Hoist	-	-	90,000	-	-	$ 90,000
	Replace Infrareds	-	-	150,000	-	-	$ 150,000
	Add'l parking MSB	-	-	-	-	200,000	$ 200,000
Total - Public Works Capital Projects Fund		$ -	$ 204,500	$ 240,000	$ 100,000	$ 200,000	$ 744,500

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	-	179,500	-	100,000	200,000	$ 479,500
Other	-	25,000	240,000	-	-	$ 265,000
Total	$ -	$ 204,500	$ 240,000	$ 100,000	$ 200,000	$ 744,500
Operating Cost Impact	$ -	$ -	$ -	$ -	$ -	$ -

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: Facility Renovation at Neenah Transfer Station

PROJECT DESCRIPTION

Justification:

The City of Neenah has made a request to have restroom facilities added to the Transfer Station in downtown Neenah. The City has received numerous complaints from downtown businesses that passengers come in only to use their restroom facilities.

This upgrade would also include the addition of a security system. We have experienced continuous issues with vandalism at the facility. The current structure was built in the mid-1980's and is a basic shell to keep passengers warm, dry and out of the elements. The enhancements will be designed to increase passenger comfort and safety.

This project was originally requested and funded in the 2005 budget. The funds were later transferred to Valley Transit's paving/stormwater drainage project with the understanding that another request would be made in 2006.

A federal grant will fund 80% of the cost and the City of Neenah will fund the local share.

Discussion of operating cost impact:

The additional costs for cleaning and utilities should be offset by reduced vandalism repairs, resulting in no net operating cost impact.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
Valley Transit	Engineering	5,000	-	-	-	-	$ 5,000
	Construction	35,000	-	-	-	-	$ 35,000
Total - Valley Transit Capital Projects		$ 40,000	$ -	$ -	$ -	$ -	$ 40,000

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	5,000	-	-	-	-	$ 5,000
Land Acquisition	-	-	-	-	-	$ -
Construction	35,000	-	-	-	-	$ 35,000
Other	-	-	-	-	-	$ -
Total	$ 40,000	$ -	$ -	$ -	$ -	$ 40,000
Operating Cost Impact	$ -	$ -	$ -	$ -	$ -	$ -

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION
Project Title: Roof Replacement at Valley Transit's Operations and Maintenance Facility

PROJECT DESCRIPTION

Justification:

The roof at the Operations & Maintenance Facility is the original installation from 1983. It is a flat, rubberized surface with gravel covering it. State of the art in its day, the technology has been found to be not conducive to Wisconsin winters and has required numerous, costly repairs. One recent repair, in late 1999, cost $15,000 and was expected to extend the roof's life for five or six years. The June, 2001 storm tore the flashing away, allowing water to pour into the office area. The roof covering the office area of the building was replaced in 2002.

Given the federal grant funding cycle, funds applied for in 2007 are typically awarded in the third quarter of the year. At that point, the procurement process can begin. Award to a provider could take place as early as the first or second quarter of 2008 with installation not likely until late 2008 or early 2009. This is the point that the first local funds would be expended.

Federal funding will provide 80% of the $450,000 cost and the local share will be provided through Valley Transit's depreciation reserve. There will be no current year tax levy impact.

Discussion of operating cost impact:

Repair and maintenance costs should be eliminated for many years to come as warranty should cover any needed repairs.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
Valley Transit	Roof	-	450,000	-	-	-	$ 450,000
Total - Valley Transit Capital Projects		$ -	$ 450,000	$ -	$ -	$ -	$ 450,000

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	-	450,000	-	-	-	$ 450,000
Other	-	-	-	-	-	$ -
Total	$ -	$ 450,000	$ -	$ -	$ -	$ 450,000
Operating Cost Impact		$ (500)	$ (500)	$ (500)	$ (500)	$ (2,000)

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: Transit Center - Facility Renovation

PROJECT DESCRIPTION

Justification:

Valley Transit's downtown Transit Center was built in 1990. In 1998 the interior walls were repainted and in 2003 the supervisor/driver area was remodeled. By 2008 it will be time to repaint the interior, replace ceiling tile and some of the flooring.

Federal funding will provide 80% of the estimated $30,000 cost and the local share will be provided through Valley Transit's depreciation reserve. There will be no current year tax levy impact.

Discussion of operating cost impact:

There is no operating cost impact to this project. However, if this project is not coordinated as a capital project, some of the items will need to be addressed through the operating budget.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
Valley Transit	Renovations	-	-	30,000	-	-	$ 30,000
Total - Valley Transit Capital Projects		$ -	$ -	$ 30,000	$ -	$ -	$ 30,000

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	-	-	-	$ -
Other	-	-	30,000	-	-	$ 30,000
Total	$ -	$ -	$ 30,000	$ -	$ -	$ 30,000
Operating Cost Impact	$ -	$ -	$ -	$ -	$ -	$ -

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: Roof Replacement

PROJECT DESCRIPTION

Justification:

Nine buildings at Wastewater have modified built-up roofs that were installed in the 1976 upgrade. The average life of a modified built-up roof is 20-25 years. Due to age of the roofing, Roofing Design & Solutions, Inc. (RDS) was contracted to evaluate these roofs to determine the condition and to provide recommendations for repair or replacement over the next several years. RDS is recommending that Wastewater replace the modified built-up roofs using a phased approach, beginning with the V-building roof, which is above the belt filter presses and shows significant cracking and is beginning to leak.

PHASED APPROACH:

2006	V-building roof (solids handling area)	$ 84,832
2007	Buildings A, T, H, J, F1	94,700
2008	Sludge storage building	106,000
2009	Maintenance building	107,000
2010	Sludge thickener building	93,000

Discussion of operating cost impact:

Repair and maintenance costs should be eliminated for some year on each roof replaced, as warranties should cover any needed repairs, however these savings are not currently quantifiable.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
Wastewater	Roofs	84,832	94,700	106,000	107,000	93,000	$ 485,532
Total - Wastewater Capital Projects		$ 84,832	$ 94,700	$ 106,000	$ 107,000	$ 93,000	$ 485,532

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	84,832	94,700	106,000	107,000	93,000	$ 485,532
Other	-	-	-	-	-	$ -
Total	$ 84,832	$ 94,700	$ 106,000	$ 107,000	$ 93,000	$ 485,532
Operating Cost Impact	N/Q*	N/Q*	N/Q*	N/Q*	N/Q*	$ -

N/Q = Not Quantifiable

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: Voting Equipment

PROJECT DESCRIPTION

Justification:

The existing optical scanning (Optech III-P Eagle) voting equipment was purchased in 1992 and has an expected normal useful life of approximately 12-15 years from the date of purchase.

Since the adoption of the Help America Vote Act (HAVA) in 2002, additional requirements for ADA compliant voting systems must be incorporated into the current voting systems currently in place in local municipalities.

In last year's CIP, it was anticipated that one piece of ADA adaptable equipment would also serve as an upgrade for all election equipment. Since then, the equipment that has been certified (the AutoMARK) is not completely compatible with our existing equipment. We could make the equipment compatible, but we then still have equipment that is at the end of its anticipated useful life. Therefore, each polling location will have to be equipped with two election tabulating devices, one for ADA use and the other for the balance of our citizens.

The State of Wisconsin has confirmed that the Wisconsin State Elections Board will purchase one ADA compliant piece of voting equipment for each polling location in the state. This means that Appleton will receive 16 units at a cost of up to $6,000 each from the HAVA Grant. It is expected that each AutoMARK will cost approximately $5,400 for a total of $86,400.

The city will still need to purchase 18 Model 100 Optical Scan tabulators that are compatible with the AutoMARK, at a projected cost of $5,000 each, plus setup and programming, for a total of $101,936.

Outagamie County has taken over the coordination of ballot layout, coding and printing for the entire county. If all municipalities in the county that use electronic equipment use the same provider, Elections Systems and Software (ES&S), the County can continue to coordinate these processes and retain the cost savings that have been gained.

Discussion of operating cost impact:

The cost of maintaining each piece of equipment would not be discernibly greater than the equipment that is currently used, however, we would be increasing the number of pieces of equipment. We anticipate that the additional equipment will increase equipment maintenance expense by approximately $13,500 per year beginning in 2007.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
City Clerk	Equipment	188,336	-	-	-	-	$ 188,336
Total - City Center Capital Project Fund		$ 188,336	$ -	$ -	$ -	$ -	$ 188,336

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	-	-	-	$ -
Other	188,336	-	-	-	-	$ 188,336
Total	$ 188,336	$ -	$ -	$ -	$ -	$ 188,336
Operating Cost Impact	$ -	$ 13,500	$ 13,500	$ 13,500	$ 13,500	$ 54,000

CITY OF APPLETON 2004 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION
Project Title: Drive-Up Tube System Replacement

PROJECT DESCRIPTION

Justification:

Our pneumatic delivery system for the drive-up customer service is eleven years old and has had increased maintenance costs over the past three years. The current system is outdated, the manufacturer (Mosler) is out of business, and replacement parts are available only from remaining inventories in stock. Most new systems in use today have converted to overhead delivery systems due to maintenance issues. Diebold is one vendor who currently offers a comprehensive solution for replacement with existing underground tube systems and have committed to service this system at least 7-10 years in the future. To this date, we have not found another competitive vendor to accommodate rebuild of our system, but we are still searching.

The drive-up windows are utilized extensively during tax collections and for City Service Invoice payments, parking tickets and other miscellaneous items. One of the drive-ups went down in December of 2004 and we were in jeopardy of not having it back in service prior to peak collections. Luckily, some parts were located and we were able to get the system back up and running. Our current communication system that is a part of the system is extremely poor and we experience many complaints that customers cannot understand the cashiers attempting to help them. Certainly, the option exists to do nothing, but as the systems fail and parts are unavailable, we would simply close this customer service payment option down, forcing citizens to park and come in to the building or utilize mail or electronic payment options. This CIP maintains a customer service option our citizens desire.

Discussion of operating cost impact:

Operating cost impact would be a reduction in maintenance costs for the first several years as most of this would focus on routine preventive maintenance rather than corrective. Currently our system is covered under the equipment maintenance insurance program; however, the experience has been quite poor and we are expecting a large increase in premium for the system or that the piece of equipment would be dropped, thus forcing us to self insure it.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
Finance	Equipment	25,000	-	-	-	-	$ 25,000
Total - City Center Capital Projects Fund		$ 25,000	$ -	$ -	$ -	$ -	$ 25,000

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	-	-	-	$ -
Other	25,000	-	-	-	-	$ 25,000
Total	$ 25,000	$ -	$ -	$ -	$ -	$ 25,000
Operating Cost Impact	$ (400)	$ (400)	$ (400)	$ (200)	$ (200)	$ (1,600)

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: Burners for Training Facility

PROJECT DESCRIPTION

Justification:

In 2001, the City of Appleton Fire Department constructed a fire training facility as part of the construction of Fire Station #6. A portion of the project that was critical to full effective use of the training structure was deleted as a result of concerns expressed by Fox Valley Technical College. That component was the installation of live fire props that allowed for gas-fueled fire scenarios to be installed. Since that time, there has been on-going discussion with the FVTC staff and there have been submittals for grant funding to implement the burners, though unsuccessful to date, with the support of FVTC.

The provision of live fire training for today's firefighters is absolutely critical. This is the most hazardous and time sensitive portion of the fire response activity and skill development is literally a matter of life and death for the responding firefighters. As we continue to be successful in preventing fires, the knowledge that was gained by experience years ago has now become negligible at best. While the preferred means of training is through the acquisition and burning of actual structures, this is a random event that is achieved on a very limited basis. Therefore, the best alternative we have is to implement controlled burn scenarios in a training structure. This approach would allow the department to train both new employees and existing staff in basic and advanced fire suppression skills and techniques on a regular basis. Given the low frequency of fires it is inherently unsafe to expect that a fire officer is going to make the right decisions without live fire experience, either from actual incidents or developed through realistic training.

Discussion of operating cost impact:

This project would install live fire props in the training structure. There would need to be some adjustment in the operating budget to allow for gas usage and maintenance of the equipment. A final operating cost number would be determined as a result of a cost analysis of using liquid propane or natural gas.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
Fire	Equipment		-	-	-	200,000	$ 200,000
Total - Public Safety Capital Projects Fund		$ -	$ -	$ -	$ -	$ 200,000	$ 200,000

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	-	-	-	$ -
Other		-	-	-	200,000	$ 200,000
Total	$ -	$ -	$ -	$ -	$ 200,000	$ 200,000
Operating Cost Impact					$ 1,500	$ 1,500

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: Pumper Replacement

PROJECT DESCRIPTION

Justification:

The 1989 Pierce Arrow pumper will be twenty years old in 2009. In order to maintain our current 20-year replacement cycle, this pumper will need to be replaced.

Discussion of operating cost impact:

Typically, the sale of existing engines at the 20-year life have brought approximately $3,000 - $5,000 which would offset some of the operating costs in the first year. The operating cost includes fuel, maintenance and repair costs, and replacement cost. Vehicles sold earlier in the lifecycle have resulted in significantly larger revenue. It is possible that moving this project forward may be a more cost-effective solution.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
Fire	Equipment	-	-	-	435,532	-	$ 435,532
Total - Public Safety Capital Projects Fund		$ -	$ -	$ -	$ 435,532	$ -	$ 435,532

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	-	-	-	$ -
Other	-	-	-	435,532	-	$ 435,532
Total	$ -	$ -	$ -	$ 435,532	$ -	$ 435,532
Operating Cost Impact	$ -	$ -	$ -	$ 22,140	$ 22,140	$ 44,280

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: Additional Vehicle and Staff for Station Two

PROJECT DESCRIPTION

Justification:

Fire District Two is positioned in the center of a high growth area of the City. Due to the physical layout of the community, additional staffing is required to meet expected response times for the **minimum** initial response staffing of emergency incidents. To maintain response capability, eight additional full-time equivalent positions (FTE's) and a response vehicle are required.

The addition of the industrial park will result in increased inspection workload for this district, which will impact the general emergency response coverage capacity within the district's primary and secondary areas.

Discussion of operating cost impact:

The operating costs include the repair, maintenance, and replacement costs of the vehicle, as well as salary, fringe benefits, and protective clothing for eight additional employees.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
Fire	Equipment	-	341,250	-	-	-	$ 341,250
Total - Public Safety Capital Projects Fund		$ -	$ 341,250	$ -	$ -	$ -	$ 341,250

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	-	-	-	$ -
Other	-	341,250	-	-	-	$ 341,250
Total	$ -	$ 341,250	$ -	$ -	$ -	$ 341,250
Operating Cost Impact	$ -	$ 659,430	$ 644,430	$ 644,430	$ 644,430	$ 2,592,720

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION
Project Title: Additional Vehicle and Staff for Station Six

PROJECT DESCRIPTION

Justification:

Fire District Six is positioned in a high growth area of the far northeast quadrant of the City. Due to the physical layout of the community, additional staffing is required to meet expected response times for the **minimum** initial response staffing of emergency incidents. To maintain response capability, eight additional full-time equivalent positions (FTE's) and a response vehicle are required.

It is anticipated that this unit could potentially be a quint-style apparatus providing aerial capability on the far north side of the community.

Discussion of operating cost impact:

The operating costs include the repair, maintenance, and replacement costs of the vehicle, as well as salary, fringe benefits, and protective clothing for eight additional employees.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
Fire	Equipment	-	-	551,250	-	-	$ 551,250
Total - Public Safety Capital Projects Fund		$ -	$ -	$ 551,250	$ -	$ -	$ 551,250

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	-	-	-	$ -
Other	-	-	551,250	-	-	$ 551,250
Total	$ -	$ -	$ 551,250	$ -	$ -	$ 551,250
Operating Cost Impact	$ -	$ -	$ 667,935	$ 652,935	$ 652,935	$ 1,973,805

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: Rapid Response Unit

PROJECT DESCRIPTION

Justification:

The department continues to be stretched in service capability at the outer areas of the City. We are frequently sending large, full service vehicles to provide supplemental staffing at incidents. This proposal will provide a vehicle which would be cross staffed and would respond as supplemental staffing at car fires and non-fire emergencies and would allow the department to maintain suppression coverage within districts. Often a pumper is pulled from the southeast side to assist another unit, which leaves a large, unprotected area. The unit envisioned would have minimal suppression capacity but would be equipped to provide the mandated firefighter rescue team when staffing is available. It is anticipated that many minor incidents could be dealt with by such a unit while still maintaining coverage for more major incidents throughout the City.

Discussion of operating cost impact:

The operating costs include repairs and maintenance, fuel, and replacement costs.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
Fire	Equipment	180,000	-	-	-	-	$ 180,000
Total - Public Safety Capital Projects Fund		$ 180,000	$ -	$ -	$ -	$ -	$ 180,000

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	-	-	-	$ -
Other	180,000	-	-	-	-	$ 180,000
Total	$ 180,000	$ -	$ -	$ -	$ -	$ 180,000
Operating Cost Impact	$ 10,600	$ 10,600	$ 10,600	$ 10,600	$ 10,600	$ 53,000

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION	
Project Title:	GPS/GIS (Joint Public Safety Request)

PROJECT DESCRIPTION

Justification:

As the City continues its growth, it is becoming increasingly important to be able to identify the closest emergency response vehicle for any given call for service. Currently, the dispatchers rely on individual fire units and police officers to "volunteer" for an assignment when they are closer. At times this causes confusion and excess radio communication, leading to response delays. The ability to effectively utilize our existing resources to provide the greatest impact for our citizens should always be our goal.

The City has begun the transition to increased use of technology by the implementation of mobile data computers--the natural extension is to seek the integration of global positioning satellite (GPS) and geographical information systems (GIS). The initial request is to include GPS/GIS capability for ten fire response units and sixty police response units at an anticipated cost of $5,775 per vehicle.

This program has the potential to be expedited even more effectively with the efforts associated with automatic vehicle location (AVL) through the transit system (please refer to AVL capital project request, page 659).

Discussion of operating cost impact:

Operating costs associated with this request may include hardware and software support and related service contracts but these costs are not currently quantifiable.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
Fire	Equipment	-	57,750	-	-	-	$ 57,750
Police	Equipment	-	346,500	-	-	-	$ 346,500
Total - Public Safety Capital Projects Fund		$ -	$ 404,250	$ -	$ -	$ -	$ 404,250

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	-	-	-	$ -
Other	-	404,250	-	-	-	$ 404,250
Total	$ -	$ 404,250	$ -	$ -	$ -	$ 404,250
Operating Cost Impact	$ -	N/Q*	N/Q*	N/Q*	N/Q*	N/Q*

N/Q = Not Quantifiable

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: Radio Frequency Identification (RFID) conversion

PROJECT DESCRIPTION

Justification:

Radio frequency identification (RFID) technology is being increasingly used in all types of libraries as a cost saving and productivity enhancing method. An advance over using barcodes on library materials, RFID tags can radically redesign how library materials are handled. Tags inserted in materials, when close to or moved near a RFID scanner, can interact with the database, checking on or changing an item's status. This significantly reduces the need for materials to be individually held under a laser or for bar codes to be manually input. From self-checkout to self-checkin to collection inventory and management, to pre-sorting prior to reshelving, they can reduce the need for staff intervention.

Full implementation of RFID within the library can not only help patrons be more self-sufficient, reduce the volume of repetitive scanning and sorting, but also impact health care costs by reducing repetitive stress injuries. Conversion will require retrospective conversion of the theft detection devices in all library materials, new security equipment at library exits, new checkin and checkout equipment.

Discussion of operating cost impact:

Conversion to RFID should save staff (and patron) time checking materials in and out. With current growth of use, this may not reduce actual staff, but the need for new staff will be forestalled. Additionally, it will reduce repetitive stress injuries and resultant health care costs, though these costs cannot be quantified at present. Inventory control will be substantially enhanced and shelving delays reduced.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
Library	Conversion equip	-	-	-	48,000	-	$ 48,000
Library	Staff to convert	-	-	-	7,300	7,000	$ 14,300
Library	Tags for materials	-	-	-	238,000	25,000	$ 263,000
Library	Implement'n equip.	-	-	-	-	30,000	$ 30,000
Library	Wall selfcheck/sort	-	-	-	-	187,815	$ 187,815
Total - Library Capital Projects Fund		$ -	$ -	$ -	$ 293,300	$ 249,815	$ 543,115

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	-	-	-	$ -
Other	-	-	-	293,300	249,815	$ 543,115
Total	$ -	$ -	$ -	$ 293,300	$ 249,815	$ 543,115
Operating Cost Impact	$ -	$ -	$ -	N/Q*	N/Q*	$ -

N/Q = Not Quantifiable

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: Portable Radios

PROJECT DESCRIPTION

Justification:

The City of Appleton public safety needs require dedicated channels to support emergency situations, reliable broadcasting to select groups, better in-building communication capabilities, simultaneous voice traffic and improved flexibility. As the City improves its radio infrastructure and becomes compliant with the Federal Communication Commission (FCC) mandate to transition from wideband to narrowband operations, replacement of portable radios will also be required.

Police radios were purchased in 1997-1999. Although they have exceeded the life expectancy of seven years, they have been maintained along with in-car radio equipment at an estimated annual cost of $7,500. With the transition from wideband to narrowband operation, the existing wideband portable radios will be become outdated and cannot be improved through modifications.

With the implementation of the Association of Public Safety Communications Officials (APCO) Project 25 requiring more efficient interoperability between agencies and different radio systems, new technology provides portable radios that work on VHF, UHF, 800MHz conventional and trunked systems. It was recommended through the Elert & Associates communications study that all new portable radios provide for a dual mode of wide and narrow bandwidth to comply with the FCC's future mandate, as well as having the capability to convert to a trunked system. Dual mode radios will also allow communications with other, non-City systems that are currently operating in narrowband mode.

Based on the fact that portable radios are used extensively throughout the day, it is essential that the radios be replaced as a group rather than on an annual rotation basis. Purchasing the same portable radios will ensure compatibility when communicating with each other, as well as quickly understanding the radio features, making communications faster, clearer and easier to use. Our request is to replace 105 portable radios in 2007 and 2008 at an estimated cost of $150,000.

Discussion of operating cost impact:

Since we currently include maintenance of portable radios in our budget, it is not anticipated that we will incur any additional operating cost.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
Police	Portable Radios		50,000	100,000			$ 150,000
Total - Public Safety Capital Projects Fund		$ -	$ 50,000	$ 100,000	$ -	$ -	$ 150,000

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	-	-	-	$ -
Other	-	50,000	100,000	-	-	$ 150,000
Total	$ -	$ 50,000	$ 100,000	$ -	$ -	$ 150,000
Operating Cost Impact	$ -	$ -	$ -	$ -	$ -	$ -

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION	
Project Title:	Survey Instruments Replacement/Upgrade

PROJECT DESCRIPTION

Justification:

Survey Instrument Replacements/Upgrades - Robotic Total Station (2007) / GPS Unit (2009)

These survey instruments would be replacements/upgrades to two existing Total Stations, which would each be 14 years old at their proposed time of replacement (2007, 2009). The Robotic Total Station provides all of the functionality of a standard Total Station instrument with an added benefit of single-user operation in those situations where workload or staffing levels dictated. The GPS Unit also allows for single user operation and would primarily be used for field data collection. Unlike typical survey instruments, the GPS uses satellite links to provide spatially accurate data collection with high degrees of accuracy. The GPS unit would provide a much more efficient method for collection of widespread infrastructure data, which could be used for verification and updates to City records as well as incorporation into the City's expanding GIS program. It would be our intent to investigate the feasibility of a joint purchase and shared usage of the GPS unit by the Department of Public Works and the Technology Services Department, as both Departments would have numerous possible applications for such an instrument.

Discussion of operating cost impact:

These instruments would allow us to more efficiently utilize existing staff to complete a larger volume of work without the need for additional survey staff.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
Public Works	Robotic Total Station	-	30,000	-	-	-	$ 30,000
	GPS Unit	-	-	-	40,000	-	$ 40,000
Total - Public Works Capital Projects Fund		$ -	$ 30,000	$ -	$ 40,000	$ -	$ 70,000

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	-	-	-	$ -
Other	-	30,000	-	40,000	-	$ 70,000
Total	$ -	$ 30,000	$ -	$ 40,000	$ -	$ 70,000
Operating Cost Impact	$ -	$ -	$ -	$ -	$ -	$ -

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: Technology Upgrades and Enhancements

PROJECT DESCRIPTION

Justification:

Our computer network is a core part of every department's business functions. Our current server technology is becoming outdated and two main servers are in need of replacement now. We are also at a critical point in the amount of available data storage capacity we have with current hard drives and have reached the limit of being able to effectively back up this data on a routine basis. Projects in progress, including the City-wide security project and Police video systems, will place further demands on the network for data storage and high availability. Hardware failures in any area would have a severe negative impact on an individual department's, or the entire City's, ability to perform everyday tasks. These are all areas that are in need of solid long-term solutions over the next one to two years. This project will implement blade server and Storage Area Network (SAN) technology to provide a means to meet our growing day to day needs as well as provide a method to recover and continue effective operations in the event of a hardware failure.

The implementation of a Storage Area Network (SAN) will address our current need for additional data storage as well as greatly reduce future costs of expansion. A SAN is a collection of relatively inexpensive hard disc drives mounted in a rack and controlled by a controller unit. The entire array of disc drives is addressed by all network servers, eliminating the need for individual drives dedicated to particular servers. Individual disc drives are easily replaced in the event of failure and all or part of the array can be upgraded to faster or higher capacity drives as they become available. This solution will also provide collaborative opportunities with INFOCIS (Information Network of the Fox Cities, the consortium of which the City is a part and which implemented the city-wide fiber optic network) in that we will be in a position to share some additional common resources for data backup and disaster recovery processes.

A blade server is essentially a file server on a computer board, several of which may be mounted in a single computer chassis. This allows the individual servers to share components such as power supplies and provides redundancy in that a second server board will take over server functions automatically from one that fails. In combination with the SAN described above, this will put us back on a path of solid network reliability by eliminating many single points of failure.

Discussion of operating cost impact:

The replacement of existing servers with new technology will result in cost savings in 2007 and 2008 as it will eliminate the need to replace other servers in those years. Costs of server replacements in subsequent years will also be greatly reduced.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
Tech. Services	Blade Server/ SAN Project	110,000	-	-	-	-	$ 110,000
Total - Technology Capital Projects Fund		$ 110,000	$ -	$ -	$ -	$ -	$ 110,000

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	-	-	-	$ -
Other	110,000	-	-	-	-	$ 110,000
Total	$ 110,000	$ -	$ -	$ -	$ -	$ 110,000
Operating Cost Impact	$ (10,000)	$ (15,000)	$ (10,000)	$ (5,000)	$ (5,000)	$ (45,000)

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION
Project Title: Voice Over Internet Protocol (VoIP)

PROJECT DESCRIPTION

Justification:

In 2001, the City and four other entities collaborated to install a fiber optic network that eliminated the need to pay monthly lease fees for high speed phone lines connecting the computer network systems at our various locations. Plans were discussed to utilize this connectivity to further decrease recurring City costs by changing the current analog telephone system to all City buildings with an integrated digital Voice over Internet Protocol (VoIP) system. A CIP was proposed and approved in the 2005 budget for completion of this project over a two year time period. 2006 will be the final year of this project.

We currently lease over 400 individual phone lines from SBC at a cost of $17 per month per line for City use. Installation of this system would enable us to drastically cut the cost for telephone service. All internal phone communications would run along our fiber network and external phone connectivity would be handled through the lease of only a few high capacity lines. The original request approved in the 2005 budget included an estimate of the costs that would be borne by Utilities for their portion of this system (estimated at $27,000 each). This revised request refines those estimates.

A vendor for the VOIP system was selected in September 2005 and a contract is expected to be awarded in October. It is expected that implementation will occur simultaneously for all users, rather than the phased approach initially contemplated, and that the project will be completed early in 2006.

Discussion of operating cost impact:

Based on the cost savings realized by others who have implemented this technology, full cost recovery for the total project cost of $491,750 is estimated to occur in approximately nine years due to reduced leased line costs.

DEPARTMENT COST SUMMARY

DEPARTMENT PHASE	2006	2007	2008	2009	2010	Total
Tech. Services Install all depts. **Technology Capital Projects Fund**	$ 211,000	$ -	$ -	$ -	$ -	$ 211,000
Tech. Services Install Valley Trans **Valley Transit**	14,000	-	-	-	-	$ 14,000
Tech. Services Install Water **Water Utility**	55,000	-	-	-	-	$ 55,000
Tech. Services Install Wastewater **Wastewater Utility**	13,750	-	-	-	-	$ 13,750
Total - Voice over IP Project	$ 293,750	$ -	$ -	$ -	$ -	$ 293,750

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	-	-	-	$ -
Other	293,750	-	-	-	-	$ 293,750
Total	$ 293,750	$ -	$ -	$ -	$ -	$ 293,750
Operating Cost Impact	$ (54,000)	$ (54,000)	$ (54,000)	$ (54,000)	$ (54,000)	$ (270,000)

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION
Project Title: Automated Vehicle Locator System

PROJECT DESCRIPTION

Justification:

Valley Transit, City staff, East Central Wisconsin Regional Planning Commission, and representatives from Oshkosh and Green Bay, have completed an implementation plan that was developed through a consulting contract with HNTB Corporation. The plan recommends a $1.9 million investment in the four county area for advanced technologies to improve the efficiency and effectiveness of public safety, public transportation, and other local services. The funding in 2007 and 2008 below is to pay our share of the project if it receives the backing of several approving entities, starting with FOXCOMM, a four county area committee that is implementing regional public safety communications systems. It is envisioned, if these approvals are forthcoming, that the AVL equipment would be installed on both fixed-route and paratransit vehicles.

Federal funding will provide 80% of the $600,000 cost. Because this is new, not replacement equipment, the local share cost will be distributed among the participating municipalities. Appleton's estimated cost will be $60,000 in 2007, $12,000 in 2008.

Discussion of operating cost impact:

The HNTB study estimated annual benefits of $238,000 if the full $1.9 million system is implemented, primarily in paratransit efficiencies. It is hard to measure these benefits, even for the existing implementation of paratransit scheduling technology. The current paratransit provider for Valley Transit recently offered a $.50 per trip savings on a 15,000 ride/year contract for the Northern Winnebago Dial-A-Ride, or about $7,500 annually. The recent competitive bid process for our ADA paratransit services resulted in our paratransit provider bidding $3 per trip less than the competitor who is familiar with our services and actually provided them from 1992-1997, but who is not familiar with Trapeze paratransit scheduling software. The $3 per trip savings represents about $200,000 per year, of which we believe 10 - 30% can be attributed to Trapeze. Given the number of other variables involved, however, it is not possible to more accurately quantify the savings.

DEPARTMENT COST SUMMARY

DEPARTMENT PHASE	2006	2007	2008	2009	2010	Total
Valley Transit Equipment	-	500,000	100,000	-	-	$ 600,000
Total -Valley Transit Capital Projects	$ -	$ 500,000	$ 100,000	$ -	$ -	$ 600,000

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	-	-	-	$ -
Other	-	500,000	100,000	-	-	$ 600,000
Total	$ -	$ 500,000	$ 100,000	$ -	$ -	$ 600,000
Operating Cost Impact	$ -	N/Q*	N/Q*	N/Q*	N/Q*	N/Q*

N/Q = Not Quantifiable

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: Ticket Vending Machines

PROJECT DESCRIPTION

Justification:

For the past three years Valley Transit has had a vending machine at the downtown Transit Center that dispenses 10-ride tickets. This "experiment" has worked very well. The machine has been very well received by the general public and has been very reliable mechanically. We propose to purchase several machines, up to 10, to install throughout the service area.

Federal funding will provide 80% of the $30,000 cost. Because this is new, not replacement equipment, the local share cost will be distributed among the participating municipalities. Appleton's estimated cost will be $3,600.

Discussion of operating cost impact:

Operating cost impacts are expected to be minimal. The current machine has required little or no maintenance. Valley Transit currently services several ticket sales outlets throughout the service area. The machine would replace some of the outlets so stocking costs should remain fairly constant.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
Valley Transit	Equipment Purchase	-	30,000	-	-	-	$ 30,000
Total - Valley Transit Capital Projects		$ -	$ 30,000	$ -	$ -	$ -	$ 30,000

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	-	-	-	$ -
Other	-	30,000	-	-	-	$ 30,000
Total	$ -	$ 30,000	$ -	$ -	$ -	$ 30,000
Operating Cost Impact	$ -	$ -	$ -	$ -	$ -	$ -

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION	
Project Title:	Water Distribution Vehicle Replacements

PROJECT DESCRIPTION

Justification:

Backhoe Replacement
The Water Distribution backhoe (unit # 675) will be 11 years old and is now scheduled to be replaced in 2007. Vehicles utilized by Water Distribution became part of the Central Equipment Agency in the year 2000, therefore the replacement reserve will not cover the entire cost of replacing this unit. It is anticipated that Water Distribution will contribute $45,000 and the Central Equipment Agency (CEA) replacement reserve will contribute $36,000 for a total of $81,000.

Service Truck Replacement
The Water Distribution service truck (unit # 650) will be 13 years old and is now scheduled to be replaced in 2007. Vehicles utilized by Water Distribution became part of the Central Equipment Agency in the year 2000, therefore the replacement reserve will not cover the entire cost of replacing this unit. It is anticipated that Water Distribution will contribute $75,000 and the Central Equipment Agency (CEA) replacement reserve will contribute $54,500 for a total of $129,500.

The pieces of equipment listed below are projected to be the last items requiring Water Distribution capital funding.

Discussion of operating cost impact:
Since this equipment will be replacing existing equipment, there will be no impact on operating cost.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
Water Distr.	Backhoe	-	45,000	-	-	-	$ 45,000
Water Distr.	Service Truck	-	75,000	-	-	-	$ 75,000
Total - Water Distribution Capital Projects		$ -	$ 120,000	$ -	$ -	$ -	$ 120,000

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	-	-	-	$ -
Other	-	120,000	-	-	-	$ 120,000
Total	$ -	$ 120,000	$ -	$ -	$ -	$ 120,000
Operating Cost Impact	$ -	$ -	$ -	$ -	$ -	$ -

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: Membrane System PLC Upgrade

PROJECT DESCRIPTION

Justification:

All functions of membrane skid operation are controlled through the Program Logic Controller (PLC) program. The existing PLC program was a prototype, to which the vendor (Koch) has made many revisions since our installation in 2000. The prototype has a number of residual program problems that would be resolved with this upgrade to the current, standardized platform. An upgrade to the current membrane PLC system will also benefit the plant by providing the platform for membrane capacity expansion and by improved controls of existing membranes.

Membrane capacity expansion could occur by installation of larger 10 inch membrane cartridges. These cartridges require control by the newest PLC platform and are not compatible with the existing PLC.

The cost of the PLC upgrade is $161,070 including installation costs. The breakdown of this cost is listed below and includes the PLC program, skid hardware, and panelview touch screen upgrade. The skid hardware upgrade is necessary so that all membrane controls are operating from the same program platform. The panelview upgrade is recommended by Koch as the existing 1400e version is obsolete and no longer supported by the manufacturer.

The PLC upgrade will bring the plant from a prototype programming control condition to the current standardized control condition. This is especially significant for membrane technology, which has matured greatly since 2000. PLC programming upgrades are a necessary component for membrane treatment capacity expansion at the Appleton Water Treatment Facility.

Discussion of operating cost impact:

Since this project consists of the replacement of existing hardware and software, there will be no impact on operating cost.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
Utility	PLC Controller Upgrade	68,570	-	-	-	-	$ 68,570
	Skid hardware upgrade with PLC	68,500	-	-	-	-	$ 68,500
	Panelview Upgrade with PLC	24,000	-	-	-	-	$ 24,000
Total - Water Projects	Filtration Capital	$ 161,070	$ -	$ -	$ -	$ -	$ 161,070

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	-	-	-	$ -
Other	161,070	-	-	-	-	$ 161,070
Total	$ 161,070	$ -	$ -	$ -	$ -	$ 161,070
Operating Cost Impact	$ -	$ -	$ -	$ -	$ -	$ -

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: Aeration Diffuser Replacement

PROJECT DESCRIPTION

Justification:

The Wastewater Plant's activated sludge process needs air-diffuser replacement. The process utilizes 2,425 fine bubble membrane diffusers for consistent process aeration efficiency. The current diffusers were installed in the early 1990's with a life expectancy of 10 years. The maintenance staff have maintained the diffusers, however, the useful life and reliability is declining annually. New equipment will transfer oxygen more efficiently and create a better environment for the aerobic biological process.

Discussion of operating cost impact:

Maintenance costs should be reduced, however, at this time, the savings are not quantifiable.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
Wastewater	Equipment	-	-	205,115	-	-	$ 205,115
Total - DNR Replacement Fund		$ -	$ -	$ 205,115	$ -	$ -	$ 205,115

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	-	-	-	$ -
Other - Equipment	-	-	205,115	-	-	$ 205,115
Total	$ -	$ -	$ 205,115	$ -	$ -	$ 205,115
Operating Cost Impact	$ -	$ -	N/Q *	N/Q *	N/Q *	N/Q *

* N/Q = Not Quantifiable

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION	
Project Title:	Bar Screen Replacement

PROJECT DESCRIPTION

Justification:

At the Wastewater Treatment Facility influent bar screen channels are located in the grit and screen building. Bar screens are a vital "first step" in removing large solids and debris from the wastestream. This project will minimize the amount of undesirable material (trash and debris) in downstream processes and the biosolids product and will ensure operational reliability at the critical headworks of the plant. The process will also automate a manual process and reduce manpower requirements during high flow conditions.

The #1 bar screen receives raw wastewater from two, four foot wide influent conduits. The bar screen chamber consists of two, three foot wide channels. One channel has a mechanically cleaned rack while the other has a manually cleaned rack. The #3 influent bar screen channel is seven feet wide and accepts wastewater from the east and west interceptors and has a manually cleaned bar rack. The bars on the all three of the current racks are spaced at two inches apart. Current treatment recommendations for bar screens call for solids capture from 2mm to 9mm (3/8").

This Capital Improvement Project would include the removal of the existing equipment and the installation of fine mesh screens. Current treatment technology also includes screening washers and compactors. This project would also include conveying equipment from screens to compactors and from compactors to a roll-off box.

Discussion of operating cost impact:

This project will allow manpower to be reallocated to improve maintenance efficiencies by reducing the scale and complexity of manual tasks associated with this aspect of wastewater treatment. There will be no direct impact on operating expenses.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
Wastewater	Bar screen # 3	-	1,300,000	-	-	-	$ 1,300,000
	Bar screen # 1	-	-	1,500,000	-	-	$ 1,500,000
Total - DNR Replacement Fund		$ -	$ 1,300,000	$ 1,500,000	$ -	$ -	$ 2,800,000

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	-	1,300,000	1,500,000	-	-	$ 2,800,000
Other	-	-	-	-	-	$ -
Total	$ -	$ 1,300,000	$ 1,500,000	$ -	$ -	$ 2,800,000
Operating Cost Impact	$ -	$ -	$ -	$ -	$ -	$ -

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: Boiler Replacement

PROJECT DESCRIPTION

Justification:

The Bryant boiler has been in operation for 25 years and the manufacturer's estimated useful life is 19 years. A new boiler would replace the existing Bryant boiler, which was repaired in 2004 at a cost of $51,347. Insurance proceeds of $25,287 helped offset the repair expense. The expected life resulting from the repair is +5 years.

The new boiler would be an efficient dual fuel operation, and can be used during constraint days to reduce the risk of being charged for penalty gas, which can range from $2.00 - $10.00 per therm.

Discussion of operating cost impact:

Reduction of future large maintenance requirements. These costs are not quantifiable at this time.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
Wastewater	Boiler	-	-	-	122,821	-	$ 122,821
Total - Wastewater Capital Projects		$ -	$ -	$ -	$ 122,821	$ -	$ 122,821

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	-	-	-	$ -
Other - Boiler	-	-	-	122,821	-	$ 122,821
Total	$ -	$ -	$ -	$ 122,821	$ -	$ 122,821
Operating Cost Impact	$ -	$ -	$ -	N/Q *	N/Q *	N/Q *

* N/Q = Not Quantifiable

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION	
Project Title:	Briarcliff Lift Station Renovation

PROJECT DESCRIPTION

Justification:

Briarcliff Lift Station was installed in 1969 and serves 7 residents on the south east side. The wet well is located in the street and the controls and sewage injector pumps are located in an underground metal chamber. The condition of the exterior of the metal chamber and the useful life of the injector pumps and controls are questionable. The repairs to the pumps and controls is increasing and replacement parts are becoming more expensive and difficult to find.

Discussion of operating cost impact:

Maintenance will be reduced, increasing labor efficiency. The installation of a new lift station will reduce the risk of a lift station failure resulting in sewage backing up into residents basements.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
Wastewater	Lift Station	-	-	-	-	150,000	$ 150,000
Total - DNR Replacement Fund		$ -	$ -	$ -	$ -	$ 150,000	$ 150,000

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	-	-	150,000	$ 150,000
Other	-	-	-	-	-	$ -
Total	$ -	$ -	$ -	$ -	$ 150,000	$ 150,000
Operating Cost Impact	$ -	$ -	$ -	$ -	$ -	$ -

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: Lime Sludge Dewatering Operation

PROJECT DESCRIPTION

Justification:

The intent of this project is to provide equipment specifically to dewater the lime sludge coming from the City of Appleton Water Treatment Plant. Currently this water treatment residual is discharged to the Wastewater Plant's headworks where it combines with all of the wastes treated at the facility. The major portion of this lime slurry is calcium. This is an inorganic material that cannot be reduced by the Wastewater Plant's biological treatment systems. As a result, the lime contributes a high proportion of inert matter to our Biosolids. There are significant advantages to handling the lime slurry as a separate "waste stream". The addition of a dedicated lime sludge dewatering press would provide the following:

1. Reduce wear and tear now distributed over three biosolids filter presses and allow for dedicated lime dewatering on a press engineered for this type of material,.
2. Provide for reuse of dewatered lime as amendment for acid soils outside of our region with revenue potential.
3. Reduce storage needs by reducing bulk of current biosolids produced and allowing for separate lime product storage on-site with year-round hauling opportunities not appropriate for biosolids at this time.
4. Allow full range of alternatives for production of Class A biosolids product without incurring costs to handle the inert bulking and pH problems associated with current product.

Discussion of operating cost impact:

Use of a dewatering press designed to handle the lime sludge will reduce maintenance of the existing biosolids filter presses, offsetting the maintenance needs of the additional press. As noted above, there is also a potential revenue from sales of dewatered lime for soil applications. Full operating cost impact is not quantifiable at this time.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
Wastewater	Construction	1,151,712	-	-	-	-	$ 1,151,712
Total -Wastewater Capital Projects		$ 1,151,712	$ -	$ -	$ -	$ -	$ 1,151,712

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning		-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	1,151,712	-	-	-	-	$ 1,151,712
Other			-	-	-	$ -
Total	$ 1,151,712	$ -	$ -	$ -	$ -	$ 1,151,712
Operating Cost Impact	N/Q *	N/Q *	N/Q *	N/Q *	N/Q *	N/Q *

N/Q = Not Quantifiable

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: Recoating 3 Secondary Clarifiers

PROJECT DESCRIPTION

Justification:

Due to the age and normal wear and tear on the equipment, the secondary clarifiers have experienced surface deterioration. To preserve the life of these structures, maintenance of the deteriorating clarifiers would include sandblasting and painting of six secondary clarifiers at the Appleton Wastewater Treatment Plant. The scum troughs, rake system, weirs, cat walk and effluent trough would all be recoated.

Clarifier recoating is a necessary and prudent maintenance activity. In 2003 and 2004, all six primary clarifiers were recoated. In 2005, three secondary clarifiers were recoated. Work on the final three secondary clarifiers is an extension of these planned maintenance projects.

Phased approach:

2006 - Three secondary clarifiers

Discussion of operating cost impact:

Maintenance of the clarifiers will be reduced, increasing labor efficiency. Most importantly, this project will reduce continuing deterioration which causes leaks and weakening of the metal structure which could cause the units to fail.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
Wastewater	Recoating	266,934	-	-	-	-	$ 266,934
Total - DNR Replacement fund		$ 266,934	$ -	$ -	$ -	$ -	$ 266,934

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	266,934	-	-	-	-	$ 266,934
Other	-	-	-	-	-	$ -
Total	$ 266,934	$ -	$ -	$ -	$ -	$ 266,934
Operating Cost Impact	$ -	$ -	$ -	$ -	$ -	$ -

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: Reid Golf Course - Course Improvements

PROJECT DESCRIPTION

Justification:

In 1988 a master plan was developed for Reid Golf Course. The master plan was initiated to address the following concerns: maintenance facilities, clubhouse facilities, parking, safety issues on course (driving range), and course improvements. Since that time, the maintenance facilities have been significantly upgraded and the clubhouse was remodeled in the mid-1990's. In 2002, a Golf Advisory Committee was formed to provide user input. The Golf Advisory Committee focused initially on capital improvements needed at the golf course.

Desired improvements for 2007 include improvements and surfacing to golf cart paths on # 1 and # 10.

Discussion of operating cost impact:

The improvements to the cart paths on #1 and #10 tees would not have a significant impact on operational costs, but would provide a more stable surface to better handle the traffic at these tees.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
Parks & Rec.	Cart path improv.	-	25,000	-	-	-	$ 25,000
Total - Reid Municipal Golf Course Capital Projects		$ -	$ 25,000	$ -	$ -	$ -	$ 25,000

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	-	25,000	-	-	-	$ 25,000
Other	-	-	-	-	-	$ -
Total	$ -	$ 25,000	$ -	$ -	$ -	$ 25,000
Operating Cost Impact	$ -	$ -	$ -	$ -	$ -	$ -

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: Appleton Memorial Park - Athletic Field Renovations

PROJECT DESCRIPTION

Justification:

In 2001, the Parks and Recreation Department commissioned a study of the athletic facilities at Appleton Memorial Park. The study became necessary because of the aging condition of the softball complex and baseball diamond, the development of diamonds #4-#6 and the Optimist Soccer Field (that created a demand for additional rest room facilities), concession opportunities, press boxes, utility areas and possible irrigation to maintain turf standards. The study was also commissioned to review the need for athletic facilities at Appleton Memorial Park relative to the current development of USA Youth Sports Complex and other athletic facilities. A concept plan for future improvements to the athletic complex was approved by the Council in 2004.

The original development of the ball diamond complex at Appleton Memorial Park was completed in the late 1960's. Since this initial development there have been very limited upgrades to this facility. Issues that need to be addressed include: drainage, irrigation, lighting levels, security, safety, pedestrian access, adequate restroom, concession facilities, etc.

This project request identifies the various projects outlined below:

2007 Upgrade of lighting and electrical systems
2008 Develop plans and specifications for walkways, irrigation and parking improvements
2009 Construct walkways, spectator areas and irrigation
2010 Construct parking and service areas

Discussion of operating cost impact:

The upgrade of the facilities will impact operational costs because of increased use. There would be additional costs for irrigation when installed as part of the project. Some of the increased costs will be recovered from increased revenues from concession sales and rental of the facilities to outside agencies and groups.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
Parks & Rec.	Plans and specs	-	30,000	-	-	-	$ 30,000
	Diamond lights	-	425,000	-	-	-	$ 425,000
	Plans and specs	-	-	25,000	-	-	$ 25,000
	Walkways, irrigatior	-	-	-	200,000	-	$ 200,000
	Parking constr.	-	-	-	-	140,000	$ 140,000
Total - Parks & Recreation Capital Projects Fund		$ -	$ 455,000	$ 25,000	$ 200,000	$ 140,000	$ 820,000

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	30,000	25,000	-	-	$ 55,000
Land Acquisition	-	-	-	-	-	$ -
Construction	-	425,000	-	200,000	140,000	$ 765,000
Other	-	-	-	-	-	$ -
Total	$ -	$ 455,000	$ 25,000	$ 200,000	$ 140,000	$ 820,000
Operating Cost Impact	$ -	$ 500	$ 500	$ 2,000	$ 2,500	$ 5,500

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION	
Project Title:	Appleton Memorial Park Renovations

PROJECT DESCRIPTION

Justification:

The Parks and Recreation Department has been cooperating with the Stormwater Utility to address current and future stormwater management issues in the Appleton Memorial Park area. Preliminary studies indicate a need to utilize portions of Appleton Memorial Park for additional ponds to assist with stormwater management in northeast Appleton.

The Parks and Recreation Department, in cooperation with the Stormwater Utility and the Memorial Park Arboretum and Gardens, developed a master plan for Appleton Memorial Park in 2005. The master identified future development opportunities in the park. The development of stormwater ponds in Appleton Memorial Park, in addition to changing community needs, will require the Parks and Recreation Department to address the upgrading/relocation of facilities currently being provided south of the concrete drainage channel.

The projects being requested are identified below:

2008 Development of plans and specifications for tennis courts
2009 Construct tennis courts
2010 Develop specifications for park pavilion/restrooms and for west athletic field restrooms

Discussion of operating cost impact:

Minimal cost increases are anticipated since the project involves renovation, replacement of, and/or reconstruction of existing facilities.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
Parks & Rec							
	Tennis plans/specs	-	-	25,000	-	-	$ 30,000
	Tennis construction	-	-	-	250,000	-	$ 250,000
	Pavilion specs	-	-	-	-	30,000	$ 25,000
	W. restrooms specs	-	-	-	-	25,000	$ 25,000
Total - Parks & Recreation Capital Projects Fund		$ -	$ -	$ 25,000	$ 250,000	$ 55,000	$ 330,000

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	-	25,000	-	55,000	$ 80,000
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	-	250,000	-	$ 250,000
Other	-	-	-	-	-	$ -
Total	$ -	$ -	$ 25,000	$ 250,000	$ 55,000	$ 330,000
Operating Cost Impact	$ -	$ -	$ -	$ 2,000	$ 2,000	$ 4,000

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: Apple Creek Trail Connection to TDS Player's Choice

PROJECT DESCRIPTION

Justification:

This project is to address a resolution passed by the City Council in 2005. The intent of this project is to provide safe passage from the Apple Creek Trail to TDS Player's Choice, a private, for profit indoor sports facility.

Discussion of operating cost impact:

The City may wish to pursue a partnership with TDS Players Choice that would allow TDS Players Choice to submit an annual payment towards maintenance and long term repair of the trail section. Naming rights for the trail section could off-set the original development cost.

DEPARTMENT COST SUMMARY

DEPARTMENT PHASE	2006	2007	2008	2009	2010	Total
Park & Rec						
Construction	-	-	45,000	-	-	$ 45,000
Total - Parks & Recreation Capital Projects Fund	$ -	$ -	$ 45,000	$ -	$ -	$ 45,000

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	-	5,000	-	-	$ 5,000
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	40,000	-	-	$ 40,000
Other	-	-	-	-	-	$ -
Total	$ -	$ -	$ 45,000	$ -	$ -	$ 45,000
Operating Cost Impact	$ -	$ -	$ 1,000	$ 1,000	$ 1,000	$ 3,000

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: Colony Oaks Tennis Courts

PROJECT DESCRIPTION

Justification:

It had been the practice of the City of Appleton to provide tennis courts in neighborhood and community parks as a regular facility in park development. This practice has been adjusted in recent years with the development of Derks and Highview Parks where tennis courts are not part of the neighborhood park design. Many of the tennis courts in the City of Appleton constructed in the 1970's and 1980's have reached their life expectancy and are in need of renovation and/or reconstruction.

The Parks and Recreation Department commissioned a study of all city and area tennis courts in 2004 to access the condition of the courts, provide cost estimates for renovations and determine a course of action for providing tennis courts in the community from a regional approach.

It is the recommendation of the study to concentrate tennis courts in community parks and eliminate tennis courts in neighborhood parks to reflect current financial conditions and demands. Facilities in community parks would generally consist of a complex of 3-4 courts that may include lights, depending on the proximity of other tennis courts and anticipated demand. A recent master plan for Telulah Park adopted by the City Council did not include any tennis courts in this community park. To continue to provide tennis court opportunities in this section of Appleton, this project request includes the construction of 4 courts at Colony Oaks Park in 2009. This construction of the 4 courts would replace the 2 courts currently at Colony Oaks Park that are reaching the end of their useful life.

Discussion of operating cost impact:

Routine maintenance costs will be minimal.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
Park & Recr.	Plans & specs	-	-	16,500		-	$ 16,500
	Court construction	-	-	-	235,000	-	$ 235,000
Total - Parks & Recreation Capital Projects Fund		$ -	$ -	$ 16,500	$ 235,000	$ -	$ 251,500

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	-	16,500	-	-	$ 16,500
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	-	235,000	-	$ 235,000
Other	-	-	-	-	-	$ -
Total	$ -	$ -	$ 16,500	$ 235,000	$ -	$ 251,500
Operating Cost Impact	$ -	$ -	$ -	$ 500	$ 500	$ 1,000

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION
Project Title: Derks Park Development

PROJECT DESCRIPTION

Justification:

The acquisition and development of Derks Park began in 1988 with the initial donation of approximately 4.5 acres of land to the City of Appleton by Mr. John Derks. The final land acquisition needed to complete Derks Park was executed in 1999. A master plan for Derks Park was approved by the City Council in 2000 and initial development began in late 2000 with some general site preparation and landscaping. The park was seeded and some trees planted in the spring of 2001. The 2001 Parks and Recreation Department capital budget included $120,000 for playgrounds, walkways, lighting, and some additional landscaping. Additional landscaping, playground installation and phase one of the walkway system (around the playground) were completed in 2001. Additional accessible hard surfaces within the playground were installed, and a main entrance sign was installed in 2002. Phase two of the walkway (connecting the sidewalk on Derks to the playground walkway) was completed in the fall of 2002. The construction of the park pavilion and some interior park lighting was completed in 2004.

The final phases of the Derks Park development include the remainder of the sidewalks and lighting along Kensington Drive. This project has been re-scheduled for 2007 to coincide with the final work on Kensington Drive.

Discussion of operating cost impact:

Minimal operational costs will include snow removal and routine cleaning and sweeping during summer months.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
Parks & Rec	Walkway and lighting	-	35,000	-	-	-	$ 35,000
Total - Parks & Recreation Department		$ -	$ 35,000	$ -	$ -	$ -	$ 35,000

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	-	35,000	-	-	-	$ 35,000
Other	-	-	-	-	-	$ -
Total	$ -	$ 35,000	$ -	$ -	$ -	$ 35,000
Operating Cost Impact	$ -	$ -	$ 500	$ 500	$ 500	$ 1,500

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION
Project Title: Einstein Park Renovations

PROJECT DESCRIPTION

Justification:

The Parks and Recreation Department and Appleton Area School District (AASD) jointly developed a master plan for the Einstein Park/Einstein Middle School/Ferber Elementary School campus in 2000. This joint effort was needed to address traffic concerns and facility needs that were impacting both schools and the park. The original master plan identified bus drop-off areas, consolidation of parking and athletic facilities, and expanded play areas. The implementation of the master plan was expected to be a joint venture between the City of Appleton and the AASD.

Shortly after the completion of the master plan, the AASD received an opportunity to purchase the Alliance Church property to address some overcrowding issues. The church property was obtained by the AASD and became the site for a charter school, adding approximately 250 more students to this park/school campus. The acquisition of the church property made the master plan obsolete.

Most of the issues and concerns identified in the first master planning process still exist and need to be addressed. It is anticipated the AASD will continue to cooperate with the City of Appleton to address this site.

This project includes the removal of the parking lot near the ball diamond and utilizing the parking lot for Einstein Middle School. It also provides funding to work cooperatively with the AASD to consolidate the ball diamonds to meet the needs of the AASD and the community.

Discussion of operating cost impact:

The impact on operational costs will be minimal.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
Parks and Rec	Park renovations	-	-	-	50,000	-	$ 50,000
Total - Parks & Recreation Capital Projects Fund		$ -	$ -	$ -	$ 50,000	$ -	$ 50,000

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	-	50,000	-	$ 50,000
Other	-	-	-	-	-	$ -
Total	$ -	$ -	$ -	$ 50,000	$ -	$ 50,000
Operating Cost Impact	$ -	$ -	$ -	$ -	$ -	$ -

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: Erb Park Renovations

PROJECT DESCRIPTION

Justification:

A master plan for the renovation of Erb Park was adopted by the Common Council in 1998. The master plan identifies the relocation of the main parking lot closer to the center of the park for improved access to the main pavilion, swimming pool and playground equipment. The plan also identified the construction of walkways which lead through the park to improve pedestrian access from the surrounding neighborhoods into the park.

The restrooms in the pavilion are small and do not meet accessibility requirements under the Americans with Disabilities Act (ADA) and contain fixtures which are rusted, obsolete, and difficult to maintain. The electrical system in the pavilion is old and needs to be upgraded.

Funds requested in 2007 would revisit the master plan for Erb Park to ensure the focus of the plan developed in 1998 is still consistent with the needs of the community. Since Erb Pool is nearing 26 years of age, the future of that facility and its continued location also need to be addressed as part of this master planning process. It is anticipated that a separate restroom facility would be constructed to replace the current restrooms housed in the pavilion. This restroom facility is scheduled for 2008. Renovations to the pavilion would follow in 2009. Construction of the parking lot and walkways throughout the park are scheduled for 2010.

Discussion of operating cost impact:

The proposed changes to the park, including a new restroom facility, pavilion upgrade and development of parking lots and walkways would have minimal impact on the budget. The Department is currently spending money on the maintenance of an old pavilion which is basically a band-aid. Renovation of the pavilion will reduce maintenance costs. The parking lot will involve some additional costs. Costs such as daily inspections, sweeping, lighting costs and maintenance will be incurred. Additional costs will arise from the additional use of the park as a result of the improvements.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
Parks & Rec	Master plan, restroom/ shelter study	-	35,000	-	-	-	$ 35,000
	Restroom Upgrades	-	-	250,000	-	-	$ 250,000
	Pavilion upgrades	-	-		50,000	-	$ 50,000
	Parking and walks	-	-	-	-	200,000	$ 200,000
Total - Parks & Recreation Capital Projects Fund		$ -	$ 35,000	$ 250,000	$ 50,000	$ 200,000	$ 535,000

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	35,000	-	-	10,000	$ 45,000
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	250,000	50,000	190,000	$ 490,000
Other	-	-	-	-	-	$ -
Total	$ -	$ 35,000	$ 250,000	$ 50,000	$ 200,000	$ 535,000
Operating Cost Impact	$ -	$ -	$ 1,000	$ 1,500	$ 2,000	$ 4,500

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: Erb Pool Remodeling

PROJECT DESCRIPTION

Justification:

Erb Pool was constructed in 1979. The mechanical components of the pool are now 26 years old and will need to be addressed soon. The pool was originally constructed to serve as a competitive pool, but the public currently enjoys and uses a more family-oriented aquatic center like Mead Pool. Some changes and upgrades have already been made to the pool over the last few years to keep the pool functional, but other changes are needed to maintain operations.

Upgrades to the chemical feeder systems to maintain water quality were completed in 2002. These upgrades will hopefully buy enough time to allow the proposed facility renovation to be completed as scheduled. A master plan for Erb Park is scheduled for 2005 to determine the appropriate direction to pursue for Erb Park. This master plan will help determine the future needs and direction of the pool and park and provide additional details and specific project and funding needs for Erb Pool. The remodeling of Erb Pool has been tentatively scheduled for 2010 and it is anticipated the remodeling would provide similar facilities and experiences as Mead Pool. Funding scheduled for 2009 would provide design services for remodeling in 2010.

Discussion of operating cost impact:

The changes proposed would increase operational costs of the pool, but the changes would also increase attendance and revenues. It is difficult at this time to project operating costs when it is unknown exactly what changes will be incorporated in the final design. The new chemical feeder systems will reduce current maintenance costs on a 20 year old system and keep the pool functioning until the renovations are completed.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
Parks & Rec	Pool reconstruction:						
	Design	-	-	-	50,000	-	$ 50,000
	Pool renovations	-	-	-	-	1,600,000	$ 1,600,000
Total - Parks & Recreation Capital Projects Fund		$ -	$ -	$ -	$ 50,000	$ 1,600,000	$ 1,650,000

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	-	-	50,000	-	$ 50,000
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	-	-	1,600,000	$ 1,600,000
Other	-	-	-	-	-	$ -
Total	$ -	$ -	$ -	$ 50,000	$ 1,600,000	$ 1,650,000
Operating Cost Impact	$ -	$ -	$ -	$ -	$ 5,000	$ 5,000

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: Highview Park Development

PROJECT DESCRIPTION

Justification:

The development of Highview Park began in 1997. The grading and seeding of the final portion of the park was completed in 1999. Construction of a park pavilion with restrooms was a capital project in 2000 and completed in the spring of 2001. Walkways and lighting were completed in 2002 and 2003.

This project will result in the completion of the proposed development at Highview Park by providing final walkways, a central plaza and an open-air shelter, with design in 2010 and construction planned for 2011.

Discussion of operating cost impact:

The walkways and lighting will have a minimal impact on the operating budget. Additional costs will include snow removal, general maintenance, and lighting costs.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
Parks & Rec.	Plans & specs	-	-	-	-	15,000	$ 15,000
Total - Parks & Recreation Department		$ -	$ -	$ -	$ -	$ 15,000	$ 15,000

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	-	-	-	15,000	$ 15,000
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	-	-	-	$ -
Other	-	-	-	-	-	$ -
Total	$ -	$ -	$ -	$ -	$ 15,000	$ 15,000
Operating Cost Impact	$ -	$ -	$ -	$ -	$ -	$ -

CITY OF APPLETON 2005 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: Houdini Plaza

PROJECT DESCRIPTION

Justification:

Houdini Plaza was initially developed in the mid 1980's under the direction of the City Planning Department. Although it was designed as a green space and passive area for the downtown, its design has encouraged vehicle traffic, including large garbage trucks, patron parking, uncontrolled access, etc. The reconstruction of College Avenue in 2002 has allowed College Avenue to become a space for community events. Because of its proximity to College Avenue, Houdini Plaza has become an extension of College Avenue and will need to provide programmable space for community activities.

A consultant was hired in 2002 to work with various stakeholders to develop an improvement plan for Houdini Plaza. A plan was submitted to the Parks and Recreation Committee in early 2003 and was rejected because of financial considerations. Proposed renovations to Houdini Plaza in 2005 were eliminated from the CIP budget by the City Council during the adoption of the 2004 budget.

Appleton Downtown Incorporated (ADI) has been actively seeking funding to address renovations to Houdini Plaza. They have secured preliminary plans to renovate the corner of Appleton Street and College Avenue. This renovation includes the installation of a flagpole, benches, paving stones, kiosk, and planters. Funding from ADI and other organizations will assist with this project.

Discussion of operating cost impact:

Operational costs will be minimal.

DEPARTMENT COST SUMMARY

DEPARTMENT PHASE	2006	2007	2008	2009	2010	Total
Parks and Rec. Renovations	40,000	100,000	-	-	-	$ 140,000
Total - Parks & Recreation Capital Projects Fund	$ 40,000	$ 100,000	$ -	$ -	$ -	$ 140,000

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	5,000	-	-	-	$ 5,000
Land Acquisition	-	-	-	-	-	$ -
Construction	40,000	95,000	-	-	-	$ 135,000
Other	-	-	-	-	-	$ -
Total	$ 40,000	$ 100,000	$ -	$ -	$ -	$ 140,000
Operating Cost Impact	$ 500	$ 1,000	$ 1,000	$ 1,000	$ 1,000	$ 4,500

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: Jones Park and Old Water Treatment Plant Development

PROJECT DESCRIPTION

Justification:

The "Focus Fox River-A Master Plan" identified access to the Fox River as a major need and desire of the community. The plan also addressed the need to provide access from the College Avenue corridor to the riverfront. The corridor identified in the "Focus Fox River-A Master Plan" was Jones Park.

With the completion of the College Avenue reconstruction in 2002 and the continued development of the riverfront, this project identifies the development of a master plan for Jones Park, the old Water Treatment Plant and the adjacent WE Energies property to address the connection between downtown and the riverfront. Funds have been requested in 2006 to complete a master plan of the public property from Jones Park to the old Water Treatment Plan. The master plan will identify how this space will be developed as the City looks to connect the downtown to the riverfront and continues to work with the County on the St. Joseph's School/Police Department/Courthouse campus. The master plan will also provide direction on the old Water Treatment Plant that has been identified as park property and the adjacent WE Energies property the City of Appleton is scheduled to re-acquire in 2007. Funding requests have been submitted for 2007 and 2008 as placeholders for future development in Jones Park and site acquisition and preparation at the old Water Treatment Plant and WE Energies property as the City continues to move forward on riverfront development.

Discussion of operating cost impact:

Until a master plan is developed for Jones Park and the riverfront property that currently consists of the old Water Treatment Plant and the WE Energies property, it is difficult to determine the operating cost impact of the improvements. However, it is anticipated the basic components of this property will reflect the ideas presented in the "Focus Fox River - A Master Plan", resulting in a minimal impact on operational costs.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
Parks & Rec	Master plan	50,000	-	-	-	-	$ 50,000
	Park renovations	-	25,000	150,000	-	-	$ 175,000
	Pav. plans & specs	-	-	-	30,000	-	$ 30,000
	Pavilion constr.	-	-	-	-	200,000	$ 200,000
Total - Parks & Recreation Projects Fund		$ 50,000	$ 25,000	$ 150,000	$ 30,000	$ 200,000	$ 455,000

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	50,000	-	-	30,000	-	$ 80,000
Land Acquisition	-	-	-	-	-	$ -
Construction	-	25,000	150,000	-	200,000	$ 375,000
Other	-	-	-	-	-	$ -
Total	$ 50,000	$ 25,000	$ 150,000	$ 30,000	$ 200,000	$ 455,000
Operating Cost Impact	$ -	$ -	$ 1,000	$ 1,000	$ 1,500	$ 3,500

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: Linwood Park

PROJECT DESCRIPTION

Justification:

Linwood Park was officially dedicated as parkland in 1950. Over the years many individual facilities and amenities have been added to the park. During 2005, the Neighborhood Revitalization Program and the Parks and Recreation Department formed a partnership to evaluate park activities, vehicular and pedestrian traffic patterns, evaluate the needs of the neighborhood and developed a Master Plan. This plan was adopted by the Parks and Recreation Committee and the City Council which provided our Department with a future "road map" for improvements to the park. The highest priority of the neighbors is to make a pedestrian walkway connection from the northwest and northeast corners of the park to the pavilion located in the center of the park. Passive seating areas and the development of historical interpretive signs to educate neighbors and future generations was identified by neighbors as highly desirable. Other improvements include walkway lighting, rain garden areas, the addition of a servery kitchen, other improvements to the pavilion and the continuation of planting trees in the park.

It is our intention to continue the partnership with the Neighborhood Revitalization Program to seek out alternative funding sources for improvements.

Discussion of operating cost impact:

Measurable operational impacts will be relatively small.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
Parks & Rec	Walkway constr.	50,000	-	50,000	-	-	$ 100,000
	Lighting improve.	-	25,000	-	25,000	-	$ 50,000
Total - Parks & Recreation Capital Projects Fund		$ 50,000	$ 25,000	$ 50,000	$ 25,000	$ -	$ 150,000

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	5,000	-	-	-		$ 5,000
Land Acquisition	-	-	-	-	-	$ -
Construction	45,000	25,000	50,000	25,000	-	$ 145,000
Other	-	-	-	-	-	$ -
Total	$ 50,000	$ 25,000	$ 50,000	$ 25,000	$ -	$ 150,000
Operating Cost Impact	$ 500	$ 500	$ 500	$ 500	$ 500	$ 2,500

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: Lutz Park Restorations

PROJECT DESCRIPTION

Justification:

This project involves the restoration of Lutz Park based on the master plan adopted in 2004.

The development and adoption of the master plan for Lutz Park involved input from the public, the Appleton Yacht Club, the Riverfront Action Committee and other interested groups/organizations. Issues and concerns that were addressed included the trail connection between Vulcan Heritage Park and Lutz Park and the impact on the park and Yacht Club, boat launch renovations, shoreline stabilization, riverfront enhancements and the future of the pavilion and restrooms.

Wisconsin Department of Natural Resources (DNR) Urban Waters Grants are available to fund 50% of the cost for the shoreline restoration and boat launch work. A sizeable contribution to the Lutz Park Trust Fund is available to assist with the funding of these projects.

The renovations to Lutz Park are being phased in over several years. Plans, specifications and construction documents were completed in 2005. A tentative plan for renovations follows:

2006 Finish shoreline stabilization and boat launch work
2007 Parking enhancements and trail connections
2008 Design service for building and park improvements
2009 Restrooms and park enhancements

Discussion of operating cost impact:

The boat launch currently requires regular attention to reduce the City's liability from damaged boats and trailers due to a poorly designed facility. The shoreline needs to be stabilized before it begins to erode the walkway and additional park land. Additional operational costs will be incurred because of increased use of updated facilities and increased utilization of the riverfront.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
Parks & Rec.	Shoreline stabilization and boat launch	450,000	-	-	-	-	$ 450,000
	Parking and trails	-	250,000	-	-	-	$ 250,000
	Plans & specifications	-	-	30,000	-	-	$ 30,000
	Park enhancements	-	-	-	300,000	-	$ 300,000
Total - Lutz Park Trust Fund		$ 450,000	$ 250,000	$ 30,000	$ 300,000	$ -	$ 1,030,000

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	-	30,000	-	-	$ 30,000
Land Acquisition	-	-	-	-	-	$ -
Construction	450,000	250,000	-	300,000	-	$ 1,000,000
Other	-	-	-	-	-	$ -
Total	$ 450,000	$ 250,000	$ 30,000	$ 300,000	$ -	$ 1,030,000
Operating Cost Impact	$ -	$ 3,000	$ 3,000	$ 3,000	$ 3,000	$ 12,000

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION
Project Title: Newberry Trail

PROJECT DESCRIPTION

Justification:

Funding for the segment of Newberry Trail between Telulah Park and the CE Trail on College Avenue was originally approved for the 1999 budget. The approval of the funding was contingent upon receiving a grant from the DNR for a portion of the trail project. The grant was received in late 2000, allowing the City to move forward with acquisition of the properties necessary to complete the trail.

The first segment of the trail completed was the Woodward Way connection between College Avenue and Peter Street. This segment was completed in 2003 after negotiations with Woodward Communications for a trail corridor and considerable discussions with the adjacent neighbors.

Negotiations were completed in 2004 with the Appleton Housing Partnership for the trail segment between Peter Street and Newberry Street and easements were received from the Canadian National Railroad for the trail segments around Newberry Street in early 2005. Negotiations are proceeding with the WE Energies and Leo Anderson for the final trail segment just east of Telulah Park, with final agreements anticipated by the end of 2005.

Funds for the constuction of the trail have been carried over from previous years and this request provides the necessary funds to complete the trail segment.

Discussion of operating cost impact:

Additional operational costs will include trail and sign maintenance, mowing, garbage removal, and winter maintenance for year-round work.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
Parks and Rec	Newberry Trail construction	200,000	-	-	-	-	$ 200,000
Total - Parks & Recreation Capital Projects Fund		$ 200,000	$ -	$ -	$ -	$ -	$ 200,000

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	10,000	-	-	-	-	$ 10,000
Land Acquisition	-	-	-	-	-	$ -
Construction	190,000	-	-	-	-	$ 190,000
Other	-	-	-	-	-	$ -
Total	$ 200,000	$ -	$ -	$ -	$ -	$ 200,000
Operating Cost Impact	$ 1,500	$ 1,500	$ 1,500	$ 1,500	$ 1,500	$ 7,500

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION	
Project Title:	North Side Park/Fire Station/School Site Development

PROJECT DESCRIPTION

Justification:

The Appleton Area School District (AASD), the Fire Department, and the Parks and Recreation Department jointly purchased land east of Appleton North High School in 1999. Fire Station #6 was completed in 2001 and a neighborhood park and a possible elementary school were scheduled for the future. It is anticipated the park will develop in concert with the construction of the elementary school. Development of both this park and the neighborhood park on the southeast end of Providence Trail is necessary to meet the needs of the neighborhood, which is growing rapidly.

This project includes initial development of the park in 2008 that will consist of grading and landscaping of the site. Additional landscaping and the installation of playground equipment and other park amenities will follow in 2009 and complete the park development. The development of this park has been adjusted to reflect potential development of the school site.

2008 Master planning and initial site work and development
2010 Plans and specifications and playground and walkways construction

Discussion of operating cost impact:

The park will be scheduled for regular maintenance including mowing, plant care, playground equipment inspections and maintenance.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
Parks & Rec.	Planning	-	-	12,500	-	-	$ 12,500
	Initial development	-	-	50,000	-	-	$ 50,000
	Construction of walks & playground	-	-	-	-	125,000	$ 125,000
Total - Parks & Recreation Capital Projects Fund		$ -	$ -	$ 62,500	$ -	$ 125,000	$ 187,500

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	-	12,500	-	10,000	$ 22,500
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	50,000	-	-	$ 50,000
Other	-	-	-	-	115,000	$ 115,000
Total	$ -	$ -	$ 62,500	$ -	$ 125,000	$ 187,500
Operating Cost Impact	$ -	$ -	$ 2,000	$ 2,000	$ 3,000	$ 7,000

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: Parks - Playground Equipment

PROJECT DESCRIPTION

Justification:

Playgrounds - This project will continue to improve accessibility by the addition of walkways and upgrades to equipment to meet Consumer Product Safety Commission guidelines and the Americans with Disabilities Act (ADA) requirements. Upgrading fall zone materials to poured-in-place resilient surfacing would allow for easier wheelchair access.

2006 project will address phase two for the playground in City Park.

Discussion of operating cost impact:

There is no significant operating cost impact from the purchase and installation of playground equipment.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
Parks & Rec	Playground equip.	60,000	65,000	70,000	75,000	80,000	$ 350,000
Total - Parks & Recreation Capital Projects Fund		$ 60,000	$ 65,000	$ 70,000	$ 75,000	$ 80,000	$ 350,000

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	7,500	7,500	8,000	8,000	-	$ 31,000
Land Acquisition	-	-	-	-	8,500	$ 8,500
Construction	52,500	57,500	62,000	67,000	71,500	$ 310,500
Other	-	-	-	-	-	$ -
Total	$ 60,000	$ 65,000	$ 70,000	$ 75,000	$ 80,000	$ 350,000
Operating Cost Impact	$ 500	$ 500	$ 500	$ 500	$ 500	$ 2,500

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION
Project Title: Parks - Skate Park Equipment

PROJECT DESCRIPTION

Justification:

This project would provide funding for skate park amenities to replace the skate area that was removed from Telulah Park in 2005. The intent would allow the development of skate park amenities in the southeast corner of Telulah Park. Equipment would be flexible to reconfigure, upgrade and move equipment in different configurations, or to ultimately move to a different location. Currently there is a private skatepark area in the Valley Fair Mall which is available to the public. The portable equipment will provide an entry and beginner level experience that would complement the larger, private facility at the Valley Fair Mall.

2010 Planning and developing specifications

Discussion of operating cost impact:

Skate park equipment will require a rigorous inspection and repair program.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
Parks & Rec	Develop plans	-	-	-	-	20,000	$ 20,000
Total - Parks & Recreation Department		$ -	$ -	$ -	$ -	$ 20,000	$ 20,000

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	-	-	-	20,000	$ 20,000
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	-	-	-	$ 145,000
Other	-	-	-	-	-	$ -
Total	$ -	$ -	$ -	$ -	$ 20,000	$ 165,000
Operating Cost Impact	$ -	$ -	$ -	$ -	$ -	$ -

CITY OF APPLETON 2005 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION	
Project Title:	Pierce Park Renovation

PROJECT DESCRIPTION

Justification:

A master plan for the renovation of the grounds at Pierce Park was adopted by the Common Council in 1999. The major components of this master plan included renovation of the park pavilion, re-construction of the tennis courts and replacement of the lights on the courts, the construction of a parking lot and walkways, and construction of a pedestrian bridge over the railroad tracks. A study of the pavilion was completed in 1999. The study recommended improvements to include updated utilities, new restrooms and kitchen and upgrading the pavilion's exterior appearance. To date, a new restroom facility has been constructed, utilities upgraded and most renovations completed on the pavilion. Funding in 2005 provided engineering services to address plans and specifications for the roof and stage adjustments.

Other projects include a pedestrian bridge over the railroad tracks to access the southern portion of the park.

The projects identified in this request include the following:

2007 New roof and renovations to exterior stage
2010 Plans and specifications

Discussion of operating cost impact:

Proposed improvements will have minimal impact on operational costs.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
Parks & Rec.							
	Roof and stage	-	80,000	-	-	-	$ 80,000
	Plans & specs - bridge	-	-	-	-	12,500	$ 12,500
Total - Parks & Recreation Capital Projects Fund		$ -	$ 80,000	$ -	$ -	$ 12,500	$ 92,500

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	-	-	-	12,500	$ 12,500
Land Acquisition	-	-	-	-	-	$ -
Construction	-	80,000	-	-	-	$ 80,000
Other	-	-	-	-	-	$ -
Total	$ -	$ 80,000	$ -	$ -	$ 12,500	$ 92,500
Operating Cost Impact	$ -	$ 500	$ 500	$ 500	$ 500	$ 2,000

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION	
Project Title:	Providence Park Development

PROJECT DESCRIPTION

Justification:

In 2000, Providence Park, a 2.64 acre park, was dedicated to the City of Appleton through the Park Land Dedication Ordinance with the development of the Providence Trails III and IV subdivisions. This park is located east of Providence Avenue and just across the Apple Creek drainage corridor from the USA Sports Complex. The park will serve the neighborhood as well as users of the Apple Creek Trail and the USA Sports Complex when a bridge is constructed to link the south side of the drainage corridor with the north side. Immediately adjacent to the park is a gas line easement that will provide an opportunity for a trail corridor from the Apple Creek Trail to the new park/fire station/school site northwest of the park. The gas line corridor was dedicated to the City of Appleton in 2002. Development of both Providence Park and the park adjacent to Fire Station #6 is necessary to meet the needs of the neighborhood, which is growing rapidly.

This project includes initial development in 2004 that will consist of grading and turf landscaping of the site. Additional landscaping and the installation of playground equipment followed in 2005 and will complete the development of this neighborhood park through 2009.

Discussion of operating cost impact:

The park will be scheduled for regular maintenance, including mowing, plant care, playground equipment inspections and maintenance.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
Parks & Rec.	Walkways/gazebo:						
	Plans & specs	-	-	12,500	-	-	$ 12,500
	Construction	-	-	-	85,000	-	$ 85,000
Total - Parks & Recreation Capital Projects Fund		$ -	$ -	$ 12,500	$ 85,000	$ -	$ 97,500

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	-	12,500	-	-	$ 12,500
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	-	85,000	-	$ 85,000
Other	-	-	-	-	-	$ -
Total	$ -	$ -	$ 12,500	$ 85,000	$ -	$ 97,500
Operating Cost Impact	$ -	$ -	$ -	$ 2,500	$ 2,500	$ 5,000

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: Providence Trail

PROJECT DESCRIPTION

Justification:

The Parks and Recreation Department, in cooperation with the Trail Advisory Committee, has developed a trail program that has been slowly implemented since its inception in the mid-1990's. In that time, the Newberry, North Island, Apple Creek, and Highview Trails have been constructed. The CE to Newberry Trail connection is currently being developed. The next segment is the Providence Trail segment.

Acquisition of the Providence Trail corridor was completed in 2002. This request identifies funding for the completion of development of the Providence Trail between the USA Youth Sports Complex and the new neighborhood park adjacent to Fire Station #6. Construction on the first phase of the trail was completed in 2003 to correspond with the continued residential development along the trail corridor. The final phase was originally scheduled for the fall of 2004, but was delayed when the ANR Pipeline Company announced it was installing a second gas line in the easement corridor. The second gas line is scheduled for completion in late 2006, with the completion of the trail scheduled for 2007.

Discussion of operating cost impact:

Operational costs will include regular inspections, litter pick up, mowing, sign repair, snow removal, etc. Daily maintenance will not be required, but regular inspections are needed to ensure a clean and safe trail.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
Parks and Rec	Complete Providence Trail	-	55,000	-	-	-	$ 55,000
Total - Parks & Recreation Capital Projects Fund		$ -	$ 55,000	$ -	$ -	$ -	$ 55,000

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	5,000	-	-	-	$ 5,000
Land Acquisition	-	-	-	-	-	$ -
Construction	-	50,000	-	-	-	$ 50,000
Other	-	-	-	-	-	$ -
Total	$ -	$ 55,000	$ -	$ -	$ -	$ 55,000
Operating Cost Impact	$ -	$ 1,500	$ 1,500	$ 1,500	$ 1,500	$ 6,000

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: Riverfront Initiatives-Trail Development

PROJECT DESCRIPTION

Justification:

This project request includes funding for trail development along the Fox River to address the strategies and objectives of the Riverfront Master Plan.

The riverfront master plan, "Focus Fox River- A Master Plan", was approved in February of 2001. A multi-modal analysis of transportation and parking was completed and adopted by the City Council in the spring of 2002. An inter-departmental team was convened in early 2002 to develop a conceptual plan of the pedestrian connections along the riverfront. The interdepartmental team referenced the Riverfront Master Plan, transportation study, and other trail network plans in developing the walkway connection plan. The conceptual plan of the pedestrian connections was approved by the Council in July 2002. An engineering study was completed in 2004 to analyze these connection points and determine the most appropriate type of pedestrian connection (e.g., asphalt trail, boardwalk, riverwalk, etc.) between them. Plans and specifications for the Vulcan Heritage Park to Lutz Park were completed in 2005.

The projects identified in the request include the following:

The development of the individual segments may need to be re-prioritized depending on other riverfront development opportunities, funding sources, etc.

2006 Construction of riverfront trail from Vulcan Heritage Park to Lutz Park
2007 Development of plans and specifications for riverfront trail from Vulcan Heritage Park to Jones Park
2008 Construction of riverfront trail from Vulcan Heritage Park to Jones Park
2010 Development of plans and specifications for riverfront trail from Jones Park to Lawrence University

The development of the individual segments may need to be re-prioritized depending on other riverfront development opportunities, funding sources, etc.

Discussion of operating cost impact:

Additional trail development will incur additional operational costs such as regular inspections, mowing, lighting, waste collection, maintenance, etc.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
Park & Rec	Plans and specs.	-	50,000	-	-	35,000	$ 85,000
	Trail development	750,000	-	525,000	-	-	$ 1,275,000
							$ -
Total - Riverfront Initiatives Capital Project		$ 750,000	$ 50,000	$ 525,000	$ -	$ 35,000	$ 1,360,000

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	50,000	-	-	35,000	$ 85,000
Land Acquisition	-	-	-	-	-	$ -
Construction	750,000	-	525,000	-	-	$ 1,275,000
Other	-	-	-	-	-	$ -
Total	$ 750,000	$ 50,000	$ 525,000	$ -	$ 35,000	$ 1,360,000
Operating Cost Impact	$ -	$ 5,000	$ 5,000	$ 5,000	$ 5,000	$ 20,000

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: Schaefer Park

PROJECT DESCRIPTION

Justification:

The pavilion in Schaefer Park was constructed over three decades ago. There are accessibility requirements of the Americans with Disabilities Act (ADA) that need addressing, as well as the overall condition of the building, which has deteriorated beyond modern day expectations. This facility may be reaching the end of its intended useful life. This project would include a feasibility study, design and building specifications, and appropriate bid documents in 2009. Renovation and/or construction would take place in 2010.

Discussion of operating cost impact:

Net impact on the operational budget will be negligible if square footage and existing amenities are not changed. Increases in operational costs will be directly proportionate to facility enhancements to meet ADA and building requirements at the time of remodeling or reconstruction.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
Parks & Rec	Pavilion upgrades:						
	Design services	-	-	-	25,000	-	$ 25,000
	Construction	-	-	-	-	235,000	$ 235,000
Total - Parks & Recreation Capital Projects Fund		$ -	$ -	$ -	$ 25,000	$ 235,000	$ 260,000

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	-	-	25,000	-	$ 25,000
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	-	-	235,000	$ 235,000
Other	-	-	-	-	-	$ -
Total	$ -	$ -	$ -	$ 25,000	$ 235,000	$ 260,000
Operating Cost Impact	$ -	$ -	$ -	$ -	$ 500	$ 500

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: Telulah Park Improvements

PROJECT DESCRIPTION

Justification:

In 2002, the Parks and Recreation Department commissioned a study of the large pavilion at Telulah Park. The results of that study are included in this request. A master plan for Telulah Park was adopted in 2004. This master plan involved a review of existing facilities, community input on the long range plan for the park, and preparation and adoption of a master plan to be used for future capital and development. Development components of the master plan are identified in this project request.

The renovations to the large pavilion were completed on June 30, 2005. Funding was originally approved in 2004 to address the relocation of the entrance road and additional parking, however a delay in approving the master plan prevented the completion of the renovations in 2005.

The master plan presents a long range approach to address the many activities currently located in Telulah Park. The plan addresses parking and vehicular access, trails and walkways, the number and location of athletic facilities, the skate park and disc golf course, and development of the river level acquired in 1991. Specific components of the development plan may need adjustment as plans for the future use of the MI site (see East River Redevelopment capital project request, page 597) materialize and impact the current master plan for Telulah Park.

Project requests are as follows:

2008 Develop plans and specifications for river and upper level development
2009 Upper level development (access, picnic areas, lighting, storm water, erosion control, creating connections between upper and river levels, upgrade utilities, etc.)
2010 River level development (access, picnic areas, lighting, storm water, trails, utilities, etc.)

Discussion of operating cost impact:

Additional operational costs will be incurred with additional parking lots. Costs will also be incurred when the lower level is developed and additional useable park space is realized as a result of the park upgrades.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
Parks & Rec	Design services	-	-	26,500	-	-	$ 26,500
	Development	-	-	-	150,000	150,000	$ 300,000
Total - Parks & Recreation Capital Projects Fund		$ -	$ -	$ 26,500	$ 150,000	$ 150,000	$ 326,500

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	-	26,500	-	-	$ 26,500
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	-	150,000	150,000	$ 300,000
Other	-	-	-	-	-	$ -
Total	$ -	$ -	$ 26,500	$ 150,000	$ 150,000	$ 326,500
Operating Cost Impact	$ -	$ -	$ -	$ 2,500	$ 2,500	$ 5,000

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: USA Youth Sports

PROJECT DESCRIPTION

Justification:

The intent of this project is to continue the City of Appleton's partnership with USA Youth Sports to provide additional recreational facilities and opportunities for youth in the community. This project would be consistent with the initiative of providing services through alternate providers.

The Appleton Memorial Park Athletic Field Study originally recommended the elimination of the baseball diamond and replacing it with another softball diamond. This would provide four softball diamonds immediately adjacent to the Jones Building in Appleton Memorial Park (AMP) and would enhance the current adult softball program and tournament opportunities. The AMP baseball diamond would not be removed until the second baseball diamond at USA Youth Sports is completed and operational. Some opposition was expressed concerning the elimination of the baseball diamond at AMP because of the fear of losing a baseball diamond in Appleton for the various user groups.

This project provides assistance to USA Youth Sports Complex for the completion of the baseball diamond at the USA Youth Sports Complex, and specifically the installation of a new lighting system. The City of Appleton's participation in this project will continue its long standing support of baseball in the community, provide valuable assistance to the overall complex, and facilitate the renovations to the AMP ball diamond complex.

Discussion of operating cost impact:

Partnering with USA Youth Sports on capital development would reduce up-front costs of land acquisition and include development to meet community demands. Perhaps more importantly it would provide relief from long-term operational maintenance cost.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
Parks & Rec	Site development	75,000	-	-	-	-	$ 75,000
Total - Park Open Space Fund		$ 75,000	$ -	$ -	$ -	$ -	$ 75,000

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	-	-	-	$ -
Other	75,000	-	-	-	-	$ 75,000
Total	$ 75,000	$ -	$ -	$ -	$ -	$ 75,000
Operating Cost Impact	$ -	$ -	$ -	$ -	$ -	$ -

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: Voster Property

PROJECT DESCRIPTION

Justification:

This involves the development of a neighborhood park in a new development area located south of Highway JJ and east of French Road.

Because of the rapid development of this subdivision, the development of this park has been accelerated. This project provides for initial development in 2006 to include general landscaping, utilities, etc. Funding in 2007 will allow for additional development in accordance with the approved Master Plan, to include the installation of playground equipment. A pavilion/restroom is also scheduled for 2010, with planning to begin in 2009.

Discussion of operating cost impact:

Will require additional resources from Park and Forestry Operations.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2006	2007	2008	2009	2010	Total
Parks & Rec	Initial grading and landscaping	75,000	-	-	-	-	$ 75,000
Park Open Space Fund							
	Landscaping and playground equip.	-	75,000	-	-	-	$ 75,000
	Design services	-	-	-	25,000	-	$ 25,000
	Pavilion/restroom	-	-	-	-	225,000	$ 225,000
Parks & Recreation Capital Projects Fund		-	75,000	-	25,000	225,000	325,000
Total - Voster Property		$ 75,000	$ 75,000	$ -	$ 25,000	$ 225,000	$ 400,000

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	-	-	25,000	-	$ 25,000
Land Acquisition	-	-	-	-	-	$ -
Construction	75,000	75,000	-	-	225,000	$ 375,000
Other	-	-	-	-	-	$ -
Total	$ 75,000	$ 75,000	$ -	$ 25,000	$ 225,000	$ 400,000
Operating Cost Impact	$ 2,000	$ 2,000	$ 2,000	$ 2,000	$ 4,000	$ 12,000

CITY OF APPLETON 2006 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: Vulcan Heritage Park

PROJECT DESCRIPTION

Justification:

Initial development of Vulcan Heritage Park began in 2001 with the construction of the parking lot and some landscaping around the perimeter of the parking lot. This project was the first component of the master plan developed for Vulcan Heritage Park in 2000. The master plan was a joint effort between various City departments, the International Paper Hall of Fame, Trolley '86, Wisconsin Electric Power Company (WEPCO, now WE Energies), the Old Third Ward, and other riverfront interested parties. In 2002, an architectural/ engineering study was completed of the Vulcan Building. Results of the study identified remedial action required to maintain the structural integrity of the building. In 2003, the Supple Restaurant Group received ownership of the Vulcan Building to develop a restaurant. This development opportunity by the Supple Restaurant Group has allowed the City to relinquish its responsibilities for the short and long term care and operation of the Vulcan Building and concentrate its efforts on the remainder of the park development. Parking lot and walkway lighting was completed in 2004 and the installation of walkways and boardwalks was completed in 2005.

The remainder of the park development as outlined in the master plan has been scheduled as noted below. The development will include the development of an open area on the west side of the park and the connection of the park to the trail segment between Vulcan Heritage Park and Lutz Park.

The projects identified in the request include the following:

2008 Park development (west end) - landscaping, walkways, gazebo, lighting, etc.

Discussion of operating cost impact:

The development of Vulcan Heritage Park will result in additional maintenance and operational costs. The park will be a rather high-end maintenance facility because of its design and development. Those costs are reflected below.

DEPARTMENT COST SUMMARY

DEPARTMENT PHASE	2006	2007	2008	2009	2010	Total
Parks and Rec.						
Park development	-	-	175,000	-	-	$ 175,000
Total - Parks & Recreation Capital Projects Fund	$ -	$ -	$ 175,000	$ -	$ -	$ 175,000

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	-	15,000	-	-	$ 15,000
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	160,000	-	-	$ 160,000
Other	-	-	-	-	-	$ -
Total	$ -	$ -	$ 175,000	$ -	$ -	$ 175,000
Operating Cost Impact		$ -	$ 1,500	$ 1,500	$ 1,500	$ 4,500