City of Appleton, Wisconsin

2007
ADOPTED BUDGET
AND SERVICE PLAN

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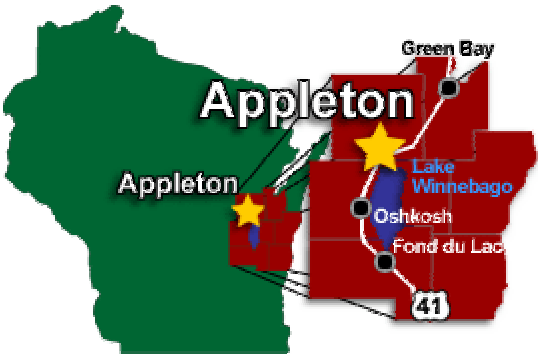
In the heart of the Fox Cities,
north of Lake Winnebago.



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2007 BUDGET

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City of Appleton 2007 Budget

Operational/Fund Structure Matrix

Operational Responsibility	General Fund	Special Revenue Funds	Capital Projects Funds	Enterprise Funds	Fiduciary Funds	Debt Service Funds
Mayor	x					
Facilities Management				x		
Common Council	x					
Finance	x					
Unclassified	x					
Room Tax Administration		x				
Debt Service						x
City Clerk	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			
South Memorial Drive			x			
Public Library	x					
Frank P. Young Memorial					x	
Library Capital Projects			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 [1]				x		
Wastewater Utility [1]				x		
Health Services	x					
Health Services Grants		x				
Police	x					
Police Grants		x				
Public Safety Capital Projects [2]			x			
Fire	x					
Hazardous Materials		x				
Water Utility [1]				x		
Wastewater Utility [1]				x		

1. Shared responsibility between Public Works and Utilities - The Public Works Director is responsible for water distribution and wastewater collection while the Utility Director is responsible for water filtration and wastewater treatment.
2. The Public Safety Capital Projects Fund is used to fund both Police and Fire capital projects.

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December 18, 2006

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

Dear Appletonians:

I present to you the 2007 Budget and Service Plan, including the five-year Capital Improvement Plan. Total expenditures for the 2007 Budget are $135,336,755. 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. Again 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 levy limit rules limit the increase in the tax levy to the greater of net new construction growth (2.457% in 2005) or 2%. These two limits on our tax levy take differing perspectives that, when considered together, give our citizens and businesses assurances that the City continues to strive to be more cost effective while still providing quality services.

In 2007, 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. Again in 2007, we are looking at increased costs in the areas of personnel and utilities. The volatile cost of fuel is also a factor that cannot be ignored. The increased costs in the area of personnel are predictable due to the settlement of our labor contracts. Health care trend cost increases have slowed since the change in our health plan administration that took place in 2006 including administrative increases for our self insured plan, which were contained to just 3% for the 2007 Budget.

It remains difficult to predict the cost of gasoline, electricity and natural gas with any certainty eighteen months into the future. Gasoline and diesel fuel have been budgeted at $2.53 and $2.64 per gallon (the City does not pay federal gas tax and purchases in bulk), up from $2.39 and $2.36 in 2006. We have included a 14% increase over actual 2005 expense for electricity and a 5% increase over the most recent twelve month actual expense for natural gas. The 2006 Budget included contingencies for both fuel and utilities. As of this date, I anticipate requesting that any

remaining balance in those contingency funds be carried over after year-end to mitigate any exposure we may have due to market volatility in 2007.

Another major factor having a positive effect on the 2007 Budget is the performance of our Tax Incremental Financing (TIF) districts. The combined growth in equalized values in our six TIF districts was $48,743,400 or 16.8%. 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 interest revenue of $1,943,898 compared to $1,778,397 in 2006. After 2007, the district will close, bringing an estimated $80,137,700 of property value back onto the tax rolls, which will help stabilize the tax rates beyond the state levy restraint program.

The major change in the 2007 Budget is the creation of the Facilities and Construction Management Department (Facilities/Construction Department) and the dissolution of Central Building Maintenance (CBM). The current replacement value of the facility assets for the City of Appleton is $225,466,944. In addition, it must be realized that facilities are much more than just a place to house employees and processes; they also impact the productivity, image, safety and security of the organization.

Up until this time, department directors have been responsible for their own facility management services. By creating the position of Director of Facilities and Construction Management, the City took the first step in protecting its real estate assets. The creation of the Facilities/Construction Department is the next step in allocating the necessary resources to extend the useful life of our existing facilities, increase the quality of services and provide an organized plan to address future City facilities needs.

During 2006, the Director of Facilities and Construction Management performed a facilities management/maintenance evaluation that reviewed the current status of facilities management, including maintenance, staffing, budgets, technology and facilities master planning. This evaluation identified the need for a successful Facilities Management Program.

The evaluation also determined that a significant number of routine and preventive work orders concerning our facilities were not being completed. This lack of maintenance can result in a decrease of actual value, additional maintenance, and can sometimes turn into a renovation at a later date that could have been avoided by proactive, routine maintenance.

This new Facilities/Construction Department will serve all departments to extend the useful life of existing City facilities. The department will balance its workload with a conservative combination of in-house and contracted labor, and provide oversight of 40 facilities at 18 sites with total square footage of more than 750,000 square feet.

This budget consolidates facilities management expenses, such as maintenance, janitorial and utilities costs, within the new Facilities/Construction Department. Under the previous CBM model, there were 13 full-time equivalent (FTE) positions (including the Director of Facilities and Construction). These positions were realigned to reflect the work that is currently performed by those positions, including assigning four FTEs to Wastewater and three FTEs to Water Filtration, leaving five positions assigned to the new Facilities/Construction Department. The 2007 Budget also reflects an overall increase of two FTEs directly related to the facilities management function. See the Personnel section following for more information.

In order to adequately staff and fund this new Facilities/Construction Department in 2007, this budget reflects an increase in the facilities management function of $568,842. Although the City is under strict levy limits and cost controls, it became apparent that the lack of attention to preventive and routine maintenance of our facilities could not be ignored. We have a significant investment in these assets and the responsible action to take for our taxpayers is to address the backlog of maintenance issues and proactively address maintenance concerns for the future.

I'd like to take this opportunity to thank all of our department heads and their staff for their hard work on this budget. 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.

FISCAL

- Taxes – Overall, this budget includes an increase in levy-related expenditures of 2.05% that is only partially offset by small increases in interest revenue, resulting in a tax levy increase of 2.97% as allowed by limit to balance the budget. As a reminder, the Assessor's Office completed a citywide residential property revaluation in 2006. This revaluation was needed to assure equity across all residential properties. The revaluation has resulted in assessed values being 101% of equalized values in the city of Appleton. Therefore, the increase in the levy, coupled with the real growth of the City's tax base, as well as the revaluation, results in an equalized tax rate of $7.7933 per thousand, down from $7.8317 or a 0.49% decrease.

- 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 2006, we maintained the City's outstanding bond ratings. These ratings enable the City to borrow funds at very low interest rates, which in turn, saves our taxpayers and ratepayers significant dollars.

- Revenues – The 2007 Budget includes a nominal fee increase of $5.00 charged to non-Appleton residents for Parks and Recreation programs. The current fee structure has been in place for over ten years. We are also exploring sponsorship options for individual programs such as Movies on the Hill providing expected revenue in the amount of $10,000.

ECONOMIC DEVELOPMENT

Development related projects in this budget include:

- Industrial and Business Park Development – This budget includes only a small amount of funding ($116,839) as Phase I, II and III of the Southpoint Commerce Park will be

completed at the end of 2006, resulting in 31 lots available for sale (one sold in 2005). The 2009 and 2011 Budgets provide funding for Phases IV and V.

- Riverfront Initiatives – This budget includes funds to reacquire the We Energies site ($107,000), demolish the old water treatment plant ($500,000), related engineering services ($120,000) and the trail development between Vulcan Heritage Park and Lutz Park ($750,000).

UTILITIES

- Water – The focus in 2007 will be to continue to optimize the water treatment facility to meet the water requirements of its customers providing safe, potable, cost-effective, high quality water. $1,019,000 of operating and capital funds are dedicated for membrane enhancement/expansion options that will begin to address capacity issues experienced. We continue to work with our legal counsel to find resolutions in the most cost effective manner. The water rate study started in late 2005 is anticipated to be finalized in late 2006, allowing the utility to issue revenue bonds at parity to finance the necessary capital needs.

- Wastewater – The utility continues to provide 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 $1.3 million in capital funding for bar screen # 3 replacement, a vital step in removing large solids and debris from the wastestream.

- Stormwater – This budget provides funding to continue our efforts in the ever-increasing management of stormwater in the city to fulfill the obligations required by Natural Resources Regulations 151 and 216 and to control flooding. Major projects include storm sewer reconstruction in the Peabody Park area to address flooding and the Memorial Park northeast pond construction that contributes towards the City-wide stormwater management plan. The rate increase implemented in 2006 is expected to cover the requirements of the stormwater infrastructure program through 2009.

PERSONNEL

As I mentioned earlier, this 2007 Budget includes a net increase of 2.0 FTE directly related to the creation of the Facilities/Construction Department. The total net increase in this 2007 Budget is 3.0 FTE, although it is important to note that some positions are not funded until midyear. 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.

Other personnel changes are as follows:

- Police – moves the Intercultural Relations Coordinator position at the Police Department to the Mayor's Office to make intercultural support more generally available to all departments and adds three sworn Officers, to be filled approximately mid-year.

- Fire – eliminates the currently vacant Fire Mechanic position.

- Valley Transit – eliminates a vacant part-time Communications Technician position.

- Library – eliminates a full-time Bindery Clerk and replaces it with a part-time Bindery Clerk and a part-time Library Assistant, plus some additional part time hours, equal to approximately .1 FTE, in Circulation.

- Finance – eliminates the .3 FTE of the Grants Administrator position that was allocated to general accounting responsibilities, leaving the position as a .7 FTE position fully funded by grants.

- Reid Municipal Golf Course – transfers an 8-month Park Caretaker position to the Parks and Recreation budget, replacing it with 1,000 hours of part-time summer help. This transfer will help offset the reduction in overtime and seasonal staff at the Parks and Recreation Department while providing landscaping services to the Facilities/Construction Department.

Further details can be found on page 576.

CAPITAL IMPROVEMENT PROGRAM

Highlights of the remainder of the 2007 CIP are as follows:

- Parking Utility structural repairs for highest priority needs in the parking ramps based on the consultant's evaluation report and to replace four handheld parking ticket writer units ($110,000).

- Facilities improvements include roof replacements at Valley Transit ($400,000), the final area (3 and 5) of the V Building at Wastewater ($120,000) and air conditioning replacement at the Library ($212,000).

- Technology upgrades and enhancements include replacement of the AS400 ($216,000), AutoCad upgrade used by DPW engineers as well as other City departments as the current version will no longer be supported ($70,500), data backup and recovery enhancements ($84,000) and e-mail archive, remote access and wireless access projects/enhancements that will result in increased labor efficiency ($135,000).

- Providence Trail completion ($65,000).

- Lutz Park shoreline stabilization and boat launch work ($420,000). The City also received a grant from the State of Wisconsin in the amount of $285,015 towards this project.

- Police Station design for the remodeling project with construction to take place in 2008-2009 over a sixteen month period ($1,170,269 for 2007). Total project cost is currently capped at $11,812,500 with a maximum of 65,000 square feet per recommendation of the Capital Facilities Committee; however, final Council approval is pending.

- Bridge Improvements continue for Lawe Street over the navigation canal that was started in 2005 ($100,000). It is critical construction to be completed prior to the College Avenue Bridge being closed for replacement.

- Park improvements for Vosters Park ($75,000), Derks Park ($40,000), the final phase of improvements at Linwood Park ($50,000), playground equipment ($70,000), and funding for athletic field renovations including upgrade of lighting and electrical systems, scoreboards and spectator seating at Appleton Memorial Park ($530,000).

- Other public safety investments include funding to plan appropriately for future fire station needs while also considering the needs of the regional community ($300,000), the first phase of portable radio replacement ($100,000) and GPS/GIS to enhance emergency dispatch ($30,000).

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 2007 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 2007 BUDGET
Summary of Changes from Department Requested to Executive Budget *

Department	Revision		Reconciliation
Mayor	*Requested Budget*	**$**	**331,393**
	Move Director of Facilities & Construction to Facilities (60%)		(66,834)
	Move Director of Facilities & Construction to Capital Projects (40%)		(44,556)
	Net change		(111,390)
	Executive Budget	**$**	**220,003**
Facilities	*Requested Budget*	**$**	**2,073,545**
	Purchased lawn care - contract with Parks & Recreation		41,856
	Add 9th maintenance worker		72,552
	Increase CEA costs		11,569
	Reduce training expenses		(820)
	Delete copy machine		(2,220)
	Delete printer		(1,000)
	Delete laptop computer		(1,600)
	Delete (2) desktop computers		(2,000)
	Delete telephone		(400)
	Reduce TS charges		(750)
	Reduce office furniture		(1,000)
	Eliminate collection services		(10,868)
	Reduce janitorial services		(4,681)
	Reduce snow removal services		(1,500)
	Net change		99,138
	Executive Budget	**$**	**2,172,683**
City Council	*Requested Budget*	**$**	**126,315**
	Reduced printing cost		(200)
	Reduced awards & recognition		(100)
	Net change		(300)
	Executive Budget	**$**	**126,015**
Finance	*Requested Budget*	**$**	**923,419**
	Decreased overtime		(2,000)
	Deleted GFOA award appication fees		(1,000)
	Net change		(3,000)
	Executive Budget	**$**	**920,419**
Unclassified	*Requested Budget*	**$**	**1,793,091**
	Net change		-
	Executive Budget	**$**	**1,793,091**
City Clerk	*Requested Budget*	**$**	**606,660**
	Reduced rent expense for new copier and postage meter		(12,685)
	Reduced miscellaneous supply expense		(2,000)
	Reduce maintenance on folder/inserter for purchase of new machine		(5,375)
	Add maintenance on new election equipment		9,010
	Net change		(11,050)
	Executive Budget	**$**	**595,610**
Assessor	*Requested Budget*	**$**	**528,594**
	Net change		-
	Executive Budget	**$**	**528,594**
Technology Services	*Requested Budget*	**$**	**1,835,612**

* Excluding adminstrative adjustments

CITY OF APPLETON 2007 BUDGET
Summary of Changes from Department Requested to Executive Budget *

Department	Revision		Reconciliation
	Added software support for OPC internet payments		4,290
	Reduce part time operator for effects of AS400 replacement CIP		(6,769)
	Reduce consulting		(2,000)
	Reduce equipment maintenance for effects of AS400 replacement CIP		(9,000)
	Delay some laptop replacements		(10,000)
	Net change		(23,479)
	Executive Budget	**$**	**1,812,133**
Attorney	*Requested Budget*	**$**	**389,994**
	Net change		-
	Executive Budget	**$**	**389,994**
HR	*Requested Budget*	**$**	**622,517**
	Reduce consulting services		(1,000)
	Reduce positions that will require pre-employment psychological exams		(2,000)
	Net change		(3,000)
	Executive Budget	**$**	**619,517**
Risk Management	*Requested Budget*	**$**	**1,158,888**
	Net change		-
	Executive Budget	**$**	**1,158,888**
Communtiy Devel.	*Requested Budget*	**$**	**828,868**
	Reduce consulting to reclassify request appropriately as addition		(50,000)
	Reduce training expense to historical levels		(2,400)
	Reduce office supplies to historical levels		(758)
	Reduce temporary help		(1,000)
	Reduce memberships expense		(500)
	Net change		(54,658)
	Executive Budget	**$**	**774,210**
Library	*Requested Budget*	**$**	**4,180,099**
	Reduced various supply accounts		(6,500)
	Reduced one self-checkout unit		(18,500)
	Reduced one microfilm reader/printer		(8,000)
	Reduced computer replacement budget		(5,000)
	Delete 1 FTE bindery clerk		(47,937)
	Add .5 FTE bindery clerk		18,227
	Add .5 FTE library assistant		23,351
	Revise part time hours for above staff changes		399
	Increase for Facilities allocation based on square footage		62,853
	Net change		18,893
	Executive Budget	**$**	**4,198,992**
Park & Recreation	*Requested Budget*	**$**	**4,365,309**
	Reduce engineering fees		(1,000)
	Reduce vehicle parts expense		(1,000)
	Reduce miscellaneous equipment expense		(500)
	Reduce courier service to 3 days/wk		(1,000)
	Move adult basketball program to Players Choice		(24,000)
	Open Erb Pool one week later		(15,720)
	Reduce summer hours at West Pool		(5,383)
	Use school staff as facility supervisors		(6,244)

* Excluding adminstrative adjustments

CITY OF APPLETON 2007 BUDGET
Summary of Changes from Department Requested to Executive Budget *

Department	Revision		Reconciliation
	Eliminate contractor fees for ball diamond grading		(1,500)
	Eliminate Youth Basketball scorekeepers		(1,938)
	Reduce seasonal clerical staff by 50%		(2,896)
	Eliminate one seasonal position		(4,737)
	Eliminate 50% of overtime - Other City Maint. Program		(500)
	Reduce one seasonal staff - Other City Maint. Program		(4,737)
	Eliminate Friday AM playground program		(6,459)
	Eliminate High School Basketball program		(4,743)
	Add chipper box		14,000
	Increase for Facilities allocation based on square footage		81,055
	Net change		12,698
	Executive Budget	**$**	**4,378,007**
Reid Golf Course	*Requested Budget*	**$**	**651,190**
	Reallocate 8 mo. Caretaker to Parks, add 1,000 hrs PT		(32,006)
	Net change		(32,006)
	Executive Budget	**$**	**619,184**
Valley Transit	*Requested budget*	**$**	**7,892,121**
	Add downtown trolley route		35,100
	Eliminate a .5 FTE Communications Technician		(18,542)
	Reduce outside printing		(2,268)
	Reduce advertising		(8,110)
	Reduce repair parts for vehicles		(10,097)
	Reduce oil and lubricants		(1,350)
	Reduce telephone charges		(6,000)
	Reduce training and conferences		(2,309)
	Net change		(13,576)
	Executive Budget	**$**	**7,878,545**
Public Works	*Requested Budget*	**$**	**12,089,314**
	Reduce training & conferences per review		(4,200)
	Reduce admin contractor fees per review		(2,000)
	Increase electric expense for traffic control		28,200
	Move Kensington Drive to 2008		(280,900)
	Move Alley N/O College to 2008		(10,000)
	Move Kensington Drive sidewalk to 2008		(26,523)
	Reduce surface restoration (patch) program		(70,000)
	Reduce asphalt material purchases		(10,000)
	Skip 1 year of arterial sidewalk addition program		(45,000)
	Reduce sign replacement		(5,000)
	Reduce traffic communication grid expansion est.		(8,200)
	Spread Midway Rd land acquisition across 2 years		(75,000)
	Reduce training - engineering		(3,000)
	Reduce training - operations		(2,000)
	Reduce line painting expense		(5,000)
	Reduce school zone sign replacement		(5,000)
	Reduce green dot sidewalk		(10,000)
	Reduce salt purchases		(10,000)
	Reduce bridge maintenance contractor fees		(15,000)
	Reduce patch program to offset sander/salter box		(14,500)
	Sander/salter box for J-hook truck		14,500
	Increase for Facilities allocation based on square footage		208,267
	Net change		(350,356)
	Executive Budget	**$**	**11,738,958**

* Excluding adminstrative adjustments

CITY OF APPLETON 2007 BUDGET
Summary of Changes from Department Requested to Executive Budget *

Department	Revision		Reconciliation
Sanitation	*Requested Budget*	**$**	**3,312,630**
	Net change		-
	Executive Budget	**$**	**3,312,630**
Parking	*Requested budget*	**$**	**2,089,797**
	Reduce shop supplies & tools		(250)
	Reduce paint & supplies		(1,000)
	Elevator phone upgrades - Midtown ramp		5,250
	Net change		4,000
	Executive Budget	**$**	**2,093,797**
CEA	*Requested Budget*	**$**	**4,222,665**
	Net change		-
	Executive Budget	**$**	**4,222,665**
Health	*Requested Budget*	**$**	**1,131,662**
	Reduce training expense		(1,500)
	Delete .2 FTE Secretary IV		(9,550)
	Reduce overtime		(2,782)
	Net change		(13,832)
	Executive Budget	**$**	**1,117,830**
Police	*Requested Budget*	**$**	**13,912,824**
	Reduce food & provisions request		(1,050)
	Add crossing guard @ St. Joseph's middle school		5,107
	Reduce overtime request		(31,138)
	Reduce training request		(6,500)
	Reduce recruitment request		(2,000)
	Reduce FVHS request pending negotiations		(3,200)
	Reduce clothing request to 5 new hires		(1,000)
	Reduce City printing cost		(2,500)
	Eliminate Intercultural Relations Coordinator position		(67,590)
	Eliminate Criminal Justice Assistant		(4,198)
	Eliminate Tobacco check part time labor		(269)
	Defer AED replacement		(9,600)
	Defer SMART unit replacement		(14,000)
	Increase for Facilities allocation based on square footage		25,432
	Net change		(112,506)
	Executive Budget	**$**	**13,800,318**
Fire	*Requested Budget*	**$**	**9,398,008**
	Increase FS #6 electric, based on WE discovery of billing error		3,900
	Reduce overtime		(40,000)
	Reduce consulting services		(2,500)
	Reduce contractor fees		(500)
	Reduce training		(900)
	Reduce books and library materials		(300)
	Reduce misc equipment and supplies		(550)
	Increase for Facilities allocation based on square footage		102,408
	Net change		61,558
	Executive Budget	**$**	**9,459,566**
Water	*Requested budget*	**$**	**25,479,363**

* Excluding adminstrative adjustments

CITY OF APPLETON 2007 BUDGET
Summary of Changes from Department Requested to Executive Budget *

Department	Revision		Reconciliation
	Reduce plant capicity expansion est. to match rate study		(900,000)
	Reduce training & conferences		(500)
	Reduce clothing		(200)
	Add consulting expense for legal svcs		100,000
	Reduce tipping fees		(500)
	Move lake intake improvements CIP to 2008		(300,000)
	Move total organic carbon instrumentation CIP to 2008		(28,775)
	Reduce lime slaker improvements CIP per rate study		(10,000)
	Increase lab fees for organic carbon analysis		2,000
	Remove GAC purchases		(325,000)
	Increase membrane purchases		114,000
	Add membrane service contract		150,000
	Add installation of 1 new membrane stage		90,000
	Reduce water plant capacity expansion CIP per rate study		(120,000)
	Net change		(1,228,975)
	Executive Budget	**$**	**24,250,388**
Wastewater	*Requested budget*	**$**	**16,791,700**
	Reduce training & conferences		(2,000)
	Reduce memberships & licenses		(200)
	Clothing		(400)
	Safety supplies		(500)
	Reduce CEA expense for 1 vehicle deletion		(321)
	Move waste gas burner study to 2008		(60,000)
	Distribution consulting		(35,000)
	Contractor fees for protruding tap/mineral deposits		(5,000)
	Reduce infrastructure for impact of paving changes		(6,630)
	Reduce Administration contractor fees based on history		(4,000)
	Add transfer to capital projects fund for folder/inserter		6,022
	Reduce chemicals per review to rate study		(60,000)
	Net change		(168,029)
	Executive Budget	**$**	**16,623,671**
Stormwater	*Requested Budget*	**$**	**11,186,629**
	Add transfer to capital projects fund for folder/inserter		6,023
	Defer Kensington Dr.		(21,600)
	Defer alley north of College		(4,920)
	Net change		(20,497)
	Executive Budget	**$**	**11,166,132**

* Excluding adminstrative adjustments

CITY OF APPLETON
2007 BUDGET
Priority Listing of Expense Increases
Not Included in Executive Budget

Department	Title	Mayor Priority	Amount
Police	Add 3 Officers	1	$ 230,328
Police	Purchase 10 additional TASERs	2	10,000
Parks	Woodland Park Lighting	3	10,500
Tech Svcs	Contract programmer for utility upgrades	4	53,950
Library	Upgrade 2nd floor fire alarms	5	8,477
Facilities	Facilities Master Plan	6	75,000
Transit	Late evening call-a-ride service	7	9,901
Transit	Call-a-ride service beyond fixed route boundaries	8	22,350
DPW	Plow for backhoe	9	8,000
Finance	Convert check printing to laser	10	4,685
Comm Devel	Smart Growth comprehensive plan assistance	11	50,000
Facilities	Facilities Contingency Plan	12	75,000
Police	Speed watch signs	13	7,000
Parks	Park Caretaker	14	41,705
Fire	Closed station dispatching	15	10,000
Parks	#462-Stump Grinder	16	1,704
Parks	#438-Aerial unit for #410	17	92,000
Reid	Point-of-sale software (GolfTrac, companion to RecTrac)	18	12,000
Transit	Half-hour mid-day service	19	55,375
Fire	Table PCs	20	15,000
Fire	Telephone system modifications	21	9,600
City Clerk	Election worker pay rates	22	5,050
Transit	Create youth fare equal to Senior/Disabled ($0.75)	23	
Transit	Reduce 10-ride ticket from $13 to $10	24	126,844
Transit	Reduce Senior 10-ride ticket from $7.50 to $5	25	
Reid	300 Gallon turf sprayer	26	10,500
Reid	Fuel pump upgrade	27	2,500
Parks	Hydro Electric Plant Replica Restoration	28	25,000
Reid	Practice range netting	29	25,000
Transit	Fox River Mall circulator	30	26,118
Sanitation	Demolish NE Asphalt office building	31	22,525
Parks	Arborist Upgrade	32	1,180
Reid	Clubhouse siding, trim, gutters, etc.	33	8,900
Parks	Outdoor Art and Plaque Inventory	34	52,000
Reid	Table & chair replacement	35	15,800

The list above reflects items that were submitted by department directors that were not included in the 2007 budget proposal. 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 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
2007 BUDGET
Priority Listing of Revenue Enhancements
Not Included in Executive Budget

Department	Title	Mayor Priority		Amount
Parks	Increase cost recovery for adult programs	1	$	1,650
Parks	Increase cost recovery for youth programs	2		35,000
Wastewater	Increase cost recovery	3		200,000

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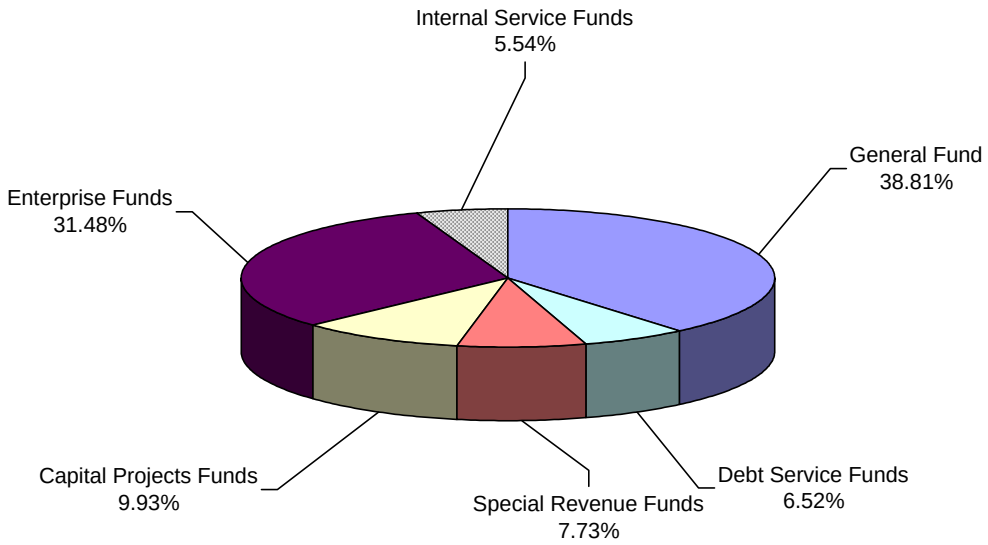
CITY OF APPLETON 2007 BUDGET

EXPENDITURE BY FUND GROUP

$135,336,755



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
2007 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, 2006. 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; however, due to budget reductions, we will not be 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, 2006

President

Executive Director

CITY OF APPLETON
Directory of Officials

MAYOR
Timothy M. Hanna

PRESIDENT OF THE COUNCIL
Curt J. Konetzke

COUNCIL MEMBERS

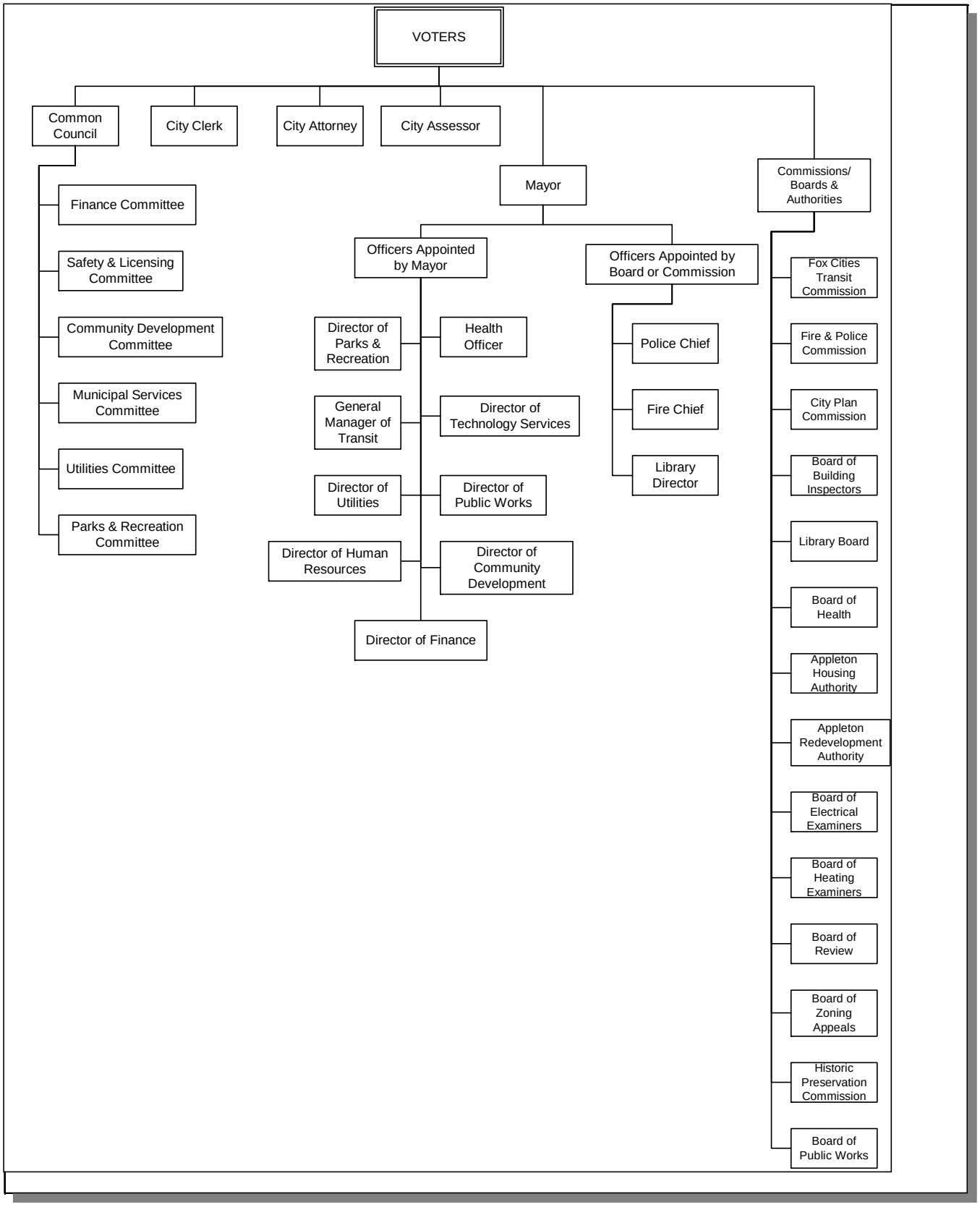
District 1:	Walter H. Kalata	District 9:	Peter J. Stueck
District 2:	Graeme P. Rattray	District 10:	Michael R. Smith
District 3:	Curt J. Konetzke	District 11:	Earl J. Brooker
District 4:	Jeffrey A. Lutz	District 12:	Cathy M. Spears
District 5:	Edward S. Baranowski	District 13:	James E. Clemons
District 6:	Thomas P. Brown	District 14:	Judith F. Lange
District 7:	John R. Mueller	District 15:	Jeffrey M. Jirschele
District 8:	Richard A. Thompson	District 16:	George W. Holzknecht

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 Development	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	Michael W. Buettner
Director of Technology 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

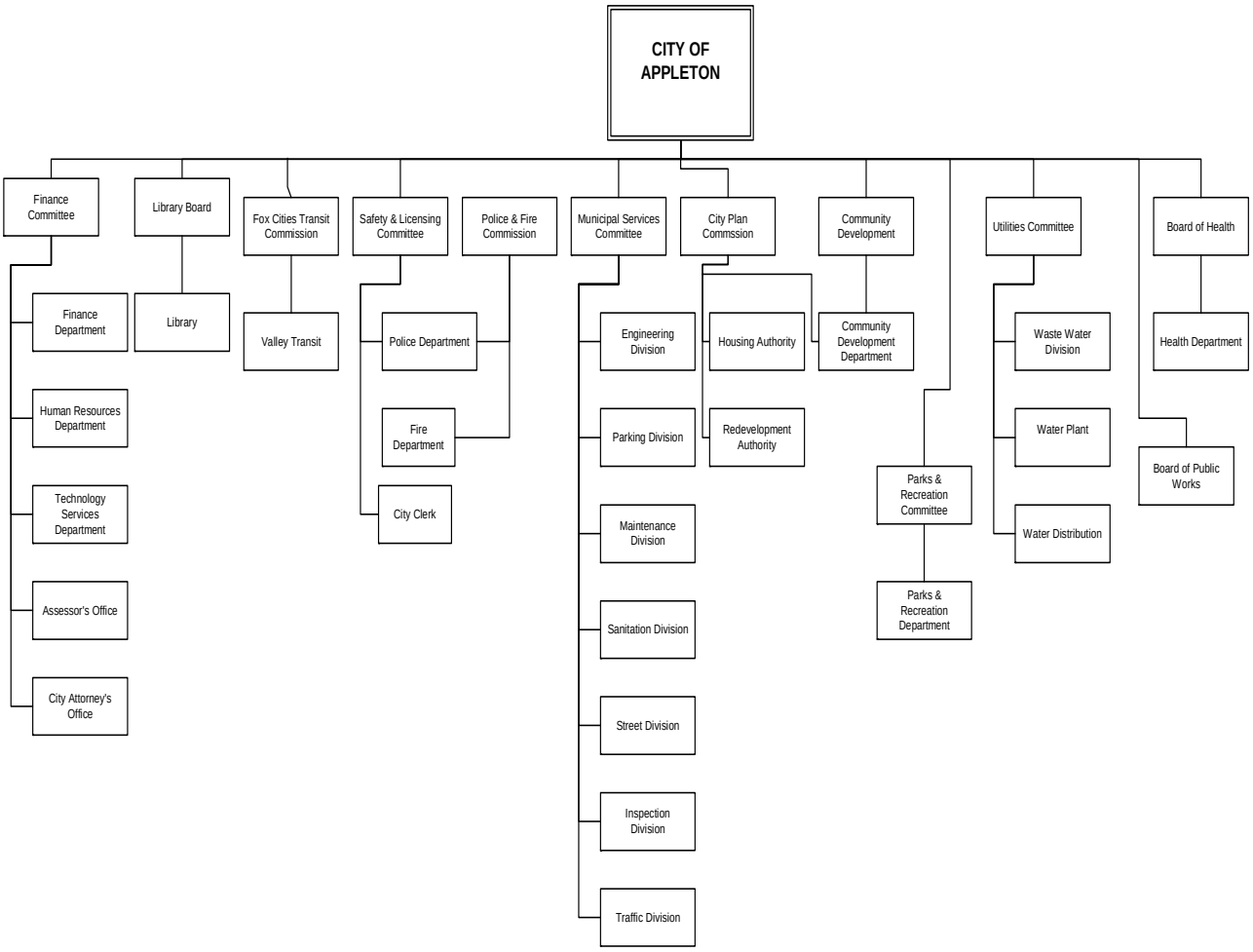
CITY OF APPLETON 2007 BUDGET

Structure by Voters



CITY OF APPLETON 2007 BUDGET

Organizational Structure by Committee



CITY OF APPLETON
2007 BUDGET
STANDING COMMITTEES

FINANCE
Edward S. Baranowski (C)
James E. Clemons (VC)
Earl J. Brooker
Jeffrey M. Jirschele
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)
Walter H. Kalata (VC)
Thomas P. Brown
Jeffrey A. Lutz
Richard A. Thompson

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

COMMUNITY DEVELOPMENT
James E. Clemons (C)
Walter H. Kalata (VC)
George W. Holzknecht
Graeme P. Rattray
Peter J. Stueck

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

PARKS AND RECREATION
Michael R. Smith (C)
Thomas P. Brown (VC)
George W. Holzknecht
John R. Mueller
Richard A. Thompson

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

UTILITIES
Jeffrey M. Jirschele (C)
Edward S. Baranowski (VC)
Thomas P. Brown
Cathy M. Spears
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)
Cathy M. Spears (VC)
Judith F. Lange
John R. Mueller
Michael R. Smith

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

CITY OF APPLETON
2007 BUDGET
OTHER COMMITTEES AND BOARDS

APPLETON HOUSING AUTHORITY

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

Meets the 3rd MONDAY of each month at 12:30 P.M. at Oneida Heights, 525 N. Oneida St.

APPLETON REDEVELOPMENT AUTHORITY

Alderperson Graeme Rattray	2007
Daniel Ferris	2008
Anne Higgins	2007
William Hodgkiss	2010
Dennis Hultgren	2008
Edward Klug	2009
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 Kurt Craanen	*
Fire Chief Neil Cameron	*
Alderperson Michael Smith	2007

Meets at the call of the Chair
* Term of office

LIBRARY BOARD

Terry Bergen	2007
Pastor Willis Bloedow	2008
Karen DeYoung	2008
Sue Moua	2008
Peter Ducklow	2009
Terry Bergman	2009
Hurley Wilbourne	2007
Ronald Dunlap, AASD Representative	
Alderperson Earl Brooker	2007

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

BOARD OF PUBLIC WORKS

Mayor Timoth Hanna (C)	*
Alderperson James Clemons (VC)	*
City Clerk Cynthia Hesse (S)	*
Director of Public Works Paula Vandehey	*
Director of Finance Lisa Maertz	*
City Attorney James Walsh	*
Alderperson Edward Baranowski	2007
Alderperson Curt Konetzke	2007
Alderperson Jeffrey Jirschele	2007
Alderperson Michael Smith	2007

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

BOARD OF REVIEW –2006

Mayor Timothy Hanna	*
City Clerk Cynthia Hesse	*
Alderperson Walter Kalata	2007
Alderperson Jeffrey Lutz	2007
Alderperson Peter Stueck	2007
Eleanor Maloney	2006
Linda Marx	2006
James Smith	2006

* Term of office

CITY OF APPLETON
2007 BUDGET
OTHER COMMITTEES AND BOARDS

BOARD OF HEALTH

Doug Nelson, D.D.S. (C)	2007
Daniel Densow (VC)	2008
Mayor Timothy Hanna	*
Alderperson Cathy Spears	2007
Lee Marie Vogel, M.D.	2007
Sally Mielke	2008
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	2007
William Christensen	2007
Charles Fisher	2007
Frank Koroch	2007
Alderperson Judith Lange	2007
Inspection Supervisor Kurt Craanen	*
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	2008
Paul McCann	2007
Ken Joosten	2006
John Koga	2007
Inspection Supervisor Kurt Craanen	*

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

CITY OF APPLETON
2007 BUDGET
COMMISSIONS

HISTORIC PRESERVATION COMMISSION

Thomas Werth (C)	2009
Laura Leimer (VC)	2007
Mathew Carpenter	2009
George Mattheis	2008
Linda Muldoon	2008
Dr. Peter Peregrine	2008
Mayor Timothy Hanna	*
Alderperson George Holzknecht	2007
Don Harp, Planning Representative	*

Meets the 3rd TUESDAY of the month at 4:00 p.m. in Committee Room "6D"
* Term of office

CITY PLAN COMMISSION

Mayor Timothy Hanna (C)	*
Gerald Fisher (VC)	2007
Alderperson Jeffrey Jirschele	2007
Dr. Richard Gosse	2009
Dennis Olson	2008
Joe Martin	2009
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
Carolyn Mewhorter (VC)	2007
Alderperson Judith Lange	2007
Alderperson John Mueller	2007
Allen Davis	2006
Lynn Erickson	2006
Carol Kasimor	2007
Richard Kendall	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)	2010
Barbara Luedtke	2011
Ralph Evans	2007
Sharon Hulce	2008

Meets at the call of the Chair

CITY OF APPLETON 2007 BUDGET
CERTIFIED APPORTIONMENT OF PROPERTY TAXES
2006 TAX, COLLECTIBLE IN 2007

District	Outagamie	Calumet	Winnebago	Total
City	$ 26,442,845	$ 4,318,798	$ 498,744	$ 31,260,387
WTCS	5,685,797	928,637	107,241	6,721,675
School - Appleton	27,160,157	4,319,504	105,892	31,585,553
School - Menasha	5,186	-	451,529	456,715
Schools - Freedom	178,840	-	-	178,840
School - Kimberly	-	174,570	-	174,570
County	14,618,497	2,256,017	342,521	17,217,035
State	644,108	108,594	11,239	763,941
TIF's #1 - 6	6,000,128	1,485,279	-	7,485,407
TOTAL TAX	$ 80,735,558	$ 13,591,399	$ 1,517,166	$ 95,844,123
Less State Credits	4,388,853	723,525	93,681	5,206,059
NET TAX LEVY	$ 76,346,705	$ 12,867,874	$ 1,423,485	$ 90,638,064

CITY DISTRIBUTION:	Equalized Value w/o TID	Percent	City Tax
Outagamie County	3,393,037,100	84.59%	26,442,845
Calumet County	554,170,400	13.82%	4,318,798
Winnebago County	63,996,800	1.60%	498,744
TOTAL	$ 4,011,204,300	100.00%	$ 31,260,387

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 2007 BUDGET
ASSESSED TAX RATES

OUTAGAMIE COUNTY

Outagamie County/ Appleton School Dist.	Assessed 2005 Tax Rate (2006 Budget)	Assessed 2006 Tax Rate (2007 Budget)	Increase (Decrease)	Percent Change
City	$ 8.4351	$ 7.6845	$ (0.7506)	-8.90%
Public Schools	8.9402	7.9467	(0.9935)	-11.11%
Technical College	1.8306	1.6523	(0.1783)	-9.74%
County	4.7410	4.2482	(0.4928)	-10.39%
State	0.2021	0.1732	(0.0289)	-14.30%
GROSS TAX RATE	24.1490	21.7049	(2.4441)	-10.12%
Less State Credits	1.0581	1.1799	0.1218	11.51%
NET TAX RATE	**$ 23.0909**	**$ 20.5250**	**$ (2.5659)**	-11.11%

Outagamie County/ Menasha School Dist.	Assessed 2005 Tax Rate (2006 Budget)	Assessed 2006 Tax Rate (2007 Budget)	Increase (Decrease)	Percent Change
City	$ 8.4351	$ 7.6845	$ (0.7506)	-8.90%
Public Schools	9.3720	8.7557	(0.6163)	-6.58%
Technical College	1.8306	1.6523	(0.1783)	-9.74%
County	4.7410	4.2482	(0.4928)	-10.39%
State	0.2021	0.1732	(0.0289)	-14.30%
GROSS TAX RATE	24.5808	22.5139	(2.0669)	-8.41%
State Credits	1.0581	1.1799	0.1218	11.51%
NET TAX RATE	**$ 23.5227**	**$ 21.3340**	**$ (2.1887)**	-9.30%

Outagamie County/ Freedom School Dist.	Assessed 2005 Tax Rate (2006 Budget)	Assessed 2006 Tax Rate (2007 Budget)	Increase (Decrease)	Percent Change
City	$ 8.4351	$ 7.6845	$ (0.7506)	-8.90%
Public Schools	9.0077	7.8837	(1.1240)	-12.48%
Technical College	1.8306	1.6523	(0.1783)	-9.74%
County	4.7410	4.2482	(0.4928)	-10.39%
State	0.2021	0.1732	(0.0289)	-14.30%
GROSS TAX RATE	24.2165	21.6419	(2.5746)	-10.63%
State Credits	1.0581	1.1799	0.1218	11.51%
NET TAX RATE	**$ 23.1584**	**$ 20.4620**	**$ (2.6964)**	-11.64%

CITY OF APPLETON 2007 BUDGET
ASSESSED TAX RATES

CALUMET COUNTY

Calumet County/ Appleton School Dist.	Assessed 2005 Tax Rate (2006 Budget)	Assessed 2006 Tax Rate (2007 Budget)	Increase (Decrease)	Percent Change
City	$ 8.3441	$ 7.7456	$ (0.5984)	-7.17%
Public Schools	8.8437	8.0099	(0.8338)	-9.43%
Technical College	1.8109	1.6655	(0.1454)	-8.03%
County	4.4976	4.0461	(0.4515)	-10.04%
State	0.1999	0.1745	(0.0254)	-12.71%
GROSS TAX RATE	23.6962	21.6416	(2.0545)	-8.67%
State Credits	1.0362	1.1629	0.1267	12.23%
NET TAX RATE	**$ 22.6600**	**$ 20.4787**	**$ (2.1812)**	-9.63%

Calumet County/ Kimberly School Dist.	Assessed 2005 Tax Rate (2006 Budget)	Assessed 2006 Tax Rate (2007 Budget)	Increase (Decrease)	Percent Change
City	$ 8.3441	$ 7.7456	$ (0.5984)	-7.17%
Public Schools	9.6764	9.5337	(0.1427)	-1.47%
Technical College	1.8109	1.6655	(0.1454)	-8.03%
County	4.4976	4.0461	(0.4515)	-10.04%
State	0.1999	0.1745	(0.0254)	-12.71%
GROSS TAX RATE	24.5289	23.1654	(1.3634)	-5.56%
State Credits	1.0362	1.1629	0.1267	12.23%
NET TAX RATE	**$ 23.4927**	**$ 22.0025**	**$ (1.4901)**	-6.34%

CITY OF APPLETON 2007 BUDGET
ASSESSED TAX RATES

WINNEBAGO COUNTY

Winnebago County/ Appleton School District	Assessed 2005 Tax Rate (2006 Budget)	Assessed 2006 Tax Rate (2007 Budget)	Increase (Decrease)	Percent Change
City	$ 8.3402	$ 8.0857	$ (0.2545)	-3.05%
Public Schools	8.8396	8.3616	(0.4780)	-5.41%
Technical College	1.8100	1.7386	(0.0714)	-3.94%
County	5.6409	5.5530	(0.0879)	-1.56%
State	0.1998	0.1822	(0.0176)	-8.81%
GROSS TAX RATE	24.8305	23.9211	(0.9094)	-3.66%
State Credits	1.2503	1.5188	0.2685	21.47%
NET TAX RATE	**$ 23.5802**	**$ 22.4023**	**$ (1.1779)**	-5.00%

Winnebago County/ Menasha School Dist.	Assessed 2005 Tax Rate (2006 Budget)	Assessed 2006 Tax Rate (2007 Budget)	Increase (Decrease)	Percent Change
City	$ 8.3402	$ 8.0857	$ (0.2545)	-3.05%
Public Schools	9.2665	9.2115	(0.0550)	-0.59%
Technical College	1.8100	1.7386	(0.0714)	-3.94%
County	5.6409	5.5530	(0.0879)	-1.56%
State	0.1998	0.1822	(0.0176)	-8.81%
GROSS TAX RATE	25.2574	24.7710	(0.4864)	-1.93%
State Credits	1.2503	1.5188	0.2685	21.47%
NET TAX RATE	**$ 24.0071**	**$ 23.2522**	**$ (0.7549)**	-3.14%

CITY OF APPLETON 2007 BUDGET
EQUALIZED TAX RATES

OUTAGAMIE COUNTY

Outagamie County/ Appleton School Dist.	Equalized 2005 Tax Rate (2006 Budget)	Equalized 2006 Tax Rate (2007 Budget)	Increase (Decrease)	Percent Change
City	$ 7.8317	$ 7.7933	$ (0.0384)	-0.49%
Public Schools	8.3007	8.0592	(0.2415)	-2.91%
Technical College	1.6997	1.6757	(0.0240)	-1.41%
County	4.4018	4.3084	(0.0934)	-2.12%
State	0.1877	0.1756	(0.0121)	-6.45%
GROSS TAX RATE	22.4216	22.0122	(0.4094)	-1.83%
Less State Credits	0.9825	1.1966	0.2141	21.79%
NET TAX RATE	**$ 21.4391**	**$ 20.8156**	**$ (0.6235)**	-2.91%

Outagamie County/ Menasha School Dist.	Equalized 2005 Tax Rate (2006 Budget)	Equalized 2006 Tax Rate (2007 Budget)	Increase (Decrease)	Percent Change
City	$ 7.8317	$ 7.7933	$ (0.0384)	-0.49%
Public Schools	8.7016	8.8775	0.1759	2.02%
Technical College	1.6997	1.6757	(0.0240)	-1.41%
County	4.4018	4.3084	(0.0934)	-2.12%
State	0.1877	0.1756	(0.0121)	-6.45%
GROSS TAX RATE	22.8225	22.8305	0.0080	0.03%
State Credits	0.9825	1.1966	0.2141	21.79%
NET TAX RATE	**$ 21.8400**	**$ 21.6339**	**$ (0.2061)**	-0.94%

Outagamie County/ Freedom School Dist.	Equalized 2005 Tax Rate (2006 Budget)	Equalized 2006 Tax Rate (2007 Budget)	Increase (Decrease)	Percent Change
City	$ 7.8317	$ 7.7933	$ (0.0384)	-0.49%
Public Schools	8.3634	7.9934	(0.3700)	-4.42%
Technical College	1.6997	1.6757	(0.0240)	-1.41%
County	4.4018	4.3084	(0.0934)	-2.12%
State	0.1877	0.1756	(0.0121)	-6.45%
GROSS TAX RATE	22.4843	21.9464	(0.5379)	-2.39%
State Credits	0.9825	1.1966	0.2141	21.79%
NET TAX RATE	**$ 21.5018**	**$ 20.7498**	**$ (0.7520)**	-3.50%

CITY OF APPLETON 2007 BUDGET
EQUALIZED TAX RATES

CALUMET COUNTY

Calumet County/ Appleton School Dist.	Equalized 2005 Tax Rate (2006 Budget)	Equalized 2006 Tax Rate (2007 Budget)	Increase (Decrease)	Percent Change
City	$ 7.8317	$ 7.7933	$ (0.0384)	-0.49%
Public Schools	8.3007	8.0592	(0.2415)	-2.91%
Technical College	1.6997	1.6757	(0.0240)	-1.41%
County	4.2214	4.0710	(0.1504)	-3.56%
State	0.1876	0.1756	(0.0120)	-6.40%
GROSS TAX RATE	22.2411	21.7748	(0.4663)	-2.10%
State Credits	0.9726	1.1700	0.1974	20.30%
NET TAX RATE	**$ 21.2685**	**$ 20.6048**	**$ (0.6637)**	-3.12%

Calumet County/ Kimberly School Dist.	Equalized 2005 Tax Rate (2006 Budget)	Equalized 2006 Tax Rate (2007 Budget)	Increase (Decrease)	Percent Change
City	$ 7.8317	$ 7.7933	$ (0.0384)	-0.49%
Public Schools	9.0822	9.5924	0.5102	5.62%
Technical College	1.6997	1.6757	(0.0240)	-1.41%
County	4.2214	4.0710	(0.1504)	-3.56%
State	0.1876	0.1756	(0.0120)	-6.40%
GROSS TAX RATE	23.0226	23.3080	0.2854	1.24%
State Credits	0.9726	1.1700	0.1974	20.30%
NET TAX RATE	**$ 22.0500**	**$ 22.1380**	**$ 0.0880**	0.40%

CITY OF APPLETON 2007 BUDGET
EQUALIZED TAX RATES

WINNEBAGO COUNTY

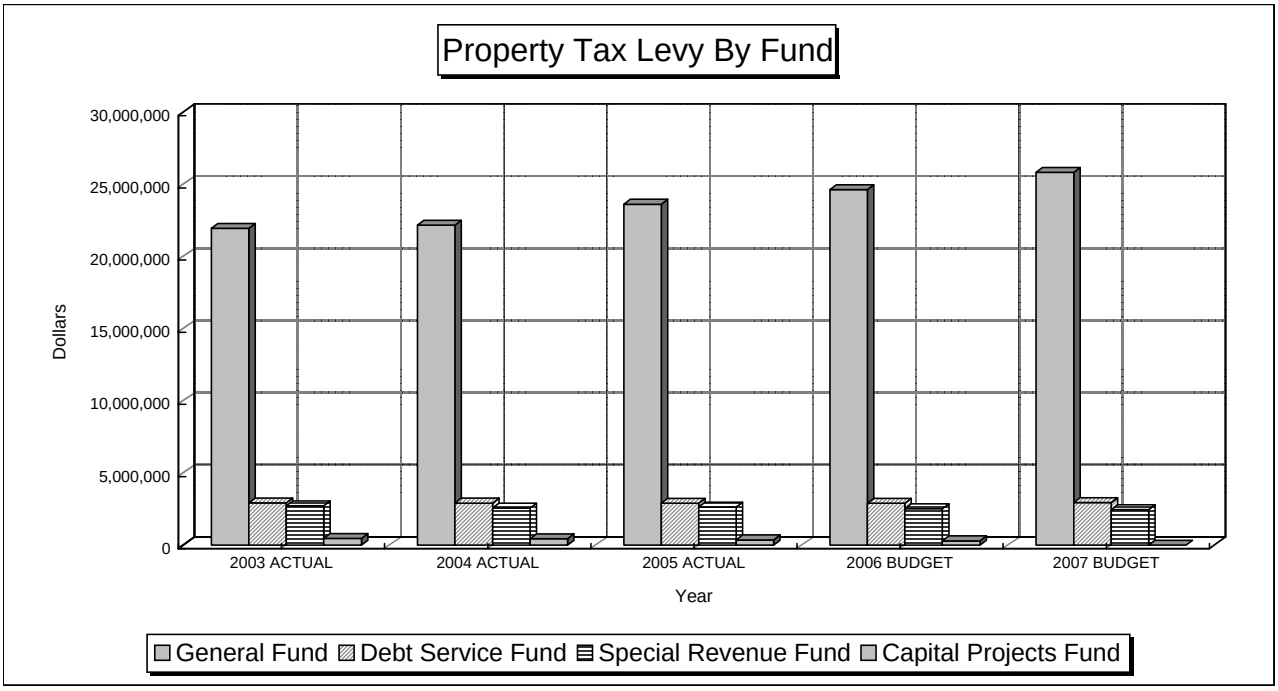
Winnebago County/ Appleton School District	Equalized 2005 Tax Rate (2006 Budget)	Equalized 2006 Tax Rate (2007 Budget)	Increase (Decrease)	Percent Change
City	$ 7.8317	$ 7.7933	$ (0.0384)	-0.49%
Public Schools	8.3007	8.0592	(0.2415)	-2.91%
Technical College	1.6997	1.6757	(0.0240)	-1.41%
County	5.2970	5.3522	0.0552	1.04%
State	0.1876	0.1756	(0.0120)	-6.40%
GROSS TAX RATE	23.3167	23.0560	(0.2607)	-1.12%
State Credits	1.1741	1.4638	0.2897	24.67%
NET TAX RATE	**$ 22.1426**	**$ 21.5922**	**$ (0.5504)**	-2.49%

Winnebago County/ Menasha School District	Equalized 2005 Tax Rate (2006 Budget)	Equalized 2006 Tax Rate (2007 Budget)	Increase (Decrease)	Percent Change
City	$ 7.8317	$ 7.7933	$ (0.0384)	-0.49%
Public Schools	8.7016	8.8775	0.1759	2.02%
Technical College	1.6997	1.6757	(0.0240)	-1.41%
County	5.2970	5.3522	0.0552	1.04%
State	0.1876	0.1756	(0.0120)	-6.40%
GROSS TAX RATE	23.7176	23.8743	0.1567	0.66%
State Credits	1.1741	1.4638	0.2897	24.67%
NET TAX RATE	**$ 22.5435**	**$ 22.4105**	**$ (0.1330)**	-0.59%

CITY OF APPLETON 2007 BUDGET
SUMMARY OF PROPERTY TAX LEVY BY FUND

PROPERTY TAX LEVIES [1]	2003 ACTUAL	2004 ACTUAL	2005 ACTUAL	2006 BUDGET	2007 BUDGET
General Fund	$ 21,952,494	$ 22,174,113	$ 23,626,615	$ 24,625,020	$ 25,839,080
Debt Service Funds	2,922,956	2,917,334	2,903,025	2,897,879	2,953,457
Special Revenue Funds					
Sanitation & Recycling	2,681,342	2,551,044	2,619,536	2,518,357	2,450,000
Forestry Fund	40,000	22,900	17,900	17,900	17,850
City Parades Fund	-	-	-	-	-
Total Special Revenue Funds	2,721,342	2,573,944	2,637,436	2,536,257	2,467,850
Capital Project Funds					
Subdivision Development	460,370	446,371	365,731	300,000	-
TOTAL PROPERTY TAX LEVY:	**$ 28,057,162**	**$ 28,111,762**	**$ 29,532,807**	**$ 30,359,156**	**$ 31,260,387**

[1] Excludes tax increment district revenues.



CITY OF APPLETON 2007 BUDGET

COMBINED SUMMARY OF REVENUES AND EXPENSES

REVENUES AND OTHER FINANCING SOURCES*	2004 ACTUAL	2005 ACTUAL	2006 BUDGET	2006 PROJECTED	2007 BUDGET
General Fund	$ 48,022,750	$ 51,651,675	$ 50,423,952	$ 49,846,766	$ 52,525,434
Debt Service Funds	8,006,615	7,803,049	8,973,609	11,318,609	8,678,037
Special Revenue Funds					
Tax Increment District #1	1,576,539	1,634,905	1,779,797	1,787,764	1,828,887
Tax Increment District #2	83,022	304,613	169,087	183,320	200,282
Tax Increment District #3	830,311	13,495,057	1,142,451	1,182,567	1,285,977
Tax Increment District #4	2,337,486	3,046,270	2,723,292	2,923,814	3,150,127
Sanitation & Recycling	3,461,669	3,673,357	3,130,098	3,185,097	3,117,600
Hazardous Materials Level A	136,256	390,442	92,601	92,601	94,601
Police Grants	58,201	105,000	25,000	-	84,186
Health Services Grants	433,750	493,891	584,067	587,280	478,336
Forestry Fund	25,426	22,268	25,000	25,000	25,000
Housing & Community Development Grants	1,465,028	1,575,266	1,751,857	1,591,857	1,304,744
Room Tax Administration	240,793	258,920	200,000	200,000	260,000
Union Spring Park	59	84	60	60	75
Tuchscherer Disability Fund	1,480	2,180	2,800	2,280	2,250
Peabody Estate Trust	1,454	2,303	1,500	1,500	2,450
Balliet Locomotive	145	223	150	150	250
Lutz Park Trust	11,818	18,175	12,000	162,507	162,508
Park Open Space	27,187	51,032	36,000	36,000	41,000
Universal Playground	347	549	350	350	550
Prior Year Funds	-	-	-	-	-
Total Special Revenue Funds	10,690,971	25,074,535	11,676,110	11,962,147	12,038,823
Capital Projects Funds					
Subdivision Development	1,724,420	2,086,507	1,642,256	1,892,256	1,427,514
Parks & Recreation Projects	615,221	14,042	6,320	14,000	314,074
City Center	-	-	86,400	86,400	18,067
Tax Increment District #5	65,245	79,155	106,198	111,812	135,161
Tax Increment District #6	1,116,455	1,291,100	1,628,689	1,343,937	1,866,908
Technology	-	479	82,750	82,750	21
Public Works	251,793	4,479	3,581	3,581	4,776
Industrial Park Land	1,149,440	3,086,705	284,000	253,000	141,500
Equipment Replacement	1,516,417	1,452,769	1,521,564	1,543,938	1,591,047
Riverfront Initiatives	1,014	1,360	800	1,452	1,250
LMI Project	-	7,487	-	-	-
Public Safety	245,946	9,425	3,700	72,888	20,544
Library	-	-	-	-	-
Prior Year Projects	-	-	-	-	-
Total Capital Projects Fund	6,685,951	8,033,508	5,366,258	5,406,014	5,520,862
Enterprise Funds					
Water Utility	14,340,969	14,439,504	14,350,578	14,463,228	18,454,612
Wastewater Utility	8,556,279	8,282,582	10,915,857	10,002,746	10,186,968
Stormwater Utility	4,102,246	4,196,249	4,379,106	5,983,160	6,246,600
Parking Utility	2,119,926	2,113,956	2,304,000	2,271,500	2,286,500
Golf Course	509,471	507,630	617,650	523,024	623,586
Valley Transit	5,934,852	5,944,824	6,709,177	6,701,177	7,167,354
Total Enterprise Funds	35,563,743	35,484,745	39,276,368	39,944,835	44,965,620
Internal Service Funds					
Facilities & Construction Management	-	-	-	-	2,109,543
Central Equipment Agency	1,844,753	2,257,901	2,472,322	2,449,300	2,570,094
Insurance	862,596	871,973	904,144	881,794	934,286
Total Internal Service Funds	2,707,349	3,129,874	3,376,466	3,331,094	5,613,923
Trust Funds					
Frank P. Young Memorial	981	867	900	900	925
Total Trust Funds	981	867	900	900	925
TOTAL REVENUES:	**$ 111,678,360**	**$ 131,178,253**	**$ 119,093,663**	**$ 121,810,365**	**$ 129,343,624**

*Net of proceeds of debt and contributed capital

CITY OF APPLETON 2007 BUDGET

COMBINED SUMMARY OF REVENUES AND EXPENSES

EXPENSES AND OTHER FINANCING USES	2004 ACTUAL	2005 ACTUAL	2006 BUDGET	2006 PROJECTED	2007 BUDGET
General Fund	$ 49,539,366	$ 48,886,842	$ 50,873,006	$ 52,898,256	$ 52,525,434
Debt Service Funds	8,036,970	7,794,913	9,063,609	11,408,609	8,828,037
Special Revenue Funds					
Tax Increment District #1	504,675	(4,572,896)	381,033	1,398	149,298
Tax Increment District #2	128,154	140,032	152,240	138,238	96,599
Tax Increment District #3	3,850,251	1,940,249	2,706,406	2,028,107	2,657,927
Tax Increment District #4	2,474,980	2,127,868	2,530,859	4,246,835	1,285,255
Sanitation & Recycling	3,688,175	3,757,358	3,128,767	3,078,767	3,312,630
Hazardous Materials Level A	169,043	352,600	115,601	194,947	265,601
Police Grants	5,000	153,136	25,000	5,065	84,186
Health Services Grants	433,750	493,891	584,067	587,280	478,336
Forestry Fund	28,427	19,824	25,000	25,000	25,000
Housing & Community Development Grants	1,465,387	1,634,539	1,751,857	1,591,857	1,304,744
Room Tax Administration	239,343	258,544	200,000	200,000	260,000
Union Spring Park	368	-	400	400	400
Tuchscherer Disability Fund	6,391	6,391	6,391	6,391	6,391
Peabody Estate Trust	-	-	-	-	-
Balliet Locomotive	245	-	250	250	250
Lutz Park Trust	27,000	-	450,000	30,000	420,000
Park Open Space	-	-	150,000	150,000	107,000
Universal Playground Trust	-	-	1,750	1,750	2,000
Prior Year Funds	-	-	-	-	-
Total Special Revenue Funds	13,021,189	6,311,536	12,209,621	12,286,285	10,455,617
Capital Projects Funds					
Subdivision Development	1,451,849	1,755,096	2,127,405	2,127,405	2,215,866
Parks & Recreation Projects	406,310	663,578	1,150,000	775,255	2,200,000
City Center	-	-	213,336	213,336	27,100
Tax Increment District #5	286,080	232,935	101,984	101,982	103,484
Tax Increment District #6	1,968,042	3,835,265	3,712,590	4,179,902	2,063,226
Public Works	559,603	282,214	1,271,391	1,357,186	922,245
Technology	-	174,344	403,750	473,406	505,500
Industrial Park Land	432,665	2,500,059	1,053,581	1,129,531	215,430
Equipment Replacement	1,480,026	1,743,591	2,078,453	2,554,093	2,234,403
Riverfront Initiatives	19,069	-	800,000	-	1,100,000
LMI Project	-	221,925	-	1,085,562	-
Public Safety	289,169	244,859	1,289,000	2,231,247	1,600,269
Library	-	33,978	-	-	250,500
Prior Year Projects	-	-	-	-	-
Total Capital Projects Fund	6,892,813	11,687,844	14,201,490	16,228,905	13,438,023
Enterprise Funds					
Water Utility	12,280,891	13,009,598	15,353,553	15,353,553	16,425,714
Wastewater Utility	10,913,370	10,662,348	10,762,199	10,681,712	11,168,167
Stormwater Utility	3,945,112	4,314,385	4,729,322	4,469,125	4,811,291
Parking Utility	1,901,986	14,361,945	1,956,002	1,979,362	1,958,797
Golf Course	578,499	566,524	648,746	639,602	619,184
Valley Transit	6,426,072	6,526,824	7,233,950	7,259,950	7,614,595
Total Enterprise Funds	36,045,930	49,441,624	40,683,772	40,383,304	42,597,748
Internal Service Funds					
Facilities & Construction Management	-	-	-	-	2,109,543
Central Equipment Agency	3,734,487	3,977,790	4,105,783	4,005,800	4,222,665
Insurance	1,191,258	1,581,763	1,126,043	1,125,318	1,158,888
Total Internal Service Funds	4,925,745	5,559,553	5,231,826	5,131,118	7,491,096
Trust Funds					
Frank P. Young Memorial	1,200	500	800	1,000	800
Total Trust Funds	1,200	500	800	1,000	800
TOTAL EXPENDITURES:	**$ 118,463,213**	**$ 129,682,812**	**$ 132,264,124**	**$ 138,337,477**	**$ 135,336,755**

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 2007 BUDGET

COMBINED SUMMARY OF CHANGES IN FUND BALANCES

	2004 ACTUAL	2005 ACTUAL	2006 BUDGET	2006 PROJECTED	2007 BUDGET
GENERAL FUND					
FUND BALANCE - Beginning (Jan. 1)	30,369,864 *	28,853,248	31,618,081	31,618,081	28,566,591
Property Taxes	0	0	0	0	0
Other Revenue	48,022,750	51,651,675	50,423,952	49,846,766	52,525,434
Expenditures	49,539,366	48,886,842	50,873,006	52,898,256	52,525,434
FUND BALANCE - Ending (Dec. 31)	28,853,248	31,618,081	31,169,027	28,566,591	28,566,591
DEBT SERVICE FUNDS					
FUND BALANCE - Beginning (Jan. 1)	31,480	1,125	69,933	69,933	69,933
Property Taxes	2,917,334	2,903,025	2,897,879	2,897,879	2,953,457
Other Revenue	5,089,281	4,960,696	6,165,730	8,510,730	5,814,580
Expenditures	8,036,970	7,794,913	9,063,609	11,408,609	8,828,037
FUND BALANCE - Ending (Dec. 31)	1,125	69,933	69,933	69,933	9,933
CAPITAL PROJECTS FUNDS					
FUND BALANCE - Beginning (Jan. 1)	9,193,593	9,914,615	13,339,017	13,339,017	7,799,949
Property Taxes	1,553,482	1,539,130	1,627,535	1,606,207	1,566,327
Other Revenue	6,060,353	13,573,116	10,626,844	9,083,630	9,919,296
Expenditures	6,892,813	11,687,844	14,201,490	16,228,905	13,438,023
FUND BALANCE - Ending (Dec. 31)	9,914,615	13,339,017	11,391,906	7,799,949	5,847,549
SPECIAL REVENUE FUNDS					
FUND BALANCE - Beginning (Jan. 1)	(25,720,838) *	(27,879,588)	(9,116,589)	(9,116,589)	(9,440,727)
Property Taxes	6,761,072	7,199,909	7,799,409	7,767,500	8,343,521
Other Revenue	4,101,367	17,874,626	3,876,701	4,194,647	3,695,302
Expenditures	13,021,189	6,311,536	12,209,621	12,286,285	10,455,617
FUND BALANCE - Ending (Dec. 31)	(27,879,588)	(9,116,589)	(9,650,100)	(9,440,727)	(7,857,521)
ENTERPRISE FUNDS					
FUND BALANCE - Beginning (Jan. 1)	190,442,479	199,992,015	192,315,186	192,315,186	193,603,481
Property Taxes	-	-	-	-	-
Other Revenue	35,563,743	35,484,745	39,276,368	39,944,835	44,965,620
Contributed Capital	7,303,800	6,280,050	1,465,221	1,726,764	753,000
Expenditures	36,045,930	49,441,624	40,683,772	40,383,304	42,597,748
FUND BALANCE - Ending (Dec. 31)	197,264,092	192,315,186	192,373,003	193,603,481	196,724,353
INTERNAL SERVICE FUNDS					
FUND BALANCE - Beginning (Jan. 1)	12,465,358	12,264,995	11,534,338	11,534,338	12,160,386
Property Taxes	-	-	-	-	-
Other Revenue	2,707,349	3,129,874	3,376,466	3,331,094	5,613,923
Contributed Capital	2,018,033	1,699,022	1,950,432	2,426,072	2,524,553
Expenditures	4,925,745	5,559,553	5,231,826	5,131,118	7,491,096
FUND BALANCE - Ending (Dec. 31)	12,264,995	11,534,338	11,629,410	12,160,386	12,807,766
FIDUCIARY FUNDS					
FUND BALANCE - Beginning (Jan. 1)	15,922	15,703	16,070	16,070	15,970
Property Taxes	-	-	-	-	-
Other Revenue	981	867	900	900	925
Expenditures	1,200	500	800	1,000	800
FUND BALANCE - Ending (Dec. 31)	15,703	16,070	16,170	15,970	16,095
COMBINED TOTALS					
FUND BALANCE - Beginning (Jan. 1)	216,797,858 *	223,162,113	239,776,036	239,776,036	232,775,583
Property Taxes	11,231,888	11,642,064	12,324,823	12,271,586	12,863,305
Other Revenue	110,867,657	134,654,671	117,162,614	119,065,438	125,812,633
Expenditures	118,463,213	129,682,812	132,264,124	138,337,477	135,336,755
FUND BALANCE - Ending (Dec. 31)	220,434,190	239,776,036	236,999,349	232,775,583	236,114,766

* 2004 beginning balance as restated

CITY OF APPLETON
BUDGET DEVELOPMENT PROCESS

The following calendar describes the process of developing the City's Annual Budget and Service Plan for 2007:

5/01/06	The Mayor requests a proposed budget from each 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.
6/02/06 - 9/15/06	Each department head submits a proposed budget 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.
9/18/06 - 10/04/06	The Mayor and staff develop the Budget and Service Plan for submission to the Common Council. Copies of the document are made available for public review.
10/28/06	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.
11/01/06	A public hearing is held to seek property owner input prior to Council acceptance of the budget.
11/08/06	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 $10,000 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 $10,000 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 $10,000 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 2007 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 basis of budget or of accounting refers to the timing of revenue and expenditure recognition. With few exceptions, the budget is prepared on the same basis as the City's annual financial statements, which is the modified accrual basis for all governmental funds and the accrual basis for proprietary funds. Under the modified accrual basis, revenues are recognized when they become measurable and available and expenditures generally when the related liability is incurred. Under the accrual basis, used for the enterprise and internal service funds, revenues are recognized when they are earned and expenses when they are incurred. One difference between the basis of accounting and the basis of budget is in the treatment of capital expenditures in the enterprise funds, which are included in budgeted expenditures but capitalized and removed from operating expense as reported in the financial statements.

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 – 2006 tax roll:

Lien date and levy date	December, 2006
Tax bills mailed	December, 2006
Payment in full or 1st installment due	January 31, 2007
2nd installment due	April 2, 2007
3rd installment due	May 31, 2007
4th installment due	July 31, 2007

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.

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

The following reserve policies describe restrictions on the balances of various funds. A fund balance is the difference between total assets and total liabilities and may be positive or negative. A fund balance in an enterprise fund is referred to as equity.

- 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

This policy applies to all activities of the City with regard to investing the City's financial assets.

Except for cash required to be segregated in certain restricted and special funds, the City will consolidate cash balances from all funds to maximize investment earnings and increase efficiencies with regard to investment pricing, safekeeping and administration. Investment income will be allocated to the various funds based on their respective participation in the pool and in accordance with Generally Accepted Accounting Principles (GAAP).

Investment Objectives

The overall objective of the City's investment management is to maximize the total return of designated funds and preserve capital within the guidelines of this policy.

- **1. Safety**
  Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective will be to mitigate credit risk and interest rate risk.

  a. Credit Risk – The City will minimize credit risk, which is the risk of loss due to the failure of the security issues or backer by:
  • Limiting investments to the type of securities listed in Attachment A.
  • Diversifying the investment portfolio so that the losses from any one type of security or from any one individual issuer will be minimized.

  b. Interest Rate Risk – The City will minimize interest rate risk, which is the risk that the market value of securities in the portfolio will fall due to changes in market interest rates by:
  • Structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity.
  • Investing operating funds primarily in shorter-term securities, money market mutual funds, or similar investment pools and limiting the average maturity of the portfolio.

- **2. Liquidity**
  The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. This is accomplished by structuring the portfolio so that securities mature concurrent with cash needs to meet anticipated demands (static liquidity). Furthermore, since all possible cash demands cannot be anticipated, the portfolio should consist largely of securities with active secondary or resale markets (dynamic liquidity). Alternatively, a portion of the portfolio may be placed in money market mutual funds or the local government investment pool, which offer same-day liquidity for short-term funds.

- **3. Yield**
  The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs. The investments are limited to relatively low risk securities in anticipation of earning a fair return relative to the risk being assumed. Any managed portion of the portfolio shall be designed with the objective of regularly meeting or exceeding the following benchmarks:
  • US Government Money Market average and Local Government Investment Pool (LGIP) rate – Short-Term portfolios
  • Lehman Brothers Intermediate Government Index – all other Portfolios
  • The benchmark shall be reflective of the actual securities being purchased and risks undertaken, and the benchmarks shall have a similar weighted average maturity as the portfolio.

Securities shall generally be held until maturity with the following exceptions:

- A security with declining credit may be sold early to minimize loss of principle.
- A security swap would be allowed in order to improve the quality, yield or target duration in the portfolio
- If liquidity needs of the portfolio require that the security be sold.

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 construction in an existing area or reconstruction or relining of sanitary sewers will be $29 per foot for mains and $35 per foot for laterals, except that credit will be given for the remaining useful life calculated on current cost of construction. For this purpose, the useful life of sanitary sewer will be 75 years.

- 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 built prior to March 1, 2006 are assessed on an Equivalent Residential Unit (ERU) basis to all properties being served by the improvements.

The cost for Regional Stormwater facilities built after March 1, 2006 is borne by the Stormwater Utility.

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 $25,000 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 2007 rate requirements for the Wisconsin Retirement System employees are as follows:

	General	Police	Fire	Elected
Employee Contribution	6.0%	5.1%	3.4%	3.0%
City Contribution	4.6%	11.8%	14.4%	8.5%
Total	10.6%	16.9%	17.8%	11.5%

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 Cities and Villages Mutual Insurance Company (CVMIC), a municipal mutual insurance company that provides liability insurance services. CVMIC currently provides this liability protection to 41 Wisconsin cities and villages. As part of this self-funded program, the City's Insurance Fund provides coverage of $175,000 per general, automobile, law enforcement or public officials' liability claim, to a maximum of $700,000 per year. The mutual insurance is liable for any costs above these limits up to $2 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 of statutory limits for workers' compensation and a $2 million increase for employer's liability,
$100 - $10,000 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
2007 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
2007 BUDGET
DEMOGRAPHIC AND ECONOMIC INFORMATION

Per Return Adjusted Gross Income

	State of Wisconsin	Outagamie County	Calumet County	Winnebago County	City of Appleton
2005	$ 44,280	$ 47,065	$ 49,417	$ 46,104	$ 46,167
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

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, 2006	4.9 %	4.6 %	4.8 %	4.6 %
July, 2005	4.6	4.1	4.2	5.4
Average, 2005	4.7 %	4.4 %	4.5 %	5.7 %
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

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

2005 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	21.5%	19.6%	14.5%	11.7%	17.7%	14.0%
$20,000 - 34,999	22.5	23.5	21.4	19.9	24.9	21.2
$35,000 - 49,999	19.3	22.9	25.5	25.5	23.9	25.3
$50,000 and over	36.7	34.0	38.6	42.9	33.5	39.5
Totals	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%
Median Household EBI	$ 39,324	$ 38,991	$ 43,366	$ 46,291	$ 39,247	$ 44,051
Average Household EBI	51,284	46,855	49,886	52,967	46,543	50,584
Per Capita EBI	19,289	18,468	19,056	19,892	18,355	19,231

Source: Survey of Buying Power, "Sales and marketing Management Magazine", September 2005.

Building Permits - City of Appleton

Year	Valuation
2006	$ 58,929,433 *
2005	126,822,916
2004	69,974,898
2003	110,918,858
2002	118,522,104

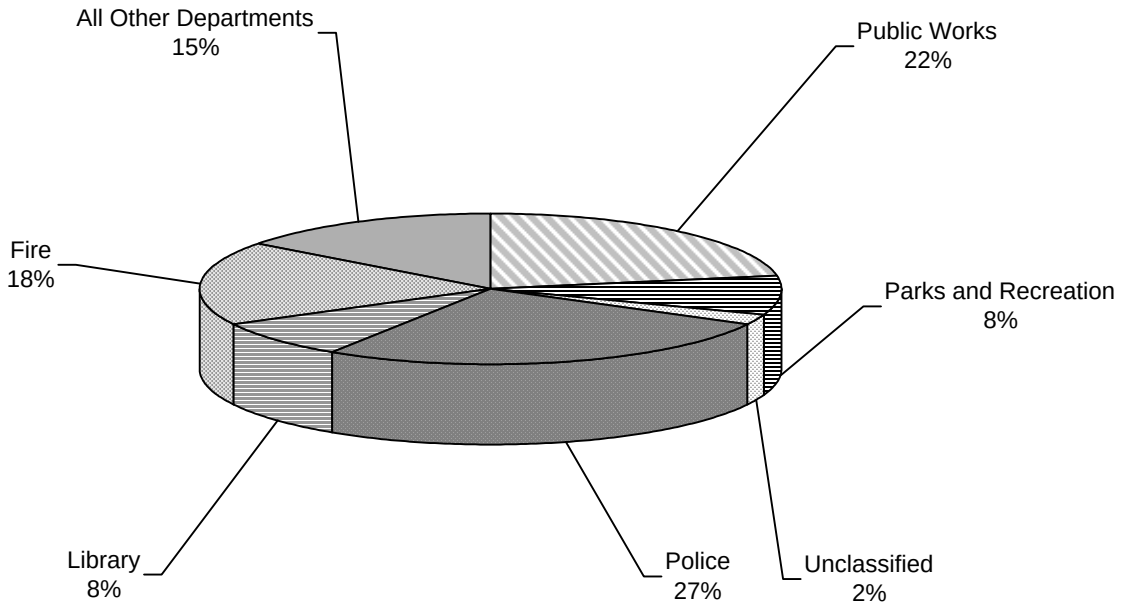
**As of September 28, 2006*
Source: City of Appleton Public Works Department

CITY OF APPLETON 2007 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.

2007 GENERAL FUND

$52,525,434



CITY OF APPLETON 2007 BUDGET

GENERAL FUND

	Actual		Budget			%
	2004	2005	Adopted 2006	Projected 2006	2007	Change *
REVENUES						
Taxes	$ 22,596,576	$ 24,069,302	$ 25,073,820	$ 25,073,820	$ 26,247,880	4.68%
Intergovernmental	16,837,389	16,720,451	16,658,039	16,684,833	16,947,529	1.74%
Licenses and Permits	855,231	921,707	829,842	829,842	823,368	-0.78%
Special Assessments	1,295,953	995,134	1,280,000	975,000	1,207,000	-5.70%
Charges for Services	1,434,721	1,194,513	1,320,880	1,125,000	1,332,122	0.85%
Interest Income	2,207,637	2,608,647	2,810,397	2,710,397	3,275,898	16.56%
Fines and Forfeitures	281,958	251,401	300,000	250,000	300,000	0.00%
All Other Revenue	921,882	1,051,468	792,439	839,339	922,187	16.37%
TOTAL REVENUES	**46,431,347**	**47,812,623**	**49,065,417**	**48,488,231**	**51,055,984**	**4.06%**
EXPENDITURES						
Common Council	127,982	121,656	126,310	126,310	126,015	-0.23%
Mayor	223,439	244,695	318,413	318,413	287,221	-9.80%
City Clerk	729,131	593,226	604,962	631,642	595,610	-1.55%
City Assessor	476,414	490,576	499,863	499,863	528,594	5.75%
Finance	818,700	854,075	866,104	873,604	898,683	3.76%
Technology Services	1,691,025	1,744,552	1,742,104	1,744,604	1,812,133	4.02%
Human Resources	543,372	580,127	577,069	577,069	619,517	7.36%
City Attorney	420,515	373,127	368,549	368,549	389,994	5.82%
Unclassified	879,038	1,414,226	2,263,561	3,105,018	1,138,875	-49.69%
Community Development	753,561	749,751	735,069	735,069	774,210	5.32%
Library	3,850,461	3,903,483	3,913,455	3,928,205	4,190,395	7.08%
Parks & Recreation	4,161,691	4,190,014	4,305,402	4,336,352	4,371,479	1.53%
Public Works	10,825,971	10,528,490	10,767,740	11,111,449	11,722,163	8.86%
Health Services	1,076,069	1,091,861	1,056,734	1,072,427	1,116,030	5.61%
Police	12,601,723	12,858,435	13,211,721	13,267,858	13,882,887	5.08%
Fire	8,701,042	8,589,113	8,914,468	8,901,538	9,455,802	6.07%
TOTAL EXPENDITURES	**47,880,134**	**48,327,407**	**50,271,524**	**51,597,970**	**51,909,608**	**3.26%**
REVENUES OVER EXPENDITURES	**(1,448,787)**	**(514,784)**	**(1,206,107)**	**(3,109,739)**	**(853,624)**	**-29.22%**
OTHER FINANCING SOURCES (USES)						
Sale of City Property	283,947	397,796	26,000	26,000	27,000	3.85%
Other Financing Sources	1,307,456	3,441,256	1,332,535	1,332,535	1,442,450	8.25%
Other Financing Uses	(1,659,232)	(559,435)	(601,482)	(1,300,286)	(615,826)	2.38%
TOTAL OTHER FINANCING	**(67,829)**	**3,279,617**	**757,053**	**58,249**	**853,624**	**12.76%**
NET CHANGE IN EQUITY	**(1,516,616)**	**2,764,833**	**(449,054)**	**(3,051,490)**	**-**	-100.00%
FUND BALANCE - Beginning	30,369,864 *	28,853,248	31,618,081	31,618,081	28,566,591	-9.65%
FUND BALANCE - Ending	**$ 28,853,248**	**$ 31,618,081**	**$ 31,169,027**	**$ 28,566,591**	**$ 28,566,591**	**-8.35%**

* as restated

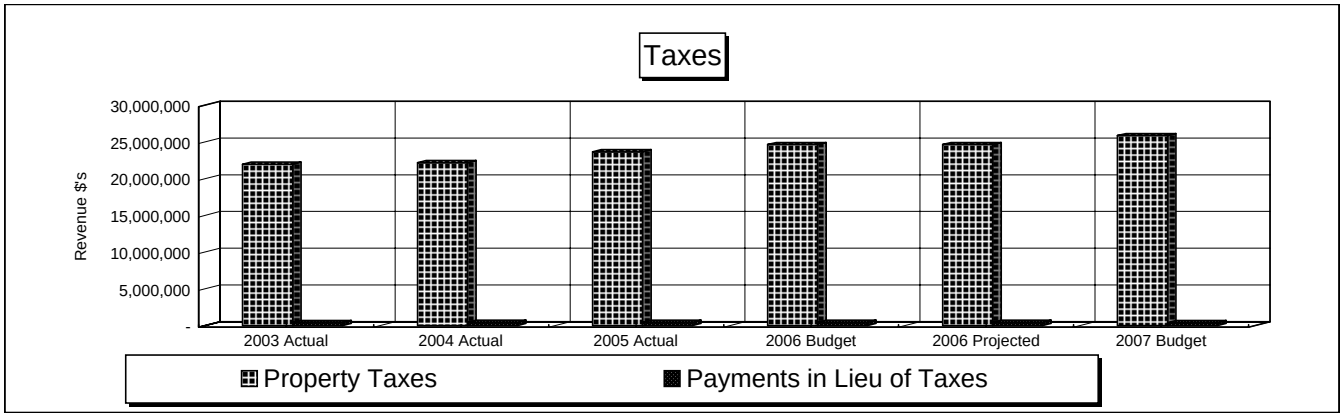
CITY OF APPLETON 2007 BUDGET
GENERAL FUND BALANCE

	PAGE IN BUDGET	AMOUNT
Projected Fund Balance @ 12/31/06	38	$ 28,566,591
Less Reserved for:		
Inventories and Prepaid Items		(700,000)
Developer Loans		(555,000)
Advance to other Funds		(10,297,585)
Less Designations:		
Health Insurance Cost Stabilization*		(1,328,002)
Working Capital - 25% of budgeted expenditures (25% * $52,525,434, includes transfers)	38	(13,131,359)
Debt Service - 25% of ensuing year's debt service requirements		
(25% * ($8,828,037 Debt Service Obligation - $1,000 Interest Income - $60,000 available fund balance applied))	487	(2,191,759)
Projected General Fund Balance in excess of the reserve policy @ 12/31/06		$ 362,886
75% required to be used for reduction of long-term liabilities		$ 272,165
25% subject to Finance Committee recommendation		$ 90,721

* The City purchases 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).

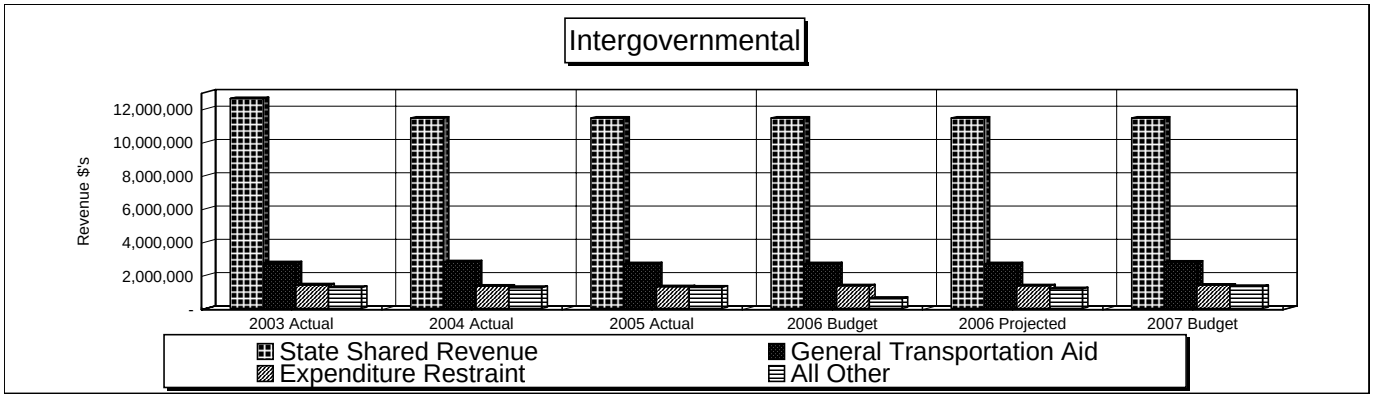
CITY OF APPLETON 2007 BUDGET
GENERAL FUND REVENUES

Taxes	2003 Actual	2004 Actual	2005 Actual	2006 Budget	2006 Projected	2007 Budget	% Change
Property Taxes	21,952,494	22,174,113	23,626,927	24,625,020	24,625,020	25,839,080	4.93%
Payment in Lieu of Taxes	413,316	422,463	442,375	448,800	448,800	408,800	-8.91%
Total Taxes	**22,365,810**	**22,596,576**	**24,069,302**	**25,073,820**	**25,073,820**	**26,247,880**	**4.68%**



Taxes are derived from several sources. Property taxes provide roughly 49% of our City general fund revenues. The tax base has grown steadily in recent years, increasing 4.36% on an equalized basis in 2006. 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 Governmental 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 2.457% for Appleton in 2007.

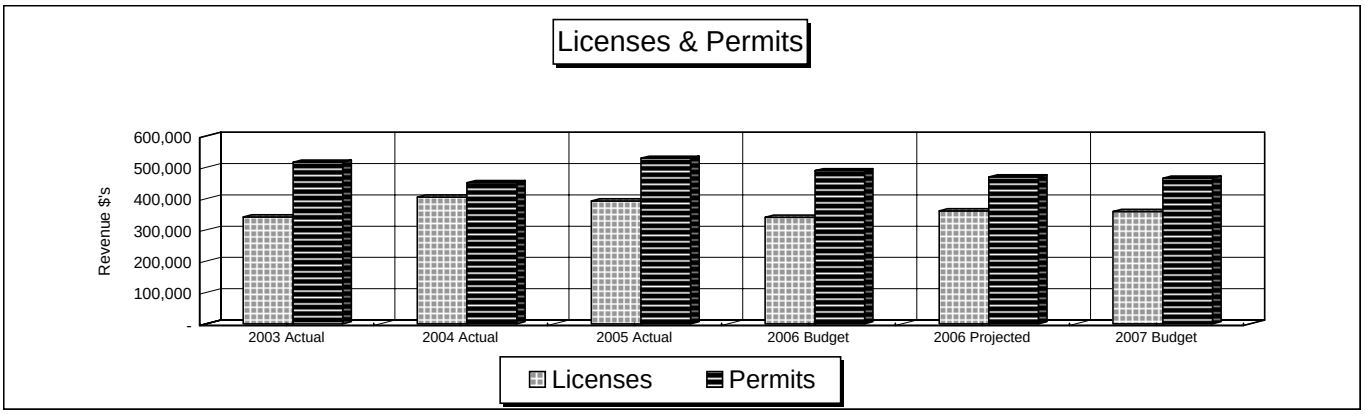
Intergovernmental Revenue	2003 Actual	2004 Actual	2005 Actual	2006 Budget	2006 Projected	2007 Budget	% Change
State Shared Revenue	12,620,442	11,441,055	11,444,538	11,443,527	11,443,527	11,445,512	0.02%
General Transportation Aid	2,742,814	2,796,599	2,685,182	2,685,000	2,685,000	2,774,678	3.34%
Expenditure Restraint	1,409,174	1,341,138	1,309,800	1,367,529	1,367,529	1,403,668	2.64%
Library Grants & Aids	602,310	602,310	606,827	606,827	606,827	649,915	7.10%
Other	668,559	656,287	674,104	555,156	581,950	673,756	15.78%
Total Intergovernmental	**18,043,299**	**16,837,389**	**16,720,451**	**16,658,039**	**16,684,833**	**16,947,529**	**1.57%**



State shared revenues are state sales and income taxes that are returned to the City based on a complex formula that includes growth and the per capita tax burden. After 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 2.6% for 2007, 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 Outagamie 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.

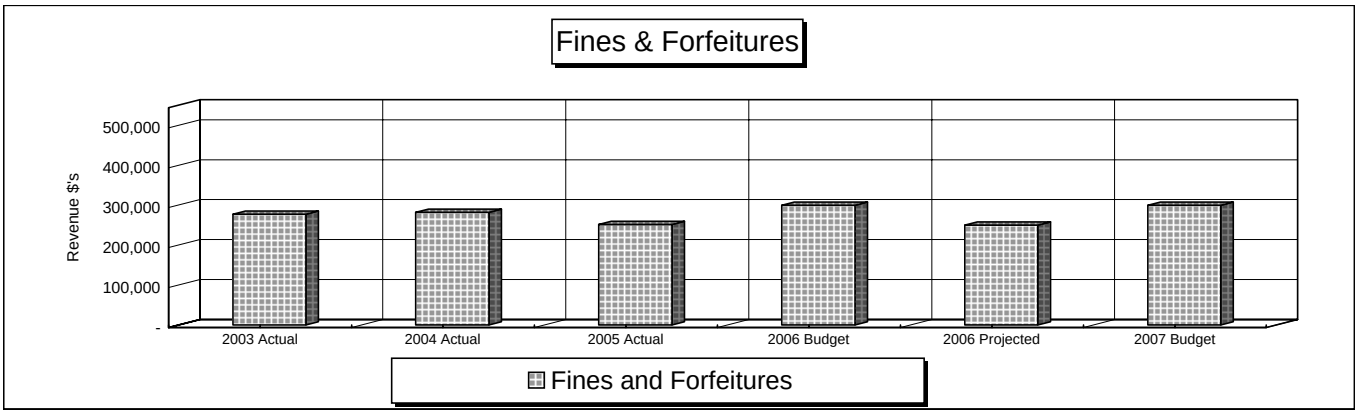
CITY OF APPLETON 2007 BUDGET
GENERAL FUND REVENUES

Licenses and Permits	2003 Actual	2004 Actual	2005 Actual	2006 Budget	2006 Projected	2007 Budget	% Change
Licenses	341,282	404,823	392,699	340,692	360,692	358,668	-0.56%
Permits	516,143	450,408	529,008	489,150	469,150	464,700	-0.95%
Total Licenses and Permits	**857,425**	**855,231**	**921,707**	**829,842**	**829,842**	**823,368**	**-0.78%**



Licenses and permits are required for the privilege of carrying on a business or trade that is regulated by ordinance within the City 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.

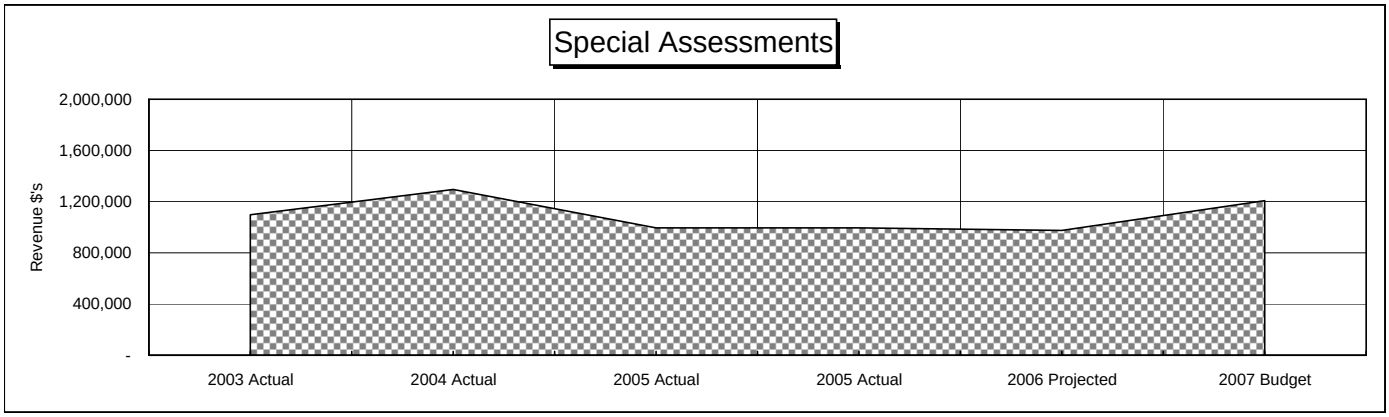
	2003 Actual	2004 Actual	2005 Actual	2006 Budget	2006 Projected	2007 Budget	% Change
Fines and Forfeitures	277,692	281,958	251,401	300,000	250,000	300,000	20.00%



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 since 2001, though it has remained relatively steady in recent years..

CITY OF APPLETON 2007 BUDGET
GENERAL FUND REVENUES

	2003 Actual	2004 Actual	2005 Actual	2006 Budget	2006 Projected	2007 Budget	% Change
Special Assessments	1,097,997	1,295,953	995,134	1,280,000	975,000	1,207,000	23.79%



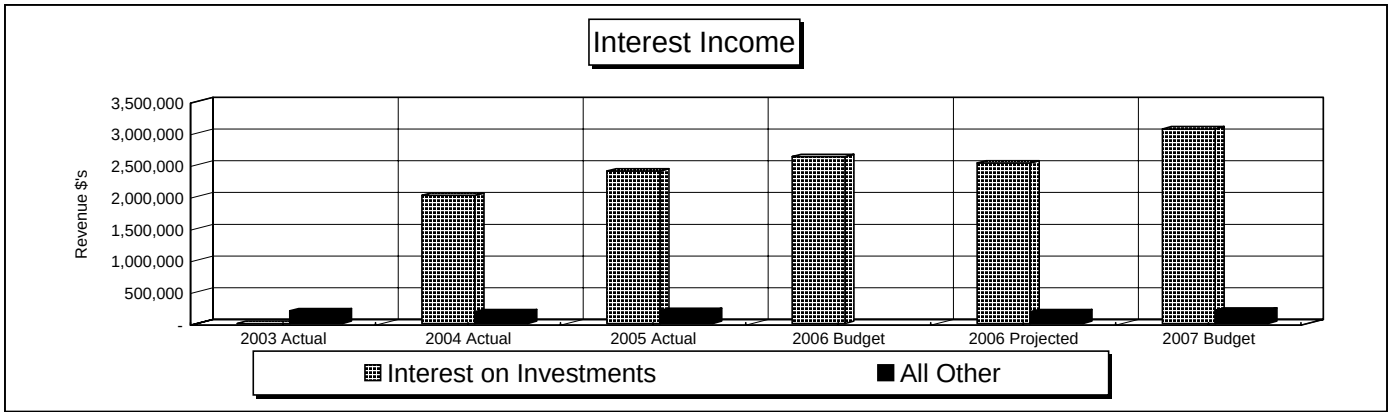
The City levies special assessments on property benefited by the construction and installation of public improvements. Revenue varies based on the payment options selected by property owners and the amount of infrastructure budgeted and completed in a given year. The options for payment are:

If the assessment is $1000 or less, it must be paid in one installment.

If the assessment is over $1000, 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.

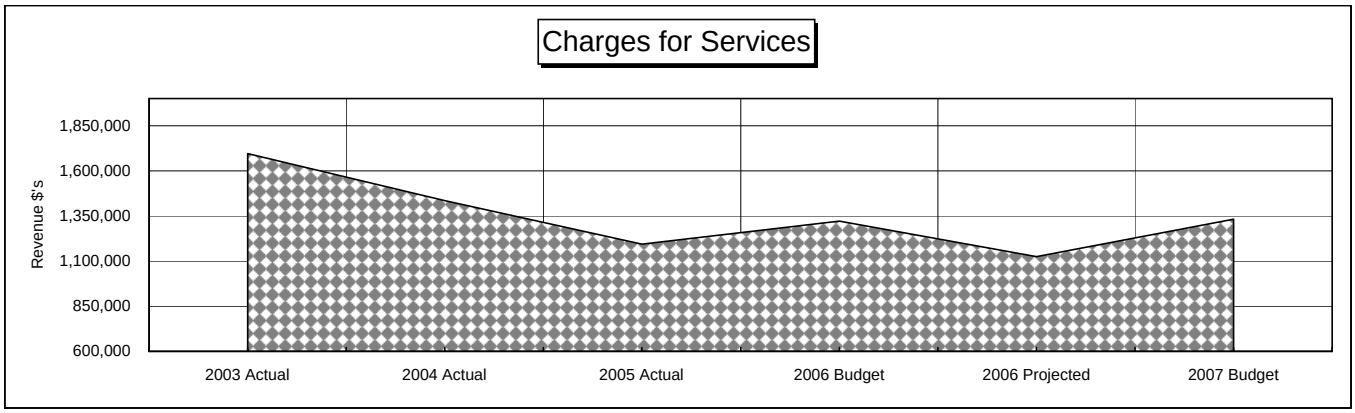
Interest Income	2003 Actual	2004 Actual	2005 Actual	2006 Budget	2006 Projected	2007 Budget	% Change
Interest on Investments	(228,517)	2,021,817	2,402,512	2,628,397	2,528,397	3,065,898	21.26%
Interest on Delinquent Tax	90,861	86,007	107,156	87,000	87,000	110,000	26.44%
Interest - Deferred Specials	109,489	99,813	98,979	95,000	95,000	100,000	5.26%
Total Interest Income	**(28,167)**	**2,207,637**	**2,608,647**	**2,810,397**	**2,710,397**	**3,275,898**	**20.86%**



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 monthly, along with actual interest received, based on cash balances available in funds. Returns on short term investments have been recovering since 2005. A large portion of the interest income in 2004 - 2007 relates to Tax Incremental District # 1 paying deferred interest on previous advances with now available increment. Also included in 2007 is the interest due on the Heartland Affordable Housing - Appleton Phase II Joint Venture in the amount of $117,000.

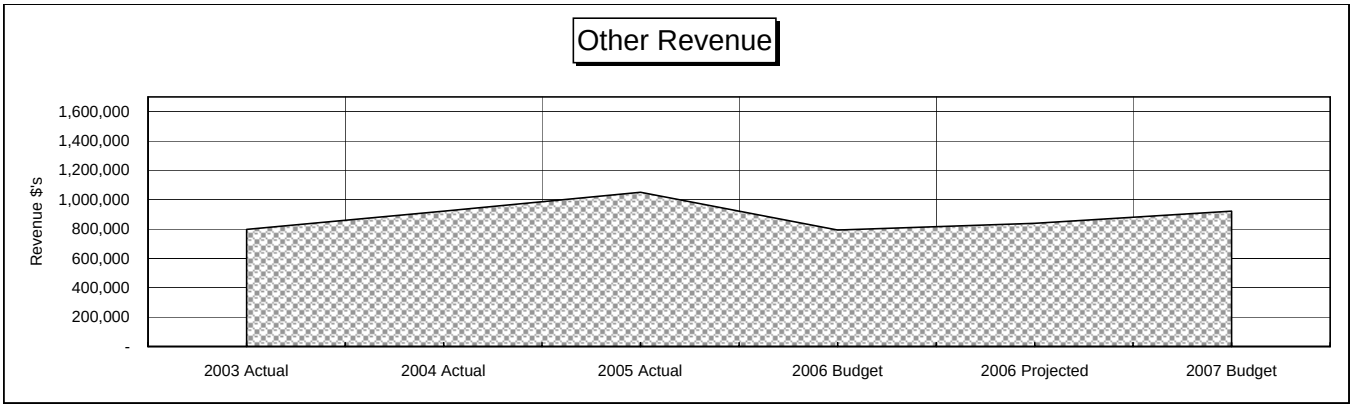
CITY OF APPLETON 2007 BUDGET
GENERAL FUND REVENUES

	2003 Actual	2004 Actual	2005 Actual	2006 Budget	2006 Projected	2007 Budget	% Change
Charges for Services	1,694,585	1,434,721	1,194,513	1,320,880	1,125,000	1,332,122	18.41%



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.

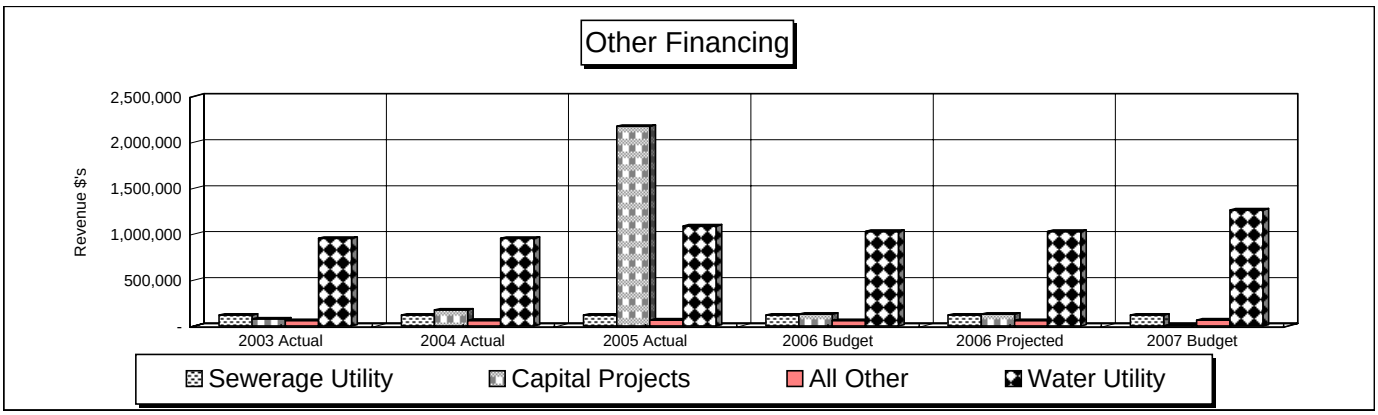
Other Revenue	2003 Actual	2004 Actual	2005 Actual	2006 Budget	2006 Projected	2007 Budget	% Change
Sales of City Property	47,952	283,947	397,796	26,000	26,000	27,000	3.85%
Other Revenue	797,895	921,882	1,051,468	792,439	839,339	922,187	9.87%
	845,847	**1,205,829**	**1,449,264**	**818,439**	**865,339**	**949,187**	**9.69%**



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

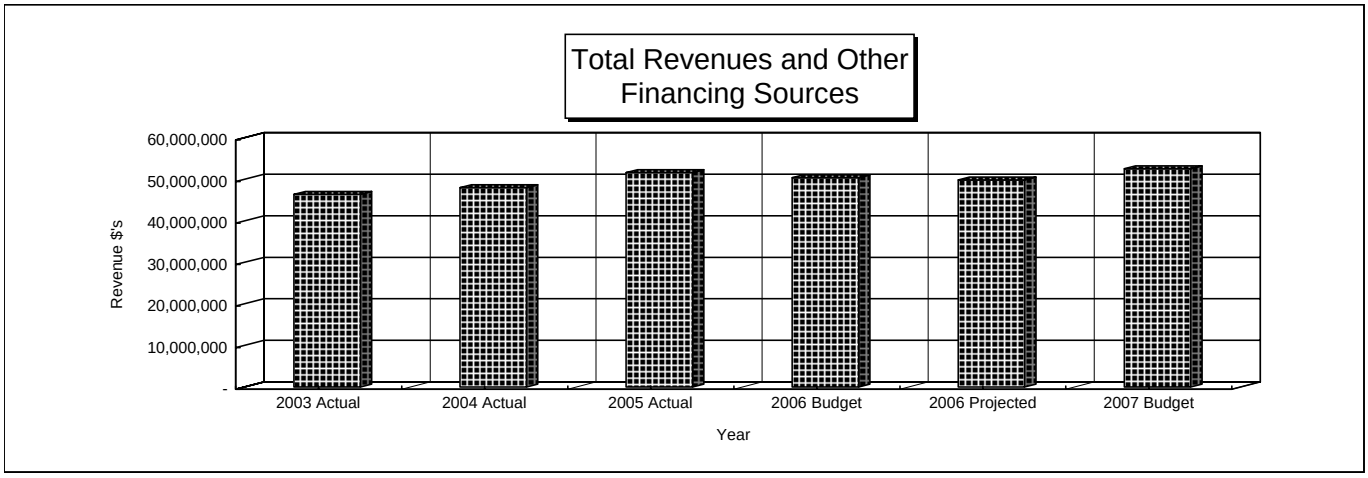
CITY OF APPLETON 2007 BUDGET
GENERAL FUND REVENUES

Other Financing Sources	2003 Actual	2004 Actual	2005 Actual	2006 Budget	2006 Projected	2007 Budget	% Change
Water Utility	954,528	954,528	1,087,170	1,028,364	1,028,364	1,261,300	22.65%
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	18,670	21,480	24,285	19,000	19,000	24,000	26.32%
Capital Projects	76,885	174,298	2,172,651	128,021	128,021	-	-100.00%
Total Other Financing Sources	**1,207,233**	**1,307,456**	**3,441,256**	**1,332,535**	**1,332,535**	**1,442,450**	**8.25%**



Charges for administrative expenditures (centrally budgeted services such as personnel, accounting and technology 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 the transfer from capital projects in 2005 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.

	2003 Actual	2004 Actual	2005 Actual	2006 Budget	2006 Projected	2007 Budget	% Change
Total Revenues and Other Financing Sources	**46,361,721**	**48,022,750**	**51,651,675**	**50,423,952**	**49,846,766**	**52,525,434**	**5.37%**



CITY OF APPLETON 2007 BUDGET

MAYOR'S OFFICE

Mayor: Timothy M. Hanna

CITY OF APPLETON 2007 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 2006 EVENTS

In 2006, 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 additional decreases in shared revenue from the state in 2007. Much of the department directors' time was spent working with staff to find more efficient ways to meet our mission of serving community needs and enhancing the quality of life for our residents and visitors. The directors focused on fostering opportunities for collaboration with external organizations such as regional governments, school districts, non-profit organizations and other entities to maximize resources throughout our community. A few specific examples of cooperative ventures in 2006 include: the regional trail map; involving Boy Scouts in our summer playground program; partnerships with the Boys and Girls Club for continued playground programs at Foster School; regional stormwater management discussions with Outagamie County; regional wireless access project with Outagamie County, the Appleton School District and Grand Chute; and regional hazmat response efforts.

Department directors also sought ways to collaborate internally to maximize City resources. The director team worked together to research and determine the most cost-effective solutions at the Water Filtration Plant. In addition, the director team discussed and proposed changes in the 2007 Budget to reorganize and realign staff to support our facilities management function. The directors also continue to identify areas to streamline processes and address needs within the City. Examples of internal collaboration during 2006 include the new Work Zone Tracker System, the revised Addressing Process, equipment-sharing between Public Works and Parks and Recreation departments, and the Water Street/Jones Park Master Plan.

On a statewide level, the Mayor continued to work with lobby groups and legislators from Madison to represent Appleton's best interests. In addition, he continued his work with businesses and local government leaders on regional economic development issues.

CITY OF APPLETON 2007 BUDGET
OFFICE OF THE MAYOR

MAJOR 2007 OBJECTIVES

Work with department heads to prepare the Executive Budget and implement the City's vision

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

Enhance 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	2004	2005	Adopted 2006	Amended 2006	2007	Change *
Program Revenues		$ 7,500	$ 7,500	$ -	$ -	$ -	N/A
10510	Administration	83,995	107,937	187,336	187,336	83,744	-55.30%
10520	Citizen Outreach	103,005	101,665	95,283	95,283	167,201	75.48%
10530	Intergovernmental	36,439	35,093	35,794	35,794	36,276	1.35%
TOTAL		$ 223,439	$ 244,695	$ 318,413	$ 318,413	$ 287,221	-9.80%
Expenses Comprised Of:							
Personnel		174,755	193,825	275,220	275,220	242,926	-11.73%
Administrative Expense		22,528	23,549	23,497	23,497	23,970	2.01%
Supplies & Materials		9,109	8,794	8,732	8,732	9,033	3.45%
Purchased Services		15,823	17,215	10,040	10,040	10,040	0.00%
Utilities		1,224	1,312	924	924	1,252	35.50%
Repair & Maintenance		-	-	-	-	-	N/A
Capital Expenditures		-	-	-	-	-	N/A
Full Time Equivalent Staff:							
Personnel allocated to programs		2.00	3.00	3.00	3.00	3.00	

* % change from prior year adopted budget

CITY OF APPLETON 2007 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 2008 Executive Budget and Capital Improvement Plan
Promote interdepartmental communication and collaboration to maximize resources
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
Research and implement tools to identify ways to become more efficient

Major Program Changes:

The position of Construction Manager was added to the 2005 Budget in the Mayor's Office (General Fund) by Council directive to oversee various City building construction projects. The position was analyzed and defined during 2005 and filled late in the year as the Director of Facilities and Construction, with broad responsibility for all aspects of facility management. This change in scope led to the re-establishment of an internal service fund charged with centralized facility maintenance and construction oversight. Business Unit 10510 reflects the transfer of salaries and fringe benefits (budgeted at $106,857 in 2006) for the Director of Facilities and Construction position to the new Facilities & Construction Management Department (60%), and an allocation (40%) for construction management to the Police Facility Expansion CIP.

Due to the cycle of residential property revaluations, the ratio of commercial/industrial property to residential property will tend to rise over several years and fall in the fourth year, when the residential revaluation is completed. The target for 2007 reflects the residential revaluation completed in 2006.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Minimize tax levy impact					
% change in levy	0.2%	5.1%	2.8%	2.8%	2.5%
Average % change in City mill rate	-1.6%	1.1%	-1.8%	-1.8%	-9.0%
Strategic Outcomes					
Maximize non-residential tax base					
Commercial/industrial tax base; % of total	27.3%	27.7%	28.9%	28.9%	27.6%
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 →		16	16	16

CITY OF APPLETON 2007 BUDGET
OFFICE OF THE MAYOR

Administration **Business Unit 10510**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
5010 Misc Revenue - Nontax	$ -	$ -	$ -	$ -	$ -
Total Revenue	$ -	$ -	$ -	$ -	$ -
Expenses					
6101 Regular Salaries	$ 56,507	$ 73,561	$ 139,831	$ 139,831	$ 55,400
6105 Overtime	114	84	-	-	-
6150 Fringes	23,739	28,520	42,133	42,133	22,599
6201 Training\Conferences	117	1,585	2,000	2,000	2,000
6206 Parking Permits	612	612	636	636	636
6301 Office Supplies	771	631	700	700	700
6302 Subscriptions	200	200	416	416	416
6305 Awards & Recognition	-	-	-	-	45
6315 Books & Library Materials	-	6	-	-	-
6316 Miscellaneous Supplies	-	-	-	-	-
6320 Printing & Reproduction	711	841	696	696	696
6412 Advertising/Publication	-	585	-	-	-
6413 Utilities	1,224	1,312	924	924	1,252
Total Expense	$ 83,995	$ 107,937	$ 187,336	$ 187,336	$ 83,744

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2007 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
Promote ongoing communication to citizens using the internet and the City's website

Major Program Changes:

The budget for this program includes the transfer of the Intercultural Relations Coordinator position from the Police budget to reflect the City-wide utilization of the services this position provides.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
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	90%	90%	90%	90%	90%
Strategic Outcomes					
Citizens have access to current City information					
# of visits to City of Appleton internet website	640,000	800,000	1,000,000	1,000,000	1,000,000
Work Process Outputs					
Publish City newsletter	2	2	2	2	2
# of formal open hours	9	11	12	12	12
# of meetings with high school and middle school students	9	14	9	9	9

CITY OF APPLETON 2007 BUDGET
OFFICE OF THE MAYOR

Citizen Outreach **Business Unit 10520**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
5020 Donations & Memorials	$ 7,500	$ 7,500	$ -	$ -	$ -
Total Revenue	$ 7,500	$ 7,500	$ -	$ -	$ -
Expenses					
6101 Regular Salaries	$ 47,136	$ 46,582	$ 47,914	$ 47,914	$ 90,991
6105 Overtime	22	81	-	-	4,034
6150 Fringes	22,486	21,239	20,743	20,743	44,633
6201 Training\Conferences	21	320	-	-	-
6206 Parking Permits	-	617	-	-	616
6301 Office Supplies	-	123	150	150	150
6304 Postage/Freight	8,302	7,877	8,400	8,400	8,400
6305 Awards & Recognition	250	250	-	-	-
6307 Food & Provisions	-	-	-	-	-
6316 Miscellaneous Supplies	436	374	-	-	-
6320 Printing & Reproduction	7,962	7,572	8,036	8,036	8,337
6404 Consulting Services	567	-	-	-	-
6599 Other Contracts/Obligations	15,823	16,630	10,040	10,040	10,040
Total Expense	$ 103,005	$ 101,665	$ 95,283	$ 95,283	$ 167,201

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Other Contracts/Obligations

Administration contract with Appleton Downtown, Incorporated for City Parades	$ 10,040
	$ 10,040

CITY OF APPLETON 2007 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:

The performance measure of "# of State level meetings in which Appleton representatives participate directly" has been modified from previous years to reflect involvement by all Department Directors (not just the Mayor's participation).

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Appleton represented at State level					
# of State level meetings in which Appleton representatives participate directly	19	19	12	12	60
Strategic Outcomes					
# of collaborations with other entities:					
Other governments	30	39	32	32	32
School districts	19	12	12	12	12
Non-profit organizations	8	5	5	5	5
Other	6	5	5	5	5
Work Process Outputs					
# of meetings with other units of government	6/mo.	8/mo.	7/mo.	7/mo.	8/mo.

CITY OF APPLETON 2007 BUDGET
OFFICE OF THE MAYOR

Intergovernmental **Business Unit 10530**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Expenses					
6101 Regular Salaries	$ 17,515	$ 17,070	$ 17,929	$ 17,929	$ 18,224
6105 Overtime	2	7	-	-	-
6150 Fringes	7,234	6,681	6,670	6,670	7,045
6201 Training\Conferences	483	439	350	350	440
6301 Office Supplies	-	-	50	50	50
6303 Memberships & Licenses	11,205	10,805	10,795	10,795	10,517
6305 Awards & Recognition	-	91	-	-	-
Total Expense	$ 36,439	$ 35,093	$ 35,794	$ 35,794	$ 36,276

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Memberships & Licenses	
Wisconsin Alliance of Cities	$ 10,157
Fox Cities Chamber of Commerce	360
	$ 10,517

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CITY OF APPLETON 2007 BUDGET

FACILITIES AND CONSTRUCTION MANAGEMENT

Director of Facilities & Construction: Dean R. Gazza, CFM, PMP, CPM

CITY OF APPLETON 2007 BUDGET
FACILITIES AND CONSTRUCTION MANAGEMENT

MISSION STATEMENT

In partnership with the Common Council and the Mayor, we will provide a safe and productive working environment which supports the departments and the community. In a professional manner, we will anticipate and respond to the needs of the community with dignity and respect by proactively and aggressively planning, maintaining, operating and managing all City-owned properties in a safe, accessible and cost effective manner.

DISCUSSION OF SIGNIFICANT 2006 EVENTS

Prior to 2003, various aspects of facilities and equipment maintenance were coordinated by staff of the Central Building Maintenance (CBM) department, which was under the overall supervision of the Director of Utilities. With the 2004 budget and the changes required under Governmental Accounting Standards Board statement 34 (GASB 34), CBM staff were absorbed by the Water and Wastewater Utilities for which they did the majority of their work and CBM was discontinued as a separate entity. The position of Construction Manager was added to the 2005 budget in the Mayor's Office (General Fund) by Council directive to oversee various City building construction projects. The position was analyzed and defined during 2005 and filled late in the year as the Director of Facilities and Construction, with broad responsibility for all aspects of facility management City wide. This change in scope led to the re-establishment of this internal service fund, entitled Facilities and Construction Management, charged with centralized facility maintenance and construction oversight.

During 2006, the Director of Facilities and Construction reviewed the current status of facilities management and maintenance, staffing, budgets, technology and facilities master planning. This evaluation identified the need for a successful Facilities Management Program.

By definition, facility management is the practice of coordinating the physical workplace with the people and work of the organization. Facility management integrates the principles of business administration, architecture, and the behavioral and engineering sciences. Facility management provides the total umbrella of services and serves as the facilities landlord, which allows department heads and program managers to concentrate their time and resources on their programs and specialty for which they were hired to manage. The umbrella of services ranges from the building and all its' systems to grounds and furnishings.

Facility management is the quintessential business function affecting not only revenues and costs, but production, quality of life for employees, health and safety, the work environment, and increasingly, areas such as the ability to recruit and retain employees. When facility management is practiced properly, the following benefits accrue to the organization: facility plans match organization plans; space is available when and where needed; capital expenditures are planned and controlled; employee productivity is maximized; costs are minimized, sometimes avoided, and are generally predicted.

The mission for 2007 is to implement a centralized Facilities Management Program for the City that will serve all departments to extend the useful life of our existing facilities; maximize the utilization of resources; increase the quality of services; and provide an organized fiscally responsible plan to address future facility needs. Through the centralization of these resources, maximum utilization of resources and independent prioritization of facility maintenance needs will be ensured.

Facilities management costs previously budgeted in the individual departments have been consolidated within this budget, including maintenance, janitorial, lease, utilities and staffing expenses. In addition, a fire maintenance position has been transferred to the Facilities Management budget in addition to a reduction in part-time salaries in the Library budget equal to 1.165 FTE. The department will balance its workload with a conservative combination of in-house and contracted labor. Initially, the department will be located at the Wastewater Plant, with the long-term goal of locating to a more centralized location.

CITY OF APPLETON 2007 BUDGET
FACILITIES AND CONSTRUCTION MANAGEMENT

MAJOR 2007 OBJECTIVES

Provide construction oversight and representation for new facilities and remodeling projects including the Police Station construction project. Ensure all major facilities maintenance projects are completed on time and within budget.

Inspect all organization facilities from roof to ground on a regular schedule.

Consolidate Citywide facilities maintenance resources to ensure maximum utilization and cost-effectiveness.

Institute a Computerized Maintenance Management System (CMMS) that will record all work requested and performed by facility, as well as all relevant data relating to resources.

Develop a space management program and implement technological tools to track space usage to use in planning and space analysis.

Institute an energy management program that will control and monitor heating, ventilating, and air-conditioning (HVAC) use to enable cost-effective and cost-efficient operations. Additionally, ensure that replacement equipment and systems are of the most energy-efficient varieties.

Develop a roof management program to include a complete roof inventory and condition analysis, long-term replacement and recondition plans, and an annual preventive and predictive inspection plan.

Emphasize maintenance activities while systematically reducing alterations, improvements, remodeling, and other non-maintenance activities. Simultaneously upgrade current facilities' conditions.

Increase effective response times to emergency/service work requests by ensuring better information transmittal, easier to use request methods and improved communication.

Inventory, consolidate and, where necessary, create or obtain necessary facility documentation to better manage the facilities. This documentation will include site, architectural, electrical, mechanical, plumbing, fire protection and furniture drawings.

Develop policies and standards for all facilities.

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2004	2005	Adopted 2006	Amended 2006	2007	Change *
Program Revenues		$ -	$ -	$ -	$ -	$ 2,109,543	N/A
Program Expenses							
6330	Administration	-	-	-	-	131,866	N/A
6331	Maintenance	-	-	-	-	1,977,677	N/A
Total Program Expenses		$ -	$ -	$ -	$ -	$ 2,109,543	N/A
Expenses Comprised Of:							
Personnel		-	-	-	-	572,210	N/A
Administrative Expense		-	-	-	-	596,415	N/A
Supplies & Materials		-	-	-	-	40,550	N/A
Purchased Services		-	-	-	-	44,100	N/A
Utilities		-	-	-	-	3,200	N/A
Repair & Maintenance		-	-	-	-	668,604	N/A
Capital Expenditures		-	-	-	-	184,464	N/A
Full Time Equivalent Staff:							
Personnel allocated to programs		-	-	-	-	8.00	

* % change from prior year adopted budget

CITY OF APPLETON 2007 BUDGET

FACILITIES AND CONSTRUCTION MANAGEMENT

Facilities Administration **Business Unit 6330**

PROGRAM MISSION

As stewards of the physical environment, we take pride in providing facilities that set a high standard. As a team of highly skilled individuals, we are dedicated to safe, high-quality work. We attain this through training, education and by conducting ourselves with integrity. As dependable partners, we listen and learn how our services coincide with the overall mission of the City. With this knowledge, we are flexible and available to provide service in an organized and timely manner.

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."

Objectives:

Provide quality cost-effective administrative management to support the internal and external services provided by the Facilities Management Department including:

Strategic Facilities Planning	Major renovation project management
Office space & layout planning	New construction project management
ADA Analysis	Move coordination

As well as performing a range of planning services including:

Building assessment	Environmental programs
Preventive maintenance programs	Facility documentation
Energy programs	Space allocation records

Monitor the timeliness, professionalism and efficiency of staff, and the overall satisfaction with our services as perceived by our internal customers

Provide education and training opportunities for our employees to promote personal and professional growth and to meet Federal, State and local guidelines

Major program changes:

During 2007, Facilities and Construction Management will serve as the owner's representative and provide oversight of the Police Station renovation/construction project. Second, we will develop a proactive Facilities Management Department with the staffing and resources that will preserve and extend the useful life of the facilities and meet all regulatory compliance. Major initiatives include developing preventive maintenance plans, facility documentation, roof database, energy initiatives and deferred maintenance plans.

Training expense is increased in 2007 to allow staff to attain specific skill sets needed to adequately perform their job functions.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Timely and organized support of departments					
% of customers who rated services at or above satisfactory level	New Measure →				85%
Strategic Outcomes					
Facilities projects completed as scheduled	New Measure →				100%
Work Process Output					
# of projects completed	New Measure →				30

CITY OF APPLETON 2007 BUDGET
FACILITIES AND CONSTRUCTION MANAGEMENT
Facilities Administration **Business Unit 6330**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4801 Charges for Services	$ -	$ -	$ -	$ -	$ 2,109,543
Total Revenue	$ -	$ -	$ -	$ -	$ 2,109,543
Expenses					
6101 Regular Salaries	$ -	$ -	$ -	$ -	$ 50,147
6108 Part-Time	-	-	-	-	3,000
6150 Fringes	-	-	-	-	17,922
6201 Training\Conferences	-	-	-	-	3,000
6206 Parking Permits	-	-	-	-	372
6301 Office Supplies	-	-	-	-	1,250
6302 Subscriptions	-	-	-	-	400
6303 Memberships & Licenses	-	-	-	-	375
6304 Postage\Freight	-	-	-	-	300
6305 Awards & Recognition	-	-	-	-	30
6307 Food & Provisions	-	-	-	-	40
6315 Books & Library Material	-	-	-	-	500
6320 Printing & Reproduction	-	-	-	-	1,000
6327 Miscellaneous Equipment	-	-	-	-	24,230
6401 Accounting/Audit	-	-	-	-	1,100
6404 Consulting Services	-	-	-	-	15,000
6405 Engineering Fees	-	-	-	-	9,500
6409 Inspection Fees	-	-	-	-	500
6413 Utilities	-	-	-	-	3,200
Total Expense	$ -	$ -	$ -	$ -	$ 131,866

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Miscellaneous Equipment	
TS charges (move computer/phone lines)	$ 750
Office furniture & equipment	4,000
AutoCAD	7,480
Space management software	12,000
	$ 24,230
Consulting Services	
Energy audits	$ 6,500
Roofing specifications	4,500
HVAC audits	4,000
	$ 15,000
Engineering Fees	
Facilities documentation	$ 3,500
HVAC design	2,500
Misc facilities issues (environmental, mechanical, electrical, structural or regulatory)	3,500
	$ 9,500

CITY OF APPLETON 2007 BUDGET
FACILITIES AND CONSTRUCTION MANAGEMENT
Facilities Maintenance **Business Unit 6331**

PROGRAM MISSION

To provide proactive, quality and cost effective facilities maintenance services to preserve and extend the useful life of equipment, reduce maintenance expenses and to minimize downtime.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategy #6: "Work continuously to improve the efficiency and effectiveness of City services delivered to both internal and external customers …"

Objectives:

Maintain mechanical, electrical and architectural systems and grounds including:

Carpentry	Heating, Ventilating & Air-Conditioning
Custodial Services	Lighting Maintenance
Electrical	Locksmith
Elevator Maintenance	Pest Control
Fire Protection	Refuse Program
Furniture	Security
Grounds Maintenance	Window Cleaning

Develop and implement maintenance standards and schedules for buildings, building systems and equipment

Major program changes:

Upon an assessment of the facilities, there is a significant amount of deferred maintenance that must be addressed. Two areas needing immediate attention include a significant amount of HVAC and roofing maintenance. In addition to the corrective HVAC maintenance, the Department will begin to upgrade some of the outdated controls. Upgrades allow us to operate the equipment in a proactive manner, schedule on and off times and monitor performance in order to ensure maximum efficiency, comfort, energy and maintenance savings. This process will be a multi-year initiative. In addition to HVAC and roofing, the Department will work on reducing the amount of deferred maintenance throughout the facilities.

Training expense is increased in 2007 to allow staff to attain specific skill sets needed to adequately perform their job functions.

The budget for this program reflects a reduction of $63,140 from the Executive Budget for the elimination of 1 FTE Maintenance Specialist.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Provide a proactive maintenance program					
% of satisfied customers	New Measure	→			95%
Strategic Outcomes					
Maintenance performed as scheduled					
Ratio of Preventive maintenance (PM) to Corrective maintenance (CM) work order	New Measure	→			2/1
Work Process Outputs					
Service Performed					
# of PM work orders performed within 30 days of issue	New Measure	→			90%
# of CM work orders completed within 90 days of identification date	New Measure	→			90%

CITY OF APPLETON 2007 BUDGET
FACILITIES AND CONSTRUCTION MANAGEMENT
Facilities Maintenance **Business Unit 6331**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Expenses					
6101 Regular Salaries	$ -	$ -	$ -	$ -	$ 338,547
6105 Overtime	-	-	-	-	7,500
6108 Part-Time	-	-	-	-	4,000
6150 Fringes	-	-	-	-	151,094
6201 Training & Conference	-	-	-	-	3,500
6303 Memberships & Licenses	-	-	-	-	225
6305 Awards & Recognition	-	-	-	-	120
6306 Building Maint./Janitorial	-	-	-	-	345,205
6307 Food & Provisions	-	-	-	-	160
6309 Shop Supplies & Tools	-	-	-	-	6,000
6321 Clothing	-	-	-	-	2,320
6323 Safety Supplies	-	-	-	-	1,500
6326 Equipment Parts	-	-	-	-	5,000
6414 Janitorial Service	-	-	-	-	317,750
6416 Building Repairs & Maint.	-	-	-	-	260,629
6425 CEA	-	-	-	-	26,369
6440 Snow Removal Services	-	-	-	-	18,000
6454 Grounds Repair & Maint.	-	-	-	-	63,856
6502 Leases	-	-	-	-	241,188
6503 Equipment Rental	-	-	-	-	250
6803 Buildings	-	-	-	-	184,464
Total Expense	$ -	$ -	$ -	$ -	$ 1,977,677

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Building Maint./Janitorial

Janitorial supplies	$ 89,664
Building interior	38,331
Electrical	38,331
Elevator	19,166
Fire/Safety	44,720
HVAC	44,720
Painting	6,387
Plumbing	19,166
Security	19,166
Structural/windows/exterior doors	25,554
	$ 345,205

Janitorial Service

Contracted janitorial service	$ 314,000
Library window cleaning	2,250
City center basement cleaning	1,500
	$ 317,750

Snow Removal Services

Contracted snow removal services for:	
Police Department	$ 4,000
Fire Department	7,500
Valley Transit	6,500
	$ 18,000

Leases

City Hall condo agreement	$ 241,188
	$ 241,188

Building Repairs & Maint

Electrical	$ 11,355
Elevator	19,672
Fire/Safety	17,108
HVAC	140,000
Plumbing	10,553
Security	24,673
Structural/Roof	6,600
Security/re-keying	8,000
ADA compliance : door hardware, signange, grab bars, partitions, etc.	10,200
Other: overhead doors, lifts, cranes, room set-ups, pest control, etc.	12,468
	$ 260,629

Grounds Repair & Maintenance

Parking lots	$ 6,000
Sidewalks	5,000
Road maintenance	5,000
General maintenance	6,000
Lawn care from Parks & Recreation Department	41,856
	$ 63,856

Buildings

Exterior painting - MSB	$ 20,000
HVAC - building automation	69,464
Roof repairs	95,000
	$ 184,464

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CITY OF APPLETON 2007 BUDGET
FACILITIES AND CONSTRUCTION MANAGEMENT
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET ASSETS

	2004 Actual	2005 Actual	2006 Budget	2006 Projected	2007 Budget
Revenues					
Charges for Services	$ -	$ -	$ -	$ -	$ 2,109,543
Other	-	-	-	-	-
Total Revenues	-	-	-	-	2,109,543
Expenses					
Operating Expenses	-	-	-	-	2,109,543
Depreciation	-	-	-	-	-
Total Expenses	-	-	-	-	2,109,543
Operating Loss	-	-	-	-	-
Non-Operating Revenues (Expenses)					
Investment Income	-	-	-	-	-
Sale of City Property	-	-	-	-	-
Total Non-Operating	-	-	-	-	-
Income (Loss) before Contributions and Transfers	-	-	-	-	-
Contributions and Transfers In (Out)					
Capital Contributions	-	-	-	-	-
Transfers In	-	-	-	-	-
Change in Net Assets	-	-	-	-	-
Net Assets - Beginning	-	-	-	-	-
Net Assets - Ending	$ -	$ -	$ -	$ -	$ -

SCHEDULE OF CASH FLOWS

Cash - Beginning of Year	$ -	$ -
+ Change in Net Assets	-	-
Working Cash - End of Year	$ -	$ -

CITY OF APPLETON 2007 BUDGET
FACILITIES AND CONSTRUCTION MANAGEMENT

NOTES

CITY OF APPLETON 2007 BUDGET

COMMON COUNCIL

Council President: Curt J. Konetzke

CITY OF APPLETON 2007 BUDGET
COMMON COUNCIL

MISSION STATEMENT

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

MAJOR 2007 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 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Work Process Outputs					
Percent of alderpersons attending at least 80% of Common Council and assigned committee meetings	87%	100%	100%	100%	100%
Overall average attendance	91%	93%	95%	95%	95%

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2004	2005	Adopted 2006	Amended 2006	2007	Change *
	Program Revenues	$ -	$ -	$ -	$ -	$ -	N/A
	Program Expenses						
10000	Common Council	127,982	121,656	126,310	126,310	126,015	-0.23%
	TOTAL	$ 127,982	$ 121,656	$ 126,310	$ 126,310	$ 126,015	-0.23%
	Expenses Comprised Of:						
	Personnel	97,870	95,144	97,143	97,143	97,143	0.00%
	Administrative Expense	12,499	12,324	12,867	12,867	12,772	-0.74%
	Supplies & Materials	958	600	1,000	1,000	800	-20.00%
	Purchased Services	16,655	13,588	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	16.00	16.00	16.00	16.00	16.00	

* % change from prior year adopted budget

CITY OF APPLETON 2007 BUDGET
COMMON COUNCIL

Common Council **Business Unit 10000**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Expenses					
6101 Regular Salaries	$ 90,920	$ 88,388	$ 90,240	$ 90,240	$ 90,240
6150 Fringes	6,950	6,756	6,903	6,903	6,903
6201 Training\Conferences	284	95	350	350	350
6206 Parking Permits	-	25	-	-	-
6303 Memberships & Licenses	11,745	11,982	12,067	12,067	12,072
6305 Awards & Recognition	259	10	200	200	100
6307 Food & Provisions	211	212	250	250	250
6316 Miscellaneous Supplies	34	48	100	100	100
6320 Printing & Reproduction	924	552	900	900	700
6599 Other Contracts/Obligations	16,655	13,588	15,300	15,300	15,300
Total Expense	$ 127,982	$ 121,656	$ 126,310	$ 126,310	$ 126,015

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Memberships & licenses

League of Wisconsin Municipalities membership	$ 12,072
	$ 12,072

Other Contracts & Obligations

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

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CITY OF APPLETON 2007 BUDGET

FINANCE DEPARTMENT

Finance Director: Lisa A. Maertz, CPA, CPFO

Deputy Finance Director: Anthony D. Saucerman, CPA

CITY OF APPLETON 2007 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 2006 EVENTS

The City received an unqualified opinion on it's 2005 financial and single audits. Staff did an excellent job preparing for the audits putting in many additional hours.

In the purchasing area, we worked with the Fire Department to create the first truly competitive procurement process for the purchase of a major piece of fire apparatus. The Purchasing Manager has also worked with the Facilities Manager to analyze the cost effectiveness of several facilities maintenance contracts and worked with various departments to discontinue maintenance insurance on approximately 50 items, achieving additional savings by switching to direct time and materials maintenance.

Performance measure audits are being completed with suggestions for improvements reported back to departments and copied to the Mayor.

We continue to work on payment of property taxes via the internet, moving from the blind payment method to allowing taxpayers to look up parcel numbers and select the parcel and amount of tax they wish to pay at that time.

With the retirement of the Water and Wastewater Utilities Accountant in June, that position has been eliminated and the majority of those job duties have been assumed by the Accounting Manager in the Finance department. As a result of the combination of these job duties, a new position entitled, Enterprise Accounting Manager, has been established. This position will be responsible for accounting for all enterprise funds, including the Stormwater and Parking utilities and Reid Municipal Golf Course. In addition, the former Accounting Manager position has been restructured and renamed the Accounting / Customer Service Manager. This position will be responsible for oversight of the cashier function and for various other accounting activities.

A Water Utility rate study was completed and presented to Council for it's endorsement. Public Service Commission (PSC) action is expected prior to year-end.

A Stormwater rate study and five year financial plan was completed and presented to Council. Rate increases were effective March 1, 2006 with no further increases expected until late 2009.

Primary Concentration for Remainder of Year:

Continue implementation of electronic payment options for City services and property taxes.

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 review of the revised Budget Policy and obtain Council approval

Implement Water Utility rate changes following eventual PSC action

CITY OF APPLETON 2007 BUDGET
FINANCE DEPARTMENT

MAJOR 2007 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

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

This budget includes a net increase in personnel expense of $9,760 as a result of restructuring the table of organization during 2006 to add the Enterprise Accounting Manager position (moved from Utilities and re-defined). Since the majority this position's time is allocated to the Utilities, along with other reallocations of time within the department, only a small increase in staffing is noted in the Full Time Equivalent (FTE) count below. These increases are offset by the elimination of .3 FTE of the Grants Administrator position ($23,736).

Additionally, in regards to personnel expenses, the 2007 budget includes the cost of living adjustment (COLA) for all non-represented employees (2.75%) which was approved by Council action on 5/17/06. However, the COLA for 2006 (3.00%) was not included in the 2006 department budget since the increase was not approved until 12/7/05. Therefore, when comparing the 2006 budget amount to the 2007 request, please keep in mind that the cumulative effect of both the 2006 and 2007 COLA's, which equate to approximately 5.83%, are reflected in the 2007 budget request.

DEPARTMENT BUDGET SUMMARY

		Actual		Budget			%
Unit	Title	2004	2005	Adopted 2006	Amended 2006	2007	Change *
Program Revenues		$ 4,569	$ 5,641	$ 6,000	$ 6,000	$ 6,000	0.00%
Program Expenses							
11510	Administration	122,004	119,296	128,045	128,045	136,745	6.79%
11520	Billing & Collection Svc	93,858	86,589	92,195	99,695	96,544	4.72%
11530	Support Services	602,838	648,190	645,864	645,864	665,394	3.02%
TOTAL		$ 818,700	$ 854,075	$ 866,104	$ 873,604	$ 898,683	3.76%
Expenses Comprised Of:							
Personnel		694,058	711,879	717,469	717,469	750,178	4.56%
Administrative Expense		27,752	26,745	28,200	28,200	27,575	-2.22%
Supplies & Materials		9,621	11,211	13,175	13,175	13,535	2.73%
Purchased Services		78,702	96,251	101,815	109,315	99,850	-1.93%
Utilities		4,805	4,485	3,585	3,585	3,585	0.00%
Repair & Maintenance		3,762	3,504	1,860	1,860	3,960	112.90%
Capital Expenditures		-	-	-	-	-	N/A
Full Time Equivalent Staff:							
Personnel allocated to programs		9.75	9.75	9.87	9.87	9.85	

* % change from prior year adopted budget

CITY OF APPLETON 2007 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:

The increase in printing and reproduction costs is due to costs associated with an upgraded copy machine. The new machine acts as both a copier and a printer and allows the department to operate with one fewer stand alone printer. The monthly rental charge is approximately $30 more per month than the old copier.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Trained staff					
% of staff adequately trained	98%	85%	100%	88%	100%
Strategic Outcomes					
Improved program performance					
# of recommendations implemented	9	11	10	10	10
Work Process Outputs					
Training conducted					
Hours of training per employee	19	25	20	20	20
Procedures manuals updated					
% of manuals rated current	70%	69%	100%	75%	100%

CITY OF APPLETON 2007 BUDGET
FINANCE DEPARTMENT

Administration **Business Unit 11510**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4705 General Interest	$ 1	$ -	$ -	$ -	$ -
4801 Charges for Serv.- Nontax	4,891	5,674	4,000	4,000	4,000
5010 Misc Revenue - Nontax	13	15	2,000	2,000	2,000
5011 Misc Revenue - Tax	-	40	-	-	-
5085 Cash Short or Over	(336)	(88)	-	-	-
Total Revenue	$ 4,569	$ 5,641	$ 6,000	$ 6,000	$ 6,000
Expenditures					
6101 Regular Salaries	$ 71,347	$ 71,996	$ 74,828	$ 74,828	$ 79,854
6150 Fringes	28,244	26,808	31,907	31,907	35,346
6201 Training\Conferences	8,943	7,072	9,200	9,200	8,600
6206 Parking Permits	207	139	325	325	325
6301 Office Supplies	1,554	2,165	1,675	1,675	1,700
6302 Subscriptions	-	7	100	100	-
6303 Memberships & Licenses	1,320	1,966	1,450	1,450	2,000
6304 Postage\Freight	183	136	200	200	200
6305 Awards & Recognition	105	-	225	225	225
6307 Food & Provisions	35	30	-	-	-
6315 Books & Library Materials	341	174	250	250	250
6316 Miscellaneous Supplies	16	-			-
6320 Printing & Reproduction	4,742	3,751	3,800	3,800	4,160
6327 Miscellaneous Equipment	162	567	500	500	500
6413 Utilities	4,805	4,485	3,585	3,585	3,585
Total Expense	$ 122,004	$ 119,296	$ 128,045	$ 128,045	$ 136,745

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2007 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:

No major changes.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Accurate, understandable statements					
Billing adjustments required	1,383	1,369	1,100	1,100	1,100
Strategic Outcomes					
Asset safeguarding					
Receivables/Receivables Aging					
% current	67%	62%	65%	65%	65%
Service turnoffs	62	93	60	60	60
Work Process Outputs					
Financial transaction processing					
Receipts posted	205,873	206,645	190,000	210,000	210,000
Information response					
% staff trained in customer svc.	100%	100%	100%	100%	100%

CITY OF APPLETON 2007 BUDGET
FINANCE DEPARTMENT
Billing & Collection Services **Business Unit 11520**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Expenditures					
6101 Regular Salaries	$ 47,588	$ 44,143	$ 49,885	$ 49,885	$ 53,236
6105 Overtime	1,337	831	2,500	2,500	2,500
6150 Fringes	29,223	25,038	21,723	21,723	24,021
6206 Parking Permits	1,612	1,612	1,612	1,612	1,612
6304 Postage\Freight	10,172	9,694	10,200	10,200	10,200
6316 Miscellaneous Supplies		-	-	-	-
6320 Printing & Reproduction	469	2,292	2,475	2,475	2,375
6327 Miscellaneous Equipment	232	275	500	500	500
6404 Consulting Services	-	-	-	7,500	-
6411 Temporary Help	1,170	-	1,200	1,200	-
6418 Equip Repairs & Maint	2,043	2,704	2,100	2,100	2,100
6431 Interpreter Services	12	-	-	-	-
Total Expense	$ 93,858	$ 86,589	$ 92,195	$ 99,695	$ 96,544

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Postage/Freight

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

CITY OF APPLETON 2007 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 budget for this program includes the deletion of .3 FTE of the Grants Coordinator position ($23,736).

Additionally, $1,000 for application fees to the Government Finance Officers Association (GFOA) awards program for both the annual budget and the Comprehensive Annual Financial Report have been eliminated from this budget. The City has participated in these programs for the past 17 years, but due to budgetary concerns, we have chosen to discontinue our participation in the program.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Accurate and timely financial statements					
% months closed within 10 work days	92%	92%	100%	100%	100%
# of items received after cutoff	2	0	3	10	3
Strategic Outcomes					
Financial integrity of programs maintained					
# of auditor's compliance issues	1	0	0	0	0
Asset/resource safeguarding					
bond rating	Aa1	Aa1	Aa1	Aa1	Aa1
Work Process Outputs					
Financial transaction processing					
Avg. # journal entries made monthly	288	325	250	320	300
Avg. # of A/P checks issued monthly	1,022	948	975	880	900

CITY OF APPLETON 2007 BUDGET
FINANCE DEPARTMENT

Support Services **Business Unit 11530**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Expenditures					
6101 Regular Salaries	$ 349,972	$ 373,668	$ 374,141	$ 374,141	$ 382,804
6105 Overtime	1,261	1,628	2,500	2,500	2,500
6150 Fringes	165,086	167,767	159,985	159,985	169,917
6201 Training\Conferences	132	711	-	-	-
6206 Parking Permits	2,713	2,713	2,713	2,713	2,713
6301 Office Supplies	-	-	-	-	-
6303 Memberships & Licenses	325	-	-	-	-
6305 Awards & Recognition	450	500	500	500	-
6316 Miscellaneous Supplies	614	894	675	675	675
6320 Printing & Reproduction	2,250	2,575	4,325	4,325	4,325
6327 Miscellaneous Equipment	796	682	650	650	750
6401 Accounting/Audit	9,384	19,273	19,865	19,865	20,000
6403 Bank Services	67,720	74,269	76,000	76,000	77,000
6412 Advertising	338	905	550	550	750
6418 Equip Repairs & Maint	1,719	801	1,860	1,860	1,860
6599 Other Contracts/Obligations	78	1,804	2,100	2,100	2,100
Total Expense	$ 602,838	$ 648,190	$ 645,864	$ 645,864	$ 665,394

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Accounting/Audit

Annual financial audit	$ 19,000
Special accounting research	1,000
	$ 20,000

Bank Services

Banking fees	$ 12,000
Credit card services	2,300
Investment fees	62,700
	$ 77,000

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CITY OF APPLETON 2007 BUDGET
UNCLASSIFIED CITY HALL

DISCUSSION OF SIGNIFICANT 2006 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	2004	2005	Adopted 2006	Amended 2006	2007	Change *
Program Revenues		$ 20,654,304	$ 23,272,525	$ 21,033,588	$ 21,033,588	$ 21,701,132	3.17%
Program Expenses							
12020	Reserves & Conting.	-	-	1,226,200	2,043,514	-	-100.00%
12030	City Center	356,903	620,607	343,508	367,651	497,439	44.81%
12050	Miscellaneous	522,135	793,619	693,853	693,853	641,436	-7.55%
12060	Transfers Out	1,659,232	559,435	601,482	1,300,286	615,826	2.38%
TOTAL		$ 2,538,270	$ 1,973,661	$ 2,865,043	$ 4,405,304	$ 1,754,701	-38.75%
Expenses Comprised Of:							
Personnel		142,996	378,523	359,523	359,523	234,523	-34.77%
Administrative Expense		2,158,646	1,090,302	2,349,686	3,889,947	973,972	-58.55%
Supplies & Materials		449	159	-	-	-	N/A
Purchased Services		39,955	88,185	13,386	13,386	13,951	4.22%
Utilities		412	386	358	358	144	-59.78%
Repair & Maintenance		154,635	416,106	125,150	125,150	497,295	297.36%
Capital Expenditures		41,177	-	16,940	16,940	34,816	105.53%

* % change from prior year adopted budget

CITY OF APPLETON 2007 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 $994,744. $441,457 of this balance was carried over from prior years per the annual budget re-appropriation request approved by Council in March of 2006.

Major Program Changes:

Salary adjustments to be covered from the wage reserve consist of General Fund non-represented staff performance adjustments for 2007 and any unforeseen position re-evaluations (estimated at $190,000). All collective bargaining agreements are settled through 2007, as is the non-represented staff cost of living increase. $400,000 was carried over from 2005-06 as contingency for the new contract with United Health to administer the City's health plan. At this time, it is expected that funds will be sufficiently available to cover health care costs in 2006 and the 2007 Wage Reserve needs. Therefore, no additional amount is included in the 2007 budget.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Provide funding for emergencies or opportunities					
# of cases funded	0	1	0	1	0
Strategic Outcomes					
Provide flexibility					
Contingency funds available	$ 476,457	$ 441,457	$ 1,053,857	$ 994,714	$ 994,714
Contingency funds expended	$ 0	$ 35,000	$ 0	$ 24,143	$ 0

CITY OF APPLETON 2007 BUDGET
UNCLASSIFIED CITY HALL

Reserves and Contingencies **Business Unit 12020**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Expenses					
6599 Other Contracts/Obligations	$ -	$ -	$ -	$ -	$ -
6640 Reserve for Contingencies	-	-	577,400	994,714	-
6641 Wage Reserve	-	-	648,800	1,048,800	-
	$ -	$ -	$ 1,226,200	$ 2,043,514	$ -

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2007 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:

For 2007, all costs related to the cleaning, maintenance and lease of the 5th and 6th floors of City Center have been assumed by the Facilities Management Fund. The payment for these services has been recorded in the facilities charges (6420) account.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Adequate products are supplied to facilities					
# of unexpected deliveries	2	2	0	1	0
Provide scheduled meeting room setups in a timely and reliable manner					
# of room setups scheduled	New measure	→	212	212	212
% of room setups completed on time	New measure	→	100%	98%	100%
Strategic Outcomes					
Provision of custodial services with minimal disruption to client services					
# of complaints addressed	1	1	0	0	0

CITY OF APPLETON 2007 BUDGET
UNCLASSIFIED CITY HALL

City Center **Business Unit 12030**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Expenses					
6306 Building Maint./Janitorial	$ 9,716	$ 7,944	$ 10,000	$ 10,000	$ -
6413 Utilities	412	386	358	358	144
6414 Janitorial Service	82,507	84,713	85,150	85,150	-
6416 Building Repairs & Maint.	-	-	15,000	15,000	-
6420 Facilities Charges	72,128	331,393	25,000	25,000	497,295
6502 Leases	192,140	196,171	208,000	232,143	-
	$ 356,903	$ 620,607	$ 343,508	$ 367,651	$ 497,439

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2007 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:

	2006	2007
Special Assessments for General Fund Properties	16,940	34,816
Tax Adjustments	5,000	5,000
Employee Recognition	1,150	1,150
Retirees	285,000	160,000
Fire and Police Pension (old plan)	74,523	74,523
Insurance	297,854	351,996
Property Annexation Agreement Payments	13,386	13,951
Total	$ 693,853	$ 641,436

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 general interest income consists of:

Interest on advance to TIF #1	$ 1,943,898
Interest due on long-term receivable	117,000
Interest on delinquent billings	55,000
Total	$ 2,115,898

The increase in rental of city property revenue is due to the lease extension agreed to with the Appleton Yacht Club. The new agreement provides for monthly lease payments of $500 ($6,000 annually). The prior lease charged only $1,800 per year.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Retiree (Police and Fire) pension benefits					
# of retirees in Fire and Police pension plan (old plan)	11	11	11	11	11
# of retirees	17	15	12	13	7
Average payout*	$ 18,777	$ 20,164	$ 23,750	$ 20,626	$ 22,857

* Includes retiree's contribution to the PEHP plan

CITY OF APPLETON 2007 BUDGET
UNCLASSIFIED CITY HALL

Miscellaneous **Business Unit 12050**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4110 Property Taxes	$ 22,174,113	$ 23,626,927	$ 24,625,020	$ 24,625,020	$ 25,839,080
4130 Pmt in Lieu of Taxes	422,463	442,375	448,800	448,800	408,800
4220 State Shared Revenues	11,441,055	11,444,538	11,443,527	11,443,527	11,445,512
4221 State Tax Disparity Act	1,341,138	1,309,800	1,367,529	1,367,529	1,403,668
4222 Highway Aids - Con. Streets	219,417	215,338	215,000	215,000	215,329
4223 State Aid - Local Streets	2,577,182	2,469,844	2,470,000	2,470,000	2,559,349
4224 Miscellaneous State Aid	12,546	12,552	10,000	10,000	10,000
4227 State Aid - Computers	276,578	344,009	344,000	344,000	296,126
4405 Trailer Parking	13,317	12,021	14,000	14,000	12,000
4611 Service Connections	-	3,200	-	-	-
4614 Miscellaneous Specials	33,973	46,278	-	-	-
4705 General Interest	1,649,606	1,656,976	1,828,397	1,828,397	2,115,898
4710 Interest on Investments	372,209	745,536	800,000	800,000	950,000
4720 Interest on Delinquent Taxes	86,007	107,157	87,000	87,000	110,000
4730 Interest - Deferred Specials	99,813	98,979	95,000	95,000	100,000
5001 Fees & Commissions	422,235	434,686	440,000	440,000	500,000
5002 Zoning & Subdivision Fee	40	150	-	-	-
5003 Property Inquiry Fees	114,192	96,352	110,000	110,000	100,000
5004 Sale of City Prop - NonTax	242,437	374,188	15,000	15,000	20,000
5005 Sale of City Prop - Tax	6,595	858	8,000	8,000	3,000
5007 Exempt Property Fee	840	3,018	-	-	-
5010 Misc Revenue	3,993	120	3,000	3,000	3,000
5015 Rental of City Property	5,800	167	1,800	1,800	6,000
5030 Damage to City Property	-	4,558	-	-	-
5035 Other Reimbursements	5,412	2,793	-	-	-
5045 Reimb from Prior Yr. Exp.	-	5,776	-	-	-
5922 Trans In - Special Revenue	21,480	24,285	19,000	19,000	24,000
5924 Trans In - Capital Projects	174,298	2,172,651	128,021	128,021	-
5925 Trans In - Wastewater	117,450	117,450	117,450	117,450	117,450
5926 Trans In - Water Utility	954,528	1,087,170	1,028,364	1,028,364	1,261,300
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
	$ 42,828,417	$ 46,899,452	$ 45,658,608	$ 45,658,608	$ 47,540,212
Expenses					
6101 Regular Salaries	$ -	$ 350	$ -	$ -	$ -
6111 Severance Pay for Retirees	60,540	302,456	275,000	275,000	155,000
6150 Fringes	6,129	2,328	10,000	10,000	5,000
6152 Retirement	76,327	73,389	74,523	74,523	74,523
6305 Awards & Recognition	-	-	1,150	1,150	1,150
6316 Miscellaneous Supplies	449	159	-	-	-
6501 Insurance	300,900	316,716	297,854	297,854	351,996
6599 Other Contracts/Obligations	39,955	88,185	13,386	13,386	13,951
6602 Tax Refunds	515	-	5,000	5,000	5,000
6604 Miscellaneous Expense	166	235	-	-	-
6609 Tax Adjustments	(3,442)	8,215	-	-	-
6623 Uncollectible Accounts	(580)	131	-	-	-
6630 Other Grant Payments	-	1,482	-	-	-
6650 Discounts Available	(1)	(27)	-	-	-
6809 Infrastructure Construction	41,177	-	16,940	16,940	34,816
	$ 522,135	$ 793,619	$ 693,853	$ 693,853	$ 641,436

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Other Contracts & Obligations	
Annexation payments:	
Freedom	$ 12,500
Center	386
Buchanan	1,065
	$ 13,951

Infrastructure Construction	
Paving - Crossing Meadows Lane @ Highview Park	$ 34,816
	$ 34,816

CITY OF APPLETON 2007 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 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Support public transit					
Local share of Valley Transit	$ 562,840	$ 559,435	$ 601,482	$ 601,482	$ 615,826
Safe, reliable, convenient service					
% on-time performance	92%	95%	90%	93%	90%
Strategic Outcomes					
Cost effective service delivery					
Cost per trip	$ 4.42	$ 4.25	$ 4.59	$ 4.59	$ 4.27
Work Process Outputs					
Service Provided					
Trips taken	937,410	954,725	950,534	935,630	944,225

CITY OF APPLETON 2007 BUDGET
UNCLASSIFIED CITY HALL

Transfers Out **Business Unit 12060**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Expenses					
7913 Trans Out - Debt Service	$ -	$ -	$ -	$ 650,000	$ -
7914 Trans Out - Capital Projects	1,096,392	-	-	48,804	-
7920 Trans Out - Valley Transit	562,840	559,435	601,482	601,482	615,826
	$ 1,659,232	$ 559,435	$ 601,482	$ 1,300,286	$ 615,826

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Transfers out - Valley Transit

Appleton local share of Valley Transit operating budget	$ 615,826
	$ 615,826

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CITY OF APPLETON 2007 BUDGET
SPECIAL REVENUE FUNDS

NOTES

CITY OF APPLETON 2007 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 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
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	$ 217,863	$ 234,259	$ 181,000	$ 235,000	$ 236,000
PAC debt retirement	$ 200,000	$ 220,000	$ 121,200	$ 240,000	$ 260,000
PAC Operating Fund	$ 67,378	$ 76,134	$ 59,800	$ 76,000	$ 77,000
Work Process Outputs					
# of quarterly settlement checks issued	4	4	4	4	4

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2004	2005	Adopted 2006	Amended 2006	2007	Change *
Program Revenues		$ 240,793	$ 258,920	$ 200,000	$ 200,000	$ 260,000	30.00%
Program Expenses		$ 239,343	$ 258,544	$ 200,000	$ 200,000	$ 260,000	30.00%
Expenses Comprised Of:							
Personnel		-	-	-	-	-	N/A
Administrative Expense		239,343	258,544	200,000	200,000	260,000	30.00%
Supplies & Materials		-	-	-	-	-	N/A
Purchased Services		-	-	-	-	-	N/A
Utilities		-	-	-	-	-	N/A
Repair & Maintenance		-	-	-	-	-	N/A
Capital Expenditures		-	-	-	-	-	N/A

CITY OF APPLETON 2007 BUDGET
SPECIAL REVENUE FUNDS

Room Tax Administration **Business Unit 2600**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4140 Room Taxes	$ 240,793	$ 258,920	$ 200,000	$ 200,000	$ 260,000
Total Revenue	$ 240,793	$ 258,920	$ 200,000	$ 200,000	$ 260,000
Expenses					
6606 Room Tax	$ 217,863	$ 234,259	$ 181,000	$ 181,000	$ 236,000
7911 Trans Out - General Fund	21,480	24,285	19,000	19,000	24,000
Total Expense	$ 239,343	$ 258,544	$ 200,000	$ 200,000	$ 260,000

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2007 BUDGET
ROOM TAX ADMINISTRATION FUND
SOURCES AND USES OF FUNDS

	2004 Actual	2005 Actual	2006 Budget	2006 Projected	2007 Budget
Revenues					
Property Taxes	$ -	$ -	$ -	$ -	$ -
Other	240,793	258,920	200,000	200,000	260,000
Total Revenues	240,793	258,920	200,000	200,000	260,000
Expenses					
Program Costs	217,863	234,259	181,000	181,000	236,000
Total Expenses	217,863	234,259	181,000	181,000	236,000
Revenues over (under) Expenses	22,930	24,661	19,000	19,000	24,000
Other Financing Sources (Uses)					
Operating Transfers Out - Other Funds	(21,480)	(24,285)	(19,000)	(19,000)	(24,000)
Total Other Financing Sources (Uses)	(21,480)	(24,285)	(19,000)	(19,000)	(24,000)
Net Change in Equity	1,450	376	-	-	-
Fund Balance - Beginning	4,264	5,714	6,090	6,090	6,090
Fund Balance - Ending	$ 5,714	$ 6,090	$ 6,090	$ 6,090	$ 6,090

CITY OF APPLETON 2007 BUDGET
CAPITAL PROJECTS FUNDS

NOTES

CITY OF APPLETON 2007 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
Folder/Inserter	$ 27,100	Projects, Pg. 660
	$ 27,100	

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2004	2005	Adopted 2006	Amended 2006	2007	Change *
Program Revenues		$ -	$ -	$ 213,336	$ 213,336	$ 21,077	-90.12%
Program Expenses		$ -	$ -	$ 213,336	$ 213,336	$ 27,100	-87.30%
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	213,336	27,100	-87.30%

* % change from prior year adopted budget

CITY OF APPLETON 2007 BUDGET
CAPITAL PROJECTS FUNDS

City Center **Business Unit 4030**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4224 Misc. State Aids	$ -	$ -	$ 86,400	$ 86,400	$ -
5910 Proceeds of Long-term Debt	-	-	126,936	126,936	9,033
5925 Trans In - Wastewater	-	-	-	-	6,022
5926 Trans In - Water Utility	-	-	-	-	6,022
5933 Trans In - Stormwater	-	-	-	-	6,023
Total Revenue	$ -	$ -	$ 213,336	$ 213,336	$ 27,100
Expenses					
6804 Equipment	$ -	$ -	$ 213,336	$ 213,336	$ 27,100
7911 Trans Out - General Fund	-	-	-	-	-
7915 Trans Out - Enterprise	-	-	-	-	-
Total Expense	$ -	$ -	$ 213,336	$ 213,336	$ 27,100

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Equipment

Replacement/upgraded	
Folder/Inserter	$ 27,100
	$ 27,100

CITY OF APPLETON 2007 BUDGET
CITY CENTER
Schedule of Revenues, Expenditures and Changes in Fund Balance (Deficit)

	2004 Actual	2005 Actual	2006 Budget	2006 Projected	2007 Budget
Revenues					
Property Taxes	$ -	$ -	$ -	$ -	$ -
Interest Income	-		-	-	-
Other	-	-	86,400	86,400	-
Total Revenues	-	-	86,400	86,400	-
Expenses					
Program Costs	-		213,336	213,336	27,100
Total Expenses	-	-	213,336	213,336	27,100
Revenues over (under) Expenses	-	-	(126,936)	(126,936)	(27,100)
Other Financing Sources (Uses)					
Proceeds of G.O. Debt	-		126,936	126,936	9,033
Operating Transfers In	-		-	-	18,067
Operating Transfers Out	-		-	-	-
Sale of City Property	-	-	-	-	-
Total Other Financing Sources (Uses)	-	-	126,936	126,936	27,100
Net Change in Equity	-	-	-	-	-
Fund Balance - Beginning	-	-	-	-	-
Residual Equity Transfers Out	-	-	-	-	-
Fund Balance - Ending	$ -	$ -	$ -	$ -	$ -

CITY OF APPLETON 2007 BUDGET

CITY CLERK

City Clerk: Cynthia I. Hesse

Deputy City Clerk: Mary E. Wendell

CITY OF APPLETON 2007 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 2006 EVENTS

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

Worked closely with the State-wide Voter Registration System (SVRS) team to convert all our voter registration records to the state system. On June 14, 2006 we went "live" on the SVRS system. Our records converted with little problems. All staff members received 16-40 hours training from the State Elections Board on the SVRS system.

Purchased new election equipment including the Help America Vote Act (HAVA) mandated equipment for voters with disabilities as well as new tabulators for all city residents. An educational video was prepared.

The City Clerk was trained by the State Elections Board as a Chief Inspector Certification Trainer. This will allow the Clerk to train all City of Appleton officials, as well as assisting with other municipalities around the state, with certification training.

Used the internet for reporting of April election results allowing for immediate results to be displayed when the returns were delivered to City Hall. This process was improved from the previous year allowing better service to those seeking results from the webpage.

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.

Performed a survey of license fees with comparable municipalities in the state. A review of the survey was done and potential changes in licensing fees or licensing requirements will be brought forward in 2007.

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

Administered the 2006 Board of Review, a year in which a Citywide revaluation was performed.

Became the coordinator of the City for employee ID/Access cards.

Held the 5th annual citizen information class in October.

CITY OF APPLETON 2007 BUDGET
CITY CLERK

MAJOR 2007 OBJECTIVES

Administer two elections in 2007; the February 20th, Spring Primary and the April 3rd, Spring Election. All HAVA mandates that were enacted in the fall of 2006 will continue to impact the election administration process. At this time we are uncertain how all these changes will impact the city and what further financial implications will be seen.

The State-wide Voter Registration System (SVRS) should be up and running smoothly in 2007. Because this system has been in turmoil for the past 18 months, we are also uncertain of any further financial implications that might become the City's responsibility.

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.

The 6th annual "Citizen Information Session - How to be an Alderperson" will be held in the fall of 2007.

In 2006, a survey was performed on license fees. An evaluation of these fees may result in a change in the fee structure or potential elimination of certain fees or licenses. This review and recommendation will be done in 2007.

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2004	2005	Adopted 2006	Amended 2006	2007	Change *
Program Revenues		$ 252,179	$ 224,165	$ 164,000	$ 190,680	$ 181,350	10.58%
Program Expenses							
11010	Administration	108,676	108,551	106,762	106,762	109,717	2.77%
11020	Recordkeeping	85,682	94,085	89,389	89,389	94,863	6.12%
11030	Licensing	135,678	76,733	54,463	74,463	61,136	12.25%
11040	Elections	220,452	123,296	152,979	159,659	138,350	-9.56%
11050	Mail/Copy Services	178,643	190,561	201,369	201,369	191,544	-4.88%
TOTAL		$ 729,131	$ 593,226	$ 604,962	$ 631,642	$ 595,610	-1.55%
Expenses Comprised Of:							
Personnel		419,093	359,436	395,918	395,918	380,770	-3.83%
Administrative Expense		220,641	167,123	161,995	181,995	135,530	-16.34%
Supplies & Materials		48,411	23,544	33,450	40,130	37,300	11.51%
Purchased Services		30,425	31,503	9,550	9,550	31,550	230.37%
Utilities		1,929	1,853	1,434	1,434	1,450	1.12%
Repair & Maintenance		8,632	9,767	2,615	2,615	9,010	244.55%
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 2007 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:

No major changes.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Satisfaction of service provided					
Positive survey response	93%	95%	100%	100%	100%
Strategic Outcomes					
Prompt service					
% of external customers surveyed rating service acceptable or better	90%	92%	100%	100%	100%
Work Process Outputs					
Staff training					
# of hours of staff training	127	123	150	200	140

CITY OF APPLETON 2007 BUDGET
CITY CLERK

Administration **Business Unit 11010**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4801 Charges for Serv.- Nontax	$ 943	$ 324	$ 200	$ 200	$ 200
Total Revenue	$ 943	$ 324	$ 200	$ 200	$ 200
Expenses					
6101 Regular Salaries	$ 70,136	$ 70,609	$ 71,663	$ 71,663	$ 72,738
6150 Fringes	29,079	27,712	26,715	26,715	28,224
6201 Training\Conferences	3,329	3,327	3,300	3,300	3,300
6204 Tuition Fees	-	315	350	350	350
6206 Parking Permits	1,861	1,658	1,680	1,680	1,680
6301 Office Supplies	744	1,523	1,000	1,000	1,000
6302 Subscriptions	397	275	200	200	275
6303 Memberships & Licenses	720	786	345	345	375
6305 Awards & Recognition	-	-	75	75	75
6316 Miscellaneous Supplies	106	440	-	-	200
6328 Signs	91	30	-	-	50
6413 Utilities	1,929	1,853	1,434	1,434	1,450
6418 Equip Repairs & Maint	284	23	-	-	-
Total Expense	$ 108,676	$ 108,551	$ 106,762	$ 106,762	$ 109,717

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2007 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:

No major changes.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Retrieval of information					
% same day responses	90%	91%	90%	90%	90%
1 week retrieval for detailed requests	10%	9%	10%	10%	10%
Strategic Outcomes					
Legal requirements are met					
# of legal challenges sustained	0	0	0	0	0
Work Process Outputs					
# hrs maintaining records	1,512	1,487	1,450	1,450	1,500
# of requests for information	253	217	200	200	200
# of publication notices	427	396	450	350	400
# of ordinances	179	152	175	175	150

CITY OF APPLETON 2007 BUDGET
CITY CLERK

Recordkeeping **Business Unit 11020**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Expenses					
6101 Regular Salaries	$ 39,881	$ 42,132	$ 42,258	$ 42,258	$ 45,865
6150 Fringes	21,958	21,385	20,781	20,781	22,498
6201 Training\Conferences	-	30	-	-	-
6301 Office Supplies	943	1,685	2,000	2,000	2,000
6320 Printing & Reproduction	3,712	1,784	1,600	1,600	1,750
6402 Legal Fees	380	107	400	400	400
6404 Consulting Services	-	1,800	-	-	-
6408 Contractor Fees	160	325	350	350	350
6412 Advertising	18,568	24,837	22,000	22,000	22,000
6418 Equip Repairs & Maintenance	80	-	-	-	-
Total Expense	$ 85,682	$ 94,085	$ 89,389	$ 89,389	$ 94,863

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Advertising

Required legal publications	$ 22,000
	$ 22,000

CITY OF APPLETON 2007 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:

In 2006, a survey was performed on license fees. An evaluation of these fees may result in a change in the fee structure or potential elimination of certain fees. This review and recommendation will be done in 2007. The increase in Sundry Permits reflects the start of a permit process for alarm businesses, which will go into effect January 1, 2007.

An increase in office supplies ($1,500) is due to the materials required to print cards and maintain supplies for the employee Access/ID card process.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
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	176	210	180	180	180
# of operator licenses issued	932	654	800	700	700
# of general licenses issued	583	524	550	550	550

CITY OF APPLETON 2007 BUDGET
CITY CLERK

Licensing **Business Unit 11030**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4301 Amusements	$ 9,665	$ 11,290	$ 10,000	$ 10,000	$ 10,000
4303 Cigarette	10,240	8,320	7,500	7,500	7,500
4306 Liquor	133,850	124,690	60,000	80,000	75,000
4307 Operators	57,505	51,770	55,000	55,000	50,000
4309 Sundry	4,212	5,271	5,000	5,000	5,000
4313 Special Events	1,950	3,975	9,750	9,750	10,000
4314 Massage Establishment	3,165	-	-	-	-
4316 Second Hand/Pawnbroker	2,490	2,575	2,300	2,300	2,300
4317 Commercial Solicitation	3,785	3,520	4,000	4,000	3,500
4318 Christmas Tree	450	450	400	400	400
4319 Street & Sidewalk Cement	595	470	500	500	500
4320 Taxi Cab/Limousine	1,530	1,140	1,500	1,500	1,500
4321 Taxi Driver	1,750	2,700	1,700	1,700	1,700
4322 Special "B" Beer License	900	1,045	800	800	1,000
4323 Escort Service	500	600	-	-	-
4324 Street Vendor	-	260	250	250	250
4411 Sundry Permits	250	220	200	200	1,300
5010 Misc. Revenue - Nontax	4,760	5,340	4,200	4,200	4,500
Total Revenue	$ 237,597	$ 223,636	$ 163,100	$ 183,100	$ 174,450
Expenses					
6101 Regular Salaries	$ 29,299	$ 29,693	$ 31,593	$ 31,593	$ 33,800
6105 Overtime	690	886	500	500	500
6150 Fringes	20,035	19,578	18,870	18,870	20,336
6301 Office Supplies	1,489	1,576	500	500	2,000
6320 Printing & Reproduction	2,105	3,115	2,500	2,500	2,500
6599 Other Contracts/Obligations	2,060	1,885	500	500	2,000
6630 Other Grant Payments	80,000	20,000	-	20,000	-
Total Expense	$ 135,678	$ 76,733	$ 54,463	$ 74,463	$ 61,136

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2007 BUDGET
CITY CLERK

Elections **Business Unit 11040**

PROGRAM MISSION

For the benefit of the community, in order to ensure effective democratic decision-making, 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 through the State-wide Voter Registration System (SVRS)
Keep a history of all election information
Keep current 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:

Two Elections will be held in 2007 versus four elections in 2006. Therefore wages budgeted in 2007 decreased from 2006 due to not having to pay as much to election workers.
The mandate of HAVA approved election equipment and the purchase of new tabulation equipment results in another change in the manner in which we coordinate ballot preparation and coding of the equipment. Outagamie County has chosen to use a different vendor. The City of Appleton will be the originator of ballot preparation and coding resulting in payment to the vendor for these services This will reinstate the revenue line for dollars received from the counties ($6,000) for their portion of the costs. Because we now have two pieces of equipment to code, the costs (i.e. printing, office supplies, advertising) will increase proportionately. $9,010 has also been added for hardware and software maintenance of the new equipment. No maintenance of the old equipment was budgeted in 2006 due to its planned replacement.
Specifically related to the new equipment, the cost of office supplies has increased due to the necessity to modify the method in which poll lists are presented to the polling sites (binders, dividers, etc.) as well as the pens used to mark ballots, the type and size of paper rolls for printing totals, security clips, etc.
It appears the voter purge that was expected to occur will not take place in 2006. The statewide voter registration system (SVRS) has assumed all of the records in the state and has assumed control of the purge. To date, there has been no definitive date set as to when the purge will occur.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Accurate election roll					
# changes, add and deletes	29,663	7,929	7,500	7,500	10,000
# of voters purged (biannual)	0	0	7,500	0	7,000
Strategic Outcomes					
Fair and accurate election process					
# of legal challenges	0	0	0	0	0
Work Process Outputs					
# of election votes cast	74,459	27,752	36,000	50,000	8,000
# of registered voters	141,755	84,022	150,000	150,000	160,000
# of elections administered	4	2	4	4	2
# of candidates filing nomination papers	18	11	15	14	15
# of ballot styles	87	47	80	85	45
% of staff trained at each election	97%	96%	100%	100%	100%

CITY OF APPLETON 2007 BUDGET
CITY CLERK

Elections **Business Unit 11040**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4224 Misc State Aids	$ -	$ -	$ -	$ 6,680	$ -
4801 Charges for Serv.- Nontax	741	185	700	700	700
4802 Charges for Serv. - Tax	14	20	-	-	-
4908 Misc. Intergov. Charges	12,884	-	-	-	6,000
Total Revenue	$ 13,639	$ 205	$ 700	$ 7,380	$ 6,700
Expenses					
6101 Regular Salaries	$ 121,498	$ 70,318	$ 106,493	$ 106,493	$ 77,806
6105 Overtime	6,377	2,117	2,304	2,304	1,554
6108 Part-Time	490	535	-	-	-
6150 Fringes	29,573	23,117	23,187	23,187	22,905
6201 Training\Conferences	276	36	-	-	-
6202 Local Auto Expense	75	60	-	-	50
6206 Parking Permits	15	11	150	150	50
6301 Office Supplies	1,124	457	600	600	2,000
6302 Subscriptions	-	-	195	195	375
6316 Miscellaneous Supplies	400	-	-	-	500
6320 Printing & Reproduction	27,259	3,182	11,000	11,000	16,300
6327 Miscellaneous Equipment	-	908	350	7,030	-
6328 Signs	59	-	-	-	-
6411 Temporary Help	12,680	4,656	4,800	4,800	4,500
6412 Advertising	10,598	9,070	1,500	1,500	2,000
6418 Equip Repairs & Maint	7,912	7,829	-	-	9,010
6420 CBM charges	116	-	400	400	-
6503 Rent	2,000	1,000	2,000	2,000	1,000
6599 Other Contracts/Obligations	-	-	-	-	300
Total Expense	$ 220,452	$ 123,296	$ 152,979	$ 159,659	$ 138,350

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Printing & reproduction

Ballot printing and coding - 2 elections	$ 16,300
	$ 16,300

CITY OF APPLETON 2007 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:

The reduction in equipment repairs and maintenance is the result of the replacement of the folder/inserter (budgeted in City Center Capital Projects Fund, page 93, and further described in the Projects section, on page 660), which will be under warranty for the first year.

A change was made in the manner in which copier charges are allocated to departments. All copy charges are now distributed to the departments at the time the monthly invoices are paid. Therefore, there is no reallocation of charges to the departments through this budget. Thus, the interfund allocations account (6429) is no longer necessary and the rent account (6503) has been reduced to reflect just the Clerk's portion of copy charges.

Additionally, the rent account has been reduced due to the purchase of the postage machine. The postage machine had previously been leased and the lease payments were recorded in this account. These lease payments are no longer necessary. Finally, the account has been reduced due to the replacement of the main copier in 2006 with a copier from another vendor that charges both a lesser monthly rental as well as a less expensive per copy charge.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Prompt mail delivery					
Mail delivery on schedule	100%	100%	100%	100%	100%
Accurate photocopy services					
Remake of request	5%	1%	0%	0%	1%
Strategic Outcomes					
Efficient mail processing					
# of pcs of mail returned for correction from mailing service	246	337	50	50	100
Work Process Outputs					
# of pieces of outgoing mail	209,195	311,089	250,000	240,000	250,000
# of packages handled	525	502	500	600	500
# of copies made in Mail Center	1,483,196	1,374,052	1,500,000	1,750,000	1,750,000

CITY OF APPLETON 2007 BUDGET
CITY CLERK

Mail/Copy Services **Business Unit 11050**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Expenses					
6101 Regular Salaries	$ 30,032	$ 31,151	$ 32,094	$ 32,094	$ 33,723
6105 Overtime	-	440	500	500	500
6150 Fringes	20,042	19,762	18,960	18,960	20,321
6201 Training/Conferences	-	-	-	-	-
6301 Office Supplies	650	1,207	500	500	500
6304 Postage\Freight	96,339	103,236	111,600	111,600	110,000
6316 Miscellaneous Supplies	10,064	9,899	13,000	13,000	11,000
6320 Printing & Reproduction	4,617	4,186	5,000	5,000	5,000
6418 Equip Repairs & Maint	240	1,915	2,215	2,215	-
6429 Interfund Allocations	(14,021)	(11,177)	(20,000)	(20,000)	-
6503 Rent	30,680	29,942	37,500	37,500	10,500
6599 Other Contracts/Obligations	-	-	-	-	-
Total Expense	$ 178,643	$ 190,561	$ 201,369	$ 201,369	$ 191,544

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Postage/Freight

United Mailing Service	$ 12,000
UPS	5,000
US Postal Service	93,000
	$ 110,000

Misc. Supplies

Paper cost for mail/copy center	$ 11,000
	$ 11,000

Rent

Copier charges	$ 10,500
	$ 10,500

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CITY OF APPLETON 2007 BUDGET

CITY ASSESSOR

City Assessor: DeAnn l. Brosman

Deputy City Assessor: Timothy J. Smith

CITY OF APPLETON 2007 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 analyzing market trends, maintaining accurate records and providing easily accessible information to the community, other City departments and the Common Council.

DISCUSSION OF SIGNIFICANT 2006 EVENTS

Our office completed a revaluation of all residential property for 2006. This included the review of over 23,000 homes completed by City staff with no additional resources. This year's revaluation added $412.5 million to the assessment roll. All homeowners were mailed assessment notices on July 7th. Open book was held July 10th - 25th. Our office handled 1,037 phone calls from property owners during this period, as well as 100 - 200 walk-in customers. Seven property owners appealed their assessments at the Board of Review on August 9th. Of the seven assessments reviewed, six were upheld.

With the help of the Technology Services Department (T/S), we completed this revaluation on schedule with 15% less assessment staff than the last 3 residential revaluations. At our request, T/S made significant time-saving improvements to our 20 year old assessment system including: creating land and building batch calculations so an entire assessment district can be calculated at once; creating batch market analysis so we could find comparable sales for all homes in a district at once; displaying all comparable sales data so we could quickly choose the 3 best; creating a comparable sales history screen to quickly save and retrieve the 3 best comparables; building a pull-down "help" menu so that we no longer have to look up numerous codes in a code book; updating the data exchange application with Outagamie County - we no longer have to spend weeks reconciling values with them; and creating a GIS Viewer to help us quickly view and value land, retrieve photos, etc. It was the expanded use of technology and the hard work of both staffs that made our revaluation possible this year.

The 2006 locally assessed value increased $514.2 million, an increase of 14.2% from 2005. This included: $169,000 in annexations; $96.6 million in new construction; $8.7 million that was formerly tax exempt (Including $2.7 million of land in the NE Business Park, $4 million of land adjacent to Guardian Insurance, and $1 million of Valley Packaging's older facilities); and $412.5 million in residential revaluations. These increases were offset partially by $474,000 of property detached from the city; $293,000 of razings; and $3 million in property that became tax exempt (Including $1.4 million of Valley Packaging's newer facilities, $572,000 for The Fox Cities Childrens' Museum, and $251,000 of Housing Authority properties).

The 2006 Equalized value changes are as follows (TIF included);

	2005 Value	2006 Value	Percent Increase
Outagamie County	$ 3,518,555,600	$ 3,667,811,300	4.24%
Calumet County	585,882,700	618,378,300	5.55%
Winnebago County	63,950,100	63,996,800	0.07%
Total City	$ 4,168,388,400	$ 4,350,186,400	4.36%

CITY OF APPLETON 2007 BUDGET
CITY ASSESSOR

MAJOR 2007 OBJECTIVES

In 2007, we will review the Central Business District (CBD). It was last reviewed in 2003. We continue to reassess all property every 4 years to keep assessments near 100% of market value as required by state statutes, to provide for small increases, and to maintain equity. Residential property was reviewed in 2006, commercial parcels (outside the CBD) were reviewed in 2005, and apartments were reviewed in 2004 completing the cycle.

The 2007 CBD review will include: increasing land values to current sales prices; analyzing assessment/sale ratios downtown to determine trends; inspecting recent sales and building permits and those not inspected in recent years; reviewing assessment data cards and computer data for accuracy; collecting and analyzing income/expense data; finding comparable sales; calculating a cost approach to value when applicable, etc. Our goal is to complete this CBD review by May, 2007 in addition to our normal duties. This review will be completed using existing staff and resources.

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2004	2005	Adopted 2006	Amended 2006	2007	Change *
Program Revenues		$ 1,612	$ 1,761	$ 2,000	$ 2,000	$ 2,000	0.00%
Program Expenses							
13510	Administration	211,383	211,547	214,065	214,065	108,082	-49.51%
13520	Assessing	265,031	279,029	285,798	285,798	420,512	47.14%
TOTAL		$ 476,414	$ 490,576	$ 499,863	$ 499,863	$ 528,594	5.75%
Expenses Comprised Of:							
Personnel		449,779	464,379	471,969	471,969	500,878	6.13%
Administrative Expense		4,799	4,561	5,191	5,191	5,656	8.96%
Supplies & Materials		1,249	1,449	2,075	2,075	1,600	-22.89%
Purchased Services		16,244	15,355	15,600	15,600	15,600	0.00%
Utilities		1,944	1,855	1,434	1,434	1,290	-10.04%
Repair & Maintenance		2,399	2,977	3,594	3,594	3,570	-0.67%
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 2007 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 the common council. We will inform and educate the public on assessment issues and procedures.

PROGRAM NARRATIVE

Link to City Goals:

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

Objectives:

Provide better access to 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 for all departments to access. The next step is for Technology Services to put this website online. Providing our data online to the public will greatly reduce our phone calls and free up time for assessment duties.

Continue our multi-year project of entering digital building sketches for all improvements and importing them into GIS.

Continue to update the 20 year old assessment system . This will continue to increase the efficiency and accuracy of our data and values.

Develop better procedures to measure performance indicators of the assessment process.

Major Program Changes:

Staff costs were reallocated from Administration (13510) to Assessing (13520) to more accurately reflect the duties performed. In past years, 3 out of our 7 employees (43% of our labor) were allocated to Administration when, in fact, less than 1/2 of their time (20% of our labor) was spent performing administrative duties.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Accurate, timely and easily accessible information					
Property data/information updated in City system within 3 working days	95%	90%	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	80%	80%	85%	85%	85%
Articles in Applesource	2	2	2	2	2
Work Process Outputs					
Property record maintenance					
# deeds processed	2,975	2,882	2,750	2,750	2,600
# lot splits, CSM's, new plats	501	439	530	530	500
# new annexation parcels	7	2	4	4	21
State reports filed timely					
Final Reports	5/24/2004	6/1/2005	5/8/2006	5/8/2006	5/7/2007
Statement of Assessments	6/9/2004	6/13/2005	6/12/2006	6/12/2006	6/11/2007
TIF reporting	6/10/2004	6/13/2005	6/12/2006	6/12/2006	6/11/2007
Board of Review (BOR)	5/17/2004	6/7/2005	8/10/2006	8/10/2006	5/23/2007

CITY OF APPLETON 2007 BUDGET
CITY ASSESSOR

Administration **Business Unit 13510**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4801 Charges for Serv.- Nontax	$ 1,464	$ 1,617	$ 2,000	$ 2,000	$ 2,000
4802 Charges for Serv.- Tax	-	90	-	-	-
5035 Other Reimbursements	148	54	-	-	-
Total Revenue	$ 1,612	$ 1,761	$ 2,000	$ 2,000	$ 2,000
Expenses					
6101 Regular Salaries	$ 134,939	$ 137,832	$ 142,695	$ 142,695	$ 70,733
6150 Fringes	70,581	67,969	65,870	65,870	31,693
6201 Training\Conferences	254	337	400	400	400
6206 Parking Permits	2,544	2,232	2,316	2,316	2,316
6301 Office Supplies	481	612	600	600	700
6302 Subscriptions	112	132	150	150	150
6305 Awards & Recognition	100	36	100	100	100
6307 Food & Provisions	-	-	-	-	100
6320 Printing & Reproduction	428	517	400	400	500
6412 Advertising/Publication	-	25	100	100	100
6413 Utilities	1,944	1,855	1,434	1,434	1,290
Total Expense	$ 211,383	$ 211,547	$ 214,065	$ 214,065	$ 108,082

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2007 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 Central Business District parcels for 2007 to maintain equity 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.

Continue to expand and improve technology in 2007 to create more efficiencies. Continue to request updates of the 20 year old assessment system as needed. Replace our public terminals with used PC's so the public can use our Assessor intranet site. The replacement PC's will be units that were replaced in other departments by Technology Services. The use of these PC's will save approximately $2,000 in the cost of new computers. Other goals include: going online with our new Assessor website to reduce phone calls; importing building sketches into GIS for quick retrieval by many departments; updating and expanding ownership and mailing address fields in the property master system to help with utility billing, tax bills, etc; creating shortcuts between screens; combining our personal property access database with the AS400 database for easier retrieval; creating edit reports to find bad data.

Major Program Changes:

Staff costs were reallocated from Administration (13510) to Assessing (13520) to more accurately reflect the duties performed. In past years, 3 out of our 7 employees (43% of our labor) were allocated to Administration when, in fact, less than 1/2 of their time (20% of our labor) was spent performing administrative duties.
Additionally, fringe benefit costs increased approximately $9,300 due to the replacement of a staff member who carried single health insurance coverage with an employee who carries a family plan.
Finally, staff overtime and extra printing/reproduction costs were incurred in 2006 due to the residential revaluation. These are now back down to normal levels.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Equitable assessments and equitable distribution of tax levy					
District assessment to sale ratios within 5% of each other	95%	93%	99%	99%	100%
Strategic Outcomes					
Assessments to accurately reflect market values					
Residential class level of assessment	94%	91%	100%	100%	97%
Commercial class level of assessment	98%	100%	99%	99%	96%
Overall level of assessment	95%	93%	100%	100%	97%
Work Process Outputs					
Property Inspections - % of properties inspected					
Commercial new construction	95%	95%	95%	95%	100%
Residential new construction	95%	93%	95%	95%	95%
Sales reviews	35%	35%	35%	35%	35%
Assessment/Sale Ratios					
Neighborhood district ratio	93%	91%	100%	100%	97%
Coefficient of dispersion	9%	11%	7%	7%	8%

CITY OF APPLETON 2007 BUDGET
CITY ASSESSOR

Assessing **Business Unit 13520**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Expenses					
6101 Regular Salaries	$ 165,588	$ 178,469	$ 181,816	$ 181,816	$ 268,734
6105 Overtime	-	-	3,450	3,450	-
6150 Fringes	78,671	80,108	78,138	78,138	129,718
6201 Training/Conferences	701	817	1,000	1,000	1,100
6301 Office Supplies	287	-	300	300	400
6302 Subscriptions	200	260	225	225	250
6303 Memberships & Licenses	120	135	100	100	140
6320 Printing & Reproduction	209	157	900	900	200
6327 Miscellaneous Equipment	612	775	775	775	900
6425 CEA Equip. Rental	2,399	2,977	3,594	3,594	3,570
6599 Other Contracts/Obligations	16,244	15,331	15,500	15,500	15,500
Total Expense	$ 265,031	$ 279,029	$ 285,798	$ 285,798	$ 420,512

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Other Contracts/Obligations

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

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CITY OF APPLETON 2007 BUDGET

TECHNOLOGY SERVICES

Technology Services Director: Scott J. Liske

CITY OF APPLETON 2007 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 2006 EVENTS

Completed migration and implementation of the new Voice Over Internet Protocol (VoIP) telephone system for all departments to replace Centrex, Nortel and other Norstar systems that had been in use

Coordinated installation of a security and access system at City Hall, MSB and the Wastewater facility along with the installation of cameras in two City parking ramps

Replaced the MRC software system with an iSeries application for the City's training database

Completed the transition of mainframe system administration and the reorganization of the Help Desk

Added network analyst (routing and service area extension) to the GIS

Added updated Citywide aerial photos to the GIS

Completed the transition of tax and property files from tapes to electronic data exchange with Outagamie County

Purchased, installed and conducted Citywide training on the AS400 Query replacement tool (SEQUEL)

Implemented new network server technology to eliminate service interruptions for users

Completed implementation of Storage Area Network (SAN) to substantially eliminate problems of lack of data file storage space

Implemented online registration system for Parks and Recreation programs

Upgraded 125 PC's and 20 laptops to meet 2006 designated standards

Implemented technology to measure City employee computer usage to identify areas for better efficiency as well as track any computer abuse in real time

Assumed responsibility for assigning street addresses to parcels in new developments

Completed major upgrade of network software systems (Novell)

CITY OF APPLETON 2007 BUDGET
TECHNOLOGY SERVICES

MAJOR 2007 OBJECTIVES

Purchase and complete migration for replacement of the iSeries (AS400) mainframe for the City

Continue in the development and support of additional client/server projects on the AS400 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

Continue the development and implementation of the Citywide 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. Implement a feature-rich "My Neighborhood" section on the City internet page.

Upgrade designated PC's, servers and laptops to meet 2007 established standards

Implement a system to archive e-mail data to meet regulatory requirements

Enhance disaster recovery and business continuity processes

Begin development of computer and technology specific Citywide policies to guide appropriate use

Begin major upgrade of the operating systems and Office software (Windows version) on City computers

Continue to analyze department organization as it relates to best serving the City's needs

In regards to personnel expenses, the 2007 budget includes the cost of living adjustment (COLA) for all non-represented employees (2.75%) which was approved by Council action on 5/17/06. However, the COLA for 2006 (3.00%) was not included in the 2006 department budget since the increase was not approved until 12/7/05. Therefore, when comparing the 2006 budget amount to the 2007 request, please keep in mind that the cumulative effect of both the 2006 and 2007 COLA's, which equate to approximately 5.83%, are reflected in the 2007 budget request.

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2004	2005	Adopted 2006	Amended 2006	2007	Change *
Program Revenues		$ 29,107	$ 8,043	$ 3,000	$ 3,000	$ 4,000	33.33%
Program Expenses							
13010	Administration	277,163	281,654	182,169	182,169	195,506	7.32%
13020	Mainframe	530,417	545,073	575,618	578,118	531,491	-7.67%
13030	Network	684,494	707,502	755,469	755,469	836,215	10.69%
13040	GIS	198,951	210,323	228,848	228,848	248,921	8.77%
TOTAL		$ 1,691,025	$ 1,744,552	$ 1,742,104	$ 1,744,604	$ 1,812,133	4.02%
Expenses Comprised Of:							
Personnel		1,134,833	1,198,433	1,180,296	1,180,296	1,276,959	8.19%
Administrative Expense		50,160	48,163	51,555	51,555	50,784	-1.50%
Supplies & Materials		275,955	280,281	226,624	226,624	217,900	-3.85%
Purchased Services		3,201	16,754	20,000	20,000	18,000	-10.00%
Utilities		38,079	15,226	14,104	14,104	8,415	-40.34%
Repair & Maintenance		188,797	185,695	190,525	193,025	240,075	26.01%
Capital Expenditures		-	-	59,000	59,000	-	-100.00%
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 2007 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 to enhance the Voice over Internet Protocol (VoIP) telephone system

Major Program Changes:

The decrease in revenue (-$3,000) is the result of Appleton Area School District (AASD) no longer needing the City's used PC's as they are replaced. We are working with a vendor on potential trade-in value of the older PC's as we purchase upgrades. This may result in a reduction in the cost of future replacement PC's.

The decrease in Utilities ($5,600) reflects the removal of the old Centegram voicemail system and its replacement by the new VoIP system, offset somewhat by the increase for Blackberry data service and the 911 contract.

The increase in training/conferences ($5,324) is due to moving $5,000 from the Network program (13030) to this budget and anticipated increased use, and cost, of educational opportunities by Technology Services staff.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Satisfaction of service provided					
Positive survey responses	98%	98%	99%	96%	100%
Work Process Outputs					
Staff training provided (hrs)	375	538	600	660	600
Telephone numbers supported	New Measure →			540	550

CITY OF APPLETON 2007 BUDGET
TECHNOLOGY SERVICES

Administration **Business Unit 13010**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4802 Charges for Serv.- Taxable	$ 437	$ 143	$ -	$ -	$ -
5004 Sale of City Prop - Nontax	28,630	7,900	3,000	3,000	4,000
5010 Misc Revenue - Nontax	40	-	-	-	-
Total Revenue	$ 29,107	$ 8,043	$ 3,000	$ 3,000	$ 4,000
Expenses					
6101 Regular Salaries	$ 160,128	$ 174,768	$ 99,466	$ 99,466	$ 106,091
6104 Call Time	1,866	1,375	928	928	949
6105 Overtime	-	32	-	-	-
6150 Fringes	63,347	64,717	33,585	33,585	39,567
6201 Training\Conferences	19,792	10,258	12,966	12,966	18,300
6206 Parking Permits	5,304	5,304	5,484	5,484	5,484
6301 Office Supplies	505	514	700	700	700
6302 Subscriptions	318	318	-	-	-
6303 Memberships & Licenses	772	620	275	275	275
6305 Awards & Recognition	127	329	300	300	525
6320 Printing & Reproduction	7,997	7,925	10,550	10,550	10,800
6327 Miscellaneous Equipment	676	3,355	2,000	2,000	2,500
6412 Advertising	870	-	-	-	-
6413 Utilities	13,520	12,139	10,915	10,915	5,315
6503 Rent	1,941	-	-	-	-
6599 Other Contracts/Obligations	-	-	5,000	5,000	5,000
Total Expense	$ 277,163	$ 281,654	$ 182,169	$ 182,169	$ 195,506

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Training/Conferences	
Tuition reimbursement	$ 2,000
Technical Training	9,600
Staff development	1,700
Citywide training at Outagamie County	5,000
	$ 18,300

Printing & Reproduction	
5th floor shared copier rental	$ 2,400
Shared City color copier rental	5,760
City color copies in excess of base allowed	2,640
	$ 10,800

CITY OF APPLETON 2007 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

Major Program Changes:

The reduction ($5,000) in miscellaneous equipment reflects an analysis of prior use of this budget account. Some of the costs have been shifted to the Network program where they are actually being utilized.

The reduction ($59,000) in software acquisition reflects the completion of the purchase for SEQUEL, which is a query replacement tool on the City's mainframe computer.

The reduction in equipment repairs and maintenance expense reflects the elimination of $9,000 of IBM maintenance expense due to the planned replacement of the six year old IBM AS400 computer, which will be under warranty during its first year of operation. This project is budgeted in the Technology Capital Projects Fund on page 131 and further described on page 670 of the CIP section. An automated data backup system will be a part of this upgrade and will result in a reduction in part-time salaries ($6,769).

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Rapid response to information needs					
# of requests over 6 months old	New Measure →			65	40
# of project requests outstanding	180	144	100	135	125
Strategic Outcomes					
AS400 unscheduled downtime	none	2 Hrs.	none	none	none
Sustain personnel resource allocation					
% of staff time allocated to new application development	52%	36%	60%	40%	50%
Work Process Outputs					
# of new requests received	199	306	220	375	260
# of user accounts supported	485	490	500	485	500

CITY OF APPLETON 2007 BUDGET
TECHNOLOGY SERVICES

Mainframe **Business Unit 13020**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Expenses					
6101 Regular Salaries	$ 286,397	$ 304,073	$ 284,980	$ 284,980	$ 309,830
6104 Call Time	3,253	3,079	3,712	3,712	3,885
6105 Overtime	-	34	-	-	-
6108 Part-Time	13,567	11,400	11,475	11,475	6,030
6150 Fringes	118,512	116,359	111,917	111,917	120,601
6301 Office Supplies	5,052	7,047	7,200	7,200	7,000
6320 Printing & Reproduction	16,190	9,711	8,814	8,814	8,200
6327 Miscellaneous Equipment	13,985	24,783	20,000	20,000	15,000
6418 Equip Repairs & Maint	37,949	33,026	36,665	36,665	24,445
6424 Software Support	35,512	35,561	31,855	34,355	36,500
6815 Software Acquisition	-	-	59,000	59,000	-
Total Expense	$ 530,417	$ 545,073	$ 575,618	$ 578,118	$ 531,491

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Miscellaneous Equipment

Equipment replacement (printers, peripherals, cables, etc.)	$ 15,000
	$ 15,000

Equipment Repairs & Maint

Laser printer maintenance contract	$ 8,000
IBM printer maintenance	5,500
Decision One contract	4,945
Perle Controller Maintenance	400
Other repairs & parts	3,000
UPS Maintenance	2,600
	$ 24,445

Software Support

JDEdwards	$ 17,000
IBM	4,500
Berbee on site	5,000
Elite forms	1,000
Misc. software support	2,000
SEQUEL Support	7,000
	$ 36,500

CITY OF APPLETON 2007 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 majority of the increase in software support reflects the shift of costs to provide VoIP Citywide phone service. Most of the monthly lines costs have been eliminated and will show as reductions in phone charges in other City department's budgets. However, the annual support costs ($23,000) for the new system is recorded in this account. Also, costs in both hardware and software support have increased as departments have implemented third party applications into their operations that Technology Services is required to support. Included are Park/Rec online registration ($4,300), employee and network monitoring ($2,950), Police phone recording ($3,000), mugshot ($3,200) and ID software ($1,300), Blackberry support ($1,000) and Finance on-line payments ($4,290).
The increase in equipment repairs and maintenance ($9,300) is due to support costs related to network equipment used to provide wireless phone service and hardware necessary to convert the signal between analog and digital for existing fax machines and cordless phones throughout the City.
The increase in Communication equipment support ($2,675) reflects an anticipated increase in Digger's Hotline locates for 2007 construction.
The $5,000 reduction in training/conferences for 2007 represents moving this item to the Admin program where it is more appropriate as it is used for purchasing training hours for use by City staff at the County training center.
This budget includes a reduction of $2,000 in consulting expense, reflecting increased reliance on internal resources, and a $10,000 reduction from the requested budget for miscellaneous equipment, which will result in the deferral of some laptop replacements.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Quick problem resolution					
# of project requests outstanding	75	43	40	40	35
Strategic Outcomes					
Minimized disruption to City operations because of hardware/software issues					
# of server restarts	15	30	20	23	15
Informed citizens					
# of hits on web site home page	640,000	800,000	1,000,000	875,000	900,000
Work Process Outputs					
New systems implemented					
# of network accounts supported	495	515	540	540	550
# of computers maintained	387	390	400	411	415
# PC's replaced/upgraded - 3 yr cycle	110	35	130	146	145
Help Desk problems resolved					
# of calls handled by help desk	New Measure →			7,000	7,500
# personnel trained	107	82	100	60	100

CITY OF APPLETON 2007 BUDGET
TECHNOLOGY SERVICES

Network **Business Unit 13030**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Expenses					
6101 Regular Salaries	$ 195,177	$ 212,216	$ 278,033	$ 278,033	$ 303,504
6104 Call Time	3,006	3,248	2,784	2,784	2,959
6105 Overtime	1,012	1,793	3,000	3,000	3,000
6150 Fringes	95,701	102,016	130,768	130,768	141,722
6201 Training\Conferences	-	4,818	5,000	5,000	-
6301 Office Supplies	15,266	16,955	17,630	17,630	17,000
6327 Miscellaneous Equipment	237,106	234,507	185,260	185,260	180,400
6404 Consulting Services	2,331	16,754	15,000	15,000	13,000
6413 Utilities	24,559	3,087	3,189	3,189	3,100
6418 Equip Repairs & Maint	15,025	22,461	26,331	26,331	36,215
6419 Communication Eq. Repairs	12,661	12,219	11,825	11,825	14,500
6424 Software Support	82,650	77,428	76,649	76,649	120,815
Total Expense	$ 684,494	$ 707,502	$ 755,469	$ 755,469	$ 836,215

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Office Supplies	
Network supplies - toner, ink, tapes	$ 17,000
	$ 17,000
Miscellaneous Equipment	
Upgrade/replace PCs/laptops	$ 142,400
Routers, controllers	14,000
Application and network management	9,000
Upgrade Servers	15,000
	$ 180,400
Equip Repairs & Maint	
Core switch maintenance	$ 13,500
Identitech printer maintenance	680
"3rd level" hardware support	8,000
Router maintenance	2,650
SpectraLink/Mediatrix Support	4,100
Other network equipment	2,085
Siemens Wireless Support	5,200
	$ 36,215
Communication Equip. Repair	
Pro-rata share of fiber network costs	$ 14,500
	$ 14,500

Software Support	
Novell support	$ 34,800
ISP (Internet) fee	3,800
On-site software support	7,000
Shopkey, Insight, & Mitchell	3,500
Intellisync Support	1,200
Fingerprint & ID software	4,200
Doc management support	8,200
Eaglepoint support	2,400
CompuCapture (Police)	3,200
Miscellaneous software	3,000
Mitel VoIP Support	23,000
Vermont Systems Support	4,300
Sgt Labs Support	2,950
Police ID Software Support	1,300
CallRex (Police) Support	3,000
Blackberry BES Support	1,000
WinWam (Health)	1,800
Firewall Support	3,000
Spam Filtering	1,875
Anti-Virus Subscription	3,000
OPC - internet payments	4,290
	$ 120,815
Consulting Services	
Network backup, storage issues related to disaster recovery	$ 6,000
Network & e-mail upgrades or repairs not covered by support contracts	7,000
	$ 13,000

CITY OF APPLETON 2007 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 projected percentage of staff time allocated to application development for 2006 (see below) 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 from the departments.

The $1,000 requested for miscellaneous equipment is for anticipated repairs or replacement of GIS equipment (PDA and plotter) that was purchased in 2003.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Accurate and useful information					
# of supported map layers	64	88	98	108	115
Improve business and work flow					
% positive survey responses	99%	99%	100%	99%	100%
# of project requests outstanding	7	9	10	10	10
Strategic Outcomes					
Sustain personnel resource allocation					
% of staff time allocated to application development	55%	51%	50%	30%	40%
Work Process Outputs					
New systems implemented					
# of departments utilizing GIS	15	16	16	15	15
New applications training provided					
Number of persons trained	45	40	50	38	45

CITY OF APPLETON 2007 BUDGET
TECHNOLOGY SERVICES

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

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Expenses					
6101 Regular Salaries	$ 139,617	$ 143,971	$ 157,331	$ 157,331	$ 171,146
6104 Call Time	1,275	1,980	1,856	1,856	2,029
6150 Fringes	51,975	57,372	60,461	60,461	65,646
6301 Office Supplies	1,084	2,000	2,000	2,000	1,500
6327 Miscellaneous Equipment	-	-	-	-	1,000
6424 Software Support	5,000	5,000	7,200	7,200	7,600
Total Expense	$ 198,951	$ 210,323	$ 228,848	$ 228,848	$ 248,921

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

None

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CITY OF APPLETON 2007 BUDGET
CAPITAL PROJECTS FUNDS

NOTES

CITY OF APPLETON 2007 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	$ 370,500	Projects, Pg. 670
New Technology Enhancements	135,000	Projects, Pg. 671
	$ 505,500	

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2004	2005	Adopted 2006	Amended 2006	2007	Change *
Program Revenues		$ -	$ 479	$ 82,750	$ 82,750	$ 21	-99.97%
Program Expenses		$ -	$ 174,344	$ 403,750	$ 473,406	$ 505,500	25.20%
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		-	174,344	403,750	473,406	505,500	25.20%

* % change from prior year adopted budget

CITY OF APPLETON 2007 BUDGET
CAPITAL PROJECTS FUNDS

Technology **Business Unit 4220**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4710 Interest on Investments	$ -	$ 479	$ -	$ -	$ 21
5910 Proceeds of Long-term Debt	-	244,000	321,000	321,000	505,000
5921 Trans In - General Fund	-	-	-	-	-
5925 Trans In - Wastewater	-	-	13,750	13,750	-
5926 Trans In - Water	-	-	55,000	55,000	-
5930 Trans In - Valley Transit	-	-	14,000	14,000	-
Total Revenue	$ -	$ 244,479	$ 403,750	$ 403,750	$ 505,021
Expenses					
6327 Misc. Equipment	$ -	$ -	$ -	$ -	$ -
6424 Software Support	-	-	-	-	-
6804 Equipment	-	174,344	403,750	473,406	505,500
7911 Trans Out - General Fund	-	-	-	-	-
7915 Trans Out - Enterprise	-	-	-	-	-
Total Expense	$ -	$ 174,344	$ 403,750	$ 473,406	$ 505,500

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Equipment	
AS400 replacement	$ 216,000
AutoCAD upgrade	70,500
Data backup	84,000
E-mail archive	39,000
Remote access	46,000
Wireless access	50,000
	$ 505,500

CITY OF APPLETON 2007 BUDGET
TECHNOLOGY
Schedule of Revenues, Expenditures and Changes in Fund Balance (Deficit)

	2004 Actual	2005 Actual	2006 Budget	2006 Projected	2007 Budget
Revenues					
Property Taxes	$ -	$ -	$ -	$ -	$ -
Interest Income	-	479	-	-	21
Other	-	-	-	-	-
Total Revenues	-	479	-	-	21
Expenses					
Program Costs	-	174,344	403,750	473,406	505,500
Total Expenses	-	174,344	403,750	473,406	505,500
Revenues over (under) Expenses	-	(173,865)	(403,750)	(473,406)	(505,479)
Other Financing Sources (Uses)					
Proceeds of G.O. Debt	-	244,000	321,000	321,000	505,000
Operating Transfers In	-	-	82,750	82,750	-
Operating Transfers Out	-	-	-	-	-
Sale of City Property	-	-	-	-	-
Total Other Financing Sources (Uses)	-	244,000	403,750	403,750	505,000
Net Change in Equity	-	70,135	-	(69,656)	(479)
Fund Balance - Beginning	-	-	70,135	70,135	479
Residual Equity Transfers Out	-	-	-	-	-
Fund Balance - Ending	$ -	$ 70,135	$ 70,135	$ 479	$ -

CITY OF APPLETON 2007 BUDGET

CITY ATTORNEY

City Attorney: James P. Walsh

Deputy City Attorney: Ellen L. Totzke

CITY OF APPLETON 2007 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 2006 EVENTS

The City Attorney's Office has been involved in a number of matters in 2006. Below are a few of the highlights this year:

Negotiations with Time Warner Cable concerning an extension of the franchise agreement have picked up their pace this year. The City has been working in cooperation with the cities of Menasha and Neenah in bringing together a final version of an extension of Time Warner's cable franchise agreement. In addition, the City should have a settlement of the Time Warner franchise fee audit matter prior to the end of the year. Hopefully, franchise negotiations will be completed by that time as well.

This office has been involved in worker's compensation cases that were scheduled for hearing involving City employees. By working with the Human Resources Department, those matters were settled short of a hearing in a manner favorable to the City.

We have been working with the Parks and Recreation Department in finalizing a lease agreement with a cellular company to install a cellular antenna in Memorial Park. Those negotiations have been in progress for over a year and were brought to a successful conclusion in early summer of 2006.

Citations were issued to the property owner of the former American Rental Center on Wisconsin Avenue. In working with the property owner and the Community Development Department, we were able to make some progress in the future use of that property and were able to resolve the pending court action in a manner acceptable to all parties.

We continue to be involved in discussions with the developers on the north side of the City for significant development in the area of the Kurey annexation and Emerald Valley. The development of the Apple Hill Farms area continues and issues are addressed as they are brought forward by the developer.

This office participated, along with the Human Resources Department, in an Equal Rights Division claim that had been filed by a former employee against the City. The City Attorney's Office responded to the claim, provided an answer and appeared at the scheduled hearing. The claim against the City was dismissed, and no appeal has been filed.

CITY OF APPLETON 2007 BUDGET
CITY ATTORNEY

MAJOR 2007 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 construction-related issues and stormwater-related issues before administrative bodies which will consume a great portion of staff time

Please note: In regards to personnel expenses, the 2007 Budget figures include the cost of living adjustment for all non-represented employees (2.75%) which was approved by Council action on 5/17/06. However, the cost of living adjustment for 2006 (3.0%) was not included in the 2006 department budget amounts since the increase was not approved until 12/7/05. Therefore, when comparing the 2006 budget amount to the 2007 request, please keep in mind that the cumulative effect of both the 2006 and 2007 cost of living increases, which equate to approximately 5.83%, are reflected in the 2007 Budget request.

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2004	2005	Adopted 2006	Amended 2006	2007	Change *
Program Revenues		$ 2,431	$ 5,413	$ 3,000	$ 3,000	$ 3,000	0.00%
Program Expenses							
14510	Administration	181,588	144,449	145,946	145,946	161,826	10.88%
14521	Litigation	198,626	188,737	182,155	182,155	186,710	2.50%
14522	Real Estate	40,301	39,941	40,448	40,448	41,458	2.50%
TOTAL		$ 420,515	$ 373,127	$ 368,549	$ 368,549	$ 389,994	5.82%
Expenses Comprised Of:							
Personnel		360,368	324,510	323,312	323,312	345,257	6.79%
Administrative Expense		26,614	29,161	31,403	31,403	31,903	1.59%
Supplies & Materials		1,508	1,330	2,000	2,000	2,000	0.00%
Purchased Services		30,370	16,524	10,500	10,500	9,500	-9.52%
Utilities		1,570	1,501	1,134	1,134	1,134	0.00%
Repair & Maintenance		85	101	200	200	200	0.00%
Capital Expenditures		-	-	-	-	-	N/A
Full Time Equivalent Staff:							
Personnel allocated to programs		4.00	3.67	3.67	3.67	3.67	

* % change from prior year adopted budget

CITY OF APPLETON 2007 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 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
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	3	12	0	0	0
Work Process Outputs					
Written opinions issued	15	13	>25	>25	>25
Ordinances reviewed	184	163	100	100	100

CITY OF APPLETON 2007 BUDGET
CITY ATTORNEY

Administration **Business Unit 14510**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4801 Charges for Serv.- Nontax	$ 33	$ -	$ -	$ -	$ -
4802 Charges for Serv. - Tax	1,283	712	2,000	2,000	2,000
Total Revenue	$ 1,316	$ 712	$ 2,000	$ 2,000	$ 2,000
Expenses					
6101 Regular Salaries	$ 120,474	$ 92,963	$ 93,186	$ 93,186	$ 97,786
6105 Overtime	26	-	-	-	-
6150 Fringes	44,355	32,435	31,066	31,066	41,846
6201 Training\Conferences	2,114	4,327	7,000	7,000	7,000
6202 Local Auto Expense	-	-	-	-	-
6206 Parking Permits	1,284	1,288	1,400	1,400	1,400
6301 Office Supplies	362	243	550	550	550
6302 Subscriptions	8,332	8,125	7,500	7,500	8,000
6303 Memberships & Licenses	1,478	2,135	1,750	1,750	1,800
6304 Postage\Freight	-	-	100	100	50
6305 Awards & Recognition	-	-	60	60	60
6320 Printing & Reproduction	1,508	1,330	2,000	2,000	2,000
6402 Legal Fees	-	-	-	-	-
6413 Utilities	1,570	1,502	1,134	1,134	1,134
6418 Equip Repairs & Maint	85	101	200	200	200
Total Expense	$ 181,588	$ 144,449	$ 145,946	$ 145,946	$ 161,826

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2007 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:

No major changes

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Active participation by this office will minimize the number of claims against the City					
# of claims filed against City	90	78	100	100	100
Strategic Outcomes					
Minimize cost of settlements					
$ value of settlements and judgments	$17,057	$11,830	$20,000	$20,000	$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 2007 BUDGET
CITY ATTORNEY

Litigation **Business Unit 14521**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4801 Charges for Serv.- Nontax	$ 842	$ 591	$ 1,000	$ 1,000	$ 1,000
4802 Charges for Serv. - Tax	273	4,110	-	-	-
Total Revenue	$ 1,115	$ 4,701	$ 1,000	$ 1,000	$ 1,000
Expenses					
6101 Regular Salaries	$ 110,368	$ 115,117	$ 115,516	$ 115,516	$ 118,692
6150 Fringes	44,845	44,053	43,096	43,096	45,475
6402 Legal Fees	1,765	1,839	3,000	3,000	2,000
6404 Consulting Services	28,605	14,685	7,500	7,500	7,500
6625 Disability Payments	13,043	13,043	13,043	13,043	13,043
Total Expense	$ 198,626	$ 188,737	$ 182,155	$ 182,155	$ 186,710

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Disability payments

Rosemary Stoffel	$ 5,153
Earl Jackson	7,890
	$ 13,043

CITY OF APPLETON 2007 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. Included among these 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 irregularities on the titles of City real estate.

Major Program Changes:

No major changes

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
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	10	23	10	10	10

CITY OF APPLETON 2007 BUDGET
CITY ATTORNEY

Real Estate **Business Unit 14522**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Expenses					
6101 Regular Salaries	$ 29,406	$ 29,605	$ 30,322	$ 30,322	$ 30,777
6150 Fringes	10,895	10,336	10,126	10,126	10,681
Total Expense	$ 40,301	$ 39,941	$ 40,448	$ 40,448	$ 41,458

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

None

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CITY OF APPLETON 2007 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

	2004 Actual	2005 Actual	2006 Adopted Budget	2006 Projected	2007 Budget
Revenues					
Interest Income	$ 1,480	$ 2,180	$ 2,800	$ 2,280	$ 2,250
Expenses					
Program Costs	6,391	6,391	6,391	6,391	6,391
Revenues over (under) Expenses	(4,911)	(4,211)	(3,591)	(4,111)	(4,141)
Fund Balance - Beginning	89,985	85,074	80,863	80,863	76,752
Fund Balance - Ending	$ 85,074	$ 80,863	$ 77,272	$ 76,752	$ 72,611

CITY OF APPLETON 2007 BUDGET
SPECIAL REVENUE FUNDS

NOTES

CITY OF APPLETON 2007 BUDGET

HUMAN RESOURCES

Human Resources Director: Sandra A. Neisen

Deputy Director of Human Resources: Debra M. Shufelt

CITY OF APPLETON 2007 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 2006 EVENTS

In the area of general administration, a great deal of the year was spent on the implementation and follow through of the change of the employee medical insurance plan effective January 1, 2006. This required several meetings with United Health Care to finalize the summary plan booklets as well as dealing with a multitude of employee insurance coverage issues relating to the implementation of our plan. We also dealt with the finalization of our Administrative Services and Stop Loss agreements as well as learned how to manage our account online. We have continued to educate all active employees on benefit related issues during mandatory general employee or supervisory training throughout the year. We continue to coordinate and hold monthly Insurance Team meetings between our insurance agent, representatives of each union group and non union employees to help educate staff so that employees can discuss issues with the changeover as well as ongoing insurance issues. Staff started, worked on, or finished updating more than 15 separate policies throughout the year. We completed the 10% update of the comprehensive position questionnaires for approval in the 2007 budget process. We also created and implemented the new H.R. Generalist career development program. By year end, we hope to have the document imaging system in place to facilitate storage of files electronically. We continued to work with the Technical Services Department regarding program changes to the payroll program to manage the hourly rates and rate changes more efficiently. We adopted the new library compensation plan separate from the other non-union employee compensation plan. We handled contractual issues relating to our contract with ThedaCare at Work. We ran our annual health screening program and implemented the first on-line enrollment for employees to book their own appointment for the health screening processes. In 2006, we increased our employee participation over all our previous years offering of the program.

Recruitment activities were heavy throughout the year. The department completed a Police Officer process filling five vacancies and began an ongoing recruitment process for pending retirements. The Department completed a Firefighter process as well as the filling of vacant positions from the departmental reorganization. We also filled multiple vacancies throughout the City due to terminations, job postings and retirements. We finalized and hired the Utility Director position early in the year. We also changed the process for getting vacant positions approved to be filled.

In the area of employee/labor relations, the department handled several grievances and employee issues throughout the year. We completed an agreement for temporary agencies as well as a training brochure for temporary employees. We handled impact negotiations due to the Fire Department reorganization and labor issues related to the new Facilities Management Department.

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 27 classes held throughout the year and provided required training to all seasonal employees. The staff conducted six new employee orientation programs and offered 2 lead worker training classes. We also had a new training database program implemented early in the year which required changes to our employee training tracking system.

CITY OF APPLETON 2007 BUDGET
HUMAN RESOURCES

MAJOR 2007 OBJECTIVES

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

Administration:
Continue work on 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
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 Firefighter 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:
Review City-wide sick leave policy and accountability

Staff Training and Development:
Offer approximately 20 required general employee training sessions
Conduct new employee orientation sessions bi-monthly and develop an on-line orientation
Conduct seasonal employee training
Offer 4 supervisory training and development classes and 2 lead worker training programs
Offer benefit training opportunities for City employees

In regards to personnel expenses, the 2007 budget includes the cost of living adjustment (COLA) for all non-represented employees (2.75%) which was approved by Council action on 5/17/06. However, the COLA for 2006 (3.00%) was not included in the 2006 department budget since the increase was not approved until 12/7/05. Therefore, when comparing the 2006 budget amount to the 2007 request, please keep in mind that the cumulative effect of both the 2006 and 2007 COLA's, which equate to approximately 5.83%, are reflected in the 2007 budget request.

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2004	2005	Adopted 2006	Amended 2006	2007	Change *
Program Revenues		$ 216	$ 434	$ -	$ -	$ -	N/A
Program Expenses							
14010	Administration	167,157	173,430	223,131	223,131	242,670	8.76%
14020	Recruitment	200,751	222,420	170,530	170,530	182,099	6.78%
14030	Employee Relations	95,097	96,721	82,583	82,583	88,131	6.72%
14040	Staff Development	80,367	87,556	100,825	100,825	106,617	5.74%
TOTAL		$ 543,372	$ 580,127	$ 577,069	$ 577,069	$ 619,517	7.36%
Expenses Comprised Of:							
Personnel		433,630	471,774	468,066	468,066	513,674	9.74%
Administrative Expense		44,651	51,363	51,017	51,017	53,743	5.34%
Supplies & Materials		5,099	7,663	6,050	6,050	5,100	-15.70%
Purchased Services		57,631	47,066	50,000	50,000	45,000	-10.00%
Utilities		2,361	2,261	1,936	1,936	2,000	3.31%
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 2007 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:

For 2007, this program reflects the reduction of $950 from the printing & reproduction object account to better reflect prior year actual expenses.

The cost of subscriptions have been reduced $400 due to no longer needing to receive Health Insurance Portability and Accountability Act (HIPAA) guide updates. All HIPAA requirements have been met and enough literature has been accumulated for future reference if necessary.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Timely and appropriate support of departments					
% of internal customers who rated HR services as satisfactory overall	New measure	N/A	75%	75%	75%
Strategic Outcomes					
Consistent and understandable employment policies and procedures					
# of employment practices claims	2	0	0	0	0
Work Process Outputs					
Policy Implementation					
# of policies developed	3	3	0	0	1
# of policies updated	6	16	20	20	15
# of policy training sessions	166	157	180	180	160
Fringe Benefits					
# of new fringe benefits	0	0	0	0	0
# of modified fringe benefits	11	3	3	3	3
# of fringe benefit training sessions	8	53	30	30	30

CITY OF APPLETON 2007 BUDGET
HUMAN RESOURCES

Administration **Business Unit 14010**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4801 Charges for Serv.- Nontax	$ 216	$ 399	$ -	$ -	$ -
4802 Charges for Serv. - Tax	-	35	-	-	-
Total Revenue	$ 216	$ 434	$ -	$ -	$ -
Expenses					
6101 Regular Salaries	$ 101,467	$ 106,955	$ 149,144	$ 149,144	$ 162,092
6105 Overtime	950	525	-	-	-
6108 Part-Time	-	4,198	2,719	2,719	2,719
6150 Fringes	45,018	44,221	56,965	56,965	64,886
6206 Parking Permits	1,440	1,511	1,588	1,588	1,540
6301 Office Supplies	2,502	1,312	2,625	2,625	2,625
6302 Subscriptions	1,283	412	400	400	-
6305 Awards & Recognition	129	82	89	89	89
6307 Food & Provisions	-	74	119	119	119
6320 Printing & Reproduction	4,712	3,553	5,050	5,050	4,100
6327 Miscellaneous Equipment	180	3,654	500	500	500
6404 Consulting Services	8,200	5,700	3,000	3,000	3,000
6413 Utilities	1,214	1,148	932	932	1,000
6599 Other Contracts/Obligations	62	85	-	-	-
Total Expense	$ 167,157	$ 173,430	$ 223,131	$ 223,131	$ 242,670

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2007 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
Continue to explore online opportunities for job postings

Major Program Changes:

The increase in employee recruitment expenses ($3,500) is due to the increased costs of test materials and background checks. The decrease of $2,000 in advertisements is to better reflect prior year actual expenses. We have been trying, when possible, to run smaller ads and directing applicants to our website for the detailed information.

This budget includes a reduction in consulting expense ($2,000) based on a re-evaluation of the positions for which new hires will be submitted for pre-employment psychological examinations.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Staff Retention					
Regular employees on staff < 1 year	25	21	30	30	30
Regular employees on staff 1-5 years	117	146	150	150	150
Regular employees on staff 6-10 years	141	139	140	140	140
Regular employees on staff 10+ years	341	306	330	330	330
Strategic Outcomes					
City operates more efficiently					
# of open positions throughout year	92	57	72	72	75
# staff turnover non-union positions	11	11	12	12	12
# staff turnover union positions	42	32	41	41	40
Work Process Outputs					
Candidate recruitment					
# of positions posted internally	35	19	35	35	20
# of positions advertised externally	67	43	50	50	50
# of telephone interviews	2	3	5	5	2
# of face to face interviews	361	376	320	320	370
# of assessment centers	1	1	3	3	3
# of candidates tested	762	494	450	450	600

CITY OF APPLETON 2007 BUDGET
HUMAN RESOURCES

Recruitment and Selection **Business Unit 14020**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Expenses					
6101 Regular Salaries	$ 95,583	$ 112,985	$ 76,535	$ 76,535	$ 84,726
6105 Overtime	309	265	-	-	-
6150 Fringes	47,193	52,662	36,996	36,996	40,863
6201 Training\Conferences	-	21	-	-	-
6204 Tuition Fees	360	-	-	-	-
6205 Employee Recruitment	9,773	15,410	12,000	12,000	15,500
6303 Memberships & Licenses	195	210	210	210	210
6307 Food & Provisions	9	375	500	500	500
6320 Printing & Reproduction	128	456	500	500	500
6404 Consulting Services	30,512	24,881	26,000	26,000	24,000
6412 Advertising	15,785	14,256	17,000	17,000	15,000
6413 Utilities	904	899	789	789	800
Total Expense	$ 200,751	$ 222,420	$ 170,530	$ 170,530	$ 182,099

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Employee Recruitment	
Background checks	$ 5,000
Testing materials	10,500
	$ 15,500
Consulting Services	
Pre-employment physicals	$ 7,000
Pre-employment psychologicals	17,000
	$ 24,000
Advertising	
General recruitment ads	$ 15,000
	$ 15,000

CITY OF APPLETON 2007 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:

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:

No major changes.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Grievance resolution					
# of grievances	22	29	25	25	25
# of grievances sent to arbitration	1	2	0	0	0
Strategic Outcomes					
Sick leave frequency					
# sick hours used city wide	33,190	38,838	32,000	32,000	40,000
Avg. sick hours used per employee	49.8	58.9	42.0	42.0	42.0
Work Process Outputs					
Labor contracts negotiated and administered					
# of contracts under negotiation	15	15	3	3	0
# of contracts sent to arbitration	1	0	0	0	0

CITY OF APPLETON 2007 BUDGET
HUMAN RESOURCES

Employee & Labor Relations **Business Unit 14030**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Expenses					
6101 Regular Salaries	$ 65,008	$ 68,154	$ 55,757	$ 55,757	$ 60,639
6105 Overtime	30	97	-	-	-
6150 Fringes	26,172	25,901	21,455	21,455	23,212
6302 Subscriptions	-	700	676	676	600
6303 Memberships & Licenses	380	110	380	380	380
6307 Food & Provisions	191	188	100	100	100
6404 Consulting Services	3,073	1,357	4,000	4,000	3,000
6413 Utilities	243	214	215	215	200
Total Expense	$ 95,097	$ 96,721	$ 82,583	$ 82,583	$ 88,131

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2007 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
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
Research and offer leadership conferences and seminars for directors and supervisors
Facilitate team development, including conflict resolution and setting of communication expectations

Major Program Changes:

No major changes.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Timely, resourceful training provided					
% employees reported very satisfied	59%	75%	60%	60%	60%
% employees reported satisfied	41%	25%	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	New Measure	80%	75%	75%	75%
Work Process Outputs					
Training programs conducted					
# employee training sessions	166	70	100	100	100
Avg. number participants per session	23	28	25	25	25

CITY OF APPLETON 2007 BUDGET
HUMAN RESOURCES

Staff Development & Training **Business Unit 14040**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Expenses					
6101 Regular Salaries	$ 35,442	$ 39,293	$ 48,402	$ 48,402	$ 52,789
6108 Part-Time	147	159	-	-	-
6150 Fringes	16,311	16,359	20,093	20,093	21,748
6201 Training\Conferences	27,749	30,846	31,650	31,650	31,400
6204 Tuition Fees	177	-	-	-	-
6303 Memberships & Licenses	165	13	180	180	180
6307 Food & Provisions	298	98	500	500	500
6315 Books & Library Materials	78	-	-	-	-
6404 Consulting	-	788	-	-	-
Total Expense	$ 80,367	$ 87,556	$ 100,825	$ 100,825	$ 106,617

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Training and Conferences	
HR professional/technical training	$ 6,900
City-wide training:	
Organizational development	6,000
Supervisory training	14,000
General training	4,500
	$ 31,400

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CITY OF APPLETON 2007 BUDGET

RISK MANAGEMENT

Human Resources Director: Sandra A. Neisen

Deputy Director of Human Resources: Debra M. Shufelt

CITY OF APPLETON 2007 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 2006 EVENTS

The Risk staff again started off the year by completing annual insurance renewals and an analysis of current coverages. As part of the analysis, staff considered a new property insurance program available to public entities. While the decision was ultimately made to stay with the current property insurance program, the renewal took a lot of time to evaluate coverages, limits and overall costs and resulted in some competitive quotes. As part of the renewal, auto comprehensive and collision coverages were evaluated, resulting in the self-insuring of collision coverage and an estimated $15,000 annual savings.

Several policies were modified including: Accident Investigation, Drug Free Workplace, Blood Borne Pathogens, Respirator, and Lock & Tagout. Additionally, policies were developed for Automatic External Defibrillators (AEDs) and for Asbestos.

Risk staff previewed a driver's safety video on accident investigation and another one on back safety and recommended both to the Cities and Villages Mutual Insurance Company (CVMIC). CVMIC added both to their video library and the back safety video was used to train employees at Parks & Recreation and Public Works.

An Accident Investigation program was developed and was presented as part of the supervisory training for 2006. With elimination of the Accident Review Committee and reassigning employees to be cited by Police, we trained supervisors on how to conduct an accident investigation and to follow through with corrective action as appropriate.

General and hands-on confined space training was done in coordination with CVMIC and the Fire Department in preparation of the City's tunnel project.

Evaluation of workers' compensation statistics was completed with follow-up departmental review and suggestions for improvements. In particular, the Police Department identified training injuries as an area of concern and is working toward a solution to adequately address training needs while protecting the officers during training. The resolution reaffirming the self insurance for our Worker's Compensation program was approved and submitted to the State as part of our renewal process.

Safety staff worked on centralized safety training for Parks & Recreation, Utilities and Public Works. A total of nine (9) full-day training dates were provided.

Risk staff also worked with departments on development of a Fleet Safety Program to meet the recommendations of CVMIC as a result of the audit. Staff also developed an employee acknowledgement for Certificates of Insurance and Employee Drivers license.

CITY OF APPLETON 2007 BUDGET
RISK MANAGEMENT

MAJOR 2007 OBJECTIVES

In 2007, 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:

Review of safety policies
Monitor the status of the Fox River cleanup

In 2007, for the key objective of educating City departments and employees in the prevention of losses our focus will be:

Supervisory and General Employees Training
Safety Days for required safety training (12-14 topics to be addressed)
Conduct training for new supervisors to familiarize them with risk issues
Train volunteers, seasonal employees and part-time employees on required topics
Continue to organize monthly centralized safety meetings with set yearly goals
Monitor OSHA 300 log entries and send mandatory reports to the state

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2004	2005	Adopted 2006	Amended 2006	2007	Change *
Program Revenues		$ 862,596	$ 871,973	$ 904,144	$ 904,144	$ 934,286	3.33%
Program Expenses							
6210	Administration	1,076,629	1,470,440	995,735	995,735	1,029,668	3.41%
6220	Loss Control	114,629	111,323	130,308	130,308	129,220	-0.83%
Total Program Expenses		$ 1,191,258	$ 1,581,763	$ 1,126,043	$ 1,126,043	$ 1,158,888	2.92%
Expenses Comprised Of:							
Personnel		205,220	249,636	268,305	268,305	278,619	3.84%
Administrative Expense		968,038	1,307,262	830,517	830,517	852,249	2.62%
Supplies & Materials		2,252	2,669	3,420	3,420	2,750	-19.59%
Purchased Services		15,286	21,732	23,200	23,200	24,820	6.98%
Utilities		462	464	601	601	450	-25.12%
Repair & Maintenance		-	-	-	-	-	N/A
Capital Expenditures		-	-	-	-	-	N/A
Full Time Equivalent Staff:							
Personnel allocated to programs		2.65	2.98	2.98	2.98	2.98	

* % change from prior year adopted budget

CITY OF APPLETON 2007 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 all lines of insurance coverage for alternatives and cost reduction
Review Valley Transit insurance coverages and include with the City's other insurance quotes
Look for ways to gain efficiencies on handling of certificates of insurance and finalize the scanning process
Analyze statistical data and develop programs to reduce exposures
Do an RFP to get other insurance company quotes for the City's property insurance

Major Program Changes:

The increase in consulting services is a result of the addition of the costs for the actuarial study. The actuarial study is done every other year and was last completed in 2005. The changes in uninsured losses ($29,000 increase in general and $36,000 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. While the seven year average of workers compensation and general liability costs have increased, we are optimistic this trend will not continue. The Risk staff has taken steps to reduce future risk and decrease exposure by implementing safeguards when deficiencies are identified and by taking proactive measures to reduce or avoid future claims. Due to these increased safeguards, we are projecting a decrease in future claims costs as noted by our target indicators below.

The reduction in insurance premiums from the 2006 budget ($51,100) reflects the deletion of vehicle collision coverage and reduction in the package property premiums.

The new insurance policy for 2007 indicated below is expected to be a Builders' Risk policy for the Police Station capital project but it is not expected to be in force until very late in the year, as construction is planned to start in 2008.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Insurance Costs					
Average worker's compensation costs per claim	$ 2,081	$ 2,133	$ 2,000	$ 2,000	$ 1,500
Average cost per general liability claim	$ 184	$ 110	$ 200	$ 200	$ 200
Average cost per auto liability claim	$ 307	$ 201	$ 400	$ 400	$ 400
Strategic Outcomes					
Minimize claims expense					
$ value of claims paid	$ 23,279	$ 11,484	$ 25,000	$ 25,000	$ 20,000
$ value of subrogation recovery	$ 6,442	$ 8,991	$ 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	1
Claim processing					
# of claims filed	171	150	175	175	150

CITY OF APPLETON 2007 BUDGET
RISK MANAGEMENT

Administration **Business Unit 6210**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Expenses					
4710 Interest on Investments	$ 66,979	$ 94,706	$ 87,350	$ 87,350	$ 65,000
4716 Unrealized Gains/Losses	(40,094)	(57,642)	-	-	-
4801 Charges for Serv.- Nontax	578,554	582,612	561,794	561,794	614,286
5035 Other Reimbursements	257,113	249,144	255,000	255,000	255,000
5082 Insurance Proceeds	-	3,153	-	-	-
Total Revenue	$ 862,552	$ 871,973	$ 904,144	$ 904,144	$ 934,286
Expenses					
6101 Regular Salaries	$ 75,116	$ 111,076	$ 124,285	$ 124,285	$ 126,163
6150 Fringes	31,815	42,115	45,771	45,771	48,074
6206 Parking Permits	1,080	1,080	1,116	1,116	1,116
6301 Office Supplies	2,197	1,637	2,500	2,500	2,500
6327 Miscellaneous Equipment	180	500	500	500	500
6401 Accounting/Audit	1,058	1,129	1,200	1,200	1,300
6403 Bank Services	3,552	3,089	3,800	3,800	3,400
6404 Consulting Services	-	8,000	-	-	8,320
6501 Insurance	428,282	476,347	427,245	427,245	376,145
6599 Other Contracts/Obligations	62	84	-	-	-
6626 Uninsured Losses	191,649	533,372	144,000	144,000	201,000
6627 Uninsured Losses - WC	280,901	248,213	220,000	220,000	256,000
6720 Interest Payments	60,737	43,798	25,318	25,318	5,150
Total Expense	$ 1,076,629	$ 1,470,440	$ 995,735	$ 995,735	$ 1,029,668

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Insurance	
CVMIC Pool Coverage:	
Liability	$ 90,000
Excess liability	16,000
Employment practice	23,500
Automobile	22,000
Package property	165,000
Treasurer's bond	645
Worker's compensation	59,000
	$ 376,145
Uninsured Losses	
General liability	$ 50,000
Automobile	26,000
Accrual for incurred but not reported claims	125,000
	$ 201,000
Uninsured Losses - WC	
Medical payments	$ 202,240
Compensation - loss time	48,640
Other administrative expenses	5,120
	$ 256,000

CITY OF APPLETON 2007 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 training on certificates of insurance, contracts and other risk areas
Continue training employees on usage of the Automated External Defibrillators (AED)
Conduct training with volunteers, seasonals and part-time employees in the areas of Harassment and Discrimination, Workplace Violence, Bloodborne Pathogens, Right to Know and Drug & Alcohol
Conduct Right to Know training for supervisors, and general employees
Continue with safety day presentations to cover required safety policies and updates
Conduct Bloodborne Pathogen training for supervisors
Attend departmental safety committee meetings
Conduct fleet safety inspection programs
Respond and document ergonomic concerns & solutions
Conduct annual hearing tests on required personnel
Conduct annual hearing tests
Review and develop programs to promote safety, reduce injuries and reduce claims.

Major Program Changes:

Reduced printing & reproduction costs to reflect the use of the lower cost color copier. Reduced consulting services to reflect lower rates being paid for hearing tests due to a change in vendor and a better estimate of the cost of annual respirator medical tests.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Safety and loss prevention knowledge					
# of attendees at safety sessions	1,782	2,664	3,000	3,000	2,500
Strategic Outcomes					
Convenient, understandable safety policies & procedures					
# of safety inspections conducted	72	68	75	75	96
# of safety problems	168	168	150	150	150
# of safety corrections	144	143	125	125	125
Work Process Outputs					
Employees Educated					
# of educational programs given	69	144	80	80	100
Avg employees per session	26	19	30	30	25

CITY OF APPLETON 2007 BUDGET
RISK MANAGEMENT

Safety/Loss Prevention **Business Unit 6220**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
5010 Misc Revenue - Nontax	$ 44	$ -	$ -	$ -	$ -
Total Revenue	$ 44	$ -	$ -	$ -	$ -
Expenses					
6101 Regular Salaries	$ 66,445	$ 66,065	$ 69,704	$ 69,704	$ 72,906
6105 Overtime	37	66	-	-	-
6108 Part-Time	-	-	344	344	349
6150 Fringes	31,807	30,315	28,201	28,201	31,127
6201 Training\Conferences	1,532	1,795	7,875	7,875	7,875
6202 Local Auto Expense	79	-	-	-	-
6301 Office Supplies	33	-	-	-	-
6302 Subscriptions	79	79	100	100	100
6303 Memberships & Licenses	730	196	810	810	810
6305 Awards & Recognition	660	221	700	700	700
6307 Food & Provisions	79	524	853	853	853
6315 Books & Library Materials	-	245	100	100	100
6320 Printing & Reproduction	1,458	1,616	2,070	2,070	1,400
6323 Safety Supplies	614	308	500	500	500
6327 Miscellaneous Equipment	-	-	250	250	250
6404 Consulting Services	10,614	9,429	18,200	18,200	11,800
6413 Utilities	462	464	601	601	450
Total Expense	$ 114,629	$ 111,323	$ 130,308	$ 130,308	$ 129,220

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Consulting Services

Hearing tests	$ 4,200
Commercial Driver's License program	5,300
Respirator tests	1,300
Misc. safety consultant	1,000
	$ 11,800

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CITY OF APPLETON 2007 BUDGET
RISK MANAGEMENT FUND
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET ASSETS

	2004 Actual	2005 Actual	2006 Budget	2006 Projected	2007 Budget
Revenues					
Charges for Services	$ 578,554	$ 582,612	$ 561,794	$ 561,794	$ 614,286
Other	257,157	249,144	255,000	255,000	255,000
Total Revenues	835,711	831,756	816,794	816,794	869,286
Expenses					
Operating Expenses	1,130,521	1,537,965	1,100,725	1,100,000	1,153,738
Total Expenses	1,130,521	1,537,965	1,100,725	1,100,000	1,153,738
Operating Income (Loss)	(294,810)	(706,209)	(283,931)	(283,206)	(284,452)
Non-Operating Revenues (Expenses)					
Investment Income	26,885	37,064	87,350	65,000	65,000
Other Non-Operating Income	-	3,153	-	-	-
Interest Expense	(60,737)	(43,798)	(25,318)	(25,318)	(5,150)
Total Non-Operating	(33,852)	(3,581)	62,032	39,682	59,850
Change in Net Assets	(328,662)	(709,790)	(221,899)	(243,524)	(224,602)
Fund Balance - Beginning	3,388,717	3,060,055	2,350,265	2,350,265	2,106,741
Fund Balance - Ending	$ 3,060,055	$ 2,350,265	$ 2,128,366	$ 2,106,741	$ 1,882,139

SCHEDULE OF CASH FLOWS

Cash - Beginning of Year	$ 2,122,129	$ 1,661,706
+ Change in Net Assets	(243,524)	(224,602)
- Principal Repayment	(216,899)	(236,791)
Working Cash - End of Year	$ 1,661,706	$ 1,200,313

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:

12/31/05 audited balance	$ 2,350,265
Designated for debt service	(484,158)
Designated for working capital reserve	(395,441)
Projected 2006 use of fund balance	(243,524)
Amount available for 2007 budget	$ 1,227,142
20% of 2007 budgeted expenditures maximum	$ 231,778

CITY OF APPLETON 2007 BUDGET
RISK MANAGEMENT FUND
LONG TERM DEBT

	1987 G.O. Revenue Bonds	
Year	Principal	Interest
2007	236,791	5,150
	$ 236,791	$ 5,150

CITY OF APPLETON 2007 BUDGET

COMMUNITY DEVELOPMENT

Community Development Director: Peter A. Hensler

Deputy Director: Monica N. Klaeser

CITY OF APPLETON 2007 BUDGET
COMMUNITY DEVELOPMENT

MISSION STATEMENT

The Community Development Department is here to help you discover why *quality of life is serious business* in Appleton. Our mission is to deliver programs, administer regulations, and provide resources to promote Appleton as the place to live, work, and play, to enhance and diversify the tax base, to support improvement in the housing stock and improve neighborhoods, to promote smart growth concepts, and to partner with the community in initiatives that make Appleton a vibrant area and improve the lives of Appleton's citizens.

DISCUSSION OF SIGNIFICANT 2006 EVENTS

In 2006, the Community Development Department has evolved into a coordinated unit that is able to deliver services to the public efficiently. Department staff members have worked to integrate traditional Planning and Economic Development responsibilities into a more seamless approach with project proposals and submissions. Through staff efforts, the Department has reestablished positive relationships with the development community.

The Department has had a number of important accomplishments within the core area of the City during 2006. The R-1C rezoning of two aldermanic districts during the year will result in a real benefit to the affected properties. The R1-C designation is a zoning category created by the 2004 Zoning Ordinance that recognizes the development standards that were in place when many of the older areas of the City were developed, thus relieving property owners of a "non-conforming" designation.

The Neighborhood Revitalization Program continued its efforts in the West Town neighborhood. This included improvements in the areas of housing, businesses, Linwood Park, and other special projects. Our core neighborhoods also benefit from the Housing & Rental Rehabilitation loan programs. This year we will improve up to 30 homes occupied by homeowners and 10 units occupied by renters where the owners would not be able to make livability improvements for such things as energy efficiency, siding, roof replacements, lead abatement, and improved electrical, plumbing and heating systems. These programs are accounted for in the Housing and Community Development Block Grants section beginning on page 185.

Community Development has also coordinated the City's involvement in the Wire Works project, a $1,300,000 City investment to convert this former factory into 25 income qualified apartments. This project will have an enormous impact on the near North Lawe Street neighborhood. This investment was not accounted for in this departmental budget but in the Residential Project Capital Projects Fund.

In the newer areas of the City, the Department has accomplished one major annexation of 350 acres north of Plamann Park and several smaller annexations. The largest part of the newly annexed area will be residential, thus providing for a good inventory of buildable lots. Some of the smaller annexations have been associated with business park properties. In the Northeast Business Park, AmericInn, Orthopedic and Sports Institute of the Fox Valley, and Airgas have opened newly constructed buildings and several other projects are under way. At Southpoint Commerce Park, on the southeast side, Eisenhower Drive has been extended south to Midway Road, phase three of the Park has opened and one new project, Arrow Moving Systems, has opened.

In an effort to simplify the permitting and zoning process, Community Development staff has processed, and Council has approved, changes in the Zoning and Subdivision Codes. The Master Sign Code section of the Zoning Ordinance was eliminated and efficiencies in the Subdivision Code and site plan process have been accomplished. Community development staff is committed to pursuing efficiencies when practical.

Finally, the Department continues to work and communicate with the business community in Appleton and throughout the region. The quarterly e-letter, *Vantage Point* , the annual *Advantage* newsletter, and our regular business retention visits help build relationships that benefit the City.

CITY OF APPLETON 2007 BUDGET
COMMUNITY DEVELOPMENT

MAJOR 2007 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 2.6% 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; establish a target of June 2007 to recommend any changes to the Code

Update one chapter of the VISION 20/20: Comprehensive Plan to reflect the direction provided through the State of Wisconsin Smart Growth Initiative

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

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

Please note: In regards to personnel expenses, the 2007 Budget figures include the cost of living adjustment for all non-represented employees (2.75%) which was approved by Council action on 5/17/06. However, the cost of living adjustment for 2006 (3.0%) was not included in the 2006 department budget amounts since the increase was not approved until 12/7/05. Therefore, when comparing the 2006 budget amount to the 2007 request, please keep in mind that the cumulative effect of both the 2006 and 2007 cost of living increases, which equate to approximately 5.83%, are reflected in the 2007 Budget request. Please note also that pay rate changes for the positions of Director, Deputy Director and Planner III related to the merger of the Economic Development and Planning departments, the promotion of a Planner I to a Planner II, and a pay increase resulting from an external review of the Community Development Technician position are not reflected in the 2006 budget, as those changes were determined after budget adoption. These changes equate to approximately 3.9%.

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2004	2005	Adopted 2006	Amended 2006	2007	Change *
Program Revenues		$ 34,746	$ 49,954	$ 40,300	$ 40,300	$ 30,000	-25.56%
Program Expenses							
10550	Administration	282,849	258,574	184,898	210,898	235,941	27.61%
10551	Marketing	123,159	123,743	128,156	119,156	128,647	0.38%
10553	New & Redevelopment	81,331	80,048	82,645	78,645	89,279	8.03%
10550	Business Park	59,280	60,577	61,347	61,347	67,206	9.55%
15020	Current Planning	166,487	186,105	176,381	163,381	175,656	-0.41%
15030	Long Range Planning	40,455	40,704	101,642	101,642	77,481	-23.77%
TOTAL		$ 753,561	$ 749,751	$ 735,069	$ 735,069	$ 774,210	5.32%
Expenses Comprised Of:							
Personnel		663,719	681,235	602,083	602,083	674,922	12.10%
Administrative Expense		44,163	42,770	50,989	50,989	47,088	-7.65%
Supplies & Materials		6,028	3,949	4,880	4,880	4,900	0.41%
Purchased Services		35,414	18,216	73,050	73,050	43,300	-40.73%
Utilities		4,051	3,447	3,367	3,367	3,300	-1.99%
Repair & Maintenance		186	134	700	700	700	0.00%
Capital Expenditures		-	-	-	-	-	N/A
Full Time Equivalent Staff:							
Personnel allocated to programs		9.00	9.00	8.00	8.00	8.00	

* % change from prior year adopted budget

CITY OF APPLETON 2007 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 and cross-training of staff.
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:

The Technical Services business unit has been eliminated and those budget expenses have been added to this business unit to more accurately reflect actual utilization. The budget includes an increase in personnel expenses of $1,654 resulting from an external review of the Community Development Technician position.

This program reflects the consolidation of public hearing advertisements expense and telephone expense from the various programs.

The substantial increase in the number of meetings attended is a result of the merger of the Economic Development and Planning departments. Some of the additonal responsibilities of the combined Community Development department include participation on committees such as those dealing with Wisconsin Avenue reconstruction, the Appleton Yacht Club property, the Police Station renovation/expansion project, a potential Expo/Convention Center, etc. This broader scope of responsibility is reflected in the projected 2006 measure as well as the 2007 target.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Employee retention					
% staff turnover	0%	11%	0%	0%	0%
Compliance with policies					
# violations	0	0	0	0	0
Strategic Outcomes					
Improve Community Economic Conditions					
# of meetings attended	new measure	110	140	400	400
Work Process Outputs					
Annual performance evaluations completed					
% complete	100%	100%	100%	100%	100%
Annual goals & objectives mutually developed					
% complete	100%	100%	100%	100%	100%
Training courses completed					
% complete	100%	100%	100%	100%	100%

CITY OF APPLETON 2007 BUDGET
COMMUNITY DEVELOPMENT

Administration **Business Unit 10550**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
5010 Misc Revenue - Nontax	$ 123	$ 126	$ 200	$ 200	$ -
5011 Misc Revenue - Tax	73	56	100	100	-
Total Revenue	$ 196	$ 182	$ 300	$ 300	$ -
Expenses					
6101 Regular Salaries	$ 183,714	$ 175,485	$ 112,475	$ 132,475	$ 150,938
6105 Overtime	-	332	-	-	-
6150 Fringes	77,170	66,219	45,487	51,487	59,900
6201 Training\Conferences	3,236	2,309	7,400	7,400	5,000
6202 Local Auto Expense	23	89	-	-	-
6204 Tuition Fees	445	-	200	200	200
6206 Parking Permits	3,219	3,528	3,564	3,564	3,336
6301 Office Supplies	1,284	1,859	2,950	2,950	2,192
6302 Subscriptions	594	399	650	650	650
6303 Memberships & Licenses	2,835	1,483	2,650	2,650	2,150
6304 Postage & Freight	-	-	100	100	100
6305 Awards & Recognition	172	5	165	165	150
6307 Food & Provisions	78	147	250	250	250
6315 Books & Library Materials	695	292	75	75	75
6320 Printing & Reproduction	1,633	855	1,600	1,600	1,600
6327 Miscellaneous Equipment	2,349	1,383	1,730	1,730	1,700
6411 Temporary Help	1,761	1,982	2,000	2,000	2,000
6412 Advertising	886	-	910	910	2,000
6413 Utilities	2,569	2,073	1,992	1,992	3,000
6418 Equip Repairs & Maint	186	134	700	700	700
Total Expense	$ 282,849	$ 258,574	$ 184,898	$ 210,898	$ 235,941

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2007 BUDGET
COMMUNITY DEVELOPMENT

Marketing & Business Services **Business Unit 10551**

PROGRAM MISSION

For the benefit of Appleton's current and prospective businesses and developers, so that business assistance services are identified and conveyed, and Appleton is selected as the prime location for investment, we will provide information and expertise to address business issues and promote the community.

PROGRAM NARRATIVE

Link to City Goals:

Implements Key Strategies # 6: "work to continuously improve the efficiency and effectiveness of City services..." and #5: "work to improve influence over statutory and regulatory processes…" and #2 "pursue regional cooperation of services…"

Objectives:

This program is comprised of activities undertaken to maximize the City's likelihood of retaining and growing its business base and promoting Appleton for private investment. The elements include business retention visits, newsletters, technical assistance, business recognition awards, promotional materials, and acting as the City's liaison for various development related organizations.

Improve the environment in Appleton to promote business and industry and attract investment
Continue to examine ways in which City government can be improved to be more responsive to business needs
Promote Appleton to the broader public, especially business and industry
Conduct business retention visits
Administer the business recognition award program
Provide technical assistance for start-up companies
Assist prospective businesses and developers
Promote the City's interest through active participation on various boards, committees and organizations

Major Program Changes:

This business unit is a consolidation of the previous marketing business unit and business services business unit. All prior period actual and budget amounts have been restated for comparison. All telephone expense (object account 6413, Utilities) has been moved from this business unit to Administration.
The increase in the number of recipients of Community Development newsletters reflects our staff's continuing effort to identify contacts who might benefit from such communications.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Connection to source of issue resolution or resource					
# Existing businesses assisted	48	41	40	40	40
# Start-up businesses assisted	98	48	60	60	60
Information specific to development in Appleton					
# of prospects information deliveries	86	69	70	70	70
Strategic Outcomes					
Appleton's businesses grow or new businesses established					
# Expansions or new businesses	12	20	15	15	20
# Targeted buildings filled	6	15	8	10	10
Work Process Outputs					
Retention visit clients served					
# business retention visits & follow-ups	39	31	40	40	40
Newsletter					
# Annual newsletter recipients	1,750	1,893	2,000	2,000	2,000
# Quarterly broker/dev recipients	113	140	140	140	190
Web pages revised or added					
# pages	53	23	25	50	25
Marketing Initiatives Completed					
# of plans and pieces developed	2	3	3	3	4

CITY OF APPLETON 2007 BUDGET
COMMUNITY DEVELOPMENT

Marketing & Business Services **Business Unit 10551**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Expenses					
6101 Regular Salaries	$ 54,376	$ 53,594	$ 57,822	$ 51,822	$ 59,482
6150 Fringes	23,849	21,936	22,759	19,759	22,365
6303 Memberships & Licenses	32,000	32,000	32,000	32,000	32,000
6305 Awards & Recognition	-	143	700	700	700
6320 Printing & Reproduction	1,037	1,120	1,000	1,000	1,300
6404 Consulting Services	4,940	4,748	3,200	3,200	3,200
6412 Advertising	5,607	8,931	9,600	9,600	9,600
6413 Utilities	1,350	1,271	1,075	1,075	-
Total Expense	$ 123,159	$ 123,743	$ 128,156	$ 119,156	$ 128,647

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

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

CITY OF APPLETON 2007 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. Community 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 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Guidance rec'd to success in dev. in Appleton					
# projects consulted	15	10	20	15	20
Assist in land assembly, development incentives, or project management					
# dev. generated via direct mgt	3	2	3	3	3
Strategic Outcomes					
Tax base enhanced					
$ increase industrial/commercial	$17 million	$ 55 million	$20 million	$20 million	$20 million
$ increase in target districts	$10 million	$34 million	$10 million	$10 million	$10 million
% increase in new equalized value	2.57%	2.57%	2.50%	2.93%	2.60%
Work Process Outputs					
# of real estate transactions completed	7	11	4	4	6
# of development agreements completed	5	3	2	2	2

CITY OF APPLETON 2007 BUDGET
COMMUNITY DEVELOPMENT

New and Redevelopment Projects **Business Unit 10553**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Expenses					
6101 Regular Salaries	$ 55,799	$ 56,746	$ 58,549	$ 55,549	$ 64,055
6150 Fringes	23,591	22,286	22,371	21,371	23,499
6320 Printing & Reproduction	291	233	225	225	225
6327 Miscellaneous Equipment	-	-	250	250	250
6402 Legal Fees	402	783	1,250	1,250	1,250
6408 Contractor Fees	804	-	-	-	-
6413 Utilities	444	-	-	-	-
Total Expense	$ 81,331	$ 80,048	$ 82,645	$ 78,645	$ 89,279

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2007 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 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Variety of parcel options available					
# of improved acres	110	120	110	110	100
Size of parcels	1-16 acres	1-14.6 acres	1-16 acres	1-16 acres	1-15 acres
# vacant buildings filled	3	5	4	4	4
Strategic Outcomes					
Industrial portion of Appleton's tax base growth					
$ industrial investment	$ 0.77 million	$23 million	$ 4 million	$ 4 million	$8 million
Work Process Outputs					
Industrial/business park land plan developed					
# of illustrative/narrative plans	1	1	1	1	1
Land development					
# acres acquired	0	0	0	0	0
# acres sold	35.87	109.20	15	15	15

CITY OF APPLETON 2007 BUDGET
COMMUNITY DEVELOPMENT

Business Park **Business Unit 10554**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Expenses					
6101 Regular Salaries	$ 41,387	$ 43,587	$ 44,090	$ 44,090	$ 48,422
6150 Fringes	17,761	16,888	16,957	16,957	18,484
6413 Utilities	132	102	300	300	300
Total Expense	$ 59,280	$ 60,577	$ 61,347	$ 61,347	$ 67,206

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2007 BUDGET
COMMUNITY DEVELOPMENT

Current & Historic Planning **Business Unit 15020**

PROGRAM MISSION

For the benefit of the entire community so that Appleton provides a balance between the community's growth needs and desires, thus ensuring an aesthetic and quality urban environment including those areas of historic value, we will provide planning, analysis, technical services and program/process coordination to assure citizen knowledge and interaction by complying with relevant codes, ordinances and regulations.

PROGRAM NARRATIVE

Link to Key Strategies:

Implements Key Strategies #1: "...evaluate and determine City-wide priorities...", #2: "... pursue regional cooperation of services...", #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 Zoning Ordinance.
Provide professional, administrative support, and technical assistance to the Historic Preservation Commission including the processing of site recognition, structures, and districts as being historically significant.
Integrate all pertinent historic elements and components into all applicable current planning reviews.
Coordinate the Development Review Team process and provide the Plan Commission and Common Council with full analysis of 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 recommendations on licenses and Zoning Board of Appeals.
Provide follow-up/monitoring to determine all Planning projects are built per approved plans.
Work with development community, elected and appointed officials, other City departments, neighborhoods, and businesses to formulate development proposals that implement Citywide and neighborhood development plans.

Major Program Changes:

This business unit reflects the combination of the current planning business unit and historic planning business unit into one business unit. All prior period actual and budget amounts have been restated for comparison.

This business unit also reflects the promotion of a Planner I to a Planner II (allocated .8 FTE, $1,580) and the transfer of funds for public hearing advertisements from this business unit to Administration.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Efficient processing of applications & information requests					
Timeframe adhered to by staff	100%	100%	96%	96%	98%
# of maps produced	294	343	280	250	280
Processing development proposals					
# of DRT, PC, HPC & Site Plan Agendas	100	98	90	80	80
Technical Assistance provided					
# pre-submittal meetings for current planning	new measure →		360	210	380
Assist with historic recognition of stewardship/restorations/designations					
# of sites/structures/districts recognized	11	10	6	11	6
Strategic Outcomes					
Development is compatible with City Plans and Policies					
% of staff recommendations approved by committees	100%	100%	98%	100%	98%
% of complaints received per items processed	0%	0%	0%	0%	0%
Work Process Outputs					
# of applications processed	156	227	120	45	150
Zoning maps accurate within one week of Council Adoption	100%	100%	100%	100%	100%

CITY OF APPLETON 2007 BUDGET
COMMUNITY DEVELOPMENT

Current & Historic Planning **Business Unit 15020**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
5002 Zoning & Subdivision Fees	$ 34,550	$ 49,772	$ 40,000	$ 40,000	$ 30,000
Total Revenue	$ 34,550	$ 49,772	$ 40,000	$ 40,000	$ 30,000
Expenses					
6101 Regular Salaries	$ 97,198	$ 126,034	$ 121,400	$ 110,400	$ 122,252
6150 Fringes	48,884	57,459	53,761	51,761	53,044
6201 Training\Conferences	181	735	-	-	-
6303 Memberships & Licenses	-	40	-	-	-
6305 Awards & Recognition	-	-	360	360	360
6320 Printing & Reproduction	23	65	-	-	-
6404 Consulting Services	19,395	-	-	-	-
6412 Advertising	806	1,772	860	860	-
Total Expense	$ 166,487	$ 186,105	$ 176,381	$ 163,381	$ 175,656

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2007 BUDGET
COMMUNITY DEVELOPMENT

Long Range Planning **Business Unit 15030**

PROGRAM MISSION

For the benefit of Appleton's residents and the regional community so that development of the City as a community promotes effective and coordinated land uses by balancing residential, commercial, industrial, and open space needs, we will provide planning, analysis, technical and support services and coordination through application of the City's comprehensive plan.

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:

Continue the process to update the City's Comprehensive Plan by creating four draft elements that comply with the State of Wisconsin's Smart Growth requirements
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 when reviewing planned developments, special use permits, and site plan applications to provide for enjoyable aesthetics and quality of life

Major Program Changes:

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 staffing level reductions included with the merger of departments. The 2006 budget included $30,000 for a study of the downtown area as part of the Comprehensive Plan, in addition to other support of the Smart Growth plan.

This business unit also reflects the promotion of a Planner I to a Planner II (allocated .2 FTE, $395) and the transfer of funds for public hearing advertisements from this business unit to Administration.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Projects utilizing long range planning philosophy and concepts					
% of projects	100%	100%	100%	100%	100%
Strategic Outcomes					
Coordination of planning activities with adjacent communities					
# of plans review- new measure	8	6	6	7	7
Leadership role with the City's Comprehensive Plan Process					
# of meetings attended	16	10	10	15	15
Work Process Outputs					
Updating Comprehensive Plan for compliance with Smart Growth					
# of elements completed (9 required)	0	0	1	1	4

CITY OF APPLETON 2007 BUDGET
COMMUNITY DEVELOPMENT

Long Range Planning **Business Unit 15030**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Expenses					
6101 Regular Salaries	$ 27,043	$ 28,084	$ 32,563	$ 32,563	$ 36,679
6150 Fringes	12,946	12,585	13,849	13,849	15,802
6201 Training\Conferences	96	35	-	-	-
6204 Consulting	-	-	55,000	55,000	25,000
6412 Advertising	370	-	230	230	-
Total Expense	$ 40,455	$ 40,704	$ 101,642	$ 101,642	$ 77,481

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Consulting

Smart Growth assistance to complete one element of Comprehensive Plan	$ 25,000
	$ 25,000

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CITY OF APPLETON 2007 BUDGET

HOUSING AND COMMUNITY DEVELOPMENT GRANTS

Community Development Director: Peter A. Hensler

Finance Director: Lisa A. Maertz, CPA, CPFO

CITY OF APPLETON 2007 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 2006 EVENTS

Community Development Block Grant (CDBG) - The City of Appleton received an annual entitlement award of $615,000 in 2006, which is a 10% decrease from 2005. These funds were distributed to over 20 different community programs. Some of the types of activities funded in 2006 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 30 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. Funds awarded in 2007 will be the third year of the five-year plan.

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 that 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 and 2005, no new funds were pursued in 2006. It is anticipated that program income will drop significantly after 2008 and funds will be pursued at that time for 2009 and 2010.

Emergency Shelter Grant (ESG) - The City, in collaboration with the Housing Partnership, Salvation Army, Legal Services, Winnebago County Housing Authority, and the Emergency Shelter of the Fox Valley was successful in its application for ESG funds for the 2006 program year (July 2006 thru June 2007). 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 2006, 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.

In 2005, the City of Appleton was successful in its collaboration with the Housing Partnership to secure a new three-year SHP grant to help develop six 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. The program year for these funds began 1/1/06 and will be available through 12/31/08.

CITY OF APPLETON 2007 BUDGET
HOUSING AND COMMUNITY DEVELOPMENT GRANTS

MAJOR 2007 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 27 owner occupied homes for low to moderate income homeowners
Within the neighborhood revitalization area, accomplish ten 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
(There is no program year for the rental rehab program as we are not currently operating under a grant contract with the State. The program is currently operating using program income only.)
Improve Appleton's rental housing stock - rehab eight units of non-owner occupied residential units rental to low to moderate income occupants

HOME Investment Partnership Program - Homeowner Rehab
We hope to receive new HOME funds from the State via a collaborative application in 2006 to rehab three units of owner occupied housing for low to moderate income homeowners in 2007.

Lead Based Paint Hazard Control Grant
In 2006, the City of Appleton, along with several other community partners applied for Lead Based Paint Hazard Control Program fund. If awarded, the City's portion of these funds will be used to supplement the City's homeowner rehab rental rehab programs, as well as related audit and administrative costs to administer the program and grant.

Emergency Shelter Grant (ESG)
(Program Year July to June)
Provide emergency shelter and essential services, prevent homelessness

Continuum of Care Grant Supportive Housing Program (SHP)
(One SHP Grant program period is a three year period that expires 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	2004	2005	Adopted 2006	Amended 2006	2007	Change *
Program Revenues		$ 1,465,028	$ 1,575,266	$ 1,751,857	$ 1,591,857	$ 1,304,744	-25.52%
Program Expenses							
2100	Block Grant	1,174,787	1,210,881	1,020,000	860,000	785,000	-23.04%
2130	Rental Rehab.	39,742	142,876	116,325	116,325	74,432	-36.01%
2140	Emergency Shelter	98,041	93,433	129,560	129,560	146,443	13.03%
2150	Continuum of Care	152,817	187,350	485,972	485,972	298,869	-38.50%
TOTAL		$ 1,465,387	$ 1,634,540	$ 1,751,857	$ 1,591,857	$ 1,304,744	-25.52%
Expenses Comprised Of:							
Personnel		178,395	182,845	204,141	204,141	213,628	4.65%
Administrative Expense		1,279,041	1,444,963	1,543,014	1,383,014	1,087,916	-29.49%
Supplies & Materials		178	40	-	-	-	N/A
Purchased Services		7,773	6,291	4,102	4,102	2,600	-36.62%
Utilities		-	401	600	600	600	0.00%
Repair & Maintenance		-	-	-	-	-	N/A
Capital Expenditures		-	-	-	-	-	N/A
Full Time Equivalent Staff:							
Personnel allocated to programs		2.50	2.50	2.68	2.68	2.65	

* % change from prior year adopted budget

CITY OF APPLETON 2007 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 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 (.5 FTE, $40,211). This budget reflects a 10% reduction in Federal Grant revenue.

Budget numbers used for Homeowner, Neighborhood Revitalization and Administration of CDBG have traditionally been based on program demands and not on anticipated block grant allocations. Since currently this reflects the entire CDBG anticipated award, the need for other funding sources is apparent. It is hoped that some funds can be obtained from the two applications made.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Funding for community programs					
Annual Entitlement Amount	$ 723,000	$ 684,260	$ 650,000	$ 615,418	$ 550,000
Program Income Rec'd 1/1 - 12/31	$ 430,981	$ 186,022	$ 360,000	$ 200,000	$ 200,000
# of awards made	18	24	20	22	20
Average award (not including program income)	$40,166	$28,510	$ 34,213	$ 27,973	$ 27,500
Neighborhood Revitalization Program					
# businesses, park, etc. improvements	5	10	10	9	10
Housing Improvements:					
# City Rehab Program	5	8	8	8	10
# other (M&I, private, DOORS, etc)	25	49	20	40	30
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
Official HUD timeliness ratio (target 1.5:1)	1.2:1	1.49:1	1.3:1	1.18:1	1.3:1
# of NRP Business Revitalization projects	10	4	6	5	6
Business Revitalization Public $ vs. Private $ Ratio	1:1.28	1:0.81	1:1.75	1:1.75	1:1.50
# of pre-1978 units rehabbed (lead based paint)	30	31	29	29	26
Work Process Outputs					
City Housing Program (city-wide)					
# of applications processed	40	54	30	30	35
# home rehabs done	31	32	30	30	27
$ home rehabs done	$ 587,161	$ 593,230	$ 600,000	$ 600,000	$ 600,000
Spend down ratio ($ avail vs. $ spent) (HUD timeliness ratio threshold is 1.5:1)	2.3:1	1.85:1	2.0:1	1.5:1	1.5:1

CITY OF APPLETON 2007 BUDGET
HOUSING AND COMMUNITY DEVELOPMENT GRANTS

Community Development Block Grant **Business Unit 2100**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4210 Federal Grants	$ 664,080	$ 1,011,343	$ 650,000	$ 650,000	$ 550,000
4224 Miscellaneous State Aids	72,034	-	-	-	25,000
5035 Other Reimbursements	46	-	10,000	10,000	10,000
5050 Rehab Project Repayments	430,982	199,538	360,000	200,000	200,000
Total Revenue	$ 1,167,142	$ 1,210,881	$ 1,020,000	$ 860,000	$ 785,000
Expenses					
6101 Regular Salaries	$ 116,066	$ 116,639	$ 128,318	$ 128,318	$ 136,016
6150 Fringes	50,089	53,058	55,074	55,074	59,250
6201 Training\Conferences	2,557	2,168	4,900	4,900	4,629
6202 Local Auto Expense	-	-	-	-	-
6301 Office Supplies	52	-	200	200	-
6302 Subscriptions	10	10	1,000	1,000	500
6304 Postage/Freight	-	-	52	52	50
6307 Food & Provisions	150	32	100	100	100
6324 Medical/Lab Supplies	129	-	-	-	-
6401 Accounting/Audit	5,816	4,713	3,000	3,000	1,500
6402 Legal Fees	(18)	-	-	-	-
6404 Consulting Services	-	-	-	-	-
6412 Advertising	-	-	100	100	100
6413 Utilities	-	401	600	600	600
6429 Interfund Allocations	-	(326)	-	-	-
6599 Other Contracts/Obligations	1,975	975	-	-	-
6608 Block Grant Payments	929,335	1,023,457	816,656	656,656	547,255
6630 Other Grant Payments	68,626	9,754	10,000	10,000	35,000
Total Expense	$ 1,174,787	$ 1,210,881	$ 1,020,000	$ 860,000	$ 785,000

DETAILED SUMMARY OF 2007 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	$ 547,255
	$ 547,255

Other Grant Payments	
Awards and loans to community organizations and individuals for the benefit of low to moderate income (LMI) persons	$ 35,000
	$ 35,000

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 2007 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:

No major changes.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Funding for low to moderate income (LMI) rental rehabilitation projects					
$ New HOME funds award amount	$0	$0	$51,300	$0	$0
$ Program Income Rec'd 1/1 - 12/31	$66,473	$65,000	$65,025	$65,025	$74,432
# of loans made	3	6	5	5	4
$ Average loan amount	$26,000	$25,175	$15,000	$15,000	$16,750
Strategic Outcomes					
Improved LMI rental property					
# units contracted for rehab	7	15	10	10	8
$ rehab activity ($ spent)	$78,027	$151,052	$75,000	$75,000	$67,000
# of pre-1978 units rehabbed (lead based paint)	6	15	7	7	7
Timely expenditure of funds					
$ available vs. $ spent (HUD's timeliness ratio threshold is 1.5:1)	5.8:1	1.88:1	2.0:1	2.0:1	1.5:1
Work Process Outputs					
# of applications processed	5	15	5	5	7
# of inspections conducted	7	15	10	10	8

CITY OF APPLETON 2007 BUDGET
HOUSING AND COMMUNITY DEVELOPMENT GRANTS

HOME **Business Unit 2130**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4224 Miscellaneous State Aids	$ -	$ -	$ 51,300	$ 51,300	$ -
5035 Other Reimbursements	-	1,005	-	-	-
5045 Reimb from Prior Yr. Exp.	-	22,593	-	-	-
5050 Rehab Project Repayments	47,028	60,004	65,025	65,025	74,432
Total Revenue	$ 47,028	$ 83,602	$ 116,325	$ 116,325	$ 74,432
Expenses					
6101 Regular Salaries	$ 2,904	$ 2,422	$ 4,995	$ 4,995	$ 4,349
6150 Fringes	1,028	1,129	2,194	2,194	1,932
6201 Training/Conferences	179	213	508	508	1,162
6324 Medical/Lab Supplies	49	40	-	-	-
6599 Other Contracts/Obligations	-	862	-	-	-
6630 Other Grant Payments	35,582	138,210	108,628	108,628	66,989
Total Expense	$ 39,742	$ 142,876	$ 116,325	$ 116,325	$ 74,432

DETAILED SUMMARY OF 2007 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	$ 66,989
	$ 66,989

CITY OF APPLETON 2007 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, Winnebago County Housing Authority, and ADVOCAP.

Major program changes:

No major changes.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
$ Grant Award	$ 100,700	$ 129,560	$ 129,560	$ 129,560	$ 145,340
Strategic Outcomes					
Expand the # of homeless persons served					
# of beneficiaries	3,967	2,590	3,500	3,500	3,500
# of beneficiaries maintained/obtained permanent housing	119	126	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 2007 BUDGET
HOUSING AND COMMUNITY DEVELOPMENT GRANTS

Emergency Shelter Grant (ESG) **Business Unit 2140**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4224 Miscellaneous State Aids	$ 98,041	$ 93,433	$ 129,560	$ 129,560	$ 146,443
Total Revenue	$ 98,041	$ 93,433	$ 129,560	$ 129,560	$ 146,443
Expenses					
6101 Regular Salaries	$ 4,837	$ 1,765	$ 3,842	$ 3,842	$ 2,407
6150 Fringes	2,088	1,031	1,649	1,649	1,056
6308 Block Grant Payments	-	1,822	-	-	-
6630 Other Grant Payments	91,116	88,815	124,069	124,069	142,980
Total Expense	$ 98,041	$ 93,433	$ 129,560	$ 129,560	$ 146,443

DETAILED SUMMARY OF 2007 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	$ 43,400
Housing Partnership	8,500
ADVOCAP	16,830
Emergency Shelter	30,750
Legal Services	5,000
Winnebago County Housing Authority	38,500
	$ 142,980

CITY OF APPLETON 2007 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 three 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 three-year grant, but the State is converting all renewal grants into one-year renewals to maximize funding at the State level.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
$ Annual Award (SHP 1)	$ 171,328	$ -	$ 175,602	$ 175,602	$ 176,577
$ Annual Award (SHP 2)	N/A	N/A	307,909	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%)	86%	86%	80%	80%	80%
Work Process Outputs					
# grants applications prepared	1-New	1-Renewal	1-Renewal	1-Renewal	1-Renewal
# of contract period extensions requested	0	0	0	0	0

CITY OF APPLETON 2007 BUDGET
HOUSING AND COMMUNITY DEVELOPMENT GRANTS

Continuum of Care Grant Supportive Housing Program (SHP) **Business Unit 2150**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4224 Miscellaneous State Aids	$ 152,817	$ 187,350	$ 485,972	$ 485,972	$ 298,869
Total Revenue	$ 152,817	$ 187,350	$ 485,972	$ 485,972	$ 298,869
Expenses					
6101 Regular Salaries	$ 967	$ 4,839	$ 5,645	$ 5,645	$ 5,990
6150 Fringes	416	1,963	2,424	2,424	2,628
6401 Audit/Accounting	-	-	1,002	1,002	1,000
6412 Advertising	-	66	-	-	-
6630 Other Grant Payments	151,434	180,482	476,901	476,901	289,251
Total Expense	$ 152,817	$ 187,350	$ 485,972	$ 485,972	$ 298,869

DETAILED SUMMARY OF 2007 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:

	SHP #1	SHP #2	Total
ADVOCAP	$ 68,786	$ -	$ 68,786
Housing Partnership	35,390	121,082	156,472
Salvation Army	63,993	-	63,993
	$ 168,169	$ 121,082	$ 289,251

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CITY OF APPLETON 2007 BUDGET
HOUSING AND COMMUNITY DEVELOPMENT GRANTS
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

	2004 Actual	2005 Actual	2006 Budget	2006 Projected	2007 Budget
Revenues					
Property Taxes	$ -	$ -	$ -	$ -	$ -
Intergovernmental	986,973	1,292,126	1,316,832	1,316,832	1,020,312
Interest Income	-	-	-	-	-
Charges for Services	-	-	-	-	-
Other	478,055	283,140	435,025	275,025	284,432
Total Revenues	1,465,028	1,575,266	1,751,857	1,591,857	1,304,744
Expenses					
Program Costs	1,465,387	1,634,539	1,751,857	1,591,857	1,304,744
Administrative Expenses	-	-	-	-	-
Total Expenses	1,465,387	1,634,539	1,751,857	1,591,857	1,304,744
Revenues over (under) Expenses	(359)	(59,273)	-	-	-
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	(359)	(59,273)	-	-	-
Fund Balance - Beginning	187,352	186,993	127,720	127,720	127,720
Residual Equity Transfers Out	-	-	-	-	-
Fund Balance - Ending	$ 186,993	$ 127,720	$ 127,720	$ 127,720	$ 127,720

CITY OF APPLETON 2007 BUDGET
SPECIAL REVENUE FUNDS

NOTES

CITY OF APPLETON 2007 BUDGET
CAPITAL PROJECTS FUNDS

NOTES

CITY OF APPLETON 2007 BUDGET
CAPITAL PROJECTS FUNDS

Industrial Park Land — Business Unit 4280

MAJOR 2007 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 2007 budget includes $11,520 in funds for maintenance and marketing of the remaining 22 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 2007 is $20,000 for the Non-TIF #6 portion of the Southpoint Commerce Park. Funds will be used for miscellaneous consulting. Please see page 604 in the Projects section for a complete description of the Southpoint Commerce Park project.

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2004	2005	Adopted 2006	Amended 2006	2007	Change *
Program Revenues		$ 1,149,440	$ 3,086,705	$ 284,000	$ 284,000	$ 141,500	-50.18%
Program Expenses		$ 432,665	$ 2,500,059	$ 1,053,581	$ 1,129,531	$ 215,430	-79.55%
Expenses Comprised Of:							
Personnel		-	25	38,152	38,152	-	-100.00%
Administrative Expense		332,834	2,333,900	186,335	186,335	183,910	-1.30%
Supplies & Materials		-	-	92,260	92,260	-	-100.00%
Purchased Services		99,752	166,098	58,320	58,320	31,520	-45.95%
Utilities		79	36	-	-	-	N/A
Repair & Maintenance		-	-	9,646	9,646	-	-100.00%
Capital Expenditures		-	-	668,868	744,818	-	-100.00%

* % change from prior year adopted budget

CITY OF APPLETON 2007 BUDGET
CAPITAL PROJECTS FUNDS

Industrial Park Land **Business Unit 4280**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4710 Interest on Investments	$ 35,560	$ 72,690	$ 50,000	$ 50,000	$ 80,000
5004 Sale of City Prop - Nontax	1,102,180	3,008,015	231,000	231,000	54,000
5015 Rental of City Property	11,700	6,000	3,000	3,000	7,500
Total Revenue	$ 1,149,440	$ 3,086,705	$ 284,000	$ 284,000	$ 141,500
Expenses					
6102 Labor Pool Allocations	$ -	$ 19	$ 25,735	$ 25,735	$ -
6105 Overtime	-	-	1,005	1,005	-
6150 Fringes	-	6	11,412	11,412	-
6325 Construction Materials	-	-	92,260	92,260	-
6402 Legal Fees	1,539	3,895	-	-	-
6404 Consulting	-	998	-	-	20,000
6408 Contractor Fees	12,469	1,946	25,320	25,320	-
6413 Utilities	79	36	-	-	-
6425 CEA Equip. Rental	-	-	9,646	9,646	-
6599 Other Contract/Obligations	85,744	159,259	33,000	33,000	11,520
6801 Land	-	-	-	75,950	-
6809 Infrastructure Construction	-	-	668,868	668,868	-
7911 Trans Out - General Fund	174,298	2,144,270	-	-	-
7913 Trans Out - Debt Service	158,536	189,630	186,335	186,335	183,910
Total Expense	$ 432,665	$ 2,500,059	$ 1,053,581	$ 1,129,531	$ 215,430

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Consulting Fees

Non-TIF #6 portion of Southpoint Commerce Park:	
Miscellaneous consulting	$ 20,000
	$ 20,000

Other Contracts/Obligations

Northeast Business Park:	
Real estate commissions	$ 4,320
Berm maintenance	5,000
Weed cutting	2,200
	$ 11,520

CITY OF APPLETON 2007 BUDGET
INDUSTRIAL PARK LAND FUND
SOURCES AND USES OF FUNDS

Revenues	2004 Actual	2005 Actual	2006 Budget	2006 Projected	2007 Budget
Interest Income	$ 35,560	$ 72,690	$ 50,000	$ 50,000	$ 80,000
Other	11,700	6,000	3,000	3,000	7,500
Total Revenues	47,260	78,690	53,000	53,000	87,500
Expenses					
Program Costs	99,831	166,159	867,246	943,196	31,520
Total Expenses	99,831	166,159	867,246	943,196	31,520
Revenues over (under) Expenses	(52,571)	(87,469)	(814,246)	(890,196)	55,980
Other Financing Sources (Uses)					
Proceeds of G.O. Debt	-	-	-	-	-
Operating Transfers In	-	-	-	-	-
Operating Transfers Out	(332,834)	(2,333,900)	(186,335)	(186,335)	(183,910)
Sale of City Property	1,102,180	3,008,015	231,000	200,000	54,000
Total Other Financing Sources (Uses)	769,346	674,115	44,665	13,665	(129,910)
Net Change in Equity	716,775	586,646	(769,581)	(876,531)	(73,930)
Fund Balance - Beginning	1,215,714	1,932,489	2,519,135	2,519,135	1,642,604
Fund Balance - Ending	$ 1,932,489	$ 2,519,135	$ 1,749,554	$ 1,642,604	$ 1,568,674

CITY OF APPLETON 2007 BUDGET
INDUSTRIAL PARK LAND
LONG TERM DEBT

	2001A G.O. Notes		2002B G.O. Notes	
Year	Principal	Interest	Principal	Interest
2007	100,000	24,645	50,000	9,265
2008	100,000	20,583	50,000	6,765
2009	125,000	15,895	50,000	4,215
2010	150,000	10,045	55,000	1,458
2011	155,000	3,410	-	-
	$ 630,000	$ 74,578	$ 205,000	$ 21,703

	TOTAL		
Year	Principal	Interest	Total
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
	$ 835,000	$ 96,281	$ 931,281

CITY OF APPLETON 2007 BUDGET
CAPITAL PROJECTS FUNDS

Riverfront Initiatives — Business Unit 4330

MAJOR 2007 OBJECTIVES

This fund provides for the City's investment in the redevelopment of the riverfront.

The Focus Fox River: A Master Plan was approved in February of 2001. A multi-modal analysis of transportation and parking has been completed and identifies 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 between them, and construction of these pedestrian connections has begun. The Fox River Navigation System Authority has also begun work on opening the lock system in Appleton, which presents opportunities for redevelopment and public access.

The Master Plan also identified several redevelopment sites located along the banks of the Fox River including the former Foremost Dairy property, the Kaukauna Utility/MI Drilling property, and the We Energies/Former Water Treatment Plant property.

The 2007 Capital Project request is for :
Foremost Dairy property: site preparation, demolition assistance, and infrastructure improvements
Fox River Navigation Corridor study.
Acquisitions of various properties by ARA as they become available.

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

Project	Amount	Page
East River Development	$ 850,000	Projects, Pg. 605
ARA site acquisition	250,000	Projects, Pg. 607
	$ 1,100,000	

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2004	2005	Adopted 2006	Amended 2006	2007	Change *
Program Revenues		$ 1,014	$ 1,360	$ 800	$ 800	$ 1,250	56.25%
Program Expenses		$ 19,069	$ -	$ 800,000	$ 800,000	$ 1,100,000	37.50%
Expenses Comprised Of:							
Personnel		-	-	-	-	-	N/A
Administrative Expense		-	-	-	-	-	N/A
Supplies & Materials		-	-	-	-	-	N/A
Purchased Services		19,069	-	800,000	800,000	850,000	6.25%
Utilities		-	-	-	-	-	N/A
Repair & Maintenance		-	-	-	-	-	N/A
Capital Expenditures		-	-	-	-	250,000	N/A

* % change from prior year adopted budget

CITY OF APPLETON 2007 BUDGET
CAPITAL PROJECTS FUNDS

Riverfront Initiatives **Business Unit 4330**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4710 Interest on Investments	$ 2,378	$ 1,360	$ 800	$ 800	$ 1,250
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	747,000	1,045,250
Total Revenue	$ 1,014	$ 1,360	$ 747,800	$ 747,800	$ 1,046,500
Expenses					
6404 Consulting Services	$ 16,971	$ -	$ -	$ -	$ 50,000
6408 Contractor Fees	2,098	-	800,000	800,000	-
6599 Other Contracts/Obligations	-	-	-	-	800,000
6801 Land Acquisition	-	-	-	-	250,000
Total Expense	$ 19,069	$ -	$ 800,000	$ 800,000	$ 1,100,000

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Consulting Services	
Fox River Navigation corridor study	$ 50,000
	$ 50,000
Land Acquisition	
Purchase of various parcels by ARA	$ 250,000
	$ 250,000
Other Contracts/Obligations	
Developer incentive for eligible project costs at Foremost Dairy site (to be secured by development agreement approved by Council)	$ 800,000
	$ 800,000

CITY OF APPLETON 2007 BUDGET
RIVERFRONT INITIATIVES
SOURCES AND USES OF FUNDS

	2004 Actual	2005 Actual	2006 Budget	2006 Projected	2007 Budget
Revenues					
Interest Income	$ 1,014	$ 1,360	$ 800	$ 1,452	$ 1,250
Other	-	-	-	-	-
Total Revenues	1,014	1,360	800	1,452	1,250
Expenses					
Program Costs	19,069	-	800,000	-	1,100,000
Total Expenses	19,069	-	800,000	-	1,100,000
Revenues over (under) Expenses	(18,055)	1,360	(799,200)	1,452	(1,098,750)
Other Financing Sources (Uses)					
Proceeds of G.O. Debt	-	-	747,000	-	1,045,250
Operating Transfers In	-	-	-	-	-
Operating Transfers Out	-	-	-	-	-
Sale of City Property	-	-	-	-	-
Total Other Financing Sources (Uses)	-	-	747,000	-	1,045,250
Net Change in Equity	(18,055)	1,360	(52,200)	1,452	(53,500)
Fund Balance - Beginning	68,743	50,688	52,048	52,048	53,500
Residual Equity Transfers In (Out)	-	-	-	-	-
Fund Balance - Ending	$ 50,688	$ 52,048	$ (152)	$ 53,500	$ -

CITY OF APPLETON 2007 BUDGET

TAX INCREMENTAL FINANCING DISTRICTS

Finance Director: Lisa A. Maertz, CPA, CPFO

Economic Development Director: Peter A. Hensler

CITY OF APPLETON 2007 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 and will require a final close-out audit.

	General Fund Advance		General Fund Advance
1982	1,256,602	1995	1,312,775
1983	1,016,301	1996	1,231,420
1984	918,390	1997	199,139
1985	466,946	1998	(110,170)
1986	875,221	1999	(824,954)
1987	814,180	2000	(860,786)
1988	1,134,173	2001	(321,934)
1989	977,679	2002	(2,444,189)
1990	1,157,510	2003	(1,429,794)
1991	1,072,910	2004	(1,300,288)
1992	1,408,222	2005	(1,600,000)
1993	1,478,738	2006	(1,700,000)
1994	1,645,935	2007	(1,800,000)
		12/31/07 Balance	$ 4,574,026

Major program changes:

Final estimates at this time propose the district will be able to pay an additional $143,898 of interest.

PERFORMANCE INDICATORS

Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007

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	2004	2005	Adopted 2006	Amended 2006	2007	Change *
Program Revenues		$ 99,626	$ 100,006	$ 100,000	$ 100,000	$ 87,182	-12.82%
Program Expenses		$ 504,675	$ (4,572,896)	$ 381,033	$ 381,033	$ 149,298	-60.82%
Expenses Comprised Of:							
Personnel		-	-	-	-	-	N/A
Administrative Expense		503,618	(4,574,026)	379,633	379,633	143,898	-62.10%
Supplies & Materials			-	-	-	-	N/A
Purchased Services		1,057	1,130	1,400	1,400	5,400	285.71%
Utilities		-	-	-	-	-	N/A
Repair & Maintenance		-	-	-	-	-	N/A
Capital Improvements		-	-	-	-	-	N/A

* % change from prior year adopted budget

CITY OF APPLETON 2007 BUDGET
SPECIAL REVENUE FUNDS

Tax Incremental District # 1 **Business Unit 2020**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4110 Property Taxes	$ 1,476,913	$ 1,534,899	$ 1,679,797	$ 1,679,797	$ 1,741,705
4227 State Aid - Computers	64,699	62,953	60,000	60,000	67,182
4710 Interest on Investments	34,927	37,053	40,000	40,000	20,000
	$ 1,576,539	$ 1,634,905	$ 1,779,797	$ 1,779,797	$ 1,828,887
Expenses					
6401 Accounting/Audit	$ 1,057	$ 1,130	$ 1,400	$ 1,400	$ 5,400
6720 Interest Payments	503,618	(4,574,026)	379,633	379,633	143,898
	$ 504,675	$ (4,572,896)	$ 381,033	$ 381,033	$ 149,298

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2007 BUDGET
TAX INCREMENTAL DISTRICT # 1
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE (DEFICIT)

Revenues	2004 Actual	2005 Actual	2006 Budget	2006 Projected	2007 Budget
Property Taxes	$ 1,476,913	$ 1,534,899	$ 1,679,797	$ 1,680,582	$ 1,741,705
Intergovernmental	64,699	62,953	60,000	67,182	67,182
Interest Income	34,927	37,053	40,000	40,000	20,000
Total Revenues	1,576,539	1,634,905	1,779,797	1,787,764	1,828,887
Expenses					
Interest Expense	503,618	(4,574,026)	379,633	-	143,898
Administrative Expenses	1,057	1,130	1,400	1,398	5,400
Total Expenses	504,675	(4,572,896)	381,033	1,398	149,298
Revenues over (under) Expenses	1,071,864	6,207,801	1,398,764	1,786,366	1,679,589
Fund Balance (Deficit) - Beginning	(10,745,620)	(9,673,756)	(3,465,955)	(3,465,955)	(1,679,589)
Fund Balance (Deficit) - Ending	$ (9,673,756)	$ (3,465,955)	$ (2,067,191)	$ (1,679,589)	$ -

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 repaid by the inflows of incremental property taxes. The significant reduction in the negative fund balance in 2005 is the result of the re-estimation of the amount that will ultimately be repaid to the General Fund and the resulting allowance for doubtful accounts the offsets that liability ($4,574,026).

CITY OF APPLETON 2007 BUDGET
SPECIAL REVENUE FUNDS

NOTES

CITY OF APPLETON 2007 BUDGET
SPECIAL REVENUE FUNDS

Tax Incremental District # 2 **Business Unit 2030**

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 #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. At present, it is expected that the district will be able to close early, in 2016.

	General Fund Advance		General Fund Advance
1992	631,922	2000	48,018
1993	31,596	2001	54,942
1994	33,176	2002	53,166
1995	34,834	2003	55,825
1996	98,077	2004	58,616
1997	41,480	2005	(245,953)
1998	43,554	2006	(104,501)
1999	45,732	2007	(73,851)
		12/31/07 Balance	$ 806,633

Major program changes:

No major changes.

PERFORMANCE INDICATORS

Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007

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	2004	2005	Adopted 2006	Amended 2006	2007	Change *
Program Revenues		$ 9,319	$ 208,581	$ 1,375	$ 1,375	$ 10,530	665.82%
Program Expenses		$ 128,154	$ 140,032	$ 152,240	$ 152,240	$ 96,599	-36.55%
Expenses Comprised Of:							
Personnel		-	-	-	-	-	N/A
Administrative Expense		127,097	138,902	150,890	150,890	95,149	-36.94%
Supplies & Materials		-	-	-	-	-	N/A
Purchased Services		1,057	1,130	1,350	1,350	1,450	7.41%
Utilities		-	-	-	-	-	N/A
Repair & Maintenance		-	-	-	-	-	N/A
Capital Expenditures		-	-	-	-	-	N/A

* % change from prior year adopted budget

CITY OF APPLETON 2007 BUDGET
SPECIAL REVENUE FUNDS

Tax Incremental District # 2 **Business Unit 2030**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4110 Property Taxes	$ 73,703	$ 96,032	$ 167,712	$ 167,712	$ 189,752
4227 State Aid - Computers	419	186	175	175	5,530
4710 Interest on Investments	3,569	8,395	1,200	1,200	5,000
5004 Sale of City Property	-	200,000	-	-	-
5035 Other Reimbursements	5,331	-	-	-	-
Total Revenue	$ 83,022	$ 304,613	$ 169,087	$ 169,087	$ 200,282
Expenses					
6401 Accounting/Audit	$ 1,057	$ 1,130	$ 1,350	$ 1,350	$ 1,450
6720 Interest Payments	58,616	54,047	59,549	59,549	41,149
7913 Trans Out - Debt Service	68,481	84,855	91,341	91,341	54,000
Total Expense	$ 128,154	$ 140,032	$ 152,240	$ 152,240	$ 96,599

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2007 BUDGET
TAX INCREMENTAL DISTRICT # 2
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE (DEFICIT)

	2004 Actual	2005 Actual	2006 Budget	2006 Projected	2007 Budget
Revenues					
Property Taxes	$ 73,703	$ 96,032	$ 167,712	$ 167,790	$ 189,752
Intergovernmental	419	186	175	5,530	5,530
Interest Income	3,569	8,395	1,200	10,000	5,000
Other	5,331	-	-	-	-
Total Revenues	83,022	104,613	169,087	183,320	200,282
Expenses					
Interest Expense	58,616	54,047	59,549	45,499	41,149
Administrative Expenses	1,057	1,130	1,350	1,398	1,450
Total Expenses	59,673	55,177	60,899	46,897	42,599
Revenues over (under) Expenses	23,349	49,436	108,188	136,423	157,683
Other Financing Sources (Uses)					
Sale of City Property	-	200,000	-	-	-
Operating Transfers Out - Debt Service	(68,481)	(84,855)	(91,341)	(91,341)	(54,000)
Total Other Financing Sources (Uses)	(68,481)	115,145	(91,341)	(91,341)	(54,000)
Net Change in Fund Balances	(45,132)	164,581	16,847	45,082	103,683
Fund Balance - Beginning **	(996,765)	(1,041,897)	(877,316)	(877,316)	(832,234)
Fund Balance - Ending	$ (1,041,897)	$ (877,316)	$ (860,469)	$ (832,234)	$ (728,551)

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 2007 BUDGET
TAX INCREMENTAL DISTRICT #2
LONG TERM DEBT

	2001 Trust Fund Loan	
Year	Principal	Interest
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
	$ 280,000	$ 46,033

CITY OF APPLETON 2007 BUDGET
SPECIAL REVENUE FUNDS

Tax Incremental District # 3 **Business Unit 2040**

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 #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		General Fund Advance	Parking Utility Advance
1993	-	129,877	2001	1,341,515	1,568,974
1994	-	604,290	2002	2,235,558	969,870
1995	-	703,516	2003	1,498,145	1,892,733
1996	-	1,254,622	2004	1,575,103	1,338,592
1997	639,211	764,308	2005	393,108	800,000
1998	1,141,212	787,831	2006	207,763	900,000
1999	1,756,773	827,222	2007	423,151	900,000
2000	1,774,640	868,584	12/31/07 Balance	$ 12,986,179	$ 14,310,419

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 from 2004 - 2005.
Based on recent accounting direction from the City's auditors, interest expense on parking fund advances is no longer being recorded as, at this time, it is deemed that funds will not be available to make such a payment.

PERFORMANCE INDICATORS

Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007

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	2004	2005	Adopted 2006	Amended 2006	2007	Change *
Program Revenues		$ 604,665	$ 344,473	$ 69,100	$ 69,100	$ 84,996	23.00%
Program Expenses		$ 3,850,251	$ 1,940,249	$ 2,706,406	$ 2,706,406	$ 2,657,927	-1.79%
Expenses Comprised Of:							
Personnel		-	-	-	-	-	N/A
Administrative Expense		3,846,393	1,939,119	2,705,006	2,705,006	2,656,477	-1.79%
Supplies & Materials			-	-	-	-	N/A
Purchased Services		3,858	1,130	1,400	1,400	1,450	3.57%
Utilities		-	-	-	-	-	N/A
Repair & Maintenance		-	-	-	-	-	N/A
Capital Expenditures		-	-	-	-	-	N/A

* % change from prior year adopted budget

CITY OF APPLETON 2007 BUDGET
SPECIAL REVENUE FUNDS

Tax Incremental District # 3 **Business Unit 2040**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4110 Property Taxes	$ 397,114	$ 640,165	$ 1,073,351	$ 1,073,351	$ 1,200,981
4130 Payment in Lieu of Taxes	416,601	325,322	48,000	48,000	36,000
4227 State Aid - Computers	7,038	6,090	6,100	6,100	8,996
4710 Interest on Investments	9,558	13,061	15,000	15,000	40,000
5910 Proceeds of Long Term Debt	171,468	-	-	-	-
5927 Transfer In - Parking Utility	-	12,510,419	-	-	-
Total Revenue	$ 1,001,779	$ 13,495,057	$ 1,142,451	$ 1,142,451	$ 1,285,977
Expenses					
6401 Accounting/Audit	$ 3,858	$ 1,130	$ 1,400	$ 1,400	$ 1,450
6440 Snow Removal Services	-	-	-	-	-
6599 Other Contracts/Obligations	-	-	-	-	-
6720 Interest Payments	1,083,695	593,108	1,286,060	1,286,060	623,151
7913 Trans Out - Debt Service	2,762,698	1,346,011	1,418,946	1,418,946	2,033,326
Total Expense	$ 3,850,251	$ 1,940,249	$ 2,706,406	$ 2,706,406	$ 2,657,927

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2007 BUDGET
TAX INCREMENTAL DISTRICT # 3
SOURCES AND USES OF FUNDS

Revenues	2004 Actual	2005 Actual	2006 Budget	2006 Projected	2007 Budget
Property Taxes	$ 813,715	$ 965,487	$ 1,121,351	$ 1,125,571	$ 1,236,981
Intergovernmental	7,038	6,090	6,100	8,996	8,996
Interest Income	9,558	13,061	15,000	48,000	40,000
Total Revenues	830,311	984,638	1,142,451	1,182,567	1,285,977
Expenses					
Capital Outlay	-	-	-	-	-
Interest Expense	1,083,695	593,108	1,286,060	607,763	623,151
Administrative Expenses	3,858	1,130	1,400	1,398	1,450
Total Expenses	1,087,553	594,238	1,287,460	609,161	624,601
Revenues over (under) Expenses	(257,242)	390,400	(145,009)	573,406	661,376
Other Financing Sources (Uses)					
Proceeds of General Obligation Debt	171,468	-	-	-	-
Operating Transfers In - Other Funds	-	12,510,419	-	-	-
Operating Transfers Out - Debt Service	(2,762,698)	(1,346,011)	(1,418,946)	(1,418,946)	(2,033,326)
Total Other Financing Sources (Uses)	(2,591,230)	11,164,408	(1,418,946)	(1,418,946)	(2,033,326)
Revenues over (under) Expenses	(2,848,472)	11,554,808	(1,563,955)	(845,540)	(1,371,950)
Fund Balance - Beginning	(20,758,719)	(23,607,191)	* (12,052,383)	(12,052,383)	(12,897,923)
Fund Balance - Ending	$ (23,607,191)	$ (12,052,383)	$ (13,616,338)	$ (12,897,923)	$ (14,269,873)

* 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. The significant reduction of the negative fund balance in 2005 is the result of the re-estimation of the amount that is expected to be repaid to the Parking Utility and General Fund. The resulting reduction of that liability reflects the allowance for the amount deemed at this time the fund will not be able to pay.

CITY OF APPLETON 2007 BUDGET

TAX INCREMENTAL DISTRICT #3

LONG TERM DEBT

	1998A G.O. Refunding Bonds		1999B G.O. Notes	
Year	Principal	Interest	Principal	Interest
2007	280,000	136,063	125,000	22,605
2008	345,000	122,313	135,000	14,025
2009	340,000	107,073	145,000	4,785
2010	475,000	88,735	-	-
2011	535,000	65,743	-	-
2012	530,000	40,850	-	-
2013	595,000	14,131	-	-
	$ 3,100,000	$ 574,908	$ 405,000	$ 41,415

	2000 G.O. Notes		2001B G.O. Notes	
Year	Principal	Interest	Principal	Interest
2007	80,000	6,094	300,000	157,200
2008	85,000	2,072	400,000	136,200
2009	-	-	500,000	109,200
2010	-	-	600,000	76,200
2011	-	-	970,000	29,100
2012	-	-	-	-
2013	-	-	-	-
	$ 165,000	$ 8,166	$ 2,770,000	$ 507,900

	2001 State Trust Fund Loan		2002B G.O. Notes		2005 Refunding Bonds	
Year	Principal	Interest	Principal	Interest	Principal	Interest
2007	-	9,038	-	88,813	715,000	63,513
2008	-	9,038	-	88,813	165,000	48,319
2009	-	9,038	-	88,813	245,000	41,350
2010	-	9,038	100,000	86,162	220,000	33,213
2011	180,764	9,038	100,000	80,713	250,000	24,675
2012	-	-	1,355,000	38,956	245,000	15,394
2013	-	-	-	-	270,000	5,400
	$ 180,764	$ 45,190	$ 1,555,000	$ 472,270	$ 2,110,000	$ 231,864

	2003 State Trust Fund Loan		TOTAL		
Year	Principal	Interest	Principal	Interest	Total
2007	10,000	40,000	1,510,000	523,326	2,033,326
2008	20,000	39,523	1,150,000	460,303	1,610,303
2009	30,000	38,500	1,260,000	398,759	1,658,759
2010	40,000	37,000	1,435,000	330,348	1,765,348
2011	50,000	35,000	2,085,764	244,269	2,330,033
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	$ 336,570	$ 11,085,764	$ 2,218,283	$ 13,304,047

CITY OF APPLETON 2007 BUDGET
SPECIAL REVENUE FUNDS

Tax Incremental District # 4 **Business Unit 2050**

PROGRAM MISSION

This program accounts for the receipt of district "incremental" property taxes and other revenues, along with the corresponding program expenditures.

MAJOR 2006 OBJECTIVES

Link to City Goals:

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

Objectives:

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 technically has expired however, due to changes in the state statute governing tax incremental (TIF) districts, capital expenditures in this TIF district could still occur.

Major program changes:

No major changes.

PERFORMANCE INDICATORS

Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007

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	2004	2005	Adopted 2006	Amended 2006	2007	Change *
Program Revenues		$ 514,689	$ 1,080,215	$ 350,000	$ 350,000	$ 442,894	26.54%
Program Expenses		$ 2,474,980	$ 2,127,868	$ 2,530,859	$ 4,225,859	$ 1,285,255	-49.22%
Expenses Comprised Of:							
Personnel		48,637	2,417	-	-	-	N/A
Administrative Expense		1,077,144	1,996,689	2,492,459	4,187,459	1,274,005	-48.89%
Supplies & Materials		74,145	-	-	-	-	N/A
Purchased Services		75,726	128,762	38,400	38,400	11,250	-70.70%
Utilities		-	-	-	-	-	N/A
Repair & Maintenance		10,886	-	-	-	-	N/A
Capital Expenditures		1,188,442	-	-	-	-	N/A

* % change from prior year adopted budget

CITY OF APPLETON 2007 BUDGET
SPECIAL REVENUE FUNDS

Tax Incremental District # 4 **Business Unit 2050**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4110 Property Taxes	$ 1,822,797	$ 1,966,055	$ 2,294,292	$ 2,294,292	$ 2,707,233
4227 State Aid - Computers	130,760	133,771	135,000	135,000	120,394
4710 Interest on Investments	85,148	138,008	115,000	115,000	200,000
5004 Sale of City Prop - Nontax	297,020	654,275	100,000	100,000	122,500
5035 Other Reimbursements	1,761	154,161	-	-	-
Total Revenue	$ 2,337,486	$ 3,046,270	$ 2,644,292	$ 2,644,292	$ 3,150,127
Expenses					
6101 Regular Salaries	$ 29,455	$ 1,770	$ -	$ -	$ -
6105 Overtime	3,299	-	-	-	-
6108 Part-Time	548	-	-	-	-
6150 Fringes	15,335	647	-	-	-
6308 Landscape Supplies	2,581	-	-	-	-
6325 Construction Materials	71,564	-	-	-	-
6328 Signs	-	-	-	-	-
6401 Accounting/Audit	1,057	1,129	1,400	1,400	1,450
6402 Legal Fees	320	1,189	-	-	-
6404 Consulting Services	30,086	4,343	-	-	-
6408 Contractor Fees	24,755	3,528	-	-	-
6409 Inspection Fees	-	-	-	-	-
6425 CEA Equip. Rental	10,886	-	-	-	-
6599 Other Contracts/Obligation	19,508	118,573	37,000	37,000	9,800
6809 Infrastructure Construction	1,188,442	-	-	-	-
7913 Trans Out - Debt Service	1,077,144	1,996,689	2,492,459	4,187,459	1,274,005
Total Expense	$ 2,474,980	$ 2,127,868	$ 2,530,859	$ 4,225,859	$ 1,285,255

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Other Contracts/Obligations	
Real estate commissions	$ 9,800
	$ 9,800

CITY OF APPLETON 2007 BUDGET
TAX INCREMENTAL DISTRICT #4
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE (DEFICIT)

	2004 Actual	2005 Actual	2006 Budget	2006 Projected	2007 Budget
Revenues					
Property Taxes	$ 1,822,797	$ 1,966,055	$ 2,294,292	$ 2,257,300	$ 2,707,233
Intergovernmental	130,760	133,771	135,000	120,394	120,394
Interest Income	85,148	138,008	115,000	230,000	200,000
Other	1,761	154,161	-	-	-
Total Revenues	2,040,466	2,391,995	2,544,292	2,607,694	3,027,627
Expenses					
Capital outlay	1,397,836	130,050	-	-	-
Administrative Expense	-	1,129	38,400	38,400	11,250
Total Expenses	1,397,836	131,179	38,400	38,400	11,250
Revenues over (under) Expenses	642,630	2,260,816	2,505,892	2,569,294	3,016,377
Other Financing Sources (Uses)					
Operating Transfers Out	(1,077,144)	(1,996,689)	(2,492,459)	(4,208,435)	(1,274,005)
Sale of City Property	297,020	654,275	179,000	316,120	122,500
Total Other Financing Sources (Uses)	(780,124)	(1,342,414)	(2,313,459)	(3,892,315)	(1,151,505)
Net Change in Fund Balances	(137,494)	918,402	192,433	(1,323,021)	1,864,872
Fund Balance - Beginning	3,957,725	3,820,231	4,738,633	4,738,633	3,415,612
Fund Balance - Ending	$ 3,820,231	$ 4,738,633	$ 4,931,066	$ 3,415,612	$ 5,280,484

Discussion of changes in fund balances:

TIF #4 is technically closed for capital expenditures; however, due to changes in the state statute governing tax incremental financing districts, capital expenditures in this TIF could still be made. 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 sale of land for commercial and industrial development exceeding the capital investments made in the early years of the TIF and the continuing debt service. It is expected that TIF #4 will close in 2008.

CITY OF APPLETON 2007 BUDGET
TAX INCREMENTAL DISTRICT #4
LONG TERM DEBT

	1999A G.O. Notes	
Year	Principal	Interest
2007	110,000	14,230
2008	115,000	8,885
2009	125,000	3,063
	$ 350,000	$ 26,178

	2005 Refunding Bonds		TOTAL		
Year	Principal	Interest	Principal	Interest	Total
2007	1,130,000	19,775	1,240,000	34,005	1,274,005
2008	-	-	115,000	8,885	123,885
2009	-	-	125,000	3,063	128,063
	$ 1,130,000	$ 19,775	$ 1,480,000	$ 45,953	$ 1,525,953

CITY OF APPLETON 2007 BUDGET
CAPITAL PROJECTS FUNDS

NOTES

CITY OF APPLETON 2007 BUDGET
CAPITAL PROJECTS FUNDS

NOTES

CITY OF APPLETON 2007 BUDGET
CAPITAL PROJECTS FUNDS

Tax Incremental District # 5 **Business Unit 4080**

PROGRAM MISSION

This fund provides for commercial redevelopment of West Wisconsin Avenue between Gillett Street and Bennett Street and 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:

There are no capital projects planned for TIF District #5 for 2007. The expenditure period for capital projects for this district expires March 3, 2021.

Summary of Advances	General Fund
2002	8,815
2003	14,690
2004	30,183
2005	33,434
2006	4,356
2007	4,574
12/31/07 Balance	$ 96,052

Major program changes:

No major changes.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007

Note: Since this program exists solely to account for capital investments and incremental property tax receipts, there are no applicable performance measures.

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2004	2005	Adopted 2006	Amended 2006	2007	Change *
Program Revenues		$ 14,505	$ 10,357	$ 1,352	$ 1,352	$ 2,917	115.75%
Program Expenses		$ 286,080	$ 232,934	$ 101,984	$ 101,984	$ 103,484	1.47%
Expenses Comprised Of:							
Personnel		-	-	-	-	-	N/A
Administrative Expense		95,023	98,161	100,584	100,584	102,034	1.44%
Supplies & Materials		-	-	-	-	-	N/A
Purchased Services		191,057	134,773	1,400	1,400	1,450	3.57%
Utilities		-	-	-	-	-	N/A
Repair & Maintenance		-	-	-	-	-	N/A
Capital Expenditures		-	-	-	-	-	N/A

* % change from prior year adopted budget

CITY OF APPLETON 2007 BUDGET
CAPITAL PROJECTS FUNDS

Tax Incremental District # 5 **Business Unit 4080**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4110 Property Taxes	$ 50,740	$ 68,798	$ 104,846	$ 104,846	$ 132,244
4130 Pmt in Lieu of Taxes	13,141	8,873	-	-	-
4227 State Aid - Computers	378	352	352	352	1,917
4710 Interest on Investments	986	1,132	1,000	1,000	1,000
5910 Proceeds of Long-term Debt	-	130,000	-	-	-
Total Revenue	$ 65,245	$ 209,155	$ 106,198	$ 106,198	$ 135,161
Expenses					
6401 Accounting/Audit	$ 1,057	$ 4,773	$ 1,400	$ 1,400	$ 1,450
6408 Contractor Fees	-	-	-	-	-
6599 Other Contracts/Obligation	190,000	130,000	-	-	-
6720 Interest Payments	1,883	3,434	4,356	4,356	4,574
7913 Trans Out - Debt Service	93,140	94,727	96,228	96,228	97,460
Total Expense	$ 286,080	$ 232,934	$ 101,984	$ 101,984	$ 103,484

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2007 BUDGET
TAX INCREMENTAL DISTRICT # 5
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE (DEFICIT)

	2004 Actual	2005 Actual	2006 Budget	2006 Projected	2007 Budget
Revenues					
Property Taxes	$ 63,881	$ 77,671	$ 104,846	$ 105,895	$ 132,244
Intergovernmental	378	352	352	1,917	1,917
Interest Income	986	1,132	1,000	4,000	1,000
Total Revenues	65,245	79,155	106,198	111,812	135,161
Expenses					
Capital outlay	191,057	134,774	1,400	1,398	1,450
Interest Expense	1,883	3,434	4,356	4,356	4,574
Total Expenses	192,940	138,208	5,756	5,754	6,024
Revenues over (under) Expenses	(127,695)	(59,053)	100,442	106,058	129,137
Other Financing Sources (Uses)					
Proceeds of G.O. Debt	-	130,000	-	-	-
Operating Transfers Out	(93,140)	(94,727)	(96,228)	(96,228)	(97,460)
Total Other Financing Sources (Uses)	(93,140)	35,273	(96,228)	(96,228)	(97,460)
Net Change in Fund Balances	(220,835)	(23,780)	4,214	9,830	31,677
Fund Balance - Beginning	168,070	(52,765)	(76,545)	(76,545)	(66,715)
Fund Balance - Ending	$ (52,765)	$ (76,545)	$ (72,331)	$ (66,715)	$ (35,038)

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 2007 BUDGET
TAX INCREMENTAL DISTRICT #5
LONG TERM DEBT

	1999B G.O. Notes		2001B G.O. Notes	
Year	Principal	Interest	Principal	Interest
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
	$ 180,000	$ 17,820	$ 200,000	$ 41,400

	2002B G.O. Notes		2005B G.O. Notes	
Year	Principal	Interest	Principal	Interest
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	$ 45,688	$ 130,000	$ 36,713

	TOTAL		
Year	Principal	Interest	Total
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
	$ 700,000	$ 141,621	$ 841,621

CITY OF APPLETON 2007 BUDGET
CAPITAL PROJECTS FUNDS

Tax Incremental District # 6 **Business Unit 4090**

PROGRAM MISSION

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. This fund 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:

The year 2007 Budget provides $62,000 for Administration. 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	$ 62,000	Projects, Pg. 596
Concrete Paving Program	34,839	Projects, Pg. 608
Total	$ 96,839	

Summary of Advances	General Fund
2000	$ 64,557
2001	3,228
2002	3,389
2003	3,559
2004	(74,733)
12/31/07 Balance	$ -

Major program changes:

No major changes.

PERFORMANCE INDICATORS

Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007

Note: Since this program exists solely to account for capital investments and incremental property tax receipts, there are no applicable performance measures.

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2004	2005	Adopted 2006	Amended 2006	2007	Change *
Program Revenues		$ 165,833	$ 220,217	$ 406,000	$ 406,000	$ 432,825	6.61%
Program Expenses		$ 1,968,042	$ 3,835,265	$ 3,712,590	$ 4,179,902	$ 2,063,226	-44.43%
Expenses Comprised Of:							
Personnel		31,838	88,804	62,740	62,740	31,839	-49.25%
Administrative Expense		837,097	1,081,166	1,699,396	1,699,396	1,986,937	16.92%
Supplies & Materials		53,567	1,459	340,964	340,964	-	-100.00%
Purchased Services		800,396	939,500	169,866	633,253	41,450	-75.60%
Utilities		202	301	-	-	-	N/A
Repair & Maintenance		6,105	1,497	14,470	14,470	3,000	-79.27%
Other Capital Expenditures		238,837	1,722,538	1,425,154	1,429,079	-	-100.00%

* % change from prior year adopted budget

CITY OF APPLETON 2007 BUDGET
CAPITAL PROJECTS FUNDS

Tax Incremental District # 6 **Business Unit 4090**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4110 Property Taxes	$ 950,622	$ 1,070,883	$ 1,222,689	$ 1,222,689	$ 1,434,083
4130 Pmt in Lieu of Taxes	102,608	24,845	-	-	-
4227 State Aid - Computers	13,032	16,107	16,000	16,000	17,825
4710 Interest on Investments	46,743	59,995	40,000	40,000	65,000
5004 Sale of City Prop - Nontax	-	116,270	350,000	350,000	350,000
5015 Rental of City Property	3,450	3,000	-	-	-
5035 Other Reimbursements	-	-	-	-	-
5910 Proceeds of Long-term Debt	927,884	2,761,220	2,011,794	2,467,181	-
Total Revenue	$ 2,044,339	$ 4,052,320	$ 3,640,483	$ 4,095,870	$ 1,866,908
Expenses					
6101 Regular Salaries	$ 19,517	$ 58,185	$ 41,545	$ 41,545	$ 23,270
6105 Overtime	1,723	2,437	2,995	2,995	-
6108 Part-Time	466	299	-	-	-
6150 Fringes	10,132	27,884	18,200	18,200	8,569
6309 Shop Supplies & Tools	-	119	-	-	-
6325 Construction Materials	52,210	787	340,964	340,964	-
6328 Signs	1,357	553	-	-	-
6401 Accounting/Audit	1,057	4,766	1,400	1,400	1,450
6402 Legal Fees	-	1,448	-	-	-
6404 Consulting Services	1,670	8,157	71,000	79,000	-
6408 Contractor Fees	14,790	7,691	55,680	55,680	-
6413 Utilities	202	301	-	-	-
6425 CEA Equip. Rental	6,105	1,497	14,470	14,470	3,000
6429 Interfund Allocations	-	(664)	-	-	-
6599 Other Contracts/Obligations	782,879	918,101	41,786	497,173	40,000
6720 Interest Payments	1,823	-	-	-	-
6801 Land	-	-	-	-	-
6809 Infrastructure Construction	238,837	1,722,538	1,425,154	1,429,079	-
7913 Trans Out - Debt Service	835,274	1,081,166	1,699,396	1,699,396	1,986,937
Total Expense	$ 1,968,042	$ 3,835,265	$ 3,712,590	$ 4,179,902	$ 2,063,226

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Consulting Services	
Weed cutting/Debris Clean up	$ 10,000
Silt Fence & Misc. Maintenance	2,000
Real estate commissions	28,000
	$ 40,000

CITY OF APPLETON 2007 BUDGET
TAX INCREMENTAL DISTRICT # 6
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE (DEFICIT)

	2004 Actual	2005 Actual	2006 Budget	2006 Projected	2007 Budget
Revenues					
Property Taxes	$ 1,053,230	$ 1,095,728	$ 1,222,689	$ 1,200,312	$ 1,434,083
Intergovernmental	13,032	16,107	16,000	17,825	17,825
Interest Income	46,743	59,995	40,000	125,000	65,000
Other	3,450	3,000	-	800	-
Total Revenues	1,116,455	1,174,830	1,278,689	1,343,937	1,516,908
Expenses					
Capital Outlay	1,130,945	2,754,099	2,013,194	2,480,506	76,289
Interest Expense	1,823	-	-	-	-
Total Expenses	1,132,768	2,754,099	2,013,194	2,480,506	76,289
Revenues over (under) Expenses	(16,313)	(1,579,269)	(734,505)	(1,136,569)	1,440,619
Other Financing Sources (Uses)					
Proceeds of G.O. Debt	927,884	2,761,220	2,011,794	2,484,887	-
Operating Transfers Out	(835,274)	(1,081,166)	(1,699,396)	(1,699,396)	(1,986,937)
Sale of City Property	-	116,270	350,000	-	350,000
Total Other Financing Sources (Uses)	92,610	1,796,324	662,398	785,491	(1,636,937)
Net Change in Equity	76,297	217,055	(72,107)	(351,078)	(196,318)
Fund Balance - Beginning	1,752,597	1,828,894	2,045,949	2,045,949	1,694,871
Residual Equity Transfers Out	-	-	-	-	-
Fund Balance - Ending	$ 1,828,894	$ 2,045,949	$ 1,973,842	$ 1,694,871	$ 1,498,553

CITY OF APPLETON 2007 BUDGET
TAX INCREMENTAL DISTRICT #6
LONG TERM DEBT

	1999B G.O. Notes		2000 G.O. Notes		2001A G.O. Notes	
Year	Principal	Interest	Principal	Interest	Principal	Interest
2007	200,000	35,640	565,000	50,578	-	48,645
2008	215,000	21,945	755,000	18,403	100,000	46,582
2009	225,000	7,425	-	-	200,000	40,320
2010	-	-	-	-	400,000	27,520
2011	-	-	-	-	430,000	9,460
	$ 640,000	$ 65,010	$ 1,320,000	$ 68,981	$ 1,130,000	$ 172,527

	2001 State Trust Fund Loan		2005 Refunding Bonds		2002A G.O. Notes	
Year	Principal	Interest	Principal	Interest	Principal	Interest
2007	200,000	78,394	15,000	66,013	-	70,240
2008	250,000	68,606	20,000	65,425	-	70,240
2009	300,000	55,894	910,000	49,175	100,000	68,340
2010	400,000	40,894	950,000	16,625	100,000	64,440
2011	417,875	20,894	-	-	700,000	48,440
2012					840,000	17,220
	$ 1,567,875	$ 264,682	$ 1,895,000	$ 197,238	$ 1,740,000	$ 338,920

	2002 State Trust Fund Loan		2003A G.O. Notes		2003 State Trust Fund Loan	
Year	Principal	Interest	Principal	Interest	Principal	Interest
2007	114,016	87,208	50,000	39,000	92,455	110,234
2008	119,493	81,730	50,000	37,700	109,533	93,242
2009	125,691	75,532	100,000	35,525	115,264	87,425
2010	131,976	69,248	100,000	32,400	121,027	81,662
2011	138,574	62,649	100,000	29,075	127,079	75,611
2012	145,350	55,873	280,000	22,475	133,243	69,511
2013	152,771	48,453	475,000	8,787	140,095	62,595
2014	160,409	40,814	-	-	147,100	55,590
2015	168,430	32,794	-	-	154,454	48,235
2016	176,784	24,439	-	-	162,066	40,648
2017	185,690	15,533	-	-	170,281	32,409
2018	90,413	6,248	-	-	178,795	23,895
2019	34,556	1,728	-	-	170,287	14,955
2020	-	-	-	-	128,815	6,458
	$ 1,744,153	$ 602,249	$ 1,155,000	$ 204,962	$ 1,950,494	$ 802,470

	2005B G.O. Notes		2006A G.O. Notes		TOTAL		
Year	Principal	Interest	Principal	Interest	Principal	Interest	Total
2007	-	72,750	-	91,764	1,236,471	750,466	1,986,937
2008	-	72,750	-	80,183	1,619,026	656,806	2,275,832
2009	-	72,750	-	80,182	2,075,955	572,568	2,648,523
2010	-	72,750	-	80,183	2,203,003	485,722	2,688,725
2011	285,000	67,763	-	80,183	2,198,528	394,075	2,592,603
2012	285,000	57,788	-	80,182	1,683,593	303,049	1,986,642
2013	285,000	47,100	480,000	70,282	1,532,866	237,217	1,770,083
2014	485,000	31,700	485,000	50,379	1,277,509	178,483	1,455,992
2015	550,000	11,000	485,000	30,373	1,357,884	122,402	1,480,286
2016	-	-	485,000	10,185	823,850	75,272	899,122
2017	-	-	-	-	355,971	47,942	403,913
2018	-	-	-	-	269,208	30,143	299,351
2019	-	-	-	-	204,843	16,683	221,526
2020	-	-	-	-	128,815	6,458	135,273
	$ 1,890,000	$ 506,351	$ 1,935,000	$ 653,896	$ 16,967,522	$ 3,877,286	$ 20,844,808

CITY OF APPLETON 2007 BUDGET
CAPITAL PROJECTS FUNDS

NOTES

CITY OF APPLETON 2007 BUDGET

LIBRARY

Library Director: Terry P. Dawson

Deputy Director - Library: Barbara J. Kelly

CITY OF APPLETON 2007 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 2006 EVENTS

Work with OWLSnet to implement new automated system
Implemented new Integrated Library System (ILS) in February, 2006
Technical Services worked on developing cataloging and acquisitions modules of the new ILS
Reference staff worked with patrons to educate them on the use of the new online catalog. Reviews of the new online catalog indicate the new ILS has been a great success

Continue cooperation with schools & other community organizations
Worked with the Boys and Girls Club as outreach site for the Childrens Services summer reading program
Children's Services were visited by 1,862 children from 31 school classes and 123 daycare classes
Celebrate Reading, the library card promotion to encourage school groups to visit and use the library, has added more than 200 new library card holders
Worked with the Appleton School District, the Post Crescent and others to plan next year's Community Read program
Worked with the Fox Cities Multicultural Center and Outagamie County Historical Society and Fox Valley Symphony to present exhibit on immigrant families
Worked in collaboration with the NCRAL to bring in Astronaut Harrison Schmitt
Worked with Affinity Health Care to bring in pediatrician Dr. Harvey Karp to speak on child care

Explore ways to utilize volunteers more effectively
Used adult volunteers in Childrens Services to assist with school age programming during the school year
Honored library volunteers at a Friends meeting, City Council meeting, and Celebrate Our Volunteers banquet.; 983 volunteer hours were tracked from January to May

Use new technologies for increased productivity
Received a $5,000 LSTA grant to digitize local history materials
Ordered two new self-check machines in order to increase efficiency and speed for patron check outs.
Technical Services transitioned to new acquisitions system, introduced barcoded check-in of the magazine and reference serials, allowing patrons to check out and place holds on individual issues of magazines
Trained all public service staff to work with and understand the new ILS
Replaced incandescent lamps with energy efficient fluorescent bulbs saving over 20,000 kHrs of electricity per month

Explore revisions to website and online service delivery
Convened a focus group on Presidents Day to brainstorm redesign of the library website

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.
A new monthly circulation record was set in March, with over 122,000 circulations

Provide adequate staffing to support demand for services
Staffing remains a problematic issue as library usage continues to increase
Currently assessing ways to increase volunteer use
Currently considering table of organization changes for increased effectiveness

CITY OF APPLETON 2007 BUDGET
LIBRARY

MAJOR 2007 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

Explore facility needs and options
Continue cooperation with schools & other community organizations, including community read project
Utilize volunteers more effectively
Develop new long range plan for 2008-2010 to build upon existing 2005-2007 plan
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.

In regards to personnel expenses, the 2007 budget includes the cost of living adjustment (COLA) for all non-represented employees (2.75%) which was approved by Council action on 5/17/06. However, the COLA for 2006 (3.00%) was not included in the 2006 department budget since the increase was not approved until 12/7/05. Therefore, when comparing the 2006 budget amount to the 2007 request, please keep in mind that the cumulative effect of both the 2006 and 2007 COLA's, which equate to approximately 5.83%, are reflected in the 2007 budget request.

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2004	2005	Adopted 2006	Amended 2006	2007	Change *
	Program Revenues	$ 759,641	$ 776,115	$ 739,127	$ 748,877	$ 783,115	5.95%
	Program Expenses						
16010	Administration	372,383	381,982	448,364	448,364	479,075	6.85%
16021	Children's Services	427,009	444,384	443,164	443,164	464,844	4.89%
16023	Circulation	754,950	768,480	786,033	786,033	838,075	6.62%
16024	Reference Services	794,894	816,508	752,086	752,086	784,707	4.34%
16031	Maintenance	378,002	399,693	431,969	434,919	554,540	28.37%
16032	Technical Services	990,553	956,785	912,463	924,263	919,618	0.78%
16033	Network Services	132,670	135,651	139,376	139,376	149,536	7.29%
	TOTAL	$ 3,850,461	$ 3,903,483	$ 3,913,455	$ 3,928,205	$ 4,190,395	7.08%
	Expenses Comprised Of:						
	Personnel	2,971,121	3,004,819	2,963,808	2,963,808	3,164,886	6.78%
	Administrative Expense	117,939	89,848	102,906	102,906	83,706	-18.66%
	Supplies & Materials	502,035	531,792	513,078	524,878	495,921	-3.34%
	Purchased Services	57,994	59,421	59,005	59,005	59,526	0.88%
	Utilities	130,866	146,346	142,558	142,558	162,937	14.30%
	Repair & Maintenance	66,660	65,845	86,000	88,950	197,819	130.02%
	Capital Expenditures	3,846	5,412	46,100	46,100	25,600	-44.47%
	Full Time Equivalent Staff:						
	Personnel allocated to programs	46.00	46.00	45.50	45.50	45.50	

* % change from prior year adopted budget

CITY OF APPLETON 2007 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
Encourage staff participation in task forces for improved communication
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 staff, Board, FOAL, Foundation, OWLS and the City to develop a new long-range plan to expand upon the existing 2005-2007 plan

Major Program Changes:

No major changes.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
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	98%	98%	98%	98%	98%
Strategic Outcomes					
A better educated community					
Collaborations with educational institutions	8	12	6	6	6
Work Process Outputs					
Grant funds awarded	$ 94,333	$ 77,551	$ 76,500	$ 81,713	$ 79,500
Meetings with community leaders	51	40	30	30	30
State-level meetings attended	40	40	25	25	25
Surveys conducted	1	1	1	1	1
Walking books clients added	77	49	25	25	25
Library volunteers	295	288	300	300	300
Press releases issued	128	108	130	130	130

CITY OF APPLETON 2007 BUDGET
LIBRARY

Administration **Business Unit 16010**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4224 Miscellaneous State Aids	$ -	$ 835	$ -	$ -	$ -
4232 Library Grants & Aids	602,310	606,827	606,827	606,827	649,915
4801 Charges for Serv.- Nontax	89,580	94,318	85,000	85,000	85,000
5015 Rental of City Property	29,174	38,359	37,000	37,000	38,000
5020 Donations & Memorials	9,814	3,933	-	1,100	-
5030 Damage to City Property	-	-	-	-	-
5035 Other Reimbursements	3,924	-	-	-	-
5045 Reimb from Prior Yr. Exp	2,700	5,019	-	-	-
5085 Cash Short or Over	13	-	-	-	-
Total Revenue	$ 737,515	$ 749,291	$ 728,827	$ 729,927	$ 772,915
Expenses					
6101 Regular Salaries	$ 231,831	$ 242,798	$ 289,289	$ 289,289	$ 311,369
6108 Part-Time	16,761	17,088	16,867	16,867	17,371
6150 Fringes	102,382	101,524	120,009	120,009	129,410
6201 Training\Conferences	2,058	2,282	1,900	1,900	1,900
6202 Local Auto Expense	-	-	-	-	-
6206 Parking Permits	1,296	1,296	1,428	1,428	1,428
6301 Office Supplies	4,851	4,657	6,100	6,100	5,400
6303 Memberships & Licenses	1,754	2,490	2,300	2,300	2,300
6304 Postage\Freight	702	350	-	-	-
6305 Awards & Recognition	10	397	690	690	690
6307 Food & Provisions	523	503	920	920	920
6320 Printing & Reproduction	526	263	750	750	750
6324 Medical\Lab Supplies	99	74	100	100	100
6412 Advertising	-	-	875	875	875
6413 Utilities	7,642	7,596	5,736	5,736	5,162
6418 Equip Repairs & Maint	1,948	664	1,400	1,400	1,400
Total Expense	$ 372,383	$ 381,982	$ 448,364	$ 448,364	$ 479,075

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2007 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 1,250 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
Work with Administration and Library web coordinator to redesign the Children's Services website
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 and 20 flyers
Increase the use of volunteers to handle more routine tasks
Manage public access computing procedures and policies in the Children's Services area.

Major Program Changes:

In order to fund the conversion of the library building maintenance function to the Facilities Management fund, $8,255 of personnel costs for part-time non-benefitted staff have been transferred to the facilities charges account in the Maintenance (16031) budget.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Children have access to a wide range of quality programs					
Attendance at children's programs	19,059	20,389	22,000	24,000	25,000
Computer workstation sessions	20,678	19,981	22,000	19,000	18,000
Strategic Outcomes					
Children discover joy of reading & develop love of learning					
Summer Library program participants	3,664	3,207	3,700	3,700	3,700
Work Process Outputs					
Reference transactions	23,441	22,989	27,000	25,500	26,000
Number of children's programs	889	963	1,200	1,200	1,250

CITY OF APPLETON 2007 BUDGET
LIBRARY

Children's Services **Business Unit 16021**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Expenses					
6101 Regular Salaries	$ 262,201	$ 273,827	$ 272,813	$ 272,813	$ 293,694
6108 Part-Time	27,060	31,524	38,132	38,132	30,246
6150 Fringes	130,304	127,922	123,575	123,575	132,435
6201 Training\Conferences	1,409	2,883	1,800	1,800	1,800
6206 Parking Permits	2,124	2,124	1,584	1,584	1,584
6301 Office Supplies	1,350	3,632	2,585	2,585	2,410
6320 Printing & Reproduction	1,565	1,571	750	750	750
6327 Miscellaneous Equipment	-	-	900	900	900
6418 Equip Repairs & Maint	96	96	100	100	100
6599 Other Contracts/Obligations	900	805	925	925	925
Total Expense	$ 427,009	$ 444,384	$ 443,164	$ 443,164	$ 464,844

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2007 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 75,000 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
Implement and promote the use of self-checkout machines
Prepare and maintain displays of popular materials
Work with local organizations to encourage library card signup by Hmong and Spanish community members

Major Program Changes:

The increase in equipment maintenance ($1,800) is due to the cost of the maintenance contract on the existing self-check machines.

The Library owns three self-checkout machines. One was purchased several years ago as a pilot test of the concept by the Library Foundation. Two were included in the library budget in 2006. We project that a larger fleet of machines is necessary to significantly reduce the demands on staff for checkout service and keep up with the growth we are seeing in circulation without additional staff. We would like to add two machines per year until we reach at least 6. At that point, we will have a greater knowledge of the life expectancy of these machines, which are essentially PC's integrated with barcode scanners and networking equipment that can communicate with the OWLSnet Integrated Library System. However, in order to contain costs, rather than purchasing two machines in 2007 as originally planned, this budget includes funding for only one machine.

In order to fund the conversion of the library building maintenance function to the Facilities Management fund, $2,662 of personnel costs for part-time non-benefitted staff have been transferred to the facilities charges account in the Maintenance (16031) budget.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Improved efficiencies in delivering service					
% of overdue & hold notices sent by email	62%	71%	60%	60%	60%
Strategic Outcomes					
Members of the Appleton community who will use the library and encourage others to do so.					
Number of registered patrons	89,928	88,275	92,000	86,000	90,000
Annual door count	534,075	551,072	580,000	578,000	580,000
Work Process Outputs					
Adult materials circulation	702,282	745,054	780,000	800,000	800,000
Children's materials circulation	401,933	408,892	420,000	420,000	425,000
Reserves filled for APL patrons	90,797	108,606	100,000	110,000	110,000

CITY OF APPLETON 2007 BUDGET
LIBRARY

Circulation **Business Unit 16023**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Expenses					
6101 Regular Salaries	$ 340,540	$ 327,631	$ 320,467	$ 320,467	$ 346,729
6108 Part-Time	170,064	220,801	212,634	212,634	231,887
6150 Fringes	213,176	203,573	195,811	195,811	221,213
6201 Training\Conferences	-	1,363	1,200	1,200	1,200
6206 Parking Permits	6,696	6,696	5,016	5,016	5,016
6301 Office Supplies	4,210	4,319	6,355	6,355	6,180
6304 Postage\Freight	18,958	-	-	-	-
6320 Printing & Reproduction	311	1,057	750	750	750
6418 Equip Repairs & Maint	995	3,040	3,800	3,800	5,600
6804 Equipment	-	-	40,000	40,000	19,500
Total Expense	$ 754,950	$ 768,480	$ 786,033	$ 786,033	$ 838,075

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Equipment

(1) Self-check unit	$ 16,500
(2) Standard Interface Protocol (SIP) licenses for new self-check units	3,000
	$ 19,500

CITY OF APPLETON 2007 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 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 and digital collections of local information
Plan and implement programming for adults and young adults, give presentations to public groups
Design and produce user information guides, increasing online delivery to cut printing costs
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:

The library purchases one microfilm reader/printer each year, to replace the oldest of the heavily used group of seven machines. Reader/printers are used daily by many library patrons to access back issues of periodicals and newspapers, census records, and other historic data stored in this format. We propose to forgo the purchase of a machine ($8,000) for one year to cut costs. It will be necessary to add these funds back into the library's budget in 2008, when we would likely choose to purchase a machine early in the year.
In order to fund the conversion of the library building maintenance function to the Facilities Management fund, $9,076 of personnel costs for part-time non-benefitted staff have been transferred to the facilities charges account in the Maintenance (16031) budget.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Convenient and fast access to accurate information					
Patron questions answered	114,567	114,413	110,000	100,000	110,000
E-mail requests for information	2,545	3,610	2,000	2,600	2,600
People find programs that stimulate their thinking					
% of attendees evaluating adult or young adult programs as "good" or "excellent"	85%	95%	85%	90%	90%
Strategic Outcomes					
People have information to succeed at school, at work, and in their personal lives					
Number of sessions on pubic access computers	79,918	86,696	80,000	86,000	83,000
People develop skills needed to seek & evaluate information					
Internet & Library instruction program attendance	1,793	1,277	2,000	1,200	1,500
Young Adult Program Attendance	1,434	1,617	1,600	1,600	1,700
Adult program attendance	2,073	2,238	2,500	2,500	2,500
Work Process Outputs					
Reference questions answered	89,505	87,896	88,000	88,500	88,500
Informational handouts produced	97	127	100	105	110
Interloans obtained for APL patrons	59,975	67,443	60,000	64,000	65,000
Web page "hits" (page accesses)	1,730,699	2,002,652	1,900,000	2,600,000	2,600,000
Number of locally produced databases or digital collections available via web	6	7	8	8	9

CITY OF APPLETON 2007 BUDGET
LIBRARY
Reference and Information Services **Business Unit 16024**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
5035 Other Reimbursements	$ 2,025	$ 1,744	$ 1,700	$ 1,700	$ 1,200
Total Revenue	$ 2,025	$ 1,744	$ 1,700	$ 1,700	$ 1,200
Expenses					
6101 Regular Salaries	$ 502,838	$ 497,186	$ 461,759	$ 461,759	$ 498,522
6108 Part-Time	65,333	80,411	70,927	70,927	57,585
6150 Fringes	204,887	204,380	187,346	187,346	209,686
6201 Training\Conferences	3,223	3,803	3,200	3,200	3,200
6206 Parking Permits	3,936	3,936	2,904	2,904	2,904
6301 Office Supplies	4,166	7,420	4,810	4,810	2,935
6320 Printing & Reproduction	1,238	936	1,500	1,500	1,500
6327 Miscellaneous Equipment	150	9,247	10,165	10,165	1,000
6412 Advertising	1,306	1,749	-	-	-
6418 Equip Repairs & Maint	6,858	6,555	8,100	8,100	6,000
6599 Other Contracts/Obligations	959	885	1,375	1,375	1,375
6804 Equipment	-	-	-	-	-
Total Expense	$ 794,894	$ 816,508	$ 752,086	$ 752,086	$ 784,707

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2007 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:

With the consultation of, and at the recommendation of the City's Facilities Manager, the Library has submitted a CIP for a new building air conditioner (see Projects, Pg. 645).

We are also planning to update the second floor fire alarm system bringing it up to code and increasing its conformity with equipment installed last year.

Approximately $183,000 of costs related to the cleaning and maintenance of the library building have been assumed by the Facilities Management Fund. Therefore, these costs have been reclassified from the individual expense accounts, or added directly, to the facilities charges (6420) account. Costs reclassified included $33,658 of personnel expenses related to several part-time non-benefitted staff in the Children's Services ($8,255), Circulation ($2,662), Reference ($9,076) and this budget ($13,665), and a status quo materials budget (reduction of $23,585 from request) in the Technical Services budget.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
The public enjoys a safe and clean facility					
% of patrons surveyed expressing satisfaction with cleanliness and safety of facility	98%	95%	95%	95%	95%
Strategic Outcomes					
The community increasingly uses opportunities for meetings, programs and discussions					
# of meetings and programs	2,387	2,186	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	12	12
Number of reports for Library Board and Administration	New measure →		40	40	40
% of special service requests completed within 48 hours	85%	94%	90%	90%	90%

CITY OF APPLETON 2007 BUDGET
LIBRARY

Maintenance **Business Unit 16031**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
5001 Fees & Commissions	$ 1,659	$ 1,978	$ 1,600	$ 2,550	$ 2,000
Total Revenue	$ 1,659	$ 1,978	$ 1,600	$ 2,550	$ 2,000
Expenses					
6101 Regular Salaries	$ 98,922	$ 104,511	$ 104,208	$ 104,208	$ 112,352
6108 Part-Time	29,500	32,181	42,980	42,980	31,575
6150 Fringes	55,380	55,029	53,632	53,632	56,712
6201 Training\Conferences	-	75	200	200	200
6206 Parking Permits	936	936	792	792	792
6301 Office Supplies	-	-	-	-	-
6306 Building Maint./Janitorial	11,015	9,191	14,800	14,800	7,500
6308 Landscape Supplies	156	-	530	530	100
6309 Shop Supplies & Tools	540	431	265	265	265
6310 Chemicals	101	692	2,000	2,000	1,000
6311 Paint & Supplies	93	382	515	515	100
6323 Safety Supplies	78	34	200	200	150
6325 Construction Materials	-	-	200	200	-
6327 Miscellaneous Equipment	-	759	1,000	1,000	100
6407 Collection Services	1,295	1,376	1,225	1,225	1,200
6413 Utilities	123,223	138,750	136,822	136,822	157,775
6416 Build Repairs & Maint.	54,779	55,139	72,150	75,100	200
6418 Equip Repairs & Maint	1,984	207	450	450	2,000
6420 Facilities charges	-	-	-	-	182,519
Total Expense	$ 378,002	$ 399,693	$ 431,969	$ 434,919	$ 554,540

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2007 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:

The Library has received a letter of intent to retire in October, 2006 from a Bindery Clerk. Pending approval of the Library Board, a change in the Library Table of Organization will go forward in October, 2006 which will result in a savings in the Library's overall personnel budget of nearly $6,000. We intend to replace the full-time person in Technical Services (16032) with a half-time person plus 10 hours per week of non-benefitted staff. We would add a half-time Library Assistant to our Network Services staff (16033), and remove the 10 hours per week of non-benefitted Library Assistant currently allocated there. This change will address a need for added help in Network Services, and although it does reduce the staff assigned to Technical Services, we feel that we can make up for that in efficiencies created by the new Integrated Library System which was implemented in 2006.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
People can obtain the materials they need quickly					
% of holds filled within one week of being placed	N/A*	63%	70%	60%	60%
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	21,691	20,015	19,000	20,000	20,000
Work Process Outputs					
# of volumes processed	31,137	30,249	30,200	30,200	30,000
# of titles cataloged	21,691	20,015	30,000	25,000	25,000

* Due to a computer malfunction, the data for 2004 was not captured.

CITY OF APPLETON 2007 BUDGET
LIBRARY

Technical Services **Business Unit 16032**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
5035 Other Reimbursements	$ 10,851	$ 15,542	$ -	$ 7,700	$ -
Total Revenue	$ 10,851	$ 15,542	$ -	$ 7,700	$ -
Expenses					
6101 Regular Salaries	$ 302,356	$ 288,639	$ 268,862	$ 268,862	$ 256,093
6108 Part-Time	239	4,468	6,162	6,162	26,999
6150 Fringes	141,414	112,311	96,153	96,153	96,491
6201 Training\Conferences	1,747	1,123	1,200	1,200	1,200
6206 Parking Permits	2,184	2,184	1,848	1,848	1,848
6301 Office Supplies	34,099	22,375	30,780	30,780	28,980
6315 Books & Library Materials	454,980	470,936	452,853	464,653	452,856
6418 Equip Repairs & Maint	-	144	-	-	-
6599 Other Contracts/Obligations	53,534	54,605	54,605	54,605	55,151
Total Expense	$ 990,553	$ 956,785	$ 912,463	$ 924,263	$ 919,618

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Office Supplies	
General office supplies	$ 2,700
Material processing supplies (book jackets, barcodes, cassette cases, book labels, CD cases, etc.)	26,280
	$ 28,980
Books & Library Materials	
Children's materials	$ 104,817
Adult materials	348,039
	$ 452,856
Other Contracts/Obligations	
OWLSnet contract	$ 55,151
	$ 55,151

CITY OF APPLETON 2007 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 Library has received a letter of intent to retire in October, 2006 from a Bindery Clerk. Pending approval of the Library Board, a change in the Library Table of Organization will go forward in October, 2006 which will result in a savings in the Library's overall personnel budget of nearly $6,000. We intend to replace the full-time person in Technical Services (16032) with a half-time person plus 10 hours per week of non-benefitted staff. We would add a half-time Library Assistant to our Network Services staff (16033), and remove the 10 hours per week of non-benefitted Library Assistant currently allocated there. This change will address a need for added help in Network Services, and although it does reduce the staff assigned to Technical Services, we feel that we can make up for that in efficiencies created by the new Integrated Library System which was implemented in 2006.

The library currently supports 50 computers configured for public access to the shared automation system and the Internet. We also support over 50 staff computers used for checkin, checkout, reference and general office productivity work. Our equipment replacement budget must cover necessary replacement in all of these areas, and also cover the cost of any growth in this network. We are currently able to replace most staff and public computers on approximately a 5 year rotation, though some are replaced more often and some receive "hand-me-downs". Despite the increasing needs in this area, as a cost reduction measure, this budget is proposing a $5,000 reduction in the computer replacement budget. This proposal will result in a longer rotation, and possibly greater pressure on our network administrator to keep an aging inventory in working order. Although this reduction is feasible for 2007, it would be very difficult to sustain this reduction for more than a year.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
People will have reliable access to up-to-date technology					
% of those surveyed who have used the library website	58%	62%	65%	65%	67%
Strategic Outcomes					
Community enjoys a high level of access to electronic information resources					
# of remote logins to online catalog	197,330	215,270	220,000	239,000	240,000
Full text database searches	22,001	23,456	23,000	25,000	27,000
Work Process Outputs					
PC workstations installed	35	21	20	36	30

CITY OF APPLETON 2007 BUDGET
LIBRARY

Network Services **Business Unit 16033**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
5035 Other Reimbursements	$ 7,591	$ 7,560	$ 7,000	$ 7,000	$ 7,000
Total Revenue	$ 7,591	$ 7,560	$ 7,000	$ 7,000	$ 7,000
Expenses					
6101 Regular Salaries	$ 50,166	$ 52,768	$ 52,749	$ 52,749	$ 56,272
6108 Part-Time	1,699	2,344	6,162	6,162	17,290
6150 Fringes	24,070	23,903	23,271	23,271	30,955
6201 Training\Conferences	956	-	700	700	700
6206 Parking Permits	564	312	264	264	264
6301 Office Supplies	9,172	3,746	9,530	9,530	2,355
6327 Miscellaneous Equipment	42,197	47,166	40,600	40,600	35,600
6815 Software Acquisition	3,846	5,412	6,100	6,100	6,100
Total Expense	$ 132,670	$ 135,651	$ 139,376	$ 139,376	$ 149,536

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Miscellaneous Equipment	
Workstation replacements	$ 29,600
Network hardware, wiring, etc.	6,000
	$ 35,600

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CITY OF APPLETON 2007 BUDGET
CAPITAL PROJECTS FUNDS

NOTES

CITY OF APPLETON 2007 BUDGET
CAPITAL PROJECTS FUNDS

Library **Business Unit 4200**

MAJOR 2006 OBJECTIVES

This fund provides for a variety of capital needs for the Appleton Public Library. 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
Replace/upgrade Library Air Conditioning Unit	$ 212,000	Projects, Pg. 645
Security Camera Upgrade	38,500	Projects, Pg. 667
	$ 250,500	

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2004	2005	Adopted 2006	Amended 2006	2007	Change *
Program Revenues		$ -	$ -	$ -	$ -	$ -	N/A
Program Expenses		$ -	$ 33,978	$ -	$ -	$ 250,500	N/A
Expenses Comprised Of:							
Personnel		-	-	-	-	-	N/A
Administrative Expense		-	-	-	-	-	N/A
Supplies & Materials		-	-	-	-	-	N/A
Purchased Services		-	33,978	-	-	-	N/A
Utilities		-	-	-	-	-	N/A
Repair & Maintenance		-	-	-	-	-	N/A
Capital Expenditures		-	-	-	-	250,500	N/A

* % change from prior year adopted budget

CITY OF APPLETON 2007 BUDGET
CAPITAL PROJECTS FUNDS

Library **Business Unit 4200**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
5020 Donations & Memorials	$ -	$ -	$ -	$ -	$ -
5910 Proceeds of Long-term Debt	-	34,000	-	-	250,478
Total Revenue	$ -	$ 34,000	$ -	$ -	$ 250,478
Expenses					
6404 Consulting	$ -	$ -	$ -	$ -	$ -
6408 Contractor Fees	-	33,978	-	-	250,500
Total Expense	$ -	$ 33,978	$ -	$ -	$ 250,500

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Consulting	
Security camera upgrade	$ 38,500
Air conditioning unit	212,000
	$ 250,500

CITY OF APPLETON 2007 BUDGET
LIBRARY CAPITAL PROJECTS FUND
Schedule of Revenues, Expenditures and Changes in Fund Balance (Deficit)

	2004 Actual	2005 Actual	2006 Budget	2006 Projected	2007 Budget
Revenues					
Intergovernmental	$ -	$ -	$ -	$ -	$ -
Interest Income	-	-	-	-	-
Other	-	-	-	-	-
Total Revenues	-	-	-	-	-
Expenses					
Program Costs	-	33,978	-	-	250,500
Total Expenses	-	33,978	-	-	250,500
Revenues over (under) Expenses	-	(33,978)	-	-	(250,500)
Other Financing Sources (Uses)					
Proceeds of G.O. Debt	-	34,000	-	-	250,478
Operating Transfers In	-	-	-	-	-
Total Other Financing Sources (Uses)	-	34,000	-	-	250,478
Net Change in Equity	-	22	-	-	(22)
Fund Balance - Beginning	-	-	22	22	22
Fund Balance - Ending	$ -	$ 22	$ 22	$ 22	$ -

CITY OF APPLETON 2007 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

	2004 Actual	2005 Actual	2006 Adopted Budget	2006 Projected	2007 Budget
Revenues					
Donations	$ 800	$ 500	$ 500	$ 500	$ 500
Interest Income	181	367	400	400	425
Total Revenues	981	867	900	900	925
Expenses					
Program Costs	1,200	500	800	1,000	800
Revenues over (under) Expenses	(219)	367	100	(100)	125
Fund Balance - Beginning	15,922	15,703	16,070	16,070	15,970
Fund Balance - Ending	$ 15,703	$ 16,070	$ 16,170	$ 15,970	$ 16,095

CITY OF APPLETON 2007 BUDGET
PERMANENT FUNDS

NOTES

CITY OF APPLETON 2007 BUDGET

PARKS & RECREATION DEPARTMENT

Parks & Recreation Director: William N. Lecker

Deputy Director for Operations: Martin N. Will

CITY OF APPLETON 2007 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 2006 EVENTS

Administration:
Secured 3 year agreement with Supple Restaurant Group for use of Vulcan Heritage Park patio area
Approved "Memorandum of Understanding" for transfer of Badger Pool to Appleton Area School District
Secured agreement for Appleton Memorial Park and Mead Pool concessions operations for 2006-2007
Approved contract with R.A. Smith for design services to develop master plan for the Jones Park/Water Treatment Plant/WE Energies Riverfront properties
Implemented new registration software program
Developed master plans for Gardens of the Fox Cities, Jones Park/WE Energies/Water Treatment Plant site, Houdini Plaza and Apple Creek Estates neighborhood park
Coordinated the development of a regional trail map for distribution to the public
Worked cooperatively with the Midwest Region Soccer Tournament Committee and North American Softball Association Organization Committee on tournaments in Appleton
Signed lease agreements with ANR Pipeline for access to parks and trails for installation of a gas line
Coordinated the restoration of the Doughboy statue on Memorial Drive
Continued to explore partnerships with organizations, other governmental agencies, etc. to encourage efficiencies
Forestry:
Presented the 2006 Street Tree Planting Program for new construction and re-construction of City streets to the 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 prior to 2006 construction season
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 2000-2004
Parks:
Completed construction of new tennis courts at Pierce Park
Completed construction of the parking lot at Telulah Park
Completed installation of new playground equipment at City Park
Completed initial landscaping at new neighborhood park in Apple Creek Estates Subdivision
Completed installation of new sidewalks in Linwood Park in cooperation with the Neighborhood Revitalization Program
Recreation :
Coordinated a Lacrosse instructional program with the Town of Menasha, City of Menasha and City of Neenah
Implemented a new registration method for youth team sports that allowed for individual player registration
Developed an internal review team to upgrade the Parks and Recreation Department website on the City of Appleton's webpage
Developed a policy for the outside rental of the Dance Studios in the City Center Plaza
Successfully concluded youth and adult basketball seasons at Players Choice
Provided a "Mini-Dance Revue" for dance programs at Madison Middle School
Aquatics:
Worked closely with the Appleton Area School District to transfer Badger Pool to the School District on April 3, 2006
Worked with various swim team programs to coordinate use of pools for practices during open lap swim times and on a rental basis
Completed installation of new filtration system and heater at Mead Pool

CITY OF APPLETON 2007 BUDGET
PARKS AND RECREATION DEPARTMENT

MAJOR 2007 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
Roll out the on-line registration module of the program registration software that was purchased and implemented in 2006
Provide an urban forestry program to create a safe environment and enhance the natural beauty while striving to promote and preserve the urban forest within the City
Monitor Emerald Ash Borer situation that is developing nationally and develop appropriate plans, if needed, to address impact in our community
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
Coordinate with other City departments to maximize resources for the maintenance of other City properties
Provide year-round recreational opportunities for youth and adults in sports and leisure activities
Continue to pursue partnerships with the Appleton Area School District, other local municipalities and other leisure service providers to meet the needs of the community and maximize resources
Provide swimming pool facilities, recreational swimming opportunities and instructional services on a year-round basis
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 service adjustments approved in the 2007 Budget

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2004	2005	Adopted 2006	Amended 2006	2007	Change *
Program Revenues		$ 727,692	$ 652,657	$ 684,774	$ 715,724	$ 676,339	-1.23%
Program Expenses							
16510	Administration	401,561	427,851	457,058	457,058	515,450	12.78%
16520	Forestry	677,375	706,493	707,063	707,063	752,557	6.43%
16531	Athletic Field Maint'ce	209,228	251,387	256,796	256,796	262,221	2.11%
16532	Park Maintenance	1,142,328	1,099,735	1,131,658	1,143,658	1,163,354	2.80%
16533	Other City Maintenance	158,020	197,336	229,208	248,158	233,642	1.93%
16541	Recreation Programs	888,691	879,535	881,805	881,805	847,119	-3.93%
16542	Aquatics	684,488	627,677	641,814	641,814	597,136	-6.96%
TOTAL		$ 4,161,691	$ 4,190,014	$ 4,305,402	$ 4,336,352	$ 4,371,479	1.53%
Expenses Comprised Of:							
Personnel		2,856,948	2,869,471	2,914,490	2,914,490	3,023,495	3.74%
Administrative Expense		176,042	155,982	150,985	150,985	157,774	4.50%
Supplies & Materials		308,103	240,053	347,635	347,635	273,615	-21.29%
Purchased Services		109,399	150,479	132,601	163,551	41,703	-68.55%
Utilities		333,715	326,054	290,082	290,082	292,397	0.80%
Repair & Maintenance		321,101	442,446	469,609	469,609	568,495	21.06%
Capital Expenditures		56,383	5,529	-	-	14,000	N/A
Full Time Equivalent Staff:							
Personnel allocated to programs		33.87	34.00	34.00	34.00	34.67	

* % change from prior year adopted budget

CITY OF APPLETON 2007 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
Roll out the on-line registration module of the program registration software that was purchased and implemented in 2006
Work with Facilities Management department on the transfer of responsibilities for the maintenance and operation of 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
Develop a strategic plan for the Parks and Recreation Department
Review the current cost recovery policy for all recreation programs and update the policy to address current trends and financial considerations
Work closely with local media to identify the benefits of recreational activities and encourage increased participation
Work with other City departments and other local units of government to develop a long range trail and bike route

Major Program Changes:

The 2006 budget included $45,000 for the purchase and installation of a new registration software program. The program was installed in 2006, with the on-line component scheduled for 2007. This budget includes the re-allocation of the Administrative Clerk V position to this business unit to more accurately reflect costs associated with this program budget. The Administrative Clerk V position was previously split between the Park Maintenance (45%) and Recreation Program (50%) budgets. This .95 FTE position adds $54,941 to the Administration Budget, with corresponding decreases to the other program budgets. This position is primarily responsible for the financial tasks within the department, and these tasks are more closely aligned with the Administration program. This budget also reflects a reduction in the courier service between the department and City Center, to three times per week ($1,000), and a 50% reduction in summer clerical assistance (approx. 300 hours, $2,896). Finally, $66,917 of costs related to the cleaning and maintenance of Parks and Recreation facilities have been assumed by the Facilities Management Fund. These costs have been reclassified from the individual expense accounts, and added, to the facilities charges (6420) account.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Functional facility for public access					
Staff to handle public demands	3.00	3.00	3.00	3.00	3.00
Strategic Outcomes					
# of refunds issued due to prog. changes	New Measure	75	60	60	30
% of registrations processed within 2 days of receipt	New Measure	74%	80%	80%	100%
% of registrations processed via internet	New Measure	→			25%
Work Process Outputs					
# of personal counter contacts per day	44	34	35	35	36
# of telephone contacts per day	46	73	40	75	76
# of contracts administered	36	36	30	35	35
# of refunds issued for filled classes	70	76	75	80	20
# of new department policies developed	4	4	4	4	5

CITY OF APPLETON 2007 BUDGET
PARKS AND RECREATION DEPARTMENT

Administration **Business Unit 16510**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4802 Charges for Serv. - Tax	$ 205	$ 1,076	$ 500	$ 500	$ 500
5001 Fees and Commissions	-	175	300	300	300
5035 Other Reimbursements	2,251	-	-	-	-
5085 Cash Short or Over	(11)	6	-	-	-
Total Revenue	$ 2,445	$ 1,257	$ 800	$ 800	$ 800
Expenses					
6101 Regular Salaries	$ 187,501	$ 198,767	$ 187,720	$ 187,720	$ 240,260
6105 Overtime	-	56	-	-	-
6108 Part-Time	6,617	5,186	4,998	4,998	2,290
6150 Fringes	80,058	77,377	72,265	72,265	98,124
6201 Training\Conferences	3,725	4,650	4,500	4,500	4,500
6206 Parking Permits	720	720	522	522	472
6301 Office Supplies	2,693	2,404	3,000	3,000	2,600
6303 Memberships & Licenses	960	545	900	900	550
6304 Postage\Freight	24	8	25	25	25
6305 Awards & Recognition	-	207	563	563	563
6306 Building Maint./Janitorial	1,158	1,318	975	975	926
6307 Food & Provisions	89	174	100	100	100
6309 Shop Supplies & Tools	-	21	-	-	-
6311 Paint & Supplies	164	-	150	150	150
6315 Books & Library Materials	55	-	100	100	50
6316 Miscellaneous Supplies	217	21	200	200	200
6320 Printing & Reproduction	6,718	7,001	6,500	6,500	6,500
6321 Clothing	-	192	-	-	-
6324 Medical\Lab Supplies	-	-	50	50	-
6325 Construction Materials	128	46	150	150	150
6327 Miscellaneous Equipment	6,371	367	50,000	50,000	5,000
6328 Signs	51	-	100	100	100
6403 Bank Services	1,070	1,616	1,200	1,200	1,600
6404 Consulting Services	14,704	41,296	27,500	27,500	10,000
6405 Engineering Fees	1,644	2,414	4,000	4,000	3,000
6407 Collection Services	2,336	2,620	2,483	2,483	2,683
6408 Contractor Fees	2,341	213	2,500	2,500	-
6412 Advertising	220	82	300	300	200
6413 Utilities	47,971	51,454	51,097	51,097	57,430
6414 Janitorial Service	14,786	15,155	15,700	15,700	-
6416 Build Repairs & Maint	606	1,141	3,000	3,000	-
6418 Equip Repairs & Maint	9,259	4,159	7,500	7,500	4,000
6420 Facilities charges	-	454	460	460	66,917
6424 Software Support	-	-	300	300	300
6430 Health Services	-	10	-	-	-
6451 Uniform Services	3,315	1,958	2,200	2,200	1,760
6599 Other Contracts/Obligations	6,060	6,219	6,000	6,000	5,000
Total Expense	$ 401,561	$ 427,851	$ 457,058	$ 457,058	$ 515,450

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Consulting Services	
North Side Park Development	$ 5,000
Miscellaneous Design Work (Lighting, parking lots, walkways, courts, pavilions, stormwater, etc.)	5,000
	$ 10,000

CITY OF APPLETON 2007 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
Coordinate equipment use and purchases with DPW to maximize equipment and create efficiencies
Continue efforts to remove invasive species from City property through volunteer services
Create public information on benefits of the urban forest
Research methods to collect tree data electronically to minimize manual data entry

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. A reduction in seasonal staff has been made to more closely reflect the current activities of the program and the ability to access other services to address department needs. A further reduction of one seasonal worker position (approximately 600 hours, $4,737) has also been made.
This budget includes $14,000 to purchase a chipper box for use with a J-hook truck to be purchased as a replacement for a single-axle dump truck. This vehicle will be used jointly by Public Works and Forestry and is expected to be capable of being changed over from forestry use to snow and ice control in about an hour. Purchase of this vehicle will allow Parks and Recreation to forego replacement of a non-CEA dedicated chipper vehicle in 2008, resulting in a savings of $31,500 over two years and a one vehicle reduction to the City's fleet.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Safe, healthy and attractive urban forest					
# trees on City streets	28,000	28,000	28,500	28,500	28,500
Strategic Outcomes					
Satisfied community					
% of service requests responded to within three working days	92%	93%	95%	95%	98%
% of customers who accept new trees on new and/or reconstructed streets	New Measure	90%	95%	95%	96%
# of request for tree removals	New Measure	125	120	120	100
Work Process Outputs					
Plant trees in new subdivisions	575	550	550	550	550
Plant trees to replace dead/diseased trees	985	950	900	900	1,000
Prune trees (goal 4,000/yr)	2,375	3,780	3,500	3,500	4,000
Treat all City properties with Gypsy Moth egg mass counts of >500 egg masses/acre	100%	100%	100%	100%	100%

CITY OF APPLETON 2007 BUDGET
PARKS AND RECREATION DEPARTMENT

Forestry Services **Business Unit 16520**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4224 Miscellaneous State Aids	$ 25,000	$ 6,777	$ -	$ -	$ -
4610 Tree Planting	257	-	-	-	-
Total Revenue	$ 25,257	$ 6,777	$ -	$ -	$ -
Expenses					
6101 Regular Salaries	$ 374,025	$ 365,658	$ 381,753	$ 381,753	$ 395,834
6104 Call Time	1,038	4,494	-	-	-
6105 Overtime	1,345	4,199	5,265	5,265	5,265
6108 Part-Time	12,492	7,332	10,837	10,837	3,540
6150 Fringes	179,128	172,466	166,246	166,246	173,903
6201 Training\Conferences	7,405	1,974	1,500	1,500	1,500
6302 Subscriptions	92	27	100	100	100
6303 Memberships & Licenses	140	1,245	250	250	500
6308 Landscape Supplies	3,718	3,328	2,900	2,900	2,600
6309 Shop Supplies & Tools	3,051	1,906	3,500	3,500	2,000
6311 Paint & Supplies	66	-	50	50	50
6315 Books & Library Materials	-	102	50	50	-
6316 Miscellaneous Supplies	44	41	-	-	-
6320 Printing & Reproduction	284	102	150	150	150
6321 Clothing	670	1,017	1,450	1,450	1,450
6322 Gas	-	-	-	-	-
6323 Safety Supplies	1,959	598	2,000	2,000	1,000
6324 Medical\Lab Supplies	66	70	100	100	100
6326 Vehicle & Equipment Parts	2,016	693	2,100	2,100	1,000
6327 Miscellaneous Equipment	1,516	682	2,750	2,750	2,000
6328 Signs	22	-	-	-	1,000
6408 Contractor Fees	4,790	14,891	5,000	5,000	5,000
6413 Utilities	245	264	252	252	263
6417 Vehicle Repairs & Maint	5,591	-	-	-	-
6418 Equip Repairs & Maint	285	79	400	400	400
6419 Communication Equip. Repair	-	-	400	400	400
6425 CEA Equip. Rental	84,412	134,982	130,010	130,010	151,978
6429 Interfund Allocations	(9,097)	(11,043)	(12,000)	(12,000)	(13,000)
6451 Uniform Services	2,019	1,386	1,500	1,500	1,524
6503 Rent	53	-	500	500	-
6804 Equipment	-	-	-	-	14,000
Total Expense	$ 677,375	$ 706,493	$ 707,063	$ 707,063	$ 752,557

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Equipment	
Chipper box for J-hook truck	$ 14,000
	$ 14,000

CITY OF APPLETON 2007 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, 1 baseball diamond, 8 youth ball diamonds in City parks, 7 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 of all City owned athletic fields and certain Appleton Area School District athletic fields
Coordinate game prep activities for Little League, Babe Ruth, and the Appleton Soccer Club
Provide facilities for tournament use that promote 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. Minor adjustments have been made to reflect the reduced use of baseball diamonds by Babe Ruth due to their completion of the second diamond at USA Youth. Revenues have increased to reflect the agreement reached with Cingular Wireless ($20,600 in 2007) to co-locate on the light pole constructed in 2004 by Alamosa PCS in Appleton Memorial Park to house telecommunication equipment. In order to make up the budget shortfall in 2005 due to increased fuel and CEA costs, little contract work was done to the athletic fields. This caused the grounds repair account (6454) to be artificially low. In 2007, those costs are expected to be incurred at a normal level. This budget also includes a reduction in other contractor fees (account 6408, $1,500), used to grade ball diamonds, repair fencing, address lighting issues, etc. Finally, $4,184 of costs related to the cleaning and maintenance of Parks and Recreation facilities have been assumed by the Facilities Management Fund. These costs have been reclassified from the individual expense accounts, and added, to the facilities charges (6420) account.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Safe and groomed ball diamonds					
# AMP diamonds available for use	6	6	6	6	7
# 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	1
# casual fields in parks for use	3	3	3	3	3
Safe and groomed soccer fields					
# fields available for use	3	3	2	2	2
Strategic Outcomes					
Recover percentage of direct labor cost/program					
Appleton Little League	20%	50%	50%	50%	50%
Babe Ruth	50%	50%	50%	50%	50%
Appleton Youth Soccer	40%	50%	50%	50%	50%
Adult Rugby	100%	100%	N/A	N/A	N/A
Work Process Outputs					
Game prep ball diamonds for					
Adult Softball	96%	95%	100%	100%	100%
Game prep ball diamonds for					
Youth Baseball	95%	95%	95%	95%	98%
Drag all school diamonds min. once/wk	80%	100%	100%	100%	95%

CITY OF APPLETON 2007 BUDGET
PARKS AND RECREATION DEPARTMENT

Athletic Field Maintenance **Business Unit 16531**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4801 Charges for Serv.- Nontax	$ 7,330	$ 8,948	$ 8,750	$ 8,750	$ 9,842
4802 Charges for Serv. - Tax	2,329	1,381	3,750	3,750	3,000
5016 Lease Revenue	-	-	11,124	11,124	32,058
5020 Donations & Memorials	-	15,000	-	-	-
Total Revenue	$ 9,659	$ 25,329	$ 23,624	$ 23,624	$ 44,900
Expenses					
6101 Regular Salaries	$ 89,300	$ 97,771	$ 102,145	$ 102,145	$ 105,651
6104 Call Time	149	304	-	-	-
6105 Overtime	2,445	2,292	3,674	3,674	3,674
6108 Part-Time	9,667	7,041	9,528	9,528	8,951
6150 Fringes	47,378	47,780	49,507	49,507	52,323
6201 Training\Conferences	230	170	250	250	250
6303 Memberships & Licenses	35	-	50	50	50
6306 Building Maint./Janitorial	100	496	500	500	475
6308 Landscape Supplies	21,166	14,583	24,400	24,400	21,900
6309 Shop Supplies & Tools	752	692	675	675	825
6311 Paint & Supplies	527	565	500	500	500
6316 Miscellaneous Supplies	5,620	5,587	5,000	5,000	5,500
6321 Clothing	-	-	150	150	150
6323 Safety Supplies	52	124	100	100	100
6325 Construction Materials	3,528	3,429	4,000	4,000	2,800
6326 Vehicle & Equipment Parts	147	74	100	100	200
6327 Miscellaneous Equipment	226	10,970	2,000	2,000	2,000
6328 Signs	140	-	200	200	200
6408 Contractor Fees	1,967	14,816	3,000	3,000	750
6413 Utilities	231	7,041	9,641	9,641	10,059
6415 Tipping Fees	64	-	100	100	100
6416 Build Repairs & Maint	4,166	-	3,500	3,500	3,000
6418 Equip Repairs & Maint	-	596	500	500	500
6420 Facilities charges	1,245	445	644	644	4,184
6425 CEA Equip. Rental	14,842	35,728	30,882	30,882	31,829
6454 Grounds Repair & Maint.	4,910	661	5,500	5,500	6,000
6503 Rent	341	222	250	250	250
Total Expense	$ 209,228	$ 251,387	$ 256,796	$ 256,796	$ 262,221

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Landscape supplies	
Infield mix for 27 ball diamonds	$ 14,000
Topsoil	3,000
Seed, fertilizer	3,100
Plant material, field lining material herbicide/pesticides	1,800
	$ 21,900

CITY OF APPLETON 2007 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, playground equipment, disc golf course, 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 the 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
Develop and implement programs to address the invasion of exotic species on natural areas of the parks. Implementation of programs will involve the use of volunteer groups, temporary services and department staff
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:

This budget reflects a reduction in salaries of $26,024 due to the re-allocation of .45 FTE of the Administrative Clerk V position to the Administration program budget to reflect actual work tasks. .25 FTE of a Park Leadman position at a cost of $16,490 has been re-allocated to this program budget to reflect the transfer of Badger Pool to the AASD and reduced staffing levels associated with that transfer. The additional staff in the Park Maintenance budget will allow the department to address increasing workloads associated with the addition of new parks and facilities. A small increase in revenues has been made to reflect an increase in pavilion rental fees for 2007 and lease revenue received from the 3 year lease of the Vulcan Heritage Park patio.
Finally, $7,000 of costs related to the cleaning and maintenance of Parks and Recreation facilities have been assumed by the Facilities Management Fund. These costs have been reclassified from the individual expense accounts, and added, to the facilities charges (6420) account.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Safe, clean parks					
# of developed city parks	26	27	28	28	28
# of undeveloped parks	3	2	1	1	2
Green space					
acres of green space	500	500	500	500	506
Strategic Outcomes					
Healthy and productive community					
% of pavilion users who rated the appearance/maintenance of parks good or excellent	95%	100%	95%	95%	96%
Clean and safe pavilions					
Refunds issued due to reduced services	10	5	5	5	5
Work Process Outputs					
# pavilions maintained and available	22	22	22	22	22
# pavilions reservations/year	534	521	525	525	530
% of tennis courts that meet min. surface requirements	15%	26%	26%	26%	26%
% of ADA compliant playgrounds	70%	80%	85%	85%	90%
# ice rinks maintained	4	5	5	5	5
Turf management plan - percent of completion	50%	65%	55%	55%	60%

CITY OF APPLETON 2007 BUDGET
PARKS AND RECREATION DEPARTMENT

Park Maintenance **Business Unit 16532**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4801 Charges for Serv.- Nontax	$ 118	$ 240	$ -	$ -	$ 250
4802 Charges for Serv. - Tax	28,248	32,743	32,000	32,000	33,615
5016 Lease Revenue	-	12,050	-	-	1,750
5020 Donations & Memorials	500	-	-	12,000	200
5030 Damage to City Property	255	502	400	400	500
5035 Other Reimbursements	70,037	18	-	-	-
Total Revenue	$ 99,158	$ 45,553	$ 32,400	$ 44,400	$ 36,315
Expenses					
6101 Regular Salaries	$ 453,385	$ 447,912	$ 431,688	$ 431,688	$ 441,288
6104 Call Time	349	1,917	-	-	-
6105 Overtime	1,503	3,818	7,111	7,111	7,111
6108 Part-Time	35,763	25,189	42,914	42,914	42,746
6150 Fringes	230,693	212,747	193,043	193,043	209,441
6201 Training\Conferences	919	342	600	600	600
6303 Memberships & Licenses	230	245	100	100	200
6306 Building Maint./Janitorial	7,651	5,418	8,000	8,000	7,600
6308 Landscape Supplies	18,402	19,094	20,500	20,500	18,000
6309 Shop Supplies & Tools	4,349	2,004	3,400	3,400	3,250
6310 Chemicals	160	292	500	500	300
6311 Paint & Supplies	2,108	4,240	3,000	3,000	3,000
6316 Miscellaneous Supplies	313	884	1,000	1,000	-
6320 Printing & Reproduction	577	421	500	500	500
6321 Clothing	1,796	1,902	2,500	2,500	1,800
6322 Gas	8,709	10,995	10,000	10,000	12,000
6323 Safety Supplies	1,605	869	1,750	1,750	1,000
6324 Medical\Lab Supplies	390	84	700	700	400
6325 Construction Materials	26,521	25,136	26,000	26,000	27,000
6326 Vehicle & Equipment Parts	3,427	1,845	5,000	5,000	4,000
6327 Miscellaneous Equipment	27,089	21,442	25,000	25,000	25,000
6328 Signs	1,400	796	2,000	2,000	1,600
6404 Consulting Services	6,800	135	-	-	-
6405 Engineering Fees	-	6,571	4,000	4,000	4,000
6407 Collection Services		1,910	1,931	1,931	1,910
6408 Contractor Fees	32,590	21,993	35,000	47,000	25,000
6409 Inspection Fees	205	223	200	200	250
6411 Temporary Help	1,504	-	-	-	-
6413 Utilities	96,505	95,363	111,377	111,377	119,351
6415 Tipping Fees	688	466	750	750	750
6416 Build Repairs & Maint	3,921	283	4,500	4,500	2,000
6417 Vehicle Repairs & Maint	1,423	1,777	1,500	1,500	1,210
6418 Equip Repairs & Maint	3,351	747	1,500	1,500	1,200
6419 Communication Eq. Repairs	112	-	1,600	1,600	750
6420 Facilities charges	12,276	3,511	7,818	7,818	18,915
6425 CEA Equip. Rental	103,846	170,976	172,426	172,426	177,704
6429 Interfund Allocations	(9,415)	-	-	-	-
6430 Health Services	26	13	-	-	-
6451 Uniform Services	3,831	2,321	3,000	3,000	2,778
6454 Grounds Repair & Maint.	-	290	-	-	-
6503 Rent	943	35	500	500	500
6599 Other Contracts/Obligations	-	-	250	250	200
6804 Equipment	56,383	1,250	-	-	-
6809 Infrastructure Construction	-	4,279	-	-	-
Total Expense	$ 1,142,328	$ 1,099,735	$ 1,131,658	$ 1,143,658	$ 1,163,354

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Landscape supplies	
Topsoil, sand & gravel	$ 6,000
Seed, fertilizer, etc.	5,500
Plant material	3,500
Mulch, chips, etc.	1,500
Herbicides/pesticides	1,500
	$ 18,000

Construction materials	
Electrical supplies	$ 2,000
Hardware for doors/partitions	4,500
Lumber	4,000
Plumbing supplies & piping	7,000
Windows/glass	1,000
Misc. building supplies	4,000
Street lights	3,000
Concrete	500
Asphalt	1,000
	$ 27,000

Miscellaneous equipment	
Lawn mowers & weedeaters	$ 5,000
Misc. shop equipment	5,000
Replacement playground equipment	12,000
Replacement picnic tables, etc.	3,000
	$ 25,000

Contractor fees	
Vandalism repairs	$ 7,000
Asphalt repairs/crack filling	12,000
Minor construction projects	2,500
Maintenance projects	3,500
	$ 25,000

CITY OF APPLETON 2007 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 130 non-park sites (approx. 60 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, all Utility Department sites, 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:

Some minor adjustments have been made in paint and supplies (+$400) and signs (+$1,000) accounts to allow for the addition of the Weimar Court to Matthias Street segment of the Newberry Trail that was completed in 2006. The second phase of Providence Trail is also scheduled for completion in 2007. The Utilities account has increased to reflect the re-allocation of the electrical charges for Houdini Plaza from the Park Maintenance program budget. Revenues from the rental of Houdini Plaza have been allocated to this budget. In previous budgets, the revenues from Houdini Plaza had been allocated to the Park Maintenance Budget.
This budget also includes a reduction in overtime expense ($500) and a reduction of one seasonal worker position (approximately 600 hours, $4,737). Possible impacts of these reductions include no weekend snow removal at Houdini Plaza, the Library, or the Police Department, no weekend flower care on College Avenue and generally longer mowing cycles, fewer flower beds and less maintenance to those remaining, less maintenance on trails, etc.
This budget reflects a shift of an eight month Park Caretaker position, formerly allocated to Reid Golf Course, to this program. This will enable the Parks and Recreation Department to assume responsibility for all of the mowing and grounds maintenance at other City properties that was formerly contracted out by Facilities Maintenance. The increase in salaries in this program ($41,856) is entirely offset by an increase in interfund allocations.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Attractive City properties					
% of internal customers who rate service at good or better	New Measure	95%	100%	100%	100%
% of internal customers who rate service response at good or better	New Measure	90%	100%	100%	100%
Strategic Outcomes					
Attractive community					
% of category A properties that are mowed weekly	New Measure	85%	90%	90%	95%
% of category B properties that are mowed on a 10 day cycle	New Measure	90%	85%	85%	90%
Work Process Outputs					
Other City property maintained	5	5	5	5	13
Boulevards and triangles mowed	109 sites	110 sites	111 sites	111 sites	113 sites
# of acres of boulevards and triangles	52.8	53.0	53.1	53.1	53.2
Linear feet of trails maintained	34,326	36,369	36,369	36,369	39,489
# of acres of trail corridors maintained	26.5	28.4	28.4	28.4	29.2

CITY OF APPLETON 2007 BUDGET
PARKS AND RECREATION DEPARTMENT

Other City Maintenance **Business Unit 16533**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4802 Charges for Serv. - Tax	$ -	$ -	$ -	$ -	$ 1,640
5020 Donations & Memorials	450	1,390	450	19,400	455
Total Revenue	$ 450	$ 1,390	$ 450	$ 19,400	$ 2,095
Expenses					
6101 Regular Salaries	$ 79,355	$ 95,631	$ 110,202	$ 110,202	$ 141,888
6104 Call Time	539	350	-	-	-
6105 Overtime	1,280	301	1,813	1,813	500
6108 Part-Time	10,998	15,646	19,758	19,758	15,106
6150 Fringes	40,601	46,468	54,698	54,698	71,878
6303 Memberships & Licenses	-	500	500	500	500
6308 Landscape Supplies	5,187	3,519	5,500	5,500	4,850
6311 Paint & Supplies	6	-	100	100	500
6316 Miscellaneous Supplies	300	1,230	200	200	200
6325 Construction Materials	126	117	700	700	600
6328 Signs	153	121	250	250	1,250
6408 Contractor Fees	2,375	5,951	5,000	5,000	2,374
6413 Utilities	1,329	1,594	1,861	1,861	3,767
6420 Facilities charges	1,155	1,123	644	644	2,702
6425 CEA Equip. Rental	14,616	26,345	30,882	30,882	31,828
6429 Interfund Allocations	-	(4,555)	(6,000)	(6,000)	(47,856)
6454 Grounds Repair & Maint.	-	2,995	3,000	3,000	3,000
6503 Rent	-	-	100	100	100
6599 Other Contractual Obligations	-	-	-	18,950	455
Total Expense	$ 158,020	$ 197,336	$ 229,208	$ 248,158	$ 233,642

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Interfund Allocations

Mowing and grounds maintenance at other City properties, contracted to Facilities Management	$ (47,856)
	$ (47,856)

CITY OF APPLETON 2007 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 mee 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
Work closely with other youth sport providers to develop complementary programs

Major Program Changes:

This budget includes:
a revenue increase ($1,500) from the rental of the Dance Studios to outside organizations;
a revenue increase ($10,000) from sponsorships of individual programs, such as the "On the Hill" movie program;
a revenue increase ($10,000) from a $5 increase in non-resident fees (current rates: $20 Youth, $30 Adult, in place fo over 10 years);
a revenue reduction ($13,500) from the AASD for rental of the dance studios in the City Center Plaza by the Renaissance School, which will not be using the studios in 2007;
the transfer of $28,917 to the Administration Budget (reallocation of .5 FTE of the Administrative Clerk V position);
additional revenues and expenses associated with the Dance Revue that will be held at the Xavier High Theater;
an increase (approx. $12,500) for the purchase of T-shirts for all youth sports programs (the cost of the T-shirts is factored into the individual player fees for those programs);
the use of school staff as facility supervisors to reduce overtime for building engineers ($6,244);
the elimination of scorekeepers for youth basketball ($1,938);
the elimination of the Friday morning playground program ($6,459);
the elimination of the High School Basketball program ($4,743 expense, $2,150 revenue, relying on high school intramural programs);
and the elimination of the Adult Basketball program ($24,000 expense, $19,000 revenue, moved to Players Choice).

It also continues to reflect:
contracting concession operations at the Appleton Memorial Park Softball Complex and the elimination of winter concessions at Erb and Appleton Memorial Parks; and
the reduction of rental expense due to moving the location of Youth Basketball games to Players Choice from Appleton
Area School District facilities.

Finally, $26,005 of costs related to the cleaning and maintenance of Parks and Recreation facilities have been assumec by the Facilities Management Fund. These costs have been reclassified from the individual expense accounts, and added, to the facilities charges (6420) account. Also, the Activity Guide will be mailed three times, though at the current cost (the Activity Guide will include advertising opportunities that will offset the additional distribution costs

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Organized recreation programs (sports & instruction)					
Sports leagues - participants	8,425	6,709	8,500	8,500	8,600
Instructional programs - participants	2,864	2,116	2,900	2,900	3,000
Leisure opportunities (special events & drop-in)					
Drop-in programs - participants	18,554	22,367	19,000	19,000	20,000
Special events - participants	9,011	6,632	9,500	9,500	9,600
Strategic Outcomes					
Healthy lifestyle					
Residents (registered)	12,897	10,613	13,750	13,750	13,500
Non-residents (registered)	2,055	824	2,000	2,000	2,300
Older adults (registered)	16,522	17,703	16,500	16,500	17,000
Work Process Outputs					
# of programs/ team participation					
Adult softball teams	195	191	200	200	210
Adult basketball teams	56	47	60	60	60
Youth baseball teams	59	56	65	65	60
Youth basketball teams	128	115	120	120	110
Youth soccer teams	73	66	75	75	70
% of recovery for adult sport programs	86%	89%	100%	95%	100%
% of recovery for youth sports	45%	47%	50%	50%	55%

CITY OF APPLETON 2007 BUDGET
PARKS AND RECREATION DEPARTMENT

Recreation Programs **Business Unit 16541**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4801 Charges for Serv.- Nontax	$ 72,841	$ 86,475	$ 76,500	$ 76,500	$ 87,278
4802 Charges for Serv. - Tax	212,431	165,812	201,500	201,500	165,593
5001 Fees & Commissions	2,686	18,234	17,500	17,500	18,650
5010 Misc Revenue - Nontax	352	1,828	-	-	-
5015 Rental of City Property	13,500	13,500	13,500	13,500	15,000
5020 Donations & Memorials	-	2,000	-	-	10,000
5085 Cash Short or Over	38	(203)	-	-	-
Total Revenue	$ 301,848	$ 287,646	$ 309,000	$ 309,000	$ 296,521
Expenses					
6101 Regular Salaries	$ 181,089	$ 201,018	$ 210,549	$ 210,549	$ 205,038
6105 Overtime	332	603	-	-	-
6108 Part-Time	323,230	319,195	308,578	308,578	274,967
6150 Fringes	108,969	114,015	111,338	111,338	104,632
6201 Training\Conferences	1,591	2,142	3,300	3,300	3,000
6301 Office Supplies	1,981	1,789	2,100	2,100	2,000
6302 Subscriptions	-	25	-	-	-
6303 Memberships & Licenses	5,459	3,512	5,500	5,500	2,265
6304 Postage\Freight	6,978	3,712	3,700	3,700	3,700
6305 Awards & Recognition	6,572	7,499	5,500	5,500	5,348
6306 Building Maint./Janitorial	1,582	549	2,000	2,000	-
6307 Food & Provisions	1,102	1,947	1,000	1,000	2,305
6309 Shop Supplies & Tools	-	68	-	-	-
6311 Paint & Supplies	15	-	-	-	-
6314 Concession Supplies	17,943	1,488	5,225	5,225	1,705
6315 Books & Library Materials	133	30	200	200	50
6316 Miscellaneous Supplies	26,959	24,148	28,200	28,200	17,960
6320 Printing & Reproduction	22,823	18,707	24,000	24,000	24,000
6321 Clothing	4,558	5,390	4,500	4,500	16,975
6324 Medical\Lab Supplies	309	183	1,200	1,200	1,100
6325 Construction Materials	-	12	-	-	-
6327 Misc. Equipment	2,467	1,889	5,000	5,000	4,000
6408 Contractor Fees	-	25	-	-	-
6412 Advertising	(19)	-	150	150	150
6413 Utilities	24,759	19,758	20,689	20,689	22,052
6414 Janitorial Service	6,617	6,663	6,600	6,600	-
6416 Building Repairs & Maint	1,400	659	1,000	1,000	1,000
6418 Equip Repairs & Maint	957	488	1,000	1,000	-
6420 Facilities charges	-	-	460	460	26,005
6424 Software Support	207	70	100	100	100
6425 CEA Equip. Rental	8,658	15,514	18,016	18,016	18,567
6431 Interpreter Services	-	-	100	100	100
6451 Laundry Services	980	194	400	400	300
6503 Rent	112,946	105,725	94,750	94,750	86,525
6599 Other Contracts/Obligations	18,094	22,518	16,650	16,650	23,275
Total Expense	$ 888,691	$ 879,535	$ 881,805	$ 881,805	$ 847,119

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Miscellaneous supplies	
Equipment for sports programs	$ 5,000
Playground program supplies	6,000
Instructional program supplies	4,000
Arts & crafts supplies	2,960
	$ 17,960
Printing	
Activity guide - 3/yr	$ 24,000
	$ 24,000
Clothing	
Youth sport T-Shirts	$ 12,475
Staff clothing	4,500
	$ 16,975

Rent	
Kids' Alley	$ 33,475
Thompson Center	4,000
USA Youth soccer	2,500
Appleton Schools	31,550
Players Choice	8,000
Reid Golf - winter programs	4,000
Misc. equipment rental	3,000
	$ 86,525
Other Contracts/Obligations	
City band	$ 12,500
Rec program contract help	10,775
	$ 23,275

CITY OF APPLETON 2007 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 the needs of the 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 schedule all high school pools for APRD programs
Provide cost effective concession services at the outdoor pools
Provide pool rental time to the general public at Erb and Mead Pools
Cooperate with area agencies to provide special swimming opportunities and community events
Cooperate with the YMCA on the Bird Bath Open
Maintain Erb and Mead swimming pool facilities
Continue to evaluate programs to create efficiencies and address community needs
Explore opportunities to provide programming to minority populations

Major Program Changes:

The 2007 budget reflects the transfer of Badger Pool to the Appleton Area School District (AASD) in 2006. The transfer agreement allows the City to rent any of the three high school pools at a reduced rate while the AASD assumes all operational costs. This transfer of ownership permits the reallocation of .25 FTE of a Park Leadman position ($16,490) to the Park Maintenance budget to help maintain the 49 acres of parkland and 7 miles of recreational trails added since 1990. Adjustments have been made to various supplies/ services accounts (#6300's and 6400's) to reflect the transfer of those costs to the AASD. The Facility Rent account (# 6503.1) shows a large increase over 2006 to reflect the rental fees paid to the AASD for the various aquatic programs to be scheduled at the high school pools. This budget also includes the continued contracting of concession services at Mead Pool, opening Erb pool one week later and closing one week earlier ($15,720 expense, $6,076 revenue), adding two hours per week of lap swimming at Erb Pool ($758 expense, $384 revenue), and a two-hour per day reduction during the summer at West Pool ($5,383 expense, $1,500 revenue).
Finally, $2,702 of costs related to the cleaning and maintenance of Parks and Recreation facilities have been assumed by the Facilities Management Fund. These costs have been reclassified from the individual expense accounts to the facilities charges (6420) account.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Affordable instructional opportunities					
# of classes offered	598	598	600	600	600
Affordable recreational opportunities					
# of recreation programs offered	8	8	8	8	8
Strategic Outcomes					
Healthy lifestyle					
Resident participants (Instructional)	3,689	2,120	3,900	3,900	3,500
Sale of annual swim passes	998	385	1,200	1,200	1,000
General attendance (Open Swim)	71,676	96,375	100,000	100,000	100,000
Work Process Outputs					
Average daily attendance during open swim					
Mead Pool-Summer	573	726	750	750	750
Badger-Summer	49	55	60	60	60
Erb-Summer	281	355	350	350	350

CITY OF APPLETON 2007 BUDGET
PARKS AND RECREATION DEPARTMENT

Aquatics **Business Unit 16542**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4801 Charges for Serv.- Nontax	$ 84,948	$ 71,846	$ 95,000	$ 95,000	$ 85,384
4802 Charges for Serv. - Tax	196,484	204,872	216,500	216,500	202,424
4850 Daily Entrance - Nontax	5,456	6,231	5,500	5,500	6,000
5001 Fees & Commissions	449	1,826	1,500	1,500	1,900
5010 Misc Revenue - Nontax	1,520	-	-	-	-
5085 Cash Short or Over	18	(70)	-	-	-
Total Revenue	$ 288,875	$ 284,705	$ 318,500	$ 318,500	$ 295,708
Expenses					
6101 Regular Salaries	$ 92,672	$ 102,123	$ 126,899	$ 126,899	$ 123,734
6104 Call Time	186	242	-	-	
6105 Overtime	100	228	1,837	1,837	500
6108 Part-Time	235,705	222,155	223,454	223,454	220,011
6150 Fringes	69,060	69,191	76,670	76,670	74,840
6201 Training\Conferences	1,039	1,194	750	750	1,000
6202 Local Auto Expense	-	-	-	-	-
6301 Office Supplies	238	267	300	300	350
6303 Memberships & Licenses	4,728	3,120	4,100	4,100	2,835
6305 Awards & Recognition	535	208	550	550	550
6306 Building Maint./Janitorial	3,323	2,172	2,850	2,850	2,000
6307 Food & Provisions	-	-	-	-	-
6308 Landscape Supplies	1,414	2,053	1,050	1,050	500
6309 Shop Supplies & Tools	453	415	500	500	500
6310 Chemicals	13,579	17,603	16,785	16,785	14,000
6311 Paint & Supplies	6,459	1,007	5,600	5,600	5,000
6314 Concession Supplies	18,002	5	-	-	-
6315 Books & Library Materials	-	-	500	500	200
6316 Miscellaneous Supplies	3,513	3,363	4,000	4,000	3,500
6320 Printing & Reproduction	235	1,111	600	600	500
6321 Clothing	1,816	2,401	2,000	2,000	2,200
6323 Safety Supplies	35	45	100	100	-
6324 Medical\Lab Supplies	140	411	1,000	1,000	500
6325 Construction Materials	2,756	1,866	2,850	2,850	2,700
6326 Vehicle & Equipment Parts	6,468	4,379	7,500	7,500	5,000
6327 Miscellaneous Equipment	15,955	5,577	18,500	18,500	10,000
6328 Signs	177	698	300	300	300
6404 Consulting Services	-	-	1,500	1,500	-
6405 Engineering Fees	-	-	1,000	1,000	-
6407 Collection Services	-	159	137	137	150
6408 Contractor Fees	15,671	12,243	20,000	20,000	7,000
6409 Inspection Fees	-	-	250	250	250
6411 Temporary Help	1,152	1,693	2,500	2,500	-
6413 Utilities	162,674	150,579	95,165	95,165	79,475
6414 Janitorial Service	11,419	9,500	5,700	5,700	-
6416 Build Repairs & Maint	3,232	941	3,000	3,000	2,000
6418 Equip Repairs & Maint	4,165	2,476	5,000	5,000	4,000
6420 Facilities charges	1,171	136	920	920	2,702
6425 CEA Equip. Rental	2,473	4,841	5,147	5,147	5,304
6431 Interpreter Services	-	-	100	100	-
6451 Uniform Services	521	-	-	-	-
6503 Rent	460	1,169	800	800	23,535
6599 Other Contracts/Obligations	2,962	2,106	1,900	1,900	2,000
Total Expense	$ 684,488	$ 627,677	$ 641,814	$ 641,814	$ 597,136

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Chemicals		Rent	
Chlorine - Mead/Erb	$ 10,000	AASD pools	$ 23,535
Other chemicals	4,000		$ 23,535
	$ 14,000		

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CITY OF APPLETON 2007 BUDGET
PARKS AND RECREATION DEPARTMENT

NOTES

CITY OF APPLETON 2007 BUDGET
CAPITAL PROJECTS FUNDS

NOTES

CITY OF APPLETON 2007 BUDGET
CAPITAL PROJECTS FUNDS

Parks and Recreation **Business Unit 4040**

PROGRAM MISSION

This program accounts for funding sources and expenditures for various investments in Parks and Recreation infrastructure.

PROGRAM NARRATIVE

Link to Strategy:

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

Objectives:

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
Appleton Memorial Park - Athletic Field Renovations	530,000	Projects, Pg. 681
Vosters Park	75,000	Projects, Pg. 683
Derks Park Development	40,000	Projects, Pg. 686
Linwood Park	50,000	Projects, Pg. 692
Parks - Playground Equipment	70,000	Projects, Pg. 695
Providence Trail	65,000	Projects, Pg. 699
Riverfront Initiatives	1,370,000	Projects, Pg. 700
	$ 2,200,000	

Major program changes:

The budget for this capital projects fund fluctuates depending on the capital projects which are needed in any given year, their number, and their scale.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Safe, clean parks					
# of developed city parks	26	27	28	28	28
# of undeveloped parks	3	2	1	1	2
Green space					
acres of green space	500	500	500	500	506

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2004	2005	Adopted 2006	Amended 2006	2007	Change *
Program Revenues		$ 615,221	$ 14,042	$ 6,320	$ 6,320	$ 314,074	4869.53%
Program Expenses		$ 406,310	$ 663,578	$ 1,150,000	$ 1,150,000	$ 2,200,000	91.30%
Expenses Comprised Of:							
Personnel		-	-	-	-	-	N/A
Administrative Expense				-	-		N/A
Supplies & Materials		-	-	-	-	-	N/A
Purchased Services		-	-	50,000	50,000	177,500	255.00%
Utilities		-	-	-	-	-	N/A
Repair & Maintenance		-	-	-	-	-	N/A
Capital Expenditures		406,310	663,578	1,100,000	1,100,000	2,022,500	83.86%

* % change from prior year adopted budget

CITY OF APPLETON 2007 BUDGET
CAPITAL PROJECTS FUNDS

Parks and Recreation **Business Unit 4040**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4224 Miscellaneous State Aids	$ -	$ -	$ -	$ -	$ 300,000
4710 Interest on Investments	5,291	14,042	6,320	6,320	14,074
5910 Proceeds of Long-term Debt	-	610,000	1,140,000	1,140,000	1,770,000
5921 Trans In - General Fund	609,930	-	-	-	-
Total Revenues	$ 615,221	$ 624,042	$ 1,146,320	$ 1,146,320	$ 2,084,074
Expenses					
6404 Consulting Services	$ -	$ 46,807	$ 50,000	$ 50,000	$ 57,500
6405 Engineering Fees	-	-	-	-	120,000
6408 Contractor Fees	-	-	-	-	500,000
6801 Land	-	-	-	-	-
6802 Land Improvements	262,462	30,322	40,000	40,000	-
6803 Buildings	68,136	169,101	-	-	-
6804 Equipment	-	289,204	60,000	60,000	627,500
6809 Infrastructure Construction	75,712	128,144	1,000,000	1,000,000	895,000
7911 Trans Out - General Fund	-	-	-	-	-
Total Expenses	$ 406,310	$ 663,578	$ 1,150,000	$ 1,150,000	$ 2,200,000

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Consulting Services	
Memorial Park - Athletic Fields	$ 35,000
Parks - Playground Equipment	5,000
Providence Trail Design	10,000
Telulah Park - Playground Design	7,500
	$ 57,500
Engineering Fees	
Phase 1 - Jones Park/WE Energies site/ old Water Treatment Plant	$ 120,000
	$ 120,000
Contractor Fees	
Building demolition - old Water Treatment Plant	$ 500,000
	$ 500,000
Equipment	
Playground Equipment:	
Vosters Park	$ 75,000
Telulah Park	57,500
Memorial Park Athletic Fields	495,000
	$ 627,500
Infrastructure Construction	
Vulcan to Lutz Park Trail	$ 750,000
Providence Trail	55,000
Linwood Park - Walks & Lighting	50,000
Derks Park - Walks & Lighting	40,000
	$ 895,000

CITY OF APPLETON 2007 BUDGET
PARKS AND RECREATION PROJECT
SOURCES AND USES OF FUNDS

	2004 Actual	2005 Actual	2006 Budget	2006 Projected	2007 Budget
Revenues					
Miscellaneous State Aids	$ -	$ -	$ -	$ -	$ 300,000
Interest Income	5,291	14,042	6,320	14,000	14,074
Total Revenues	5,291	14,042	6,320	14,000	314,074
Expenses					
Program Costs	406,310	663,578	1,150,000	775,255	2,200,000
Total Expenses	406,310	663,578	1,150,000	775,255	2,200,000
Revenues over (under) Expenses	(401,019)	(649,536)	(1,143,680)	(761,255)	(1,885,926)
Other Financing Sources (Uses)					
Proceeds of G.O. Debt	-	610,000	1,140,000	400,000	1,770,000
Operating Transfers In	609,930	-	-	-	-
Operating Transfers Out	-	-	-	-	-
Total Other Financing Sources (Uses)	609,930	610,000	1,140,000	400,000	1,770,000
Net Change in Equity	208,911	(39,536)	(3,680)	(361,255)	(115,926)
Fund Balance - Beginning	307,806	516,717	477,181	477,181	115,926
Fund Balance - Ending	$ 516,717	$ 477,181	$ 473,501	$ 115,926	$ -

CITY OF APPLETON 2007 BUDGET
SPECIAL REVENUE FUNDS

NOTES

CITY OF APPLETON 2007 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, donations, insurance claims, accidents, grants, etc. to purchase trees

Major program changes:

The 2007 budget request continues to reflect a decrease in tax levy funding of $5,000 that took effect in 2005.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Safe, healthy and attractive urban forest					
# of trees on City streets	28,000	28,200	28,400	28,400	28,500
Strategic Outcomes					
Positive community support					
Donations received from public	$ 393	$ 181	$ 2,500	$ 2,500	$ 2,500
Stable funding source for tree planting					
Funds for tree planting	$ 25,426	$ 30,000	$ 25,000	$ 25,000	$ 25,000
Work Process Outputs					
Purchase trees for planting requests	65	85	65	65	75
Purchase trees for replacements	935	1,020	900	900	900

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2004	2005	Adopted 2006	Amended 2006	2007	Change *
Program Revenues		$ 2,526	$ 4,368	$ 7,100	$ 7,100	$ 7,100	0.00%
Program Expenses		$ 28,427	$ 19,824	$ 25,000	$ 25,000	$ 25,000	0.00%
Expenses Comprised Of:							
Personnel		-	-	-	-	-	N/A
Administrative Expense		-	-	-	-	-	N/A
Supplies & Materials		28,427	19,824	25,000	25,000	25,000	0.00%
Purchased Services		-	-	-	-	-	N/A
Utilities		-	-	-	-	-	N/A
Repair & Maintenance		-	-	-	-	-	N/A
Capital Expenditures		-	-	-	-	-	N/A

CITY OF APPLETON 2007 BUDGET
SPECIAL REVENUE FUNDS

Forestry **Business Unit 2060**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4110 Property Taxes	$ 22,900	$ 17,900	$ 17,900	$ 17,900	$ 17,850
4224 Miscellaneous State Aids	-	-	-	-	-
4710 Interest on Investments	217	200	200	200	250
4801 Charges for Serv.- Nontax	369	3,600	2,250	2,250	2,900
4802 Charges for Serv. - Tax	1,547	387	2,150	2,150	1,500
5020 Donations & Memorials	393	181	2,500	2,500	2,500
Total Revenue	$ 25,426	$ 22,268	$ 25,000	$ 25,000	$ 25,000
Expenses					
6308 Landscape Supplies	$ 28,427	$ 19,824	$ 25,000	$ 25,000	$ 25,000
Total Expense	$ 28,427	$ 19,824	$ 25,000	$ 25,000	$ 25,000

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Landscape Supplies	
Trees	$ 25,000
	$ 25,000

CITY OF APPLETON 2007 BUDGET
FORESTRY FUND
SOURCES AND USES OF FUNDS

Revenues	2004 Actual	2005 Actual	2006 Budget	2006 Projected	2007 Budget
Property Taxes	$ 22,900	$ 17,900	$ 17,900	$ 17,900	$ 17,850
Interest Income	217	200	200	200	250
Charges for Services	1,916	3,987	4,400	4,400	4,000
Other	393	181	2,500	2,500	2,900
Total Revenues	25,426	22,268	25,000	25,000	25,000
Expenses					
Program Costs	28,427	19,824	25,000	25,000	25,000
Administrative Expenses	-	-	-	-	-
Total Expenses	28,427	19,824	25,000	25,000	25,000
Revenues over (under) Expenses	(3,001)	2,444	-	-	-
Other Financing Sources (Uses)					
Operating Transfers In	-	-	-	-	-
Operating Transfers Out - Debt Service	-	-	-	-	-
Total Other Financing Sources (Uses)	-	-	-	-	-
Net Change in Equity	(3,001)	2,444	-	-	-
Fund Balance - Beginning	3,881	880	3,324	3,324	3,324
Residual Equity Transfers Out	-	-	-	-	-
Fund Balance - Ending	$ 880	$ 3,324	$ 3,324	$ 3,324	$ 3,324

CITY OF APPLETON 2007 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

	2004 Actual	2005 Actual	2006 Adopted Budget	2006 Projected	2007 Budget
Revenues					
Interest Income	$ 59	$ 84	$ 60	$ 60	$ 75
Expenses					
Program Costs	368	-	400	400	400
Revenues over (under) Expenses	(309)	84	(340)	(340)	(325)
Fund Balance - Beginning	3,454	3,145	3,229	3,229	2,889
Fund Balance - Ending	$ 3,145	$ 3,229	$ 2,889	$ 2,889	$ 2,564

CITY OF APPLETON 2007 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 acquistions are planned for 2007.

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

	2004 Actual	2005 Actual	2006 Adopted Budget	2006 Projected	2007 Budget
Revenues					
Interest Income	$ 1,454	$ 2,303	$ 1,500	$ 1,500	$ 2,450
Expenses					
Program Costs	-	-	-	-	-
Revenues over (under) Expenses	1,454	2,303	1,500	1,500	2,450
Fund Balance - Beginning	85,227	86,681	88,984	88,984	90,484
Fund Balance - Ending	$ 86,681	$ 88,984	$ 90,484	$ 90,484	$ 92,934

CITY OF APPLETON 2007 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

	2004 Actual	2005 Actual	2006 Adopted Budget	2006 Projected	2007 Budget
Revenues					
Interest Income	$ 145	$ 223	$ 150	$ 150	$ 250
Expenses					
Program Costs	245	-	250	250	250
Revenues over (under) Expenses	(100)	223	(100)	(100)	-
Fund Balance - Beginning	8,514	8,414	8,637	8,637	8,537
Fund Balance - Ending	$ 8,414	$ 8,637	$ 8,537	$ 8,537	$ 8,537

CITY OF APPLETON 2007 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 has been completed for 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 and potential wetland and fisheries project. These projects were originally scheduled for 2006, but delays in obtaining the necessary permits, changing grant cycles and continued negotiations with the Appleton Yacht Club require these improvements to be scheduled for 2007.

In early September, the City was notified of the award of a $285,015 grant from the state Department of Natural Resources for work on the boat landing and shoreline restoration. 50% of that amount may be drawn in advance, with the balance receivable after completion of the project, as shown below. Please see Projects, page 693 for a more detailed description.

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

	2004 Actual	2005 Actual	2006 Adopted Budget	2006 Projected	2007 Budget
Revenues					
Interest Income	$ 11,818	$ 18,175	$ 12,000	$ 20,000	$ 20,000
Grant Income	-	-	-	142,507	142,508
Total Revenue	$ 11,818	$ 18,175	$ 12,000	$ 162,507	$ 162,508
Expenses					
Program Costs	27,000	-	450,000	30,000	420,000
Revenues over (under) Expenses	(15,182)	18,175	(438,000)	132,507	(257,492)
Fund Balance - Beginning	699,208	684,026	702,201	702,201	834,708
Fund Balance - Ending	$ 684,026	$ 702,201	$ 264,201	$ 834,708	$ 577,216

CITY OF APPLETON 2007 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:

In 2006, funds were used to purchase lights for ball diamonds at USA Youth and for initial development of Apple Creek Estates Park. In 2007, the land adjacent to the former water treatment plant on West Water Street will be repurchased from WE Energies. A master plan for the Jones Park / WE Energies property / old water treatment plant corridor will detail how the properties will be developed. Please see page 700 for a more detailed description of riverfront development projects.

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

	2004 Actual	2005 Actual	2006 Adopted Budget	2006 Projected	2007 Budget
Revenues					
Charges for Services	$ 21,100	$ 10,172	$ 30,000	$ 30,000	$ 30,000
Interest Income	6,087	40,860	6,000	6,000	11,000
Total Revenues	27,187	51,032	36,000	36,000	41,000
Expenses					
Program Costs	-	-	150,000	150,000	107,000
Revenues over (under) Expenses	27,187	51,032	(114,000)	(114,000)	(66,000)
Fund Balance - Beginning	340,459	367,646	418,678	418,678	304,678
Fund Balance - Ending	$ 367,646	$ 418,678	$ 304,678	$ 304,678	$ 238,678

CITY OF APPLETON 2007 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 major maintenance issues related to the Universal Playground at Appleton Memorial Park

Major program changes:

Expenditures are anticipated to cover major repairs associated with the playground.

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

	2004 Actual	2005 Actual	2006 Adopted Budget	2006 Projected	2007 Budget
Revenues					
Donations	$ -	$ -	$ -	$ -	$ -
Interest Income	347	549	350	350	550
Total Revenues	347	549	350	350	550
Expenses					
Program Costs	-	-	1,750	1,750	2,000
Revenues over (under) Expenses	347	549	(1,400)	(1,400)	(1,450)
Fund Balance - Beginning	20,336	20,683	21,232	21,232	19,832
Fund Balance - Ending	$ 20,683	$ 21,232	$ 19,832	$ 19,832	$ 18,382

CITY OF APPLETON 2007 BUDGET

REID GOLF COURSE

Parks & Recreation Director: William N. Lecker

Deputy Director for Operations: Martin N. Will

Golf Course Superintendent: Douglas A. DeVries

CITY OF APPLETON 2007 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 2006 EVENTS

Presented 2006 tournament dates to Parks and Recreation Committee for adoption

Implemented special rates for fall months to increase play

Continued marketing of Reid Golf Course to maintain and/or increase golf course exposure

Completed installation of the new irrigation system

Secured the services of a work crew from a local correctional institution in late March to address course clean up for the 2006 season

Met with Golf Advisory Committee to review operations and explore alternate funding for capital improvements

Secured agreement with Post Crescent for annual tournament

Continued customer surveys to solicit feedback from golfers and implemented suggestions received during the survey

Due to decreased rounds and loss of anticipated cell tower lease revenue, no principal payment will again be issued to the General Fund. Interest has been paid, but principal deferred and added to years 2013 and 2014.

CITY OF APPLETON 2007 BUDGET
REID GOLF COURSE

MAJOR 2007 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 alternate funding opportunities at Reid Golf Course

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

Explore options for land adjacent to maintenance facility that was purchased in early 1990's

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2004	2005	Adopted 2006	Amended 2006	2007	Change *
Program Revenues		$ 509,471	$ 507,630	$ 617,650	$ 617,650	$ 623,586	0.96%
Program Expenses							
5610	Administration	153,431	143,365	200,577	200,577	213,611	6.50%
5620	Customer Service	24,885	24,711	26,834	26,834	27,204	1.38%
5630	Facilities Maintenance	400,183	398,448	421,335	521,599	378,369	-10.20%
TOTAL		$ 578,499	$ 566,524	$ 648,746	$ 749,010	$ 619,184	-4.56%
Expenses Comprised Of:							
Personnel		260,436	248,540	250,619	250,619	231,205	-7.75%
Administrative Expense		123,827	110,052	166,331	166,331	169,822	2.10%
Supplies & Materials		70,019	72,026	78,350	78,350	69,200	-11.68%
Purchased Services		36,382	37,920	41,560	141,824	40,750	-1.95%
Utilities		24,167	28,114	26,139	26,139	31,752	21.47%
Repair & Maintenance		63,668	69,872	85,747	85,747	76,455	-10.84%
Capital Expenditures		-	-	-	-	-	N/A
Full Time Equivalent Staff:							
Personnel allocated to programs		3.30	2.67	2.67	2.67	2.05	

* % change from prior year adopted budget

CITY OF APPLETON 2007 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:

This program includes an allocation from Finance of 5% of the Accounting/Customer Service Supervisor's time ($4,153) to reflect Finance administrative support of the golf course, an increase in depreciation expense due to the completion of the irrigation system and an increase in the payment to the contractor to reflect the 2007 clubhouse operation contract. The 2006 budget included $12,000 in revenues from a proposed cell tower lease. The interested vendor terminated negotiations in early 2006, resulting in the loss of the projected $12,000 revenue from the lease. There are no revenues budgeted in 2007 from a cell tower lease due to a lack of interest.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Contract administration					
% of weekly ACH withdrawal executed	100%	100%	100%	100%	100%
Strategic Outcomes					
Promotion of golf course					
# of media used for advertising	4	4	5	5	5
# of promo rounds from advertising	New Measure	1,617	1,200	1,000	500
Work Process Outputs					
% of monthly revenue reports presented to Parks and Recreation Committee each month	100%	100%	100%	100%	100%
# of monthly mtgs. held with contractor	8	8	8	8	8
% of operating budget expended	92%	89%	95%	85%	98%
% of principal repayment made	0%	0%	100%	0%	100%

CITY OF APPLETON 2007 BUDGET
REID GOLF COURSE

Administration **Business Unit 5610**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4710 Interest on Investments	$ 2,750	$ 2,051	$ 1,800	$ 1,800	$ 500
4711 Amortization of Investments	(1,038)	(304)	-	-	-
4712 Accretion on Investments	9	100	-	-	-
4715 Gain on Sale of Investments	(87)	(24)	-	-	-
4716 Unrealized Gains/Losses	396	(1,080)	-	-	-
5005 Sale of City Prop - Tax	2,550	-	3,000	3,000	1,000
5016 Leases Revenue	-	-	12,000	12,000	-
Total Revenue	$ 4,580	$ 743	$ 16,800	$ 16,800	$ 1,500
Expenses					
6101 Regular Salaries	$ 10,347	$ 11,445	$ 12,208	$ 12,208	$ 15,766
6105 Overtime	-	25	-	-	-
6150 Fringes	4,023	4,891	4,863	4,863	6,438
6305 Awards & Recognition	-	-	45	45	45
6401 Accounting/Audit	1,586	1,694	1,650	1,650	1,700
6403 Bank Services	256	54	100	100	200
6408 Contractor Fees	18,826	18,793	22,500	22,500	25,000
6501 Insurance	2,253	4,140	2,880	2,880	3,200
6599 Other Contracts/Obligations	100	-			-
6601 Depreciation Expense	63,300	56,246	73,800	73,800	84,000
6650 Discounts Available	-	(3)	-	-	-
6720 Interest Payments	25,125	28,180	64,631	64,631	59,362
7911 Trans Out - General Fund	17,900	17,900	17,900	17,900	17,900
7921 Trans Out - Internal Service	9,715	-	-	-	-
Total Expense	$ 153,431	$ 143,365	$ 200,577	$ 200,577	$ 213,611

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Contractor Fees

Greens fee allocation to clubhouse contractor	$ 25,000
	$ 25,000

CITY OF APPLETON 2007 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 has rebounded in 2006. The utility expenses increased in 2007 partially due to the re-evaluation of the stormwater ERU count at Reid Golf Course.

Junior weekday pass sales have increased and are expected to increase due to the effort of the clubhouse manager to provide opportunities and leagues for junior play.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Functional clubhouse					
# of months clubhouse open	8	8	8	8	9
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	92%	98%	95%	95%	96%
Work Process Outputs					
Revenue-daily fee rounds	$ 401,208	$ 391,823	$ 485,000	$ 390,962	$ 491,000
Revenue-coupons and passes	$ 79,228	$ 88,067	$ 80,000	$ 95,538	$ 102,450
Revenues-food concessions & carts	$ 20,083	$ 20,941	$ 18,750	$ 22,000	$ 22,500
# Daily fee rounds	32,088	31,878	33,000	28,000	31,350
# Coupon books sold	92	77	150	117	125
# Weekday passes sold	71	102	100	104	105
# Annual passes sold	82	82	75	61	60

CITY OF APPLETON 2007 BUDGET
REID GOLF COURSE

Customer Service **Business Unit 5620**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4802 Charges for Serv. - Tax	$ 10,547	$ 10,641	$ -	$ -	$ -
5010 Misc revenue - Non Tax	-	-	22,000	22,000	22,500
5011 Misc Revenue - Tax	95,957	10,300	-	-	-
Total Revenue	$ 106,504	$ 20,941	$ 22,000	$ 22,000	$ 22,500
Expenses					
6108 Part-Time	$ 792	$ 707	$ 1,858	$ 1,858	$ 1,024
6150 Fringes	61	54	142	142	78
6301 Office Supplies	-	-	300	300	300
6303 Memberships & Licenses	175	100	175	175	175
6306 Building Maint./Janitorial	1,639	850	1,200	1,200	1,140
6316 Miscellaneous Supplies	399	679	500	500	500
6320 Printing & Reproduction	1,415	1,215	1,750	1,750	1,500
6324 Medical/Lab Supplies	161	-	250	250	250
6412 Advertising	5,273	4,519	5,000	5,000	4,000
6413 Utilities	13,002	15,434	14,159	14,159	17,287
6418 Equip Repairs & Maint	1,806	991	1,500	1,500	950
6599 Other Contracts/Obligations	162	162	-	-	-
Total Expense	$ 24,885	$ 24,711	$ 26,834	$ 26,834	$ 27,204

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2007 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

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 upgrade of the irrigation system was completed in 2006 at a cost of approximately $700,000. This capital improvement was factored into the expenses for the golf course, resulting in an increase in 2006 greens fees of approximately 8-10%. The average number of rounds played at Reid Golf Course continues to remain the same or slightly lower than previous years. This trend is consistent with national and local trends. Reductions in various operating expense have been made in an attempt to bring the expenditure budget in line with anticipated revenues. This budget reflects the reduction of .7 FTE Park Caretaker and the addition of 1,000 hours of part-time labor; the net personnel reduction is $32,006. This change will result in a lower level of experience, expertise and service but reduction needs to be considered in light of the course cash flow situation. Greens fees are scheduled to increase 7-10% in 2007 to meet projected revenues.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Quality 18 hole course					
Meets USGA standards	100%	100%	100%	100%	100%
Recreational opportunities					
Rounds of golf played annually	44,342	39,313	46,500	35,800	37,350
Strategic Outcomes					
Positive public response to customer service					
% of golfers who rate course conditions at good or better	97%	95%	98%	98%	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%	100%	95%	95%	95%

CITY OF APPLETON 2007 BUDGET
REID GOLF COURSE

Facilities Maintenance **Business Unit 5630**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4801 Charges for Serv.- Nontax	$ 1,373	$ 3,065	$ 1,600	$ 1,600	$ 3,000
4802 Charges for Serv. - Tax	391,214	476,481	570,000	570,000	587,586
4850 Daily Entrance - Nontax	2,800	3,400	4,250	4,250	5,000
5015 Rental of City Property	3,000	3,000	3,000	3,000	4,000
Total Revenue	$ 398,387	$ 485,946	$ 578,850	$ 578,850	$ 599,586
Expenses					
6101 Regular Salaries	$ 127,833	$ 124,497	$ 125,447	$ 125,447	$ 104,611
6104 Call Ttime	-	74	-	-	-
6105 Overtime	1,509	1,661	1,734	1,734	1,734
6108 Part-Time	50,211	46,425	46,049	46,049	53,317
6150 Fringes	65,660	58,761	58,318	58,318	48,237
6201 Training/Conferences	2,040	1,210	2,000	2,000	1,500
6301 Office Supplies	30	59	200	200	100
6303 Memberships & Licenses	440	440	600	600	600
6306 Building Maint./Janitorial	874	440	2,000	2,000	1,000
6307 Food & Provisions	-	70	-	-	-
6308 Landscape Supplies	44,181	50,670	49,000	49,000	46,000
6309 Shop Supplies & Tools	355	264	400	400	400
6311 Paint & Supplies	482	221	400	400	400
6316 Miscellaneous Supplies	4,295	3,139	3,600	3,600	3,600
6321 Clothing	121	107	250	250	200
6322 Gas Purchases	8,653	13,111	10,500	10,500	13,000
6323 Safety Supplies	73	100	150	150	150
6324 Medical/Lab Supplies	205	-	250	250	200
6325 Construction Materials	1,159	659	2,000	2,000	1,500
6326 Vehicle & Equipment Parts	2,195	1,760	1,500	1,500	1,500
6327 Miscellaneous Equipment	6,324	60	7,800	7,800	-
6328 Signs	-	42	-	-	-
6404 Consulting Services	320	-	3,000	3,000	1,000
6407 Collection Services	508	635	510	510	732
6408 Contractor Fees	7,557	10,049	7,500	107,764	7,500
6413 Utilities	11,166	12,680	11,980	11,980	14,465
6416 Build Repairs & Maint	6,625	2,726	3,000	3,000	2,000
6417 Vehicle Repairs & Maint	-	1,606	-	-	-
6418 Equip Repairs & Maint	6,970	-	8,000	8,000	5,000
6419 Communication Equip. Repair	-	-	200	200	200
6420 Facilities Charges	5,436	4,933	5,000	5,000	4,550
6425 CEA Equip. Rental	42,831	59,616	68,047	68,047	63,755
6430 Health Services	13	-	-	-	-
6451 Uniform Services	1,397	722	1,300	1,300	618
6503 Rent	336	420	600	600	500
6599 Other Contracts/Obligations	384	1,291	-	-	-
6804 Equipment	-	-	-	-	-
Total Expense	$ 400,183	$ 398,448	$ 421,335	$ 521,599	$ 378,369

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Landscape Supplies	
Topsoil, sand & gravel	$ 4,000
Seed & fertilizers	10,000
Plant material	2,000
Pesticides/herbicides	30,000
	$ 46,000

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CITY OF APPLETON 2007 BUDGET
REID GOLF COURSE
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET ASSETS

	2004 Actual	2005 Actual	2006 Budget	2006 Projected	2007 Budget
Revenues					
Charges for Services	$ 403,134	$ 490,178	$ 574,250	$ 491,600	$ 592,586
Miscellaneous	101,757	16,709	26,600	27,500	29,500
Total Revenues	504,891	506,887	600,850	519,100	622,086
Expenses					
Operation and Maintenance	462,459	494,198	482,215	479,215	455,672
Depreciation	63,300	26,246	84,000	84,700	84,000
Total Expenses	525,759	520,444	566,215	563,915	539,672
Operating Income (Loss)	(20,868)	(13,557)	34,635	(44,815)	82,414
Nonoperating Revenues (Expenses)					
Interest Income	2,030	743	1,800	100	500
Interest Expense	(25,125)	(28,180)	(64,631)	(57,787)	(61,612)
Amortization of Debt Expense	-	-	-	-	-
Other	2,550	-	15,000	3,824	1,000
Total Non-Operating	(20,545)	(27,437)	(47,831)	(53,863)	(60,112)
Net Income Before Transfers	(41,413)	(40,994)	(13,196)	(98,678)	22,302
Contributions and Transfers In (Out)					
Capital Contributions					
Operating Transfers out	(27,615)	(17,900)	(17,900)	(17,900)	(17,900)
Change in Net Assets	(69,028)	(58,894)	(31,096)	(116,578)	4,402
Net Assets - Beginning	674,778	605,750	546,856	546,856	430,278
Residual Equity Transfer In (Out)					
Net Assets - Ending	$ 605,750	$ 546,856	$ 515,760	$ 430,278	$ 434,680

SCHEDULE OF CASH FLOWS

Cash - Beginning of Year	3,454	(23,924)
+ Net Income	(116,578)	4,402
+ Depreciation	84,700	84,000
+ Long Term Debt	71,663	-
- Fixed Assets	(67,163)	-
- Principal Repayment	-	(50,000)
Working Cash - End of Year	$ (23,924)	$ 14,478

CITY OF APPLETON 2007 BUDGET
REID GOLF COURSE
CALCULATION OF RATE INCREASE DOCUMENTATION

Revenues	2006 Budget	2006 Projected	2007 Budget	2008 Projected	2009 Projected	2010 Projected	2011 Projected
Charges for Services	$ 574,250	$ 491,600	$ 592,586	$ 603,500	$ 618,600	$ 628,700	$ 648,800
Miscellaneous	26,600	27,500	29,500	26,100	26,100	26,650	26,650
Total Revenues	600,850	519,100	622,086	629,600	644,700	655,350	675,450
Expenses							
Operating Expenses	482,215	479,215	455,672	469,342	483,422	497,925	512,863
Depreciation	84,000	84,700	84,000	84,000	84,000	84,000	84,000
Total Expenses	566,215	563,915	539,672	553,342	567,422	581,925	596,863
Operating Income	34,635	(44,815)	82,414	76,258	77,278	73,425	78,587
Non-Operating Revenues (Expenses)							
Interest Income	1,800	100	500	1,500	1,500	1,500	1,500
Interest Expense	(64,631)	(57,787)	(61,612)	(57,693)	(54,675)	(51,425)	(47,995)
Amortization of Debt Expense	-	-	-	-	-	-	-
Other	15,000	3,824	1,000	-	-	-	-
Total Non-Operating	(47,831)	(53,863)	(60,112)	(56,193)	(53,175)	(49,925)	(46,495)
Net Income Before Transfers	(13,196)	(98,678)	22,302	20,065	24,103	23,500	32,092
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	(31,096)	(116,578)	4,402	2,165	6,203	5,600	14,192
Total Net Assets - Beginning	546,856	546,856	430,278	434,680	436,845	443,048	448,647
Total Net Assets - Ending	$ 515,760	$ 430,278	$ 434,680	$ 436,845	$ 443,048	$ 448,647	$ 462,839

SCHEDULE OF CASH FLOWS

Cash - Beginning of the Year	3,454	(23,924)	14,478	50,643	80,846	105,445
+ Net Income	(116,578)	4,402	2,165	6,203	5,600	14,192
+ Depreciation	84,700	84,000	84,000	84,000	84,000	84,000
+ Long Term Debt	71,663	-		-	-	-
- Fixed Assets	(67,163)	-		-	-	-
- Principal Repayment	-	(50,000)	(50,000)	(60,000)	(65,000)	(70,000)
Working Cash - End of Year	$ (23,924)	$ 14,478	$ 50,643	$ 80,846	$ 105,445	$ 133,637
25% Working Capital Reserve (prior year's audited expenses)		138,725	133,796	136,234	138,999	141,813
Coverage Ratio	0.45	1.34	1.34	1.26	1.21	1.24

ASSUMPTIONS:

Interest rate at 5%, twenty year term
Rounds of golf played to remain constant, with prices increasing 7-10% in 2007 and 3% in 2008-2011 for rounds of golf, passes & coupons.
Operating expenses to increase 3.0% per year after 2007
Strive to maintain a level of 25% working capital reserve and 1.25 coverage ratio

CITY OF APPLETON 2007 BUDGET
REID GOLF COURSE
LONG-TERM DEBT

	2002 General Fund Advance		
Year	Principal	Interest	Total
2007	50,000	24,750	74,750
2008	60,000	22,250	82,250
2009	65,000	19,250	84,250
2010	70,000	16,000	86,000
2011	75,000	12,500	87,500
2012	80,000	8,750	88,750
2013	55,000	4,750	59,750
2014	40,000	2,000	42,000
	$ 495,000	$ 110,250	$ 605,250

	2005 State Fund Trust Loan		
Year	Principal	Interest	Total
2007	-	36,862	36,862
2008	-	35,443	35,443
2009	-	35,425	35,425
2010	-	35,425	35,425
2011	-	35,495	35,495
2012	-	35,443	35,443
2013	-	35,425	35,425
2014	15,000	34,828	49,828
2015	45,000	32,945	77,945
2016	46,000	30,608	76,608
2017	50,000	28,132	78,132
2018	50,000	25,632	75,632
2019	50,000	23,174	73,174
2020	65,000	20,045	85,045
2021	70,000	17,093	87,093
2022	75,000	13,015	88,015
2023	75,000	9,146	84,146
2024	75,000	5,388	80,388
2025	80,000	3,794	
2026	12,509	127	12,636
	$ 708,509	$ 493,447	$ 1,118,161

	Total		
Year	Principal	Interest	Total
2007	50,000	61,612	111,612
2008	60,000	57,693	117,693
2009	65,000	54,675	119,675
2010	70,000	51,425	121,425
2011	75,000	47,995	122,995
2012	80,000	35,443	115,443
2013	55,000	35,425	90,425
2014	15,000	34,828	49,828
2015	45,000	32,945	77,945
2016	46,000	30,608	76,608
2017	50,000	28,132	78,132
2018	50,000	25,632	75,632
2019	50,000	23,174	73,174
2020	65,000	20,045	85,045
2021	70,000	17,093	87,093
2022	75,000	13,015	88,015
2023	75,000	9,146	84,146
2024	75,000	5,388	80,388
2025	12,509	127	12,636
	$ 1,083,509	$ 584,402	$ 1,667,911

Note: Schedule is based on accrual method of accounting.

CITY OF APPLETON 2007 BUDGET

VALLEY TRANSIT

General Manager: Charles L. Kamp

Administrative Services Manager: Susan M. Kappell

CITY OF APPLETON 2007 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 2006 EVENTS

Regional Transit Authority (RTA) Study Committee formed
In March, the East Central Regional Planning Commission, the City of Appleton, and Valley Transit kicked off an RTA Study Committee made up of about 60-70 local leaders from towns, villages, cities, counties, the Chamber of Commerce, Fox Cities Transit Commission, consumer advocates, and others to begin to answer the question, “Should a Regional Transit Authority ownership structure be pursued in the Fox Cities?" and related to that, "What sort of enabling legislation should we encourage our state legislators to include in an RTA law for Wisconsin?" The study group decided to have a smaller group, called the RTA Working Committee, develop possible recommendations for answers to these questions, and the first meeting was held in May. RTA laws and related information from other near-by states are being reviewed.

Service changes improve access to Boys and Girls Club and Lakeside Packaging
Changes were approved for several bus routes in the Fox Cities to improve schedules and service to certain areas. The approved changes to Route 2 Prospect were made June 12th to improve access to the Boys and Girls Club in downtown Appleton and to address falling ridership since Valley Packaging moved its Perkins Street facility to Kensington Ave. The approved changes to Route 32 are being made to improve access to Lakeside Packaging in Neenah, which provides supported employment to people with developmental disabilities.

Paving/stormwater/security gate project gets started
Work began in May on the employee parking lot and all paved areas at the main bus operations facility at 801 Whitman Ave. This project will also include stormwater drainage improvements, consistent with new state regulations, and changes to the fencing and gates to allow installation of an electronic security system to regulate vehicle access to the property.

Ridership decrease only 2.7% despite 20% fare increase
Bus ridership through August was at 611,230, a decrease of 2.7% compared to the same period of 2005 when ridership was 628,363. The drop was caused in large part by the 20-33% fare increase that went into effect last June due to escalating diesel prices. Typically, transit planners estimate a 3% loss of ridership for every 10% increase; therefore a range of 6% - 9% loss of ridership would have been possible. Factors contributing to the small impact from the fare increase include higher gasoline prices causing public transit to be relatively more affordable than auto use, and increased usage by individuals new to the area. The increasing diversity of the Fox Cities is also a factor in Valley Tansit's ridership stability.

New bike racks on buses implemented
Bike racks were installed on all 20 primary fleet buses and available to the public starting June 5, 2006. Transit Commissioner Dick Kendall, organized a fundraising effort targeting service clubs, community organizations, and private donors for the project. The Appleton Common Council authorized the purchase in early March and training of employees and passengers began at the Kevin Kendall annual "Ride for Transit" event at Fritsie Park in the Town of Menasha. As of the end of August 128 people had been trained and certified to use the bike racks, and usage is averaging about 13 per day.

Groundwork for future trolley project explored
Valley Transit explored the possibility of it's involvement with Appleton Downtown, Inc. (ADI) in a downtown Appleton trolley pilot project for the summer of 2006. State and federal funding was secured and a procurement process was initiated to have a private company operate trolley service on Thursdays, Fridays, and Saturdays connecting downtown Appleton with the riverfront. Although it was decided to drop Valley Transit's involvement because of the lack of trolley bus availability by the companies bidding on the project, a limited project was attempted by ADI during the summer of 2006, and plans are underway to consider a 2007 cooperative venture.

Funding Available for Update of Transit Development Plan
Although federal capital funding was cut dramatically, planning funding was not. Valley Transit confirmed in May that funding for the federal share of the Transit Development Plan (TDP) update is available. Valley Transit is working with the East Central Planning Commission currently to determine what roles each agency will play and how the RTA Study Committee work will be integrated into the TDP.

CITY OF APPLETON 2007 BUDGET
VALLEY TRANSIT

MAJOR 2007 OBJECTIVES

Complete the work of the RTA Study Committee and the Transit Development Plan. Between these two efforts, the Appleton Common Council is likely to be presented with not only the traditional proposed changes involving services, fares, and policies, but also with what type of Regional Transit Authority enabling legislation to recommend to the Wisconsin State Legislature. Among the important reasons for looking at this is that Valley Transit anticipates losing all federal operating funding in 2013 when the 2010 census is complete and the urbanized area is no longer eligible for federal operating assistance.

The release of the LIFE Study (Leading Indicators For Excellence) in June, 2006 indicated that several challenges in the Fox Cities include making transportation more affordable for older adults and people with disabilities, and providing more transportation alternatives to the single occupant automobile. In line with this, Valley Transit submitted proposals to reduce fares and to provide several transportation alternatives to reach further out into the Fox Cities and to address transportation needs for 2nd and 3rd shift workers.

Valley Transit will continue to strengthen partnerships with community organizations and build new ones as well. As an example of the former, the Boys and Girls Club has continued to provide direct funding to help provide transit services that are open to the general public. They contribute $6,000 annually to a member free fare program and provide the local share of a tripper route. Their ridership has climbed from 2,000 to 17,000 annually.

A new partnership that Valley Transit anticipates building in 2007 will be with Appleton Downtown, Inc., related to the trolley service connecting downtown Appleton with the developing riverfront area. Additionally, Valley Transit plans to have trained and certified 250 passengers for the "Rack and Roll" program of bike racks on buses by the summer of 2007 (currently we're at 65), and we hope to reach an objective of 3,000 rides using the bike racks by 2007.

Valley Transit has dropped a $600,000 automated vehicle locator (AVL) project from the 2007/08 CIP for several reasons and will rely instead on a very effective practical alternative, Fleetboss. Fleetboss provides next-day GPS based data on our fixed-route system and is providing very valuable on-time performance and vehicle speed information to meet our most basic safety needs.

By 2007, Valley Transit also plans to complete a comprehensive inspection and repair process on all old Orion buses (built in 1992-94). This will increase the chances of getting an additional 10 years of service in school tripper service or to help respond to any urgent transit needs. The comprehensive review includes ensuring that all wheelchair lifts, wiring, and components are in good operating condition, and addressing all corrosion issues.

The 2007 budget assumes combined State & Federal operating support at 59%.

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2004	2005	Adopted 2006	Amended 2006	2007	Change *
Program Revenues		$ 8,902,966	$ 6,478,535	$ 6,176,695	$ 6,857,324	$ 6,951,528	12.54%
Program Expenses							
5810	Administration	1,046,852	1,133,029	1,272,686	1,334,948	1,132,435	-11.02%
5820	Vehicle Maint.	736,328	592,502	652,200	996,280	660,201	1.23%
5830	Facilities Maint.	84,970	85,370	148,027	465,473	489,759	230.86%
5840	Operations	2,771,212	2,846,158	3,043,313	3,073,313	3,231,750	6.19%
5850	ADA Paratransit	917,139	968,487	1,174,438	1,271,438	1,206,894	2.76%
5860	Ancillary Paratransit	882,219	923,232	998,286	998,286	1,293,556	29.58%
TOTAL		$ 6,438,720	$ 6,548,778	$ 7,288,950	$ 8,139,738	$ 8,014,595	9.96%
Expenses Comprised Of:							
Personnel		3,367,163	3,364,869	3,521,778	3,521,778	3,618,292	2.74%
Administrative Expense		635,670	749,984	797,818	811,818	725,987	-9.00%
Supplies & Materials		513,426	430,729	553,477	693,389	652,755	17.94%
Purchased Services		1,746,499	1,832,656	2,218,873	2,218,873	2,429,106	9.47%
Utilities		90,054	95,992	96,629	96,629	95,464	-1.21%
Repair & Maintenance		85,908	74,548	85,375	85,375	92,991	8.92%
Capital Expenditures		-	-	15,000	711,876	400,000	2566.67%
Full Time Equivalent Staff:							
Personnel allocated to programs		55.50	55.30	54.80	54.80	54.30	

* % change from prior year adopted budget

CITY OF APPLETON 2007 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:

Federal, State and local aid revenues from all the other operating budgets have been consolidated in this budget. This reclassification was made to align the budgeted amounts with the way the revenues are actually recorded.

Traditionally, the budget has included an amount in the $10,000 to $20,000 range to fund computer replacements that has received 80% federal capital funding. Unfortunately, the US Congress has changed how it distributes capital funding and Wisconsin's earmark was reduced significantly for 2006. The Wisconsin Department of Transportation, in prioritizing all of the capital requests, has determined that it will only be able to fund major projects like vehicle replacements and facility construction and rehabilitations. For 2007, small equipment purchases and replacements will not be receiving 80% funding. Therefore, no computer replacement funds are being requested in this budget. It is uncertain whether this 80% funding will be available in future years.

Depreciation expense is down $60,000 as the 1994 Orion V buses were fully depreciated in 2006.

Due to staffing changes and a proposed reorganization that will leave less staff time available to pursue advertising opportunities, advertising revenue has been decreased $25,000 from the 2006 budget.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Regional transit service					
# municipalities served	10	10	10	11	11
# members of Fox Cities Transit Com'n.	8	8	9	8	9
Stable work environment					
# full-time jobs	52	50	51	51	50
Strategic Outcomes					
Regulatory compliance					
Timely reporting	100%	100%	100%	100%	100%
# review/audit findings	5	0	0	0	0
Regional cooperation/equitable funding					
Cost per capita below state average	$2.98	$2.95	$2.00	$4.67	$2.00
Work Process Outputs					
Reporting and recordkeeping:					
Contract negotiating & monitoring					
# employee grievances filed	0	5	4	2	4
Public information					
# public presentations	50	43	45	20	45

CITY OF APPLETON 2007 BUDGET
VALLEY TRANSIT

Administration **Business Unit 5810**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4210 Federal Grants	$ 5,111,539	$ 2,724,801	$ 224,219	$ 274,029	$ 1,996,474
4224 Miscellaneous State Aids	1,867,315	1,758,382	173,703	173,703	2,065,318
4230 Miscellaneous Local Aids	424,687	418,426	127,656	127,656	528,217
4710 Interest on Investments	6,042	10,760	15,000	15,000	17,500
4711 Amortization of Investments	(5,776)	(3,063)	-	-	-
4712 Accretion on Investments	(1,242)	311	-	-	-
4715 Gain on Sale of Investments	(256)	(972)	-	-	-
4716 Unrealized Gains/Losses	1,232	(7,036)	-	-	-
4877 Advertising/Promotional	63,055	73,163	65,000	65,000	40,000
5006 Gain (Loss) on Asset Disposal	6,679	18,200	-	-	-
5010 Misc Revenue - Nontax	407	548	-	-	-
5011 Misc Revenue - Tax	274	338	-	-	-
5021 Capital Contributions	112,221	129,901	2,800	2,800	-
5921 Trans In - General Fund	629,695	617,641	601,482	601,482	615,826
Total Revenue	$ 8,215,872	$ 5,741,400	$ 1,209,860	$ 1,259,670	$ 5,263,335
Expenses					
6101 Regular Salaries	$ 225,228	$ 217,752	$ 233,031	$ 233,031	$ 233,075
6105 Overtime	2,419	4,328	4,695	4,695	4,633
6150 Fringes	97,504	85,117	89,845	89,845	93,863
6201 Training\Conferences	3,965	1,914	7,953	7,953	5,000
6204 Tuition & Fees	73	-	-	-	-
6301 Office Supplies	5,205	4,495	6,117	6,117	6,019
6302 Subscriptions	296	572	300	300	300
6303 Memberships & Licenses	1,543	1,636	2,115	2,115	2,382
6304 Postage & Freight	1,159	3,824	3,496	3,496	3,440
6305 Awards & Recognition	721	658	846	846	822
6307 Food & Provisions	-	107	1,129	1,129	1,096
6320 Printing & Reproduction	13,887	13,645	18,321	18,321	16,000
6323 Safety Supplies	1,266	115	1,000	1,000	1,000
6327 Miscellaneous Equipment	-	1,868	1,748	50,010	1,720
6401 Accounting/Audit	5,972	8,263	7,428	7,428	9,029
6403 Bank Services	1,615	1,457	1,700	1,700	1,700
6408 Contractor Fees	-	2,006	60,000	60,000	-
6411 Temporary Help	-	-	2,800	2,800	-
6412 Advertising	28,068	18,176	32,335	32,335	26,000
6413 Utilities	70,443	75,489	80,927	80,927	82,364
6418 Equip Repairs & Maint	3,139	1,037	1,486	1,486	1,290
6419 Communication Equip Repairs	1,929	105	-	-	-
6424 Software Support	300	750	750	750	750
6501 Insurance	83,804	88,887	80,991	80,991	82,898
6599 Other Contracts/Obligations	420	627	-	-	-
6601 Depreciation Expense	497,896	600,201	619,673	619,673	559,054
7914 Trans Out - Capital Projects	-	-	14,000	28,000	-
Total Expense	$ 1,046,852	$ 1,133,029	$ 1,272,686	$ 1,334,948	$ 1,132,435

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Printing & Reproduction	
Public information materials	$ 2,500
Rider's Guide	5,500
Fare Media	4,000
General printing	200
City copy charges	3,800
	$ 16,000

Advertising	
Print	$ 12,000
Broadcast	14,000
	$ 26,000

CITY OF APPLETON 2007 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:

For 2007, budgeted federal, state and local aid revenues have been transferred to the Administration budget (5810). This reclassification was made to align the budgeted amounts with the way the revenues are actually recorded.

This program has also been impacted by the change in federal capital funding. Vehicle components costing more than $1,000 each used to be purchased with federal capital funding. Those purchases will now be made with operating funds. The difference is approximately 20% more for each component purchased that the local units of government will pay.

The insurance line item has two components; Worker's Compensation insurance and Physical Damage insurance. The 2006 actual premium for Physical Damage insurance was $23,543 and a 3% increase was assumed for 2007. The worker's compensation portion allocated to this program for 2007 is estimated at $2,300.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Safe, reliable service					
# road calls	43	27	15	10	15
# inspections completed	479	329	340	304	300
Clean buses					
# exterior cleanings	6,380	6,240	6,400	6,200	6,400
# interior cleanings	675	886	600	750	650
Strategic Outcomes					
Avg. vehicle age	13.6	4.35	6.5	6.5	7.5
Avg. vehicle mileage	515,300	204,405	232,065	232,065	261,730
Vehicles that meet service obligations					
% of scheduled trips completed	99.9%	99.9%	98.0%	99.0%	98.0%
Work Process Outputs					
Preventive maintenance					
# vehicles maintained	25	30	30	30	30
Miles operated	894,824	894,756	898,198	881,012	889,971
# maintenance staff	7 FT / 3 PT	7 FT / 2 PT	7 FT / 3 PT	7 FT / 3 PT	7 FT / 3 PT
Fleet records management					
# work orders processed	1,524	1,953	1,500	1,400	1,500

CITY OF APPLETON 2007 BUDGET
VALLEY TRANSIT

Vehicle Maintenance **Business Unit 5820**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4210 Federal Grants	$ 98,991	$ -	$ 192,315	$ 467,579	$ -
4224 Miscellaneous State Aids	-	-	191,910	191,910	-
4230 Miscellaneous Local Aids	-	-	106,479	106,479	-
5030 Damage to City Property	5,972	3,754	-	-	-
	$ 104,963	$ 3,754	$ 490,704	$ 765,968	$ -
6101 Regular Salaries	$ 339,014	$ 347,464	$ 363,454	$ 363,454	$ 374,213
6104 Call Time	251	293	310	310	320
6105 Overtime	11,164	14,299	11,380	11,380	11,640
6150 Fringes	144,417	127,106	134,742	134,742	141,195
6309 Shop Supplies & Tools	22,645	22,435	24,455	24,455	24,249
6321 Clothing	6,869	246	-	-	-
6322 Gas Purchases	3,236	4,024	4,431	4,431	5,753
6326 Vehicle & Equipment Parts	191,198	47,700	84,356	146,006	70,000
6418 Equip Repairs & Maint	329	4,054	1,000	1,000	1,030
6430 Health Services	810	790	900	900	850
6451 Laundry Services	-	3,152	3,225	3,225	3,400
6501 Insurance	15,613	20,237	22,947	22,947	26,551
6599 Other Contracts/Obligations	782	702	1,000	1,000	1,000
6804 Equipment	-	-	-	282,430	-
	$ 736,328	$ 592,502	$ 652,200	$ 996,280	$ 660,201

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Shop Supplies & Tools	
Janitorial supplies	$ 5,577
Cleaning supplies & chemicals	5,092
Miscellaneous shop equipment	2,425
Miscellaneous shop supplies	6,062
Non-inventory bus parts	5,093
	$ 24,249
Vehicle & Equipment Parts	
Body parts	$ 10,500
Brake system parts	7,000
Electrical system parts	10,500
Wheelchair ramp parts	3,500
Heating /cooling system parts	7,000
Engine parts	10,500
Miscellaneous vehicle parts	21,000
	$ 70,000
Insurance	
Physical Damage	$ 24,251
Worker's Compensation	2,300
	$ 26,551

CITY OF APPLETON 2007 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:

For 2007, budgeted federal, state and local aid revenues have been transferred to the Administration budget (5810). This reclassification was made to align the budgeted amounts with the way the revenues are actually recorded. The $320,000 budgeted for federal grants relates to the roof replacement discussed below.
Our passenger waiting shelter replacement program is being suspended indefinitely because federal capital funding for this project has been eliminated. We will continue to repair shelters as needed and any necessary replacements will be funded through operating funds. We will not be adding any shelters unless the party making the request is willing to assume custodial responsibilities for it.
The landscape supplies line item has increased by $1,700 as a result of the two new biofiltration areas at our Whitman Street facility. The mulch and some of the plants in each area have to be replaced annually to keep the area draining properly.
Facility insurance has increased at a higher than inflationary rate.
Approximately $67,000 of costs related to the cleaning and maintenance of Valley Transit facilities have been assumed by the Facilities Management Fund. Therefore, these costs have been reclassified from the individual expense accounts to the facilities charges (6420) account in this budget.
This budget includes $400,000 to fund a roof replacement at the Operations and Maintenance Facility (projects, p. 655). Federal funding will provide 80% ($320,000) of the cost while the depreciation reserve fund will cover the remaining 20% ($80,000). No local share dollars will be required for the project.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
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	0	2	0	0	0
Work Process Outputs					
Facilities maintained					
# major facilities	2	2	2	2	2
# minor facilities	38	38	38	37	37
Maintenance schedule					
# cleanings major facilities	514	563	561	561	562
# cleanings minor facilities	910	626	456	500	456
# inspections	12	12	12	12	12

CITY OF APPLETON 2007 BUDGET
VALLEY TRANSIT

Facilities Maintenance **Business Unit 5830**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4210 Federal Grants	$ -	$ -	$ 70,513	$ 324,468	$ 320,000
4224 Miscellaneous State Aids	-	-	27,910	27,910	-
4230 Miscellaneous Local Aids	-	-	20,883	20,883	-
4802 Charges for Serv. - Tax	4,706	6,807	-	-	-
5015 Facility Rent	7,200	7,280	6,000	6,000	6,000
5021 Capital Contributions	-	8,593	3,000	3,000	80,000
	$ 11,906	$ 22,680	$ 128,306	$ 382,261	$ 406,000
6306 Building Maint./Janitorial	$ 4,133	$ 3,792	$ 7,865	$ 7,865	$ -
6308 Landscape Supplies	573	105	874	874	-
6309 Shop Supplies & Tools	24	-	-	-	-
6327 Miscellaneous Equipment	2,853	2,749	3,000	3,000	3,000
6407 Collection Services	752	680	450	450	627
6408 Contractor Fees	-	-	40,000	40,000	-
6414 Janitorial Service	42,945	39,578	43,893	43,893	-
6416 Building Repairs & Mainten	4,766	8,761	10,487	10,487	-
6420 Facilities charges	-	-	-	-	66,858
6440 Snow Removal Services	4,883	5,911	5,401	5,401	-
6451 Laundry Services	-	429	800	800	825
6454 Grounds Repair & Mainten	9,754	4,064	6,991	6,991	-
6501 Insurance	14,287	16,700	12,866	12,866	18,049
6599 Other Contracts & Obligations	-	2,601	400	400	400
6803 Buildings	-	-	-	-	400,000
6804 Equipment	-	-	15,000	38,155	-
6809 Infrastructure Construction	-	-	-	294,291	-
	$ 84,970	$ 85,370	$ 148,027	$ 465,473	$ 489,759

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Buildings

Roof replacement	$ 400,000
	$ 400,000

CITY OF APPLETON 2007 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:

For 2007, budgeted federal, state and local aid revenues have been transferred to the Administration budget (5810). This reclassification was made to align the budgeted amounts with the way the revenues are actually recorded.

Diesel fuel, which was budgeted at $2.09 per gallon in 2006, is being budgeted at $2.69 in 2007. This increase is due to the nationwide increase in fuel prices over the past several years coupled with new emission regulations that took effect in 2006 and require the use of new ultra-low sulphur diesel fuel.

The increase in miscellaneous equipment and communications repairs expense is due to the anticipated maintenance of the new video equipment in the buses. Each new bus was installed with video equipment, which includes 4 interior cameras, a recording device and removable hard drives. Additionally, we have 2 viewing stations for the hard drives. Although it is heavy duty equipment, the components are jostled around on the buses for 16 hours a day. Since we have very little experience with the durability of this electronic equipment, we have budgeted an additional $1,000 to cover any necessary repairs in 2007.

Salaries and fringe benefits have been reduced $15,654 and $2,888, respectively, to reflect the elimination of a .5 FTE Communications Technician position.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Safe, reliable, convenient service					
# pay out accidents	3	3	<5	2	<5
% on-time performance	91.6%	95.1%	90-95%	92.7%	90-95%
Half-hour peak headways	9	9	9	9	9
Helpful, friendly employees					
# customer complaints	33	26	12	24	12
Strategic Outcomes					
Cost effective service delivery					
Cost per trip	$ 4.42	$ 4.25	$ 4.59	$ 4.59	$ 4.27
Efficient service delivery					
Trips per hour	15.1	15.4	15.3	15.3	15.3
Work Process Outputs					
Service Provided					
Hours of service	61,869	61,965	62,184	61,092	61,714
Miles of service	894,824	894,756	898,198	881,012	889,971
Trips taken	937,410	954,725	950,534	935,630	944,225

CITY OF APPLETON 2007 BUDGET
VALLEY TRANSIT

Operations **Business Unit 5840**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4210 Federal Grants	$ 13,771	$ -	$ 873,781	$ 897,781	$ -
4224 Miscellaneous State Aids	-	-	909,245	909,245	-
4230 Miscellaneous Local Aids	-	-	228,345	228,345	-
4875 Farebox Revenue	530,521	603,582	684,003	684,003	669,522
4876 Special Transit Revenues	5,100	8,368	-	-	-
5085 Cash Short or Over	149	90	-	-	-
	$ 549,541	$ 612,040	$ 2,695,374	$ 2,719,374	$ 669,522
6101 Regular Salaries	$ 1,639,285	$ 1,658,418	$ 1,764,117	$ 1,764,117	$ 1,791,873
6104 Call Time	2,865	2,472	2,000	2,000	2,320
6105 Overtime	34,973	89,795	51,697	51,697	54,017
6150 Fringes	820,740	754,119	790,208	790,208	829,852
6303 Memberships & Licenses	640	160	-	-	-
6321 Clothing	5,142	4,079	7,200	7,200	6,000
6322 Gas Purchases	215,490	314,773	361,006	361,006	478,804
6326 Vehicle & Equipment Parts	44,379	14,811	42,590	72,590	40,480
6327 Miscellaneous Equipment	16	60	1,000	1,000	2,000
6419 Communication Eq. Repairs	447	-	3,000	3,000	3,000
6430 Health Services	4,278	5,664	5,700	5,700	5,800
6501 Insurance	-	-	11,695	11,695	14,404
6599 Other Contracts/Obligations	2,957	1,807	3,100	3,100	3,200
	$ 2,771,212	$ 2,846,158	$ 3,043,313	$ 3,073,313	$ 3,231,750

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Gas Purchases *	
Diesel fuel, est @ $2.69/gal	$ 478,804
	$ 478,804
Vehicle & Equipment Parts	
Oil & other lubricants	$ 12,150
Tire repairs & retreads	16,330
New tires	12,000
	$ 40,480

* Valley Transit does not pay federal gas tax (currently at $0.244/gal) or state tax (currently at $0.299 gal).

CITY OF APPLETON 2007 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:

For 2007, budgeted federal and state aid revenues have been transferred to the Administration budget (5810). This reclassification was made to align the budgeted amounts with the way the revenues are actually recorded.

The contract cost per trip is budgeted at $16.96, which includes a cost of living increase based on the consumer price index and a fuel surcharge. Ridership is projected to increase 3%.

The number of ADA certifications is budgeted to increase from 1,400 to 1,500 to more closely reflect actual numbers.

Utilities costs have been reduced due to savings associated with the completion of a wireless network project with Kobussen Bus. The wireless connection allows Valley Transit to discontinue paying approximately $500 per month for the existing T-1 line.

Approximately $11,000 of costs related to the cleaning and maintenance of Valley Transit facilities have been assumed by the Facilities Management Fund. Therefore, these costs have been reclassified from the individual expense accounts to the facilities charges (6420) account in this budget.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Safe, reliable, convenient mobility					
# reportable accidents	0	1	0	0	0
% on-time performance	96.9%	95.5%	90-95%	90-95%	90-90%
Helpful, friendly employees					
# customer complaints	92	98	52	52	52
Strategic Outcomes					
Cost effective service delivery					
Cost per trip	$ 15.62	$ 16.09	$ 19.26	$ 19.26	$ 19.58
Efficient service delivery					
Trips per hour	1.8	1.9	1.7	1.8	1.8
Work Process Outputs					
Service Provided					
Hours of service/yr	32,270	31,153	36,928	34,022	35,043
Miles of service/yr	432,322	427,799	538,000	444,862	458,208
Trips taken/yr	58,702	60,179	61,050	60,225	62,012

CITY OF APPLETON 2007 BUDGET
VALLEY TRANSIT

ADA Paratransit **Business Unit 5850**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4210 Federal Grants	$ -	$ -	$ 334,714	$ 412,314	$ -
4224 Miscellaneous State Aids	-	-	352,331	352,331	-
4230 Miscellaneous Local Aids	143,615	179,222	217,889	217,889	228,043
4875 Farebox Revenue	173,880	175,391	231,990	231,990	235,646
	$ 317,495	$ 354,613	$ 1,136,924	$ 1,214,524	$ 463,689
Expenses					
6101 Regular Salaries	$ 33,471	$ 49,066	$ 55,505	$ 55,505	$ 59,752
6150 Fringes	15,831	14,641	20,794	20,794	21,539
6201 Training & Conferences	801	2,368	1,147	1,147	1,191
6301 Office Supplies	988	659	883	883	981
6302 Subscriptions	295	-	300	300	300
6303 Memberships & Licenses	312	238	-	-	-
6304 Postage\Freight	229	556	504	504	560
6306 Building Maint./Janitorial	827	552	1,135	1,135	-
6308 Landscape Supplies	96	15	126	126	-
6320 Printing & Reproduction	5,099	3,518	2,479	2,479	2,532
6322 Gas Purchases	653	585	639	639	937
6327 Miscellaneous Equipment	-	-	252	252	280
6401 Accounting/Audit	1,205	1,201	1,073	1,073	1,471
6408 Contractor Fees	782,190	830,041	1,025,031	1,025,031	1,051,748
6412 Advertising	5,640	2,617	4,665	4,665	4,000
6413 Utilities	19,611	20,504	15,702	15,702	13,100
6414 Janitorial Service	8,534	5,754	6,332	6,332	-
6416 Building Repairs & Maintenan	873	1,274	1,513	1,513	-
6418 Equip Repairs & Maint	630	151	214	214	210
6420 Facilities Charges	-	-	-	-	10,892
6424 Software Support	10,525	8,429	8,700	8,700	8,961
6440 Snow Removal Services	985	835	779	779	-
6454 Grounds Repair & Maintenance	1,738	591	1,009	1,009	-
6501 Insurance	2,883	2,428	1,856	1,856	2,940
6599 Other Contracts/Obligations	23,723	22,464	23,800	23,800	25,500
6804 Equipment	-	-	-	97,000	-
	$ 917,139	$ 968,487	$ 1,174,438	$ 1,271,438	$ 1,206,894

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Contractor Fees

Purchased transportation: Valley Transit II - Disabled, 62,012 trips	$ 1,051,748
	$ 1,051,748

Other Contracts/Obligations

ADA certifications, 1,500 total	$ 25,500
	$ 25,500

CITY OF APPLETON 2007 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:

For 2007, budgeted federal and state aid revenues have been transferred to the Administration budget (5810). This reclassification was made to align the budgeted amounts with the way the revenues are actually recorded. The remaining federal and state aids in this budget are funding for the trolley bus project and extension of Call-A-Ride service.

This budget includes contracting with a trolley bus to operate a two mile loop around the downtown area on Thursday, Friday and Saturday evenings throughout the summer months beginning May 31, 2007. It is anticipated that this free fare service will be funded entirely by federal and state grants, along with a local share provided by fundraising efforts through Appleton Downtown, Inc. If any of these revenue sources do not materialize, the program will not be undertaken. No local funding is included in the budget for this service. Also included is a program to offer Call-A-Ride service within the current service area from 10 PM to Midnight, Monday through Saturday ($46,050), and outside the current fixed route service area from 6 AM to 10 PM, Monday through Saturday ($90,000). Both of these programs are contingent upon their supporters finding funding for the local share of the expense ($9,210 and $22,350, respectively). The balance is expected to be paid for by federal and state grants and farebox revenue.

The decrease in the average rider fare noted below is due to increased ridership on the lower fare paratransit programs coupled with decreased ridership on the higher fare programs. This has the effect of decreasing the

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Safe, reliable, convenient mobility					
# reportable accidents	1	0	0	0	0
Customer rating of reliability (excellent or average)	98%	98%	95%	95%	95%
Affordable mobility					
Average rider fare	$ 4.95	$ 3.91	$ 3.79	$ 3.79	$ 3.42
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	$ 211,062	$ 209,002	$ 213,677	$ 213,677	$ 251,307
Work Process Outputs					
Service provided - Trips taken by contract					
Outagamie TANF	2,479	4,975	7,200	7,200	7,515
Outagamie/Calumet elderly	4,405	4,884	4,801	4,801	5,031
Outagamie rural	4,734	4,187	4,308	4,308	4,229
Outagamie support employment	71,120	70,960	71,400	71,400	71,400
Northern Winnebago Dial-A-Ride	8,702	8,150	8,527	8,527	9,631
Lakeside Packaging Plus	21,018	23,829	21,018	21,018	24,146
Winnebago mealsite	1,722	2,184	1,774	1,774	2,542
Calumet New Hope Center	14,035	13,799	14,456	14,456	15,919
Calumet rural	1,287	1,400	1,458	1,458	1,990

CITY OF APPLETON 2007 BUDGET
VALLEY TRANSIT

Ancillary Paratransit **Business Unit 5860**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4210 Federal Grants	$ -	$ -	$ 284,511	$ 284,511	$ 48,778
4224 Miscellaneous State Aids	-	-	299,486	299,486	51,345
4230 Miscellaneous Local Aids	218,932	253,480	399,480	399,480	495,266
4875 Farebox Revenue	113,952	108,209	133,532	133,532	154,853
5035 Other Reimbursements	-	-	-	-	14,566
	$ 332,884	$ 361,689	$ 1,117,009	$ 1,117,009	$ 764,808
6408 Contractor Fees	$ 881,661	$ 922,072	$ 997,386	$ 997,386	$ 1,257,506
6430 Health Services	558	1,160	900	900	950
6599 Other Contracts/Obligations	-	-	-	-	35,100
	$ 882,219	$ 923,232	$ 998,286	$ 998,286	$ 1,293,556

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Contractor Fees	
Purchased transportation:	
Valley Transit II - Elderly	$ 84,110
Purchased transportation - Optional	6,940
Outagamie County - Developmentally Disabled Transportation	439,151
Outagamie County - Demand response - Rural	125,725
Outagamie County - Temporary Assistance for Needy Families	70,595
Winnebago County - Lakeside Packaging plus	113,534
Town of Menasha - Elderly Service	13,205
Winnebago County - Nutrition	22,255
Neenah - Dial-A-Ride	107,769
Darboy - Call-A-Ride	20,425
Calumet County - New Hope Center	70,087
Calumet County - Rural Service	47,660
Late evening Call-A-Ride service	46,050
Call-A-Ride service beyond current fixed rounte service boundaries	90,000
	$ 1,257,506
Other Contracts/Obligations	
Trolley Service - Downtown	$ 35,100
	$ 35,100

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CITY OF APPLETON 2007 BUDGET
VALLEY TRANSIT
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET ASSETS

	2004 Actual	2005 Actual	2006 Budget	2006 Projected	2007 Budget
Revenues					
Charges for Services	$ 823,452	$ 895,551	$ 1,049,525	$ 1,049,525	$ 1,060,021
Miscellaneous	75,792	88,227	71,000	60,000	60,566
Total Revenues	899,244	983,778	1,120,525	1,109,525	1,120,587
Expenses					
Operating Expenses	5,934,855	5,944,823	6,600,277	6,626,277	7,055,541
Depreciation	491,217	582,001	619,673	619,673	559,054
Interest Expense	-	-	-	-	-
Miscellaneous (Capital Expenses)	-	-	-	-	-
Total Expenses	6,426,072	6,526,824	7,219,950	7,245,950	7,614,595
Revenues over (under) Expenses	(5,526,828)	(5,543,046)	(6,099,425)	(6,136,425)	(6,494,008)
Non-Operating Revenues (Expenses)					
Investment Income	25,374	9,856	15,000	18,000	17,500
Operating & Capital Subsidies	4,380,539	4,333,549	4,972,170	4,972,170	5,413,441
Total Non-Operating	4,405,913	4,343,405	4,987,170	4,990,170	5,430,941
Income (Loss) Before Contributions and Transfers	(1,120,915)	(1,199,641)	(1,112,255)	(1,146,255)	(1,063,067)
Contributions and Transfers In (Out)					
Capital Contributions	3,585,158	1,129,399	63,200	324,743	320,000
General Fund	629,695	617,641	601,482	601,482	615,826
Capital Projects	-	-	(14,000)	(14,000)	-
Change in Net Assets	3,093,938	547,399	(461,573)	(234,030)	(127,241)
Total Net Assets - Beginning	3,597,341	6,691,279	7,238,678	7,238,678	7,004,648
Total Net Assets - Ending	$ 6,691,279	$ 7,238,678	$ 6,777,105	$ 7,004,648	$ 6,877,407

SCHEDULE OF CASH FLOWS

Working Cash - Beginning	$ 887,026	$ 947,926
+ Change in Net Assets	(234,030)	(127,241)
+ Depreciation	619,673	559,054
- Fixed Assets	(405,929)	(400,000)
+ F/A Funded by Restricted Cash	81,186	80,000
Working Cash - End of Year	$ 947,926	$ 1,059,739

CITY OF APPLETON 2007 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 2007 BUDGET
PUBLIC WORKS DEPARTMENT

MISSION STATEMENT

To provide quality, cost effective public works services for our customers.

DISCUSSION OF SIGNIFICANT 2006 EVENTS

Worked with a Mayor-appointed committee to gain Council's approval for the design of East College Avenue
Council approved the design of the first roundabout intersections to be constructed in Appleton
In conjunction with CEA, evaluated the 2007 equipment purchases and determined that 16 units could be retained for one additional year, reflecting replacement reserve savings of $39,595
Worked with four new alderpersons to familiarize them with the Public Works Department
Began to use the LEAN philosophy to decrease waste and service time, without decreasing quality of service
Celebrated our successes by holding our annual Employee Appreciation Breakfast during National Public Works Week
Worked with Northside Business Association to replace all flags and poles with a system that requires less maintenance and an improved look for Wisconsin Avenue
In 2006, the physical inventory count was conducted during normal business hours eliminating overtime
Better utilized DPW personnel across divisional lines to correspond with the highest priority of needs
Installed 3 new signalized intersections (W. College Ave.) and removed 1 (Wisconsin @ Appleton Papers)
Replaced over 1,000 traffic signs & installed over 500 new traffic signs
Designed and installed actuated pedestrian crossing on Wisconsin Ave. at Appleton Papers
Implemented revised HVAC permit fee structure
Revised the city's internal process for assigning addresses
Revised the city's internal process for follow-up inspections on new site plan developments
Created a 2-step process (written warning/citation) for dealing with nuisance/junk complaints

	Actual 2004	Actual 2005	Projected 2006	Targeted 2007
Streets - Total miles by surface type				
Concrete	181.39	184.34	184.86	190.03
Asphalt	116.26	116.13	115.65	114.92
Grade & Gravel	35.07	37.55	40.88	39.94
TOTAL	332.72	338.02	341.39	344.89
Net Change to Street System				
Annexed/Vacated Asphalt	0.00	0.00	0.00	0.00
Grade & Gravel	5.30	3.37	3.50	3.00
TOTAL	5.30	3.37	3.50	3.00
% of Total Miles Reconstructed				
Concrete	0.28%	0.30%	0.58%	0.08%
Asphalt	0.74%	0.73%	0.27%	0.70%
TOTAL	1.02%	1.03%	0.85%	0.78%
Sidewalks - Miles Reconstructed by Program				
Green Dot	1.60	2.30	1.50	1.40
Asphalt Reconstruct	1.65	1.56	0.93	1.40
Concrete Reconstruct	0.09	0.84	1.97	0.50
Property Owner Request	0.50	2.03	0.50	0.50
TOTAL	3.84	6.73	4.90	3.80

CITY OF APPLETON 2007 BUDGET
PUBLIC WORKS DEPARTMENT

MAJOR 2007 OBJECTIVES

Use the LEAN philosophy to decrease waste, cost and service time on two DPW services and report improvements to Municipal Services Committee
Improve DPW web page to provide better information to our customers
Update the Department's action plan for improvement to reflect changes made to City's strategic plan
Work with the Park and Recreation Department on opportunities to share additional equipment prior to replacing CEA equipment
Provide services for special events throughout the year
Promote a working environment conducive to employee productivity, growth and retention
Provide knowledgeable, courteous customer service to all individuals who contact the department with questions and/or concerns
Maintain and enhance existing regional relationships while looking for opportunities for new regional relationships
Install one new traffic signal (Lake Park/Calumet)
Fully implement Citywide work zone tracker system, including deployment onto City's external web page and integration with Outagamie County
Complete final year of traffic signal L.E.D. retrofit program
Implement changes in code enforcement procedures that allows staff to more efficiently process cases
Emphasize Inspector cross-training in order to reduce multiple City inspections at a single location

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2004	2005	Adopted 2006	Amended 2006	2007	Change *
Program Revenues		$ 2,130,689	$ 1,835,298	$ 1,991,695	$ 1,991,695	$ 2,066,607	3.76%
Program Expenses							
17011	Administrative Service	1,424,498	1,325,521	1,282,464	1,282,464	1,284,023	0.12%
17014	Concrete Reconstruction	1,975,891	1,872,627	2,204,391	2,496,174	2,056,444	-6.71%
17015	Sidewalk Reconstruction	551,104	599,663	587,740	587,740	764,292	30.04%
17016	Asphalt Reconstruction	1,288,377	1,191,889	893,149	908,149	1,099,997	23.16%
17022	Traffic - Control	674,155	655,641	727,435	727,435	777,122	6.83%
17023	Street Lighting	1,014,127	1,080,276	1,092,596	1,092,596	1,247,442	14.17%
17031	MSB Administration	873,522	939,580	986,209	992,206	1,175,975	19.24%
17032	Street Repair	1,477,217	1,253,817	1,454,333	1,499,333	1,698,087	16.76%
17033	Snow & Ice Control	938,643	980,684	973,456	959,385	1,035,662	6.39%
15520	Inspections	608,437	628,792	565,967	565,967	583,119	3.03%
TOTAL		$ 10,825,971	$ 10,528,490	$ 10,767,740	$ 11,111,449	$ 11,722,163	8.86%
Expenses Comprised Of:							
Personnel		4,283,597	4,130,564	4,443,868	4,443,868	4,528,597	1.91%
Administrative Expense		64,995	58,039	82,507	82,507	57,791	-29.96%
Supplies & Materials		932,230	927,885	757,705	750,134	887,490	17.13%
Purchased Services		716,893	593,837	299,663	584,088	675,760	125.51%
Utilities		1,218,047	1,281,378	1,264,428	1,264,428	1,470,989	16.34%
Repair & Maintenance		864,783	759,292	955,032	955,032	1,216,138	27.34%
Capital Expenditures		2,745,426	2,777,495	2,964,537	3,031,392	2,885,398	-2.67%
Full Time Equivalent Staff:							
Personnel allocated to programs		57.19	58.39	59.80	59.80	58.57	

* % change from prior year adopted budget

CITY OF APPLETON 2007 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
Develop and/or update department policies necessary for department administration
Provide support and accountability towards our department mission statement, "To provided quality, cost-effective public works services for our customers"

Major Program Changes:

No major changes.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Ordinance compliance					
Construction permits sold	789	602	750	750	750
Recovery of project costs					
# of assessment bills prepared	2,794	3,499	2,500	3,000	3,000
Compliance with city regulations					
# of site plans reviewed	31	54	45	40	40
Strategic Outcomes					
Effective use of budgeted funds					
% of budget dollars obligated	92%	96%	100%	100%	100%
Consistent & current information					
Policies reviewed and updated	12	8	10	10	10
Work Process Outputs					
Service provided					
# of agenda items prepared	311	262	300	300	300
Improvements/additions to infrastructure					
$ of projects bid for all funds	$ 12,818,625	$ 20,322,330	$ 15,000,000	$ 15,000,000	$ 22,500,000

CITY OF APPLETON 2007 BUDGET
PUBLIC WORKS DEPARTMENT

Administrative Services **Business Unit 17011**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4408 Sidewalk	$ 10,580	$ 7,080	$ 9,000	$ 9,000	$ 8,500
4409 Street Occupancy	1,375	1,535	1,200	1,200	1,500
4410 Street Excavation	4,435	4,140	4,200	4,200	4,200
5010 Misc Revenue - Nontax	4,440	4,050	5,000	5,000	5,000
5011 Misc Revenue - Tax	95	191	100	100	100
5035 Other Reimbursements	130	755	200	200	200
Total Revenue	$ 21,055	$ 17,751	$ 19,700	$ 19,700	$ 19,500
Expenses					
6101 Regular Salaries	$ 819,794	$ 781,715	$ 749,066	$ 749,066	$ 770,103
6104 Call Time	1,060	1,493	1,000	1,000	1,000
6105 Overtime	25,328	7,449	18,900	18,900	8,900
6108 Part-Time	2,689	8,380	-	-	986
6150 Fringes	365,605	326,348	298,327	298,327	304,011
6201 Training\Conferences	12,576	11,322	21,000	21,000	12,000
6202 Local Auto Expense	190	704	-	-	-
6206 Parking Permits	10,306	10,296	11,004	11,004	11,104
6301 Office Supplies	7,383	6,026	6,500	6,500	6,500
6303 Memberships & Licenses	4,221	3,277	4,600	4,600	4,500
6304 Postage\Freight	25	671	150	150	750
6305 Awards & Recognition	33	1,242	1,557	1,557	1,557
6309 Shop Supplies & Tools	6,949	7,564	2,000	2,000	6,000
6315 Books & Library Materials	1,532	993	1,250	1,250	1,000
6320 Printing & Reproduction	21,630	22,433	20,500	20,500	21,000
6321 Clothing	2,277	2,256	1,990	1,990	2,290
6323 Safety Supplies	478	291	500	500	400
6324 Medical/Lab Supplies	-	17	-	-	-
6327 Miscellaneous Equipment	7,250	1,752	2,150	2,150	2,800
6402 Legal Fees	411	206	500	500	500
6404 Consulting Services	3,190	4,373	3,000	3,000	1,360
6405 Engineering Fees	-	88	2,000	2,000	-
6408 Contractor Fees	5,063	1,280	5,000	5,000	2,000
6409 Inspection Fees	7,845	4,215	7,000	7,000	6,000
6412 Advertising/Publication	854	2,446	1,700	1,700	800
6413 Utilities	17,255	18,052	15,010	15,010	16,347
6418 Equip Repairs & Maint	10,300	10,524	11,500	11,500	10,500
6420 CBM Charges	-	260	-	-	-
6425 CEA Equip. Rental	74,210	48,599	79,060	79,060	74,815
6430 Health Services	13	-	-	-	-
6451 Laundry Services	5,015	3,599	5,200	5,200	4,800
6599 Other Contracts/Obligations	11,016	10,650	12,000	12,000	12,000
6804 Equipment	-	27,000	-	-	-
Total Expense	$ 1,424,498	$ 1,325,521	$ 1,282,464	$ 1,282,464	$ 1,284,023

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Training/Conferences	
General staff training	$ 4,200
Supervisor training	1,800
Technical training	6,000
	$ 12,000

Printing & Reproduction	
Bid documents/copier chgs	$ 11,500
Inspections Department forms	9,500
	$ 21,000

Other Contracts/Obligations	
Digger's hotline	$ 12,000
	$ 12,000

Equip Repairs & Maint	
Survey equipment	$ 5,000
Printer/plotters	5,500
	$ 10,500

CITY OF APPLETON 2007 BUDGET
PUBLIC WORKS DEPARTMENT

Concrete Reconstruction **Business Unit 17014**

PROGRAM MISSION

The department will monitor the condition and use 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 2007 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 rideability rating of the city streets

Major Program Changes:

Paving of Kensington Drive ($280,900) and the alley north of College Avenue between Durkee and Drew Streets ($26,523) has been deferred one year and land acquisition for Midway Road between Lake Park Road and Eisenhower Drive has been spread over two years ($75,000) to meet levy constraints.

Please see Projects, page 612 for further detail about this program.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Condition of roadway surfaces (scale 100 - 0, 0 best)					
Average condition rating	24.73	25.08	25.00	25.00	25.00
Miles of street under min. rideability	19.07	17.78	15.00	15.00	14.00
Strategic Outcomes					
Improvement to street system					
Total miles of streets	332.70	338.02	341.39	341.39	344.89
Total miles in concrete	181.39	184.34	184.86	184.86	190.03
% of total miles reconstructed	0.28%	0.30%	0.58%	0.58%	0.08%
Work Process Outputs					
Restoration of roadway surfaces					
Miles of streets reconstructed	0.89	1.00	1.97	1.97	0.34
Expansion of street system					
Miles of new grade & gravel streets	5.30	3.37	3.50	3.50	3.00

CITY OF APPLETON 2007 BUDGET
PUBLIC WORKS DEPARTMENT

Concrete Reconstruction **Business Unit 17014**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4224 Miscellaneous State Aid	$ -	$ -	$ -	$ -	$ 157,000
4602 Concrete Paving	585,338	376,428	600,000	600,000	715,000
4604 Sewer Mains & Laterals	2,128	771	-	-	-
4615 Grade & Gravel	184,907	(8,716)	130,000	130,000	20,000
5035 Other Reimbursements	17	135,436	-	-	-
Total Revenue	$ 772,390	$ 503,919	$ 730,000	$ 730,000	$ 892,000
Expenses					
6101 Regular Salaries	$ 120,649	$ 103,752	$ 94,877	$ 94,877	$ 102,397
6104 Call Time	130	71	-	-	-
6105 Overtime	11,945	4,293	7,000	7,000	6,000
6108 Part-Time	6,482	9,007	-	-	-
6150 Fringes	61,318	47,307	43,352	43,352	42,706
6308 Landscape Supplies	-	17,240	9,595	9,595	20,080
6325 Construction Materials	169,253	126,101	35,744	42,244	169,766
6328 Signs	11,015	11,741	-	-	11,234
6404 Consulting Services	55,334	52,436	60,000	293,428	90,000
6408 Contractor Fees	42,982	27,325	-	-	23,000
6413 Utilities	777	-	-	-	-
6425 CEA Equip. Rental	18,943	4,466	3,729	3,729	3,400
6599 Other Contracts/Obligations	127	-	-	-	-
6801 Land	62,798	147,554	235,000	301,855	65,000
6809 Infrastructure Construction	1,414,138	1,321,334	1,715,094	1,700,094	1,522,861
Total Expense	$ 1,975,891	$ 1,872,627	$ 2,204,391	$ 2,496,174	$ 2,056,444

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

2007	Street	From	To	General Fund
Labor Pool				**151,103**
Design	Lake Park Rd	Plank Rd intersection	Roundabout	20,000
	Memorial Dr	Fox River	Lawrence St	20,000
	South Island St	Oneida	Lawe St.	30,000
	Wisconsin Ave.	Richmond St	Ballard Rd	20,000
	Subtotal			**90,000**
Land	Midway Rd	Lake Park Rd	Eisenhower Dr	**65,000**
New Construction - not in New Subdivision	Association Dr	Richmond St	Capitol Dr	194,800
	Kensington Dr	Lourdes Dr	Calumet St	497,633
	Lake Park Rd	at Calumet	signals & widening	186,000
	Lake Park Rd	Kensington Dr	Plank Rd	353,035
	Lake Park Rd	Kensington Dr	Calumet St	146,330
	Subtotal			**1,377,798**
Reconstruction	Lake Park Rd	Plank Rd intersection	Roundabout	322,500
	Packard St	Hickory Farm Lane	Lynndale Dr	50,043
	Subtotal			**372,543**
Total Concrete Paving				**$ 2,056,444**

CITY OF APPLETON 2007 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:

Beginning in 2007, truncated domes will be installed on all new and reconstructed handicap ramps. Truncated domes are colored and textured inserts placed in handicap ramps for improved ramp delineation. This style ramp is now required by State and Federal law.

The overall increase in this budget is due to the cost of new sidewalks being installed in conjunction with the concrete paving project of Lake Park Road.

Installation of sidewalks on Kensington Drive ($10,000) has been deferred to coincide with the paving project that has been deferred one year due to levy constraints, the green dot program has been reduced ($10,000), and the arterial sidewalk program ($45,000) has been omitted for 2007.

Please see Projects, page 620 for further detail about this program.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Safe pedestrian walkways					
# of defective sidewalk related accidents	0	0	2	1	1
Strategic Outcomes					
Policy decision					
% of total contract assessable	0.0%	5.0%	0.1%	0.1%	2.0%
Minimize liability					
# of insurance claims from defective sidewalks	5	3	2	2	2
Work Process Outputs					
Defective sidewalks					
Miles of green dot	1.6	2.3	2.0	1.5	1.4
Request for replacement					
Miles	0.5	0.9	0.5	0.5	0.5
Expansion of pedestrian walkways					
Miles of new sidewalks	0.0	0.2	1.0	1.0	0.8

CITY OF APPLETON 2007 BUDGET
PUBLIC WORKS DEPARTMENT

Sidewalk Construction **Business Unit 17015**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4607 Sidewalks	$ 77,647	$ 56,902	$ 60,000	$ 60,000	$ 35,000
4801 Charges for Serv.- Nontax	24,410	904	25,000	25,000	32,500
Total Revenue	$ 102,057	$ 57,806	$ 85,000	$ 85,000	$ 67,500
Expenses					
6101 Regular Salaries	$ 61,151	$ 79,001	$ 82,377	$ 82,377	$ 85,465
6104 Call Time	-	-	-	-	-
6105 Overtime	8,776	5,380	7,749	7,749	6,148
6108 Part-Time	6,865	8,940	4,661	4,661	9,536
6150 Fringes	28,223	32,376	28,893	28,893	30,506
6325 Construction Materials	139	-	-	-	-
6408 Contractor Fees	80,150	118,229	112,000	112,000	128,500
6425 CEA Equip. Rental	-	4,173	-	-	4,150
6429 Interfund Allocations	(49,945)	(100,949)	(72,000)	(72,000)	(76,000)
6809 Infrastructure Construction	415,745	452,513	424,060	424,060	575,987
Total Expense	$ 551,104	$ 599,663	$ 587,740	$ 587,740	$ 764,292

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

2007	General Fund
Labor Pool	**131,655**
Sidewalk Construction	
Green Dot	210,000
General	50,000
Patch Contract	128,500
Reconstruction - Concrete	30,000
Reconstruction - Asphalt	86,600
Subtotal	**505,100**
New Sidewalk Construction	
New Concrete	203,537
Subtotal	**203,537**
Less: Costs allocated to Utilities	**(76,000)**
Total	**$ 764,292**

CITY OF APPLETON 2007 BUDGET
PUBLIC WORKS DEPARTMENT

Asphalt Reconstruction **Business Unit 17016**

PROGRAM MISSION

The department will monitor the condition and use 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 2007 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 rideability rating of city streets

Major Program Changes:

No major changes

Please see Projects, page 608 for further detail about this program.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Condition of roadway surfaces (scale 100 - 0, 0 best)					
Average condition rating	21.27	22.07	16.00	16.00	14.00
Miles under minimum rideability	18.89	16.75	13.00	13.00	12.00
Strategic Outcomes					
Improvement to street system					
Total miles of streets in city	332.70	338.02	341.39	341.39	344.89
Total miles in asphalt	116.26	116.13	115.65	115.65	114.92
% of total miles reconstructed	0.74%	0.73%	0.27%	0.27%	0.70%
Work Process Outputs					
Restoration of roadway surfaces					
Miles of streets reconstructed	2.45	2.47	0.93	0.93	2.40

CITY OF APPLETON 2007 BUDGET
PUBLIC WORKS DEPARTMENT

Asphalt Reconstruction **Business Unit 17016**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4601 Asphalt Paving	$ 346,699	$ 437,721	$ 400,000	$ 400,000	$ 300,000
4903 Street Maintenance Revenue	-	-	-	-	-
Total Revenue	$ 346,699	$ 437,721	$ 400,000	$ 400,000	$ 300,000
Expenses					
6101 Regular Salaries	$ 104,191	$ 74,810	$ 145,496	$ 145,496	$ 154,319
6104 Call Time	39	-	-	-	-
6105 Overtime	14,724	5,152	10,000	10,000	8,000
6108 Part-Time	5,514	2,346	5,697	5,697	-
6150 Fringes	54,911	37,885	65,904	65,904	69,119
6308 Landscape Supplies	17,900	-	4,740	4,740	8,660
6316 Miscellaneous Supplies	-	-	-	-	-
6325 Construction Materials	190,044	195,768	62,218	62,218	119,700
6328 Signs	3,474	5,706	-	-	4,949
6408 Contractor Fees	9,966	8,765	-	-	3,000
6425 CEA Equip. Rental	34,869	32,364	38,711	38,711	45,200
6809 Infrastructure Construction	852,745	829,093	560,383	575,383	687,050
Total Expense	$ 1,288,377	$ 1,191,889	$ 893,149	$ 908,149	$ 1,099,997

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

2007	Street	From	To	General Fund
Labor Pool				**231,438**
Asphalt Overlay	Memorial Dr	Valley Road	Calumet St	10,000
	Subtotal			**10,000**
Total Reconstruction	Appleton St	Wisconsin Ave	Parkway Blvd	179,125
	Brewster St	Drew St	Meade St	132,698
	Outagamie St	Cedar St	Prospect Ave	167,965
	Spring St	Mason St	Richmond St	245,057
	Summer St	Badger Ave	Gillett St	133,714
	Subtotal			**858,559**
Total Asphalt Pavement				**$ 1,099,997**

CITY OF APPLETON 2007 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 signage 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 utilities costs (approximately $40,000) is due to the increase in electric rates. The savings anticipated in the 2006 budget due to the LED light replacement program for traffic signals is less than the rate increases experienced.

Other increases include additional labor assigned to reduce the backlog of sign maintenance, overtime related to department support of various Special Events, the cost of raw materials and of higher-technology equipment installed at intersections, and expansion of the traffic control grid ($20,000, please see page 617 for a description).

The following reductions have been made from requested amounts to meet levy constraints: sign replacement ($5,000), school zone sign replacements ($5,000), line painting ($5,000), and traffic control grid expansion ($8,200).

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Safe, reliable traffic control					
# of changes to traffic controls	43	51	65	55	60
# of changes to parking restrictions	86	104	90	90	95
% of signs installed or replaced	1.62%	2.54%	2.50%	2.75%	3.00%
Intersections in the City					
# of controlled intersections	1,327	1,342	1,363	1,363	1,381
# of uncontrolled intersections	707	713	813	753	793
Strategic Outcomes					
Effective traffic control devices					
# of accidents per mile of streets	4.0	3.9	3.8	3.7	3.7
Efficient use of staff					
# of signals maintained for other municipalities	24	25	27	26	28
Work Process Outputs					
Service provided					
# of traffic control signs & signals	64 signals	65 signals	70 signals	70 signals	70 signals
repaired from knockdowns	94 Signs	154 signs	150 signs	125 signs	135 signs
Respond to system demands					
# of responses for traffic & parking related changes	94	84	110	105	105

CITY OF APPLETON 2007 BUDGET
PUBLIC WORKS DEPARTMENT
Traffic Control and Maintenance **Business Unit 17022**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4801 Charges for Serv.- Nontax	$ 335	$ 1,021	$ 2,500	$ 2,500	$ 1,700
4802 Charges for Serv.- Tax	-	4,077	-	-	-
4908 Misc. Intergov.Charges	82,690	30,579	55,325	55,325	58,175
5010 Misc Revenue - Nontax	20	9	-	-	762
5030 Damage to City Property	35,035	37,648	36,000	36,000	40,000
Total Revenue	$ 118,080	$ 73,334	$ 93,825	$ 93,825	$ 100,637
Expenses					
6102 Labor Pool Allocations	$ 198,565	$ 200,324	$ 225,737	$ 225,737	$ 251,142
6104 Call Time	7,683	7,597	7,600	7,600	7,200
6105 Overtime	14,500	12,017	9,000	9,000	12,000
6108 Part-Time	15,299	13,164	17,300	17,300	-
6150 Fringes	101,841	90,521	93,232	93,232	107,498
6201 Training\Conferences	-	940	-	-	-
6309 Shop Supplies & Tools	6,938	5,436	4,150	4,150	4,150
6311 Paint & Supplies	4,114	83	2,000	2,000	500
6322 Gas Purchases	-	24	-	-	-
6323 Safety Supplies	749	48	-	-	-
6325 Construction Materials	114,711	90,526	106,500	106,500	106,500
6326 Equipment Parts	-	9	-	-	-
6327 Miscellaneous Equipment	1,112	679	1,000	1,000	850
6328 Signs	33,695	59,380	55,000	55,000	55,000
6408 Contractor Fees	47,986	47,197	65,000	65,000	65,000
6413 Utilities	77,529	78,962	50,220	50,220	90,000
6418 Equip Repairs & Maint	7,871	8,263	8,100	8,100	7,850
6425 CEA Equip. Rental	41,946	42,593	54,096	54,096	51,532
6429 Interfund Allocations	(384)	(2,122)	(1,500)	(1,500)	(2,100)
6804 Equipment	-	-	30,000	30,000	20,000
Total Expense	$ 674,155	$ 655,641	$ 727,435	$ 727,435	$ 777,122

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Construction Materials	
Pedestrian button retrofits/ADA	$ 29,000
Knockdowns	42,000
8" - 12" signal replacements	5,000
Comm grid maintenance	10,000
Relamping	2,000
Traffic control upgrades	13,500
Controller replacement	5,000
	$ 106,500

Signs	
Sign replacement	$ 26,000
New signs	3,000
School zone upgrades	5,000
Knockdowns	15,000
Vandalism	6,000
	$ 55,000

Contractor Fees	
Street line painting	$ 65,000
	$ 65,000

Equipment	
Traffic communications grid expansion	$ 20,000
	$ 20,000

CITY OF APPLETON 2007 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

Initiate installation and maintenance of street lights along all new City streets and in those areas that do not meet our current lighting standard

Major Program Changes:

We are continuing to experience significant rate increases from WE Energies for street lighting. This, in combination with the growth of the city, is resulting in a significant increase in utilities expense. 110 new lights are anticipated to be added in new subdivisions in 2007.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Cost of street lighting					
Avg. monthly cost of power per light	$ 11.28	$ 11.58	$ 11.25	$ 12.52	$ 12.90
Strategic Outcomes					
Safety provided by street lighting					
Number of street lights in the system					
City owned	514	526	549	549	569
Utility owned	7,182	7,297	7,380	7,430	7,540
Work Process Outputs					
Responses to unsafe lighting conditions					
# of street lights repaired because of accidents, acts of nature, or equipment failures	83	96	85	65	70

CITY OF APPLETON 2007 BUDGET
PUBLIC WORKS DEPARTMENT

Street Lighting **Business Unit 17023**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4612 Street Lights	$ 1,015	$ 902	$ 25,000	$ 25,000	$ 50,000
Total Revenue	$ 1,015	$ 902	$ 25,000	$ 25,000	$ 50,000
Expenses					
6102 Labor Pool Allocations	$ 8,100	$ 9,705	$ 13,709	$ 13,709	$ 14,066
6104 Call Time	214	73	200	200	150
6105 Overtime	219	109	300	300	210
6108 Part-Time	205	53	-	-	-
6150 Fringes	3,969	3,640	3,887	3,887	4,016
6325 Construction Materials	3,016	9,897	3,500	3,500	4,000
6408 Contractor Fees	21,733	18,407	25,000	25,000	20,000
6413 Utilities	976,578	1,038,392	1,046,000	1,046,000	1,205,000
6425 CEA Equip. Rental	93	-	-	-	-
Total Expense	$ 1,014,127	$ 1,080,276	$ 1,092,596	$ 1,092,596	$ 1,247,442

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Contractor Fees

New, replacement & moving lights	$ 20,000
	$ 20,000

CITY OF APPLETON 2007 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 employee training 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 on 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:

Approximately $360,000 of costs related to the cleaning and maintenance of the Municipal Services Building have been assumed by the Facilities Management Fund. Therefore, these costs have been reclassified from the individual expense accounts, or added directly, to the facilities charges (6420) account.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Assure safe working conditions					
# of in-house safety training programs conducted	34	22	32	32	35
# of equipment/vehicle accidents	16	17	10	10	10
Preventable	10	14	5	5	5
Non-preventable	6	3	5	5	5
# of employee injury accidents	17	19	8	8	10
Annual # of violations found during monthly building inspections	47	41	38	38	35
Strategic Outcomes					
Safeguard Assets					
$ adjustment of inventory at year end	$ 545	$ 1,766	$ 525	$ 525	$ 525
Turnover ratio of inventory	0.70	0.69	1.00	0.75	0.80
# of work days lost due to injuries	97	14	10	10	10
Work Process Outputs					
Efficient purchasing and inventory management					
# of purchase orders generated	561	555	610	680	687
$ value of items issued from inventory	$ 383,412	$ 363,916	$ 419,000	$ 495,393	$ 500,347
# of shipments received	6,065	6,022	3,555	6,420	6,484

CITY OF APPLETON 2007 BUDGET
PUBLIC WORKS DEPARTMENT
Municipal Services Building Administration **Business Unit 17031**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
5010 Misc Revenue - Nontax	$ -	$ 1,294	$ -	$ -	$ -
5011 Misc Revenue - Tax	312	133	320	320	320
5035 Other Reimbursement	10,296	-	-	-	-
5082 Insurance Proceeds	-	55,290	-	-	-
Total Revenue	$ 10,608	$ 56,717	$ 320	$ 320	$ 320
Expenses					
6101 Regular Salaries	$ 377,877	$ 407,728	$ 432,761	$ 432,761	$ 436,286
6104 Call Time	1,167	484	685	685	685
6105 Overtime	13,782	3,537	4,500	4,500	1,800
6108 Part-Time	17,698	22,222	8,650	8,650	-
6150 Fringes	171,180	182,525	183,272	183,272	178,531
6201 Training\Conferences	2,903	4,108	8,500	8,500	6,500
6204 Tuition Fees	733	-	1,000	1,000	-
6301 Office Supplies	2,697	1,875	2,600	2,600	2,650
6302 Subscriptions	1,945	1,920	2,000	2,000	2,400
6303 Memberships & Licenses	1,332	1,245	1,361	1,361	1,300
6304 Postage/Freight	479	1,017	350	350	375
6305 Awards & Recognition	-	394	1,155	1,155	1,155
6306 Building Maint./Janitor	9,204	8,412	12,730	12,730	-
6309 Shop Supplies & Tools	1,860	1,100	1,500	1,500	1,500
6311 Paint & Supplies	134	4	100	100	-
6315 Books & Library Materials	283	299	250	250	250
6320 Printing & Reproduction	2,651	2,025	2,600	2,600	2,600
6321 Clothing	2,057	2,902	2,700	2,700	2,733
6323 Safety Supplies	5,775	3,507	5,300	5,300	5,178
6324 Medical\Lab Supplies	864	322	900	900	900
6325 Construction Materials	1,026	3,983	4,500	4,500	-
6327 Miscellaneous Equipment	4,402	6,451	5,550	5,550	4,050
6404 Consulting Services	500	-	-	-	-
6407 Collection Services	945	1,030	1,000	1,000	1,028
6408 Contractor Fees	22,510	2,800	-	-	1,700
6412 Advertising/Publication	-	179	-	-	-
6413 Utilities	128,791	128,830	135,248	135,248	141,412
6414 Janitorial Services	56,355	55,785	57,503	57,503	-
6416 Build Repairs & Maint	(8,099)	-	-	-	-
6418 Equip Repairs & Maint	632	859	500	500	1,000
6419 Communication Eq Repair	-	-	-	-	300
6420 Facilities charges	25,676	21,902	87,827	87,827	360,209
6425 CEA Equip. Rental	10,195	11,246	12,092	12,092	13,083
6429 Interfund Allocations	(202)	-	-	-	-
6430 Health Services	1,044	132	375	375	150
6451 Laundry Services	11,502	6,788	8,700	8,700	8,200
6599 Other Contracts/Obligations	3,624	53,969	-	5,997	-
Total Expense	$ 873,522	$ 939,580	$ 986,209	$ 992,206	$ 1,175,975

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2007 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

Look at alternative methods of street patching to preserve the rideability of our streets

Major Program Changes:

The overall increase in this budget is attributable to two factors. First, in 2006, approximately $212,000 of restoration work of trenches at French Road and Broadway Drive was able to be billed back to the Utilities due to the nature of the work. This decreased the total expenses charged to this budget (due to increase in interfund allocations). The projects vary from year to year, with a smaller amount related to Utilities expected in 2007. Second, there is an approximate $95,000 increase in the bridge maintenance scheduled for 2007. Bridges scheduled for maintenance include the Memorial Drive bridge and the Island Street and Lawe Street bridges over the power canal.

The following reductions have been made from requested amounts to meet levy constraints: patch program ($70,000), asphalt purchases ($10,000), and general bridge maintenance ($15,000).

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Safety of event participants					
# of civic events supported	53	44	33	24	30
Strategic Outcomes					
Preventive maintenance					
Total miles of streets serviced	332.72	338.02	341.39	341.39	344.89
# of hazardous sidewalk locations repaired	103	131	175	160	200
Miles of asphalt streets resurfaced	<1.0	<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	435	81	600	150	150
Pounds of crack filler applied	11,250	6,797	22,350	22,350	22,500

CITY OF APPLETON 2007 BUDGET
PUBLIC WORKS DEPARTMENT

Street Repair **Business Unit 17032**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4801 Charges for Serv.- Nontax	$ 57,488	$ 50,344	$ 65,000	$ 65,000	$ 70,000
4908 Misc. Intergov.Charges	127,287	5,844	5,000	5,000	5,000
5010 Misc Revenue - Nontax	2,508	5,945	-	-	2,000
5045 Reimb from Prior Yr Exp	55,000	-	-	-	-
Total Revenue	$ 242,283	$ 62,133	$ 70,000	$ 70,000	$ 77,000
Expenses					
6101 Regular Salaries	$ 424,307	$ 409,770	$ 603,145	$ 603,145	$ 633,062
6104 Call Time	816	950	1,100	1,100	1,100
6105 Overtime	36,130	18,870	36,000	36,000	25,000
6108 Part-Time	3,557	2,749	-	-	-
6150 Fringes	222,761	206,724	287,681	287,681	267,673
6302 Subscriptions	-	24	-	-	-
6307 Food & Provisions	25	-	-	-	-
6308 Landscape Supplies	60	660	200	200	600
6309 Shop Supplies & Tools	7,409	8,952	5,900	5,900	7,000
6311 Paint & Supplies	289	126	400	400	400
6321 Clothing	14	3	-	-	-
6322 Gas Purchases	1,164	1,074	1,300	1,300	1,300
6324 Medical / Lab Supplies	-	6	-	-	-
6325 Construction Materials	69,827	95,709	219,268	219,268	110,000
6327 Miscellaneous Equipment	2,595	3,781	3,600	3,600	6,600
6328 Signs	11	61	200	200	200
6404 Consulting Services	75,239	7,530	17,500	17,500	10,000
6408 Contractor Fees	582,706	514,867	466,000	511,000	572,085
6409 Inspection Fees	126	-	-	-	-
6413 Utilities	17,012	17,142	17,950	17,950	18,230
6415 Tipping Fees	4,504	432	-	-	1,500
6418 Equip Repairs & Maint	477	-	4,000	4,000	2,000
6425 CEA Equip. Rental	295,055	237,832	268,301	268,301	299,000
6429 Interfund Allocations	(277,809)	(278,011)	(486,212)	(486,212)	(264,663)
6503 Rent	10,942	4,566	8,000	8,000	7,000
Total Expense	$ 1,477,217	$ 1,253,817	$ 1,454,333	$ 1,499,333	$ 1,698,087

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Construction Materials	
Asphalt	$ 90,000
Cold patch/Crackfiller	8,920
Concrete	10,000
Flags	1,080
	$ 110,000

Contractor Fees	
Contractor equip rental	$ 5,000
Bridge maintenance:	
Memorial Drive	92,500
South Island St. over the power canal	30,000
Lawe St. over the power canal	45,000
Surface restoration contract - prior year work	399,585
	$ 572,085

Interfund Allocations	
Patch program for Utilities	$ (264,085)
Parking lot restoration	(578)
	$ (264,663)

CITY OF APPLETON 2007 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 insure they are current and equitable

Monitor sidewalk removal contract to insure quality and timeliness of services

Major Program Changes:

This budget includes $14,500 to purchase a sander/salter box for use with a J-hook truck to be purchased as a replacement for a single-axle dump truck. This vehicle will be used jointly by Public Works and Parks and Recreation - Forestry and is expected to be capable of being changed over from forestry use to snow and ice control in about an hour. Purchase of this vehicle will allow Parks and Recreation to forego replacement of a non-CEA dedicated chipper vehicle in 2008, resulting in a savings of $31,500 over two years and a one vehicle reduction to the City's fleet.

Road salt purchases have been reduced from requested amounts ($10,000) to meet levy constraints.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Timely service provided					
# of major plowing events	12	5	6	4	6
# of other minor plow/salt events	25	61	15	35	35
# of days hauling designated priority snow routes	22	15	20	8	15
Strategic Outcomes					
Efficiency of Program					
# of citizen contacts	62	109	100	80	75
# of miles of sidewalks cleared by:					
Contractor	6.0	6.7	6.0	6.9	6.9
City crews	11.6	11.6	11.9	11.4	11.4
$ contracted to clear sidewalks	$ 39,065	$ 75,022	$ 53,000	$ 45,000	$ 53,000
Work Process Outputs					
Volume of work done					
# of tons of salt used	8,424	6,231	6,000	6,000	6,000
# of miles of streets maintained	332.72	338.02	341.39	341.39	344.89
# of miles of sidewalk maintained	17.6	18.3	17.9	18.3	18.3

CITY OF APPLETON 2007 BUDGET
PUBLIC WORKS DEPARTMENT

Snow and Ice Control **Business Unit 17033**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4608 Snow Removal	$ 52,941	$ 56,565	$ 55,000	$ 55,000	$ 57,000
5004 Sale of City Prop - Nontax	6,285	14,850	-	-	-
5010 Misc. Revenue - Nontax	-	-	6,000	6,000	6,000
Total Revenue	$ 59,226	$ 71,415	$ 61,000	$ 61,000	$ 63,000
Expenses					
6101 Regular Salaries	$ 179,432	$ 171,615	$ 204,067	$ 204,067	$ 216,294
6104 Call Time	30,343	36,244	30,900	30,900	31,827
6105 Overtime	43,720	61,091	44,870	44,870	46,216
6150 Fringes	110,833	111,317	111,006	111,006	119,026
6308 Landscape Supplies	113	72	-	-	-
6309 Shop Supplies & Tools	-	206	-	-	-
6325 Construction Materials	234,899	237,709	190,000	175,929	204,700
6326 Vehicle & Equipment Parts	520	977	600	600	600
6327 Miscellaneous Equipment	-	-	-	-	-
6408 Contractor Fees	1,996	4,018	8,000	8,000	5,000
6425 CEA Equip. Rental	296,261	280,426	329,613	329,613	343,099
6440 Snow Removal Services	39,065	75,022	53,000	53,000	53,000
6450 Repairs to Private Property	1,461	1,987	1,400	1,400	1,400
6804 Equipment	-	-	-	-	14,500
Total Expense	$ 938,643	$ 980,684	$ 973,456	$ 959,385	$ 1,035,662

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Construction Materials	
Salt & other de-icing material	$ 204,700
	$ 204,700
Snow Removal Services	
Snow removal services	$ 53,000
	$ 53,000
Equipment	
Sander/salter box attachment for J-hook truck	$ 14,500
	$ 14,500

CITY OF APPLETON 2007 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 duplicate activities
Monitor compliance of approved building plans and applicable codes on construction projects and provide feedback to the inspectors and the public
Revamp code enforcement procedures that are more streamlined & efficient due to an increase use of technology

Major Program Changes:

Replaced radio system with "push-to-talk" phone system to improve customer service, operational efficiencies, Citywide coverage, and privacy of sensitive information (+$2,500).

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Customer knowledge of ordinances					
Customer generated violation reports	437	704	800	800	800
Effectiveness of plan review					
# of onsite consultations prior to plan submittal	150	80	50	75	75
Strategic Outcomes					
Availability of staff					
% of total inspector hours spent on inspections	40.6%	47.0%	43.0%	43.0%	43.0%
Consistency of information					
# of policies/ordinances reviewed/updated	4/3	1/0	4/4	4/4	3/3
Work Process Outputs					
Availability of service					
# of inspections performed	12,587	12,265	11,600	10,000	10,500
# of re-inspections performed	1,387	841	1,000	800	800
# of notices issued	953	1,148	800	1,200	1,200
# of permits issued	4,447	3,921	4,000	4,000	4,000
# of plans reviewed	249	469	400	400	400

CITY OF APPLETON 2007 BUDGET
PUBLIC WORKS DEPARTMENT
Inspections/Licensing & Plan Review **Business Unit 15520**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4304 Electricians	$ 3,380	$ 3,230	$ 3,400	$ 3,400	$ 3,200
4308 Heating	350	630	750	750	750
4401 Building	166,710	267,754	200,000	200,000	200,000
4402 Electrical	110,080	98,306	110,000	110,000	105,000
4403 Heating	53,462	53,647	60,000	60,000	50,000
4404 Plumbing, Sewer	58,347	52,287	60,000	60,000	50,000
4406 State Building	4,920	3,840	6,000	6,000	6,000
4407 Signs	3,220	2,680	3,300	3,300	3,300
4609 Weed Cutting	11,048	25,081	10,000	10,000	30,000
4801 Charges for Serv.- Nontax	41,909	42,805	50,000	50,000	45,000
5040 Board of Appeals	3,850	3,340	3,400	3,400	3,400
Total Revenue	$ 457,276	$ 553,600	$ 506,850	$ 506,850	$ 496,650
Expenses					
6101 Regular Salaries	$ 404,217	$ 422,699	$ 393,505	$ 393,505	$ 398,520
6104 Call Time	346	401	600	600	500
6105 Overtime	10,678	13,280	5,800	5,800	5,800
6108 Part-Time	-	185,449	-	-	-
6150 Fringes	184,763	-	161,062	161,062	170,799
6309 Shop Supplies & Tools	2	8	-	-	-
6402 Legal Fees	13	-	-	-	-
6408 Contractor Fees	8,312	6,955	5,000	5,000	7,500
6413 Utilities	106	-	-	-	-
Total Expense	$ 608,437	$ 628,792	$ 565,967	$ 565,967	$ 583,119

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

None

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CITY OF APPLETON 2007 BUDGET
PUBLIC WORKS DEPARTMENT

NOTES

CITY OF APPLETON 2007 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 2007 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 2006 EVENTS

Initiated a minimum charge of $10.00 for any refuse brought to the MSB Yard Site

Improved signage at the MSB Yard Site to reflect new hours and fees

After much research, we purchased 2 new automated vehicles manufactured by Bridgeport instead of relying on our previous vendor

Looked at alternative methods of collecting refuse all on one side of the street. Technical Services assisted DPW in evaluating this process using their Routing Software

Valley Aero Modelers (VAM) began using the landfill property per a lease agreement

The Northeast Asphalt site was taken off the market by council

Collapse of a leachate head well which will require replacement in 2007

Shared labor pool with Park & Recreation was decreased in 2006 due to heavy workload in DPW Traffic area

CITY OF APPLETON 2007 BUDGET
SPECIAL REVENUE FUNDS
SANITATION

MAJOR 2007 OBJECTIVES

Continue to identify efficiencies in commercial refuse & recycling routes

Continue to identify efficiencies in automated refuse routes

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

Explore uses for office building at former NE Asphalt site

Develop master plan for use of NE Asphalt site by city departments and community events

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2004	2005	Adopted 2006	Amended 2006	2007	Change *
Program Revenues		$ 910,625	$ 1,053,822	$ 611,741	$ 611,741	$ 667,600	9.13%
Program Expenses							
2210	Administration	212,868	198,700	219,230	219,230	233,216	6.38%
2221	Recycling	526,473	552,363	201,277	201,277	207,904	3.29%
2223	Solid Waste	2,531,928	2,580,908	2,627,313	2,627,313	2,799,934	6.57%
2224	Leaf Collection *	322,566	352,544	-	-	-	N/A
2230	Landfill Maint.	94,340	72,843	80,947	80,947	71,576	-11.58%
TOTAL		$ 3,688,175	$ 3,757,358	$ 3,128,767	$ 3,128,767	$ 3,312,630	5.88%
Expenses Comprised Of:							
Personnel		1,640,579	1,608,347	1,474,211	1,474,211	1,512,500	2.60%
Administrative Expense		32,788	27,512	36,955	36,955	36,045	-2.46%
Supplies & Materials		53,214	67,866	70,030	70,030	63,655	-9.10%
Purchased Services		1,074,339	1,073,670	697,910	697,910	791,205	13.37%
Utilities		56,296	65,408	61,289	61,289	72,469	18.24%
Repair & Maintenance		830,959	914,555	788,372	788,372	836,756	6.14%
Capital Expenditures		-	-	-	-	-	N/A
Full Time Equivalent Staff:							
Personnel allocated to progr		23.33	26.29	22.69	22.69	22.69	

* Note: The Leaf Collection program has been transferred to the Stormwater Fund.

* % change from prior year adopted budget

CITY OF APPLETON 2007 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 the 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
Continue to develop relationships with landscapers to dispose of ground up brush and yard waste

Major Program Changes:

No major changes.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Public Information					
# of information announcements/brochures	25	22	25	25	25
Strategic Outcomes					
Consistency of information					
# of polices reviewed	2	2	2	1	1
Quality of service					
# of contacts received	422	244	300	300	325
# of labor pool hours shared outside of DPW	699	1,237	1,300	646	1,300
Work Process Outputs					
Changes in customer service					
# of polices revised	1	2	2	0	1

CITY OF APPLETON 2007 BUDGET
SPECIAL REVENUE FUNDS

Sanitation - Administration **Business Unit 2210**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4110 Property Taxes	$ 2,551,044	$ 2,619,536	$ 2,518,357	$ 2,518,357	$ 2,450,000
4705 General Interest	139	596	-	-	-
4710 Interest on Investments	38,797	54,279	55,000	55,000	60,000
4801 Charges for Serv.- Nontax	88,872	98,021	90,000	90,000	90,000
5016 Lease Revenue	-	400	-	-	-
5071 Customer Penalty	1,090	1,211	1,000	1,000	-
Total Revenue	$ 2,679,942	$ 2,774,043	$ 2,664,357	$ 2,664,357	$ 2,600,000
Expenses					
6101 Regular Salaries	$ 73,665	$ 66,348	$ 75,731	$ 75,731	$ 78,388
6104 Call Time	107	-	-	-	-
6105 Overtime	568	219	500	500	250
6108 Part-Time	2,395	883	-	-	-
6150 Fringes	34,811	29,558	31,273	31,273	33,097
6201 Training\Conferences	545	835	2,000	2,000	1,000
6301 Office Supplies	684	634	800	800	700
6302 Subscriptions	89	-	100	100	-
6303 Memberships & Licenses	738	141	850	850	850
6304 Postage\Freight	10,427	9,593	12,500	12,500	12,500
6305 Awards & Recognition	560	357	1,015	1,015	1,015
6307 Food & Provisions	13	-	-	-	-
6320 Printing & Reproduction	1,874	2,849	2,000	2,000	2,000
6321 Clothing	1,137	2,030	2,000	2,000	2,000
6323 Safety Supplies	1,012	1,071	1,000	1,000	1,100
6324 Medical\Lab Supplies	474	111	500	500	500
6403 Bank Services	2,080	2,243	2,000	2,000	5,000
6412 Advertising/Publication	610	455	300	300	500
6413 Utilities	48,158	57,721	52,422	52,422	63,586
6418 Equip Repairs & Maint	-	-	4,000	4,000	2,500
6425 CEA Equip. Rental	3,840	3,760	3,899	3,899	3,900
6429 Interfund Allocations	(50)	-	-	-	-
6430 Health Services	13	52	50	50	50
6451 Laundry Services	10,033	5,115	7,500	7,500	5,500
6501 Insurance	18,861	14,370	18,490	18,490	18,780
6623 Uncollectible Accounts	224	355	300	300	-
Total Expense	$ 212,868	$ 198,700	$ 219,230	$ 219,230	$ 233,216

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Postage/Freight

City services invoice postage allocation	$ 12,300
Other Shipping	200
	$ 12,500

CITY OF APPLETON 2007 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

Continue to grind large logs for the Park & Recreation Department to provide playground quality chips

Major Program Changes:

No major changes.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Convenient access to drop-off centers					
# of hours/year yard waste sites are open	5,205	5,122	5,081	5,081	5,081
Cost effective commercial recycling					
Cost/ton - paper	$ 87.82	$ 104.16	$ 90.00	$ 100.00	$ 100.00
Cost/ton - co-mingled	$ 54.25	$ 95.47	$ 75.00	$ 96.00	$ 96.00
Strategic Outcomes					
Sources of additional revenue					
# of commercial recycling customers	396	399	415	415	415
$ of revenue from chipper rental	$ 8,892	$ 4,753	$ 6,000	$ 5,000	$ 5,000
# 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	4,957	4,776	6,200	5,000	5,050
Residential - co-mingled	2,155	2,040	2,400	2,000	2,020
Commercial - total	948	763	1,100	800	850
Hours chipping material	732	631	1,000	1,000	1,000
Avg # of users of the sites - weekday	250	250	325	325	325
Avg # of users of the sites - weekend	550	475	550	550	550

CITY OF APPLETON 2007 BUDGET
SPECIAL REVENUE FUNDS

Sanitation - Recycling **Business Unit 2221**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4801 Charges for Serv.- Nontax	$ 28,534	$ 45,862	$ 50,000	$ 50,000	$ 50,000
4802 Charges for Serv. - Tax	49,844	45,296	30,000	30,000	45,000
4872 Commercial Recycling	112,949	128,491	115,000	115,000	115,000
4909 Recycling	332,497	409,170	-	-	-
5010 Misc Revenue - Nontax	2,432	2,214	2,241	2,241	2,300
5011 Misc. Revenue - Taxable	67	-	-	-	-
Total Revenue	$ 526,323	$ 631,033	$ 197,241	$ 197,241	$ 212,300
Expenses					
6101 Regular Salaries	$ 56,521	$ 54,889	$ 57,807	$ 57,807	$ 60,669
6104 Call Time	395	293	400	400	400
6105 Overtime	493	185	300	300	300
6108 Part-Time	58	24	-	-	-
6150 Fringes	24,491	23,909	20,293	20,293	21,490
6303 Memberships & Licenses	275	275	275	275	275
6308 Landscape Supplies	1,622	1,455	2,000	2,000	2,000
6309 Shop Supplies & Tools	2,164	1,459	1,500	1,500	1,500
6320 Printing & Reproduction	767	373	-	-	-
6325 Construction Materials	-	58	500	500	500
6327 Miscellaneous Equipment	-	10,417	10,000	10,000	10,000
6328 Signs	207	689	100	100	500
6407 Collection Services	357,059	376,627	12,000	12,000	12,000
6413 Utilities	1,206	1,355	1,300	1,300	1,545
6415 Tipping Fees	10,103	9,686	10,200	10,200	10,200
6418 Equip Repairs & Maint	35	341	-	-	400
6420 Facilities charges	289	261	1,000	1,000	500
6425 CEA Equip. Rental	70,716	69,527	82,977	82,977	85,000
6503 Rent	72	-	625	625	625
6599 Other Contracts/Obligations	-	540	-	-	-
Total Expense	$ 526,473	$ 552,363	$ 201,277	$ 201,277	$ 207,904

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Collection Services

Freon appliance collection	$ 12,000
	$ 12,000

Tipping Fees

Commercial commingled	$ 10,200
	$ 10,200

CITY OF APPLETON 2007 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 improve customer service
Continue to expand the number of commercial solid waste accounts
Evaluate the commercial refuse program for efficiencies and cost effectiveness
Work with the Technical Services Department to maximize route efficiencies through the use of new routing software

Major Program Changes:

The increase in tipping fees is due to an increase in the tipping fee rate from $21/ton to $23/ton. Additionally, CEA charges have increased due to the increased cost of fuel.

The increase in revenue from the overflow charge reflects a policy change put into place in 2006 to assess a $10 charge for Appleton residents to dispose of trash at the City's Municipal Services Building.

PERFORMANCE INDICATORS

Client Benefits/Impacts	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Service area					
# of automated stops/day	5,049	5,080	5,130	5,090	5,100
Additional services provided					
# special collections					
Storm	0	1	1	1	1
Move outs	454	341	450	450	450
Free overflows	4	4	4	4	4
Strategic Outcomes					
Additional revenue sources					
# of commercial customers stops	697	703	700	705	710
Cost effective service provided					
Cost/ton of overflow collections	$ 94.96	$ 112.49	$ 110.00	$ 110.00	$ 110.00
Cost/ton of commercial collections	$ 46.67	$ 49.23	$ 50.00	$ 52.00	$ 52.00
Cost/ton of residential automated pickup	$ 52.35	$ 57.67	$ 58.00	$ 60.00	$ 61.00
Cost/yd of commercial refuse	$ 1.78	$ 1.64	$ 1.87	$ 1.80	$ 1.85
Work Process Outputs					
City cleanliness and public health benefits					
# of tons of refuse collected	31,226	29,945	31,450	31,450	31,750

CITY OF APPLETON 2007 BUDGET
SPECIAL REVENUE FUNDS
Sanitation - Solid Waste Collection **Business Unit 2223**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4801 Charges for Serv.- Nontax	$ 2,125	$ 2,056	$ 2,500	$ 2,500	$ 2,500
4802 Charges for Serv. - Tax	4,153	17	1,000	1,000	500
4870 Commercial Refuse	131,738	136,664	132,000	132,000	137,000
4873 Container Leasing	20,508	24,724	22,000	22,000	24,500
5030 Damage to City Property	36	-	-	-	-
5055 Appliance Tags	49,982	54,134	55,000	55,000	55,000
5056 Tire Tags	1,582	1,240	1,500	1,500	1,300
5057 Grass Clipping	20,424	26,460	29,500	29,500	29,500
5058 Overflow	24,711	22,907	25,000	25,000	55,000
5085 Cash Short or Over	145	80	-	-	-
Total Revenue	$ 255,404	$ 268,282	$ 268,500	$ 268,500	$ 305,300
Expenses					
6101 Regular Salaries	$ 787,728	$ 781,518	$ 826,693	$ 826,693	$ 853,983
6104 Call Time	5,377	3,687	3,800	3,800	3,800
6105 Overtime	43,102	31,045	40,000	40,000	38,000
6108 Part-Time	22,542	21,722	21,624	21,624	20,720
6150 Fringes	409,459	368,256	388,495	388,495	393,709
6303 Memberships & Licenses	-	671	-	-	-
6304 Postage\Freight	301	282	-	-	300
6309 Shop Supplies & Tools	1,260	1,311	-	-	-
6311 Paint & Supplies	263	107	255	255	255
6321 Clothing	-	55	-	-	-
6322 Gas Purchases	-	586	175	175	600
6324 Medical/Lab Supplies	45	-	-	-	-
6327 Miscellaneous Equipment	42,388	45,258	49,500	49,500	42,200
6328 Signs	-	36	-	-	-
6407 Collection Services	1,160	1,118	600	600	688
6408 Contractor Fees	-	3,384	1,000	1,000	4,000
6413 Utilities	-	215	-	-	-
6415 Tipping Fees	627,156	637,108	635,000	635,000	722,792
6418 Equip Repairs & Maint	99	-	-	-	-
6425 CEA Equip. Rental	591,048	700,363	672,171	672,171	730,887
6429 Interfund Allocations	-	(15,814)	(12,000)	(12,000)	(12,000)
Total Expense	$ 2,531,928	$ 2,580,908	$ 2,627,313	$ 2,627,313	$ 2,799,934

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Miscellaneous Equipment		Tipping Fees	
Replacement containers	$ 3,115	Solid waste	$ 722,792
New containers	4,590		$ 722,792
New automated containers	13,600		
Replacement automated containers	13,725	Interfund Allocations	
Replacement parts	7,170	Chipping services	$ (12,000)
	$ 42,200		$ (12,000)

CITY OF APPLETON 2007 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 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
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	1	2	2	2
Corrective actions generated from quarterly inspections	4	3	3	3	3

CITY OF APPLETON 2007 BUDGET
SPECIAL REVENUE FUNDS
Sanitation - Landfill Maintenance **Business Unit 2230**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Expenses					
6101 Regular Salaries	$ 4,611	$ 3,520	$ 5,058	$ 5,058	$ 5,308
6105 Overtime	13	-	-	-	-
6108 Part Time	-	74	-	-	-
6150 Fringes	1,887	1,392	2,237	2,237	2,386
6325 Construction Materials	-	-	500	500	500
6404 Consulting Services	59,600	48,620	41,060	41,060	42,275
6408 Contractor Fees	-	3,630	-	-	-
6413 Utilities	6,877	5,990	7,567	7,567	7,338
6420 Facilities charges	3,510	1,734	4,223	4,223	3,569
6425 CEA Equip. Rental	92	26	102	102	-
6454 Grounds Repair & Maint.	17,609	6,951	20,000	20,000	10,000
6599 Other Contracts/Obligations	141	906	200	200	200
Total Expense	$ 94,340	$ 72,843	$ 80,947	$ 80,947	$ 71,576

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Consulting Services

Consultant to perform sampling and reporting (sediment, gas & water)	$ 42,275
	$ 42,275

Grounds Repair & Maintenance

Site maintenance	$ 10,000
	$ 10,000

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CITY OF APPLETON 2007 BUDGET
SANITATION FUND
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

Revenues	2004 Actual	2005 Actual	2006 Budget	2006 Projected	2007 Budget
Property Taxes	$ 2,551,044	$ 2,619,536	$ 2,518,357	$ 2,518,357	$ 2,450,000
Interest Income	38,936	54,875	55,000	60,000	60,000
Charges for Services	871,689	998,946	556,741	606,740	607,600
Total Revenues	3,461,669	3,673,357	3,130,098	3,185,097	3,117,600
Expenses					
Program Costs	3,688,175	3,757,358	3,128,767	3,078,767	3,312,630
Net Change in Equity	(226,506)	(84,001)	1,331	106,330	(195,030)
Fund Balance - Beginning	1,039,039	812,533	728,532	728,532	834,862
Fund Balance - Ending	$ 812,533	$ 728,532	$ 729,863	$ 834,862	$ 639,832

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	(21,650)	638,217
2006 Projected	(32,850)	605,367
2007 Budget	(27,325)	578,042

The Leaf Collection program was included in this fund through 2005. With the 2006 budget, it was transferred to the Stormwater Utility to better reflect the purpose of leaf collection.

CITY OF APPLETON 2007 BUDGET
CAPITAL PROJECTS FUNDS

NOTES

CITY OF APPLETON 2007 BUDGET
CAPITAL PROJECTS FUNDS

Subdivision **Business Unit 4010**

MAJOR 2007 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 advances money for new subdivision development. The developer is required to obtain an irrevocable line of credit from which the City will have exclusive rights to draw all applicable costs. Upon completion of contracts and any other outstanding issues, the City will release the line. We have included $77,514 in the 2007 budget for those costs that will be drawn from developers' lines of credit. For ease of administration, all other expenditures in this budget will administered by the City for immediate reimbursement by the developer, versus direct payment from the line of credit to the vendor.

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)	$ 225,583	Projects, Pg. 608
New Concrete Paving	1,874,352	Projects, Pg. 612
Sidewalks	115,931	Projects, Pg. 620
	$ 2,215,866	

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2004	2005	Adopted 2006	Amended 2006	2007	Change *
Program Revenues		$ 1,278,049	$ 1,720,777	$ 1,342,256	$ 1,342,256	$ 1,427,514	6.35%
Program Expenses		$ 1,451,849	$ 1,755,096	$ 2,127,405	$ 2,127,405	$ 2,215,866	4.16%
Expenses Comprised Of:							
Personnel		202,906	316,741	264,373	264,373	294,066	11.23%
Administrative Expense		-	-	-	-	-	N/A
Supplies & Materials		194,139	428,354	524,979	524,979	147,783	-71.85%
Purchased Services		4,428	1,678	-	-	-	N/A
Utilities		-	-	-	-	-	N/A
Repair & Maintenance		24,580	85,457	68,783	68,783	88,000	27.94%
Capital Expenditures		1,025,796	922,866	1,269,270	1,269,270	1,686,017	32.83%

* % change from prior year adopted budget

CITY OF APPLETON 2007 BUDGET
CAPITAL PROJECTS FUNDS

Subdivision **Business Unit 4010**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4110 Property Taxes	$ 446,371	$ 365,731	$ 300,000	$ 300,000	$ -
4614 Miscellaneous Specials	1,208,075	1,562,710	1,000,000	1,000,000	1,250,000
4710 Interest on Investments	7,396	43,617	34,830	34,830	40,000
4730 Interest - Deferred Specials	62,578	67,214	50,000	50,000	60,000
5021 Capital Contributions	-	29,103	257,426	257,426	77,514
5035 Other Reimbursements	-	18,133	-	-	-
Total Revenue	$ 1,724,420	$ 2,086,508	$ 1,642,256	$ 1,642,256	$ 1,427,514
Expenses					
6101 Regular Salaries	$ 114,597	$ 202,229	$ 163,912	$ 163,912	$ 192,512
6104 Call Time	116	-	-	-	-
6105 Overtime	18,624	11,052	14,000	14,000	11,567
6108 Part-Time	5,979	5,304	11,394	11,394	4,376
6150 Fringes	63,590	98,156	75,067	75,067	85,611
6308 Landscape Supplies	21,625	11,043	19,436	19,436	28,692
6320 Printing & Reproduction	-	13	-	-	-
6325 Construction Materials	167,252	410,611	505,543	505,543	119,091
6328 Signs	5,262	6,687	-	-	-
6402 Legal Fees	-	79	-	-	-
6408 Contractor Fees	4,428	1,599	-	-	-
6425 CEA Equip. Rental	24,580	85,457	68,783	68,783	88,000
6809 Infrastructure Construction	1,025,796	922,866	1,269,270	1,269,270	1,686,017
Total Expense	$ 1,451,849	$ 1,755,096	$ 2,127,405	$ 2,127,405	$ 2,215,866

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Landscape Supplies	
Trees for new streets	$ 28,692
	$ 28,692
Construction Materials	
Asphalt	$ 119,091
	$ 119,091
Infrastructure Construction	
Streets	$ 1,585,890
Sidewalks	100,127
	$ 1,686,017

CITY OF APPLETON 2007 BUDGET
SUBDIVISION DEVELOPMENT FUND
Schedule of Revenues, Expenditures and Changes in Fund Balance (Deficit)

Revenues	2004 Actual	2005 Actual	2006 Budget	2006 Projected	2007 Budget
Property Taxes	$ 446,371	$ 365,731	$ 300,000	$ 300,000	$ -
Special Assessments	1,208,075	1,562,709	1,000,000	1,250,000	1,250,000
Interest Income	69,974	110,831	84,830	84,830	100,000
Other	-	47,236	257,426	257,426	77,514
Total Revenues	1,724,420	2,086,507	1,642,256	1,892,256	1,427,514
Expenses					
Program Costs	1,451,849	1,755,096	2,127,405	2,127,405	2,215,866
Total Expenses	1,451,849	1,755,096	2,127,405	2,127,405	2,215,866
Revenues over (under) Expenses	272,571	331,411	(485,149)	(235,149)	(788,352)
Other Financing Sources (Uses)					
Operating Transfers In	-	-	-	-	-
Total Other Financing Sources (Uses)	-	-	-	-	-
Net Change in Equity	272,571	331,411	(485,149)	(235,149)	(788,352)
Fund Balance - Beginning	1,078,886	1,351,457	1,682,868	1,682,868	1,447,719
Fund Balance - Ending	$ 1,351,457	$ 1,682,868	$ 1,197,719	$ 1,447,719	$ 659,367

Unreserved Designated Fund Balance Policy Compliance

Minimum -Three months operating expenditures based on prior year's audited expenditures		438,774
Maximum (80% of the most recent five year average of subdivision development expenditures)		
2007 budgeted	2,215,866	
2006 budgeted plus 100% carryover from 2005	2,127,405	
2005 actual	1,755,096	
2004 actual	1,451,849	
2003 actual	1,239,652	
		1,406,379

CITY OF APPLETON 2007 BUDGET
CAPITAL PROJECTS FUNDS

NOTES

CITY OF APPLETON 2007 BUDGET
CAPITAL PROJECTS FUNDS

Public Works **Business Unit 4240**

MAJOR 2007 OBJECTIVES

This fund provides for a variety of Public Works capital needs. The 2007 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 - Lawe St. over navigation canal	$ 100,000	Projects, Pg. 611
College Avenue Bridge Project	782,245	Projects, Pg. 612
Survey Equipment Replacement	40,000	Projects, Pg. 669
	$ 922,245	

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2004	2005	Adopted 2006	Amended 2006	2007	Change *
Program Revenues		$ 251,793	$ 4,479	$ 3,581	$ 3,581	$ 4,776	33.37%
Program Expenses		$ 559,603	$ 282,214	$ 1,271,391	$ 1,357,186	$ 922,245	-27.46%
Expenses Comprised Of:							
Personnel		47,441	8,419	6,091	6,091	12,245	101.03%
Administrative Expense		10	-	-	-	-	N/A
Supplies & Materials		2,244	1,664	-	-	-	N/A
Purchased Services		9,140	77,423	209,300	295,095	770,000	267.89%
Utilities		-	-	-	-	-	N/A
Repair & Maintenance		-	1,391	-	-	-	N/A
Capital Expenditures		500,768	193,317	1,056,000	1,056,000	140,000	-86.74%

* % change from prior year adopted budget

CITY OF APPLETON 2007 BUDGET
CAPITAL PROJECTS FUNDS

Public Works **Business Unit 4240**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4224 Miscellaneous State Aids	$ -	$ -	$ -	$ -	$ -
4710 Interest on Investments	7,692	4,479	3,581	3,581	4,776
5910 Proceeds of Long-term Debt	-	251,000	1,256,391	1,256,391	840,000
5921 Trans In - General Fund	244,101	-	-	-	-
Total Revenue	$ 251,793	$ 255,479	$ 1,259,972	$ 1,259,972	$ 844,776
Expenses					
6102 Labor Pool Allocations	$ 32,975	$ 5,969	$ 3,246	$ 3,246	$ 9,021
6105 Overtime	2,111	38	1,345	1,345	-
6108 Part Time	37	-	-	-	-
6150 Fringes	12,318	2,412	1,500	1,500	3,224
6304 Postage/Freight	10	-	-	-	-
6308 Landscape Supplies		-	-	-	-
6325 Construction Materials	2,115	1,664	-	-	-
6327 Misc. Equipment	20	-	-	-	-
6328 Signs	109	-	-	-	-
6404 Consulting Services	9,100	77,423	209,300	295,095	770,000
6408 Contractor Fees	40	-	-	-	-
6425 CEA Equip. Rental	-	1,391	-	-	-
6803 Buildings	123,680	-	-	-	-
6801 Land	-	-	25,000	25,000	-
6804 Equipment	-	-	-	-	40,000
6809 Infrastructure Construction	377,088	193,317	1,031,000	1,031,000	100,000
Total Expense	$ 559,603	$ 282,214	$ 1,271,391	$ 1,357,186	$ 922,245

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Consulting Services	
Design work - E. College Avenue bridge	$ 770,000
	$ 770,000
Equipment	
Robotic Total Station	$ 40,000
	$ 40,000
Infrastructure Construction	
Lawe St. Bridge over navigation canal	$ 100,000
	$ 100,000

CITY OF APPLETON 2007 BUDGET
PUBLIC WORKS PROJECTS
Schedule of Revenues, Expenditures and Changes in Fund Balance (Deficit)

	2004 Actual	2005 Actual	2006 Budget	2006 Projected	2007 Budget
Revenues					
Intergovernmental	$ -	$ -	$ -	$ -	$ -
Interest Income	7,692	4,479	3,581	3,581	4,776
Total Revenues	7,692	4,479	3,581	3,581	4,776
Expenses					
Program Costs	559,603	282,214	1,271,391	1,357,186	922,245
Total Expenses	559,603	282,214	1,271,391	1,357,186	922,245
Revenues over (under) Expenses	(551,911)	(277,735)	(1,267,810)	(1,353,605)	(917,469)
Other Financing Sources (Uses)					
Proceeds of G.O. Debt	-	251,000	1,256,391	1,271,000	840,000
Operating Transfers In	244,101	-	-	-	-
Total Other Financing Sources (Uses)	244,101	251,000	1,256,391	1,271,000	840,000
Net Change in Equity	(307,810)	(26,735)	(11,419)	(82,605)	(77,469)
Fund Balance - Beginning	494,619	186,809	160,074	160,074	77,469
Fund Balance - Ending	$ 186,809	$ 160,074	$ 148,655	$ 77,469	$ -

CITY OF APPLETON 2007 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 2007 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 2006 EVENTS

Installed security cameras in Washington & City Center Ramps

Implemented new permit rate and violation fine structure

Completed ramp repair for City Center scheduled for 2006

Installed color-coded banners on ramps to enhance visibility and improve customer communication

Improved storage methods for flammable materials

Reduced obsolete inventory of parking meters and gates

CITY OF APPLETON 2007 BUDGET
PARKING UTILITY

MAJOR 2007 OBJECTIVES

Complete ramp repairs in accordance with consultant reports

Work with ADI to seek ways to improve the parking system

Investigate new technology pay-as-you enter for parking system

Purchase replacement handhelds for meter checkers

Make improvements to city owned parking lot at Appleton/Packard

Begin Midtown Ramp lighting replacement program

Improve Midtown Ramp safety by installing updated emergency call phones

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2004	2005	Adopted 2006	Amended 2006	2007	Change *
Program Revenues		$ 2,119,926	$ 2,113,955	$ 2,304,000	$ 2,304,000	$ 2,286,500	-0.76%
Program Expenses							
5110	Administration	1,077,560	13,557,781	1,097,152	1,097,152	1,092,939	-0.38%
5120	Operations & Maint.	671,929	650,464	793,718	932,078	796,011	0.29%
5130	Enforcement	152,497	153,700	165,132	165,132	204,847	24.05%
TOTAL		$ 1,901,986	$ 14,361,945	$ 2,056,002	$ 2,194,362	$ 2,093,797	1.84%
Expenses Comprised Of:							
Personnel		598,774	574,892	606,219	606,219	630,134	3.94%
Administrative Expense		949,033	13,462,902	975,830	975,830	953,090	-2.33%
Supplies & Materials		32,716	31,926	55,200	75,200	41,910	-24.08%
Purchased Services		63,745	63,356	83,880	87,240	73,500	-12.37%
Utilities		154,284	168,110	165,827	165,827	191,297	15.36%
Repair & Maintenance		63,434	60,759	69,046	69,046	68,866	-0.26%
Capital Expenditures		40,000	-	100,000	215,000	135,000	35.00%
Full Time Equivalent Staff:							
Personnel allocated to programs		11.60	11.60	11.47	11.47	11.47	

* % change from prior year adopted budget

CITY OF APPLETON 2007 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 existing 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

Refine procedures for reconciling permit sales to cash

Major Program Changes:

The large transfer out of $12,510,419 in 2005 represents the amount of funds advanced to Tax Incremental District #3 for debt service payments on the ramps that at this time are considered likely to be uncollectible.

This budget reflects increased postage costs due to increase postage rate and an increased number of 1st and 2nd notices being sent for non-payment.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Effective rate structure policy					
% change in operating revenue received	12.1%	0.0%	1.8%	1.8%	-1.25%
Community events supported	6	8	8	8	8
Strategic Outcomes					
Efficiency of operations					
% change in operating costs	+2.8%	+1.9%	2.8%	2.0%	2.0%
Work Process Outputs					
Expansion of customer base					
YTD avg active permits/total permit stalls	1,900/2,323	1,725/2,323	1,600/2,323	2,000/2,323	2,000/2,323
# of daily meter bags sold	1,954	967	1,500	1,300	1,300

CITY OF APPLETON 2007 BUDGET
PARKING UTILITY

Administration **Business Unit 5110**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4710 Interest on Investments	$ 18,202	$ 27,020	$ 21,500	$ 21,500	$ 32,000
5004 Sale of City Prop - Nontax	8,600	-	-	-	-
5010 Misc Revenue - Nontax	61,665	39,996	40,000	40,000	40,000
5011 Misc Revenue - Tax	-	19	-	-	-
5924 Trans In - Capital Projects	22,214	-	-	-	-
Total Revenue	$ 110,681	$ 67,035	$ 61,500	$ 61,500	$ 72,000
Expenses					
6101 Regular Salaries	$ 74,735	$ 78,513	$ 77,979	$ 77,979	$ 82,050
6105 Overtime	-	19	-	-	-
6108 Part-Time	196	183	-	-	-
6150 Fringes	33,504	33,129	31,405	31,405	35,174
6201 Training\Conferences	-	100	500	500	500
6301 Office Supplies	589	362	500	500	500
6303 Memberships & Licenses	515	515	550	550	550
6304 Postage/Freight	400	100	6,200	6,200	7,000
6305 Awards & Recognition	168	357	350	350	350
6309 Shop Supplies & Tools	794	493	1,000	1,000	750
6320 Printing & Reproduction	171	1,902	-	-	-
6321 Clothing	132	585	650	650	650
6323 Safety Supplies	228	879	100	100	560
6327 Misc. Equipment	4,439	-	1,200	1,200	11,200
6401 Accounting/Audit	1,586	1,694	1,630	1,630	2,500
6403 Bank Services	6,209	7,208	7,000	7,000	7,200
6407 Collection Services	2,165	1,881	2,000	2,000	2,000
6413 Utilities	4,136	4,085	3,444	3,444	3,215
6416 Build Repairs & Maint	116	1,064	-	-	-
6418 Equip Repairs & Maint	2,602	-	1,664	1,664	1,000
6420 CBM charges	-	-	-	-	-
6430 Health Services	26	39	100	100	50
6451 Laundry Services	1,648	1,330	1,150	1,150	1,500
6501 Insurance	25,737	25,704	35,030	35,030	31,890
6599 Other Contracts/Obligations	2,058	180	-	-	-
6601 Depreciation Expense	906,106	877,749	915,400	915,400	895,000
6650 Discounts available	-	(9)	-	-	-
7911 Trans Out - General Fund	9,300	9,300	9,300	9,300	9,300
7912 Trans Out - Special Revenue	-	12,510,419	-	-	-
Total Expense	$ 1,077,560	$ 13,557,781	$ 1,097,152	$ 1,097,152	$ 1,092,939

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Misc. Equipment	
Replacement Coin Counter	$ 10,000
Booth Chair	600
Locker	600
	$ 11,200

CITY OF APPLETON 2007 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:

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
Enhance preventive maintenance of meters to reduce malfunctions

The following are 2007 capital projects:

	2007 Budget	
Ramp Structural Maintenance	$ 75,000	Projects, Pg. 649
City owned lot at Appleton/Packard	28,000	Projects, Pg. 650
	$ 103,000	

Major Program Changes:

This budget includes $5,250 for elevator phone up-grades at the Midtown Ramp. The three existing elevators share a single emergency line, placing two telephones out of service when any one is in use. Also, they are standard telephone handsets and subject to vandalism and misuse (prank calls). The new system will have separate lines for each elevator and will be of the "push to talk" style already in use in other ramps. The phones will be inside an enclosed panel and less susceptible to vandalism.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Reliability of the system					
# of broken meters reported	657	480	470	470	450
% fixed within 24 hours	98%	98%	98%	98%	98%
Strategic Outcomes					
Efficiency of staff management					
Maintenance staff size to # of meters	3/1,100	3/991	3/1,000	3/1,000	3/1,000
Maintenance staff size to # of unmetered stalls	3/4,216	3/3,310	3/4,216	3/4,216	3/4,216
Structural inspections performed	2	1	1	1	0
Work Process Outputs					
Customer services provided					
# of meter batteries changed	1,982	2,973	2,000	1,982	1,982
Power Flushes/Ramp	2	2	2	2	2
# of facility property damages reported	19	13	20	20	20
# of broken gate arms report'd/repair'd	New Measure	30	250	200	125

CITY OF APPLETON 2007 BUDGET
PARKING UTILITY

Operations and Maintenance **Business Unit 5120**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4841 Meters - Tax	$ 517,757	$ 534,687	$ 520,000	$ 520,000	$ 540,000
4842 Short-term Parking - Nontax	2,043	2,689	2,000	2,000	2,500
4843 Short-term Parking - Tax	487,341	471,033	525,000	525,000	480,000
4844 Permit Parking - Nontax	98,651	85,087	80,000	80,000	85,000
4845 Permit Parking - Tax	424,716	436,827	442,500	442,500	450,000
4846 Parking Meter Hood - Nontax	365	651	-	-	-
4847 Parking Meter Hood - Tax	10,792	5,843	8,000	8,000	7,000
5030 Damage to City Property	45	29	-	-	-
5082 Insurance Proceeds	25	-	-	-	-
5085 Cash Short or Over	9	814	-	-	-
Total Revenue	$ 1,541,744	$ 1,537,660	$ 1,577,500	$ 1,577,500	$ 1,564,500
Expenses					
6101 Regular Salaries	$ 219,386	$ 189,915	$ 212,756	$ 212,756	$ 218,441
6104 Call Time	1,048	393	700	700	700
6105 Overtime	4,152	3,850	2,700	2,700	2,400
6108 Part-Time	19,170	33,243	27,228	27,228	26,884
6150 Fringes	121,781	110,152	114,969	114,969	121,288
6301 Office Supplies	-	74	-	-	-
6306 Building Maint./Janitorial	6,219	38,229	8,000	8,000	8,000
6309 Shop Supplies & Tools	1,400	-	-	-	-
6311 Paint & Supplies	6,295	135	1,600	1,600	600
6320 Printing & Reproduction	1,019	887	2,000	2,000	2,000
6325 Construction Materials	4,966	4,600	5,000	5,000	5,000
6326 Equipment Parts	6,373	11,275	17,000	17,000	9,500
6327 Miscellaneous Equipment	135	3,292	21,000	41,000	6,000
6328 Signs	1,738	1,239	1,000	1,000	1,000
6404 Consulting Services	-	1,600	15,000	18,360	-
6407 Collection Services	365	385	200	200	200
6408 Contractor Fees	-	-	8,000	8,000	11,250
6409 Inspection Fees	693	1,913	1,800	1,800	1,800
6413 Utilities	150,147	164,025	162,383	162,383	188,082
6416 Build Repairs & Maint	10,816	7,937	13,000	13,000	18,500
6417 Vehicle Repairs & Maint	-	40,317	-	-	-
6418 Equip Repairs & Maint	31,275	-	35,000	35,000	35,000
6425 CEA Equip. Rental	18,124	9,911	17,382	17,382	12,366
6440 Snow Removal Services	26,827	27,092	27,000	27,000	27,000
6803 Buildings	40,000	-	100,000	215,000	75,000
6809 Infrastructure Construction	-	-	-	-	25,000
Total Expense	$ 671,929	$ 650,464	$ 793,718	$ 932,078	$ 796,011

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Snow Removal Services	
All ramps	$ 27,000
	$ 27,000
Building Repairs & Maintenance	
Midtown lighting	$ 8,000
Misc ramp repairs	7,500
Panel above walkway Wash. Ramp	3,000
	$ 18,500
Infrastructure Construction	
Improvements to City-owned Lot	$ 25,000
	$ 25,000

Equipment Repairs & Maintenance	
Elevator repairs - maintenance agreements	$ 28,000
Machines, gates, readers, etc	7,000
	$ 35,000
Buildings	
Ramp repairs based on consultant report	$ 75,000
	$ 75,000
Contractor Fees	
Line painting stalls	$ 6,000
Elevator phone up-grade	5,250
	$ 11,250

CITY OF APPLETON 2007 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

Investigate ways to reduce the number of Citation Review forms received that do not meet submittal criteria

The following is a 2007 capital project:

Handheld Parking Ticket Writer Replacements 35,000 Projects, Pg. 649

Major Program Changes:

No major changes

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts (Parking Enforcement Staff Only)					
Customer service					
Meter stall turnover					
# of citations/meter/month	2.81	3.05	3.0	3.0	3.0
Strategic Outcomes					
Effectiveness as a revenue source *					
$ generated from meter violations	$ 159,987	$ 145,635	$ 165,000	$ 165,000	$ 165,000
$ generated from other violations	$ 10,235	$ 10,994	$ 13,000	$ 13,000	$ 13,000
Work Process Outputs					
Enforcement provided					
# of citations written by Parking staff					
meter	37,115	36,335	40,000	40,000	39,000
other	1,059	1,279	1,400	1,350	1,350
# of citations reviewed by Parking Manager	963	771	500	600	600

* Excludes late charges and police-issued citations

CITY OF APPLETON 2007 BUDGET
PARKING UTILITY

Enforcement **Business Unit 5130**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4520 Parking Violations	$ 467,501	$ 508,317	$ 665,000	$ 665,000	$ 650,000
5035 Other Reimbursements	-	943	-	-	-
Total Revenue	$ 467,501	$ 509,260	$ 665,000	$ 665,000	$ 650,000
Expenses					
6101 Regular Salaries	$ 90,811	$ 92,508	$ 104,164	$ 104,164	$ 107,217
6105 Overtime	74	483	-	-	150
6150 Fringes	33,919	32,505	34,318	34,318	35,830
6320 Printing & Reproduction	4,588	6,221	4,000	4,000	4,000
6321 Clothing	153	419	450	450	450
6326 Equipment Parts	284	-	200	200	200
6418 Equipment Repairs & Maint.	500	1,530	2,000	2,000	2,000
6599 Other Contracts/Obligations	22,168	20,034	20,000	20,000	20,000
6804 Equipment	-	-	-	-	35,000
Total Expense	$ 152,497	$ 153,700	$ 165,132	$ 165,132	$ 204,847

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Other Contracts & Obligations

DMV support services	$ 20,000
	$ 20,000

Equipment

Handheld ticket writer replacement	$ 35,000
	$ 35,000

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CITY OF APPLETON 2007 BUDGET

PARKING UTILITY

STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET ASSETS

	2004 Actual	2005 Actual	2006 Budget	2006 Projected	2007 Budget
Revenues					
Charges for Services	$ 1,603,355	$ 1,578,587	$ 1,577,500	$ 1,564,500	$ 1,564,500
Other	467,501	508,317	665,000	635,000	650,000
Total Revenues	2,070,856	2,086,904	2,242,500	2,199,500	2,214,500
Expenses					
Operating Expenses	986,580	964,477	1,031,302	1,054,662	1,054,497
Depreciation	906,106	877,749	915,400	915,400	895,000
Total Expenses	1,892,686	1,842,226	1,946,702	1,970,062	1,949,497
Operating Income (Loss)	178,170	244,678	295,798	229,438	265,003
Non-Operating Revenues (Expenses)					
Interest Income	18,211	27,022	21,500	32,000	32,000
Gain (Loss) on Sale of Fixed Assets	-	-	-	-	-
Other	8,645	30	40,000	40,000	40,000
Total Non-Operating	26,856	27,052	61,500	72,000	72,000
Net Income (Loss) Before Transfers	205,026	271,730	357,298	301,438	337,003
Transfers In (Out)					
Capital Projects	22,214	-	-	-	-
Special Revenue	-	(12,510,419)	-	-	-
General Fund	(9,300)	(9,300)	(9,300)	(9,300)	(9,300)
Change in Net Assets	217,940	(12,247,989)	347,998	292,138	327,703
Total Net Assets - Beginning	23,344,119	26,289,982	* 14,041,993	14,041,993	14,334,131
Total Net Assets - Ending	$ 23,562,059	$ 14,041,993	$ 14,389,991	$ 14,334,131	$ 14,661,834

* Beginning as restated

SCHEDULE OF CASH FLOWS

Cash - Beginning of Year	$ 659,491	$ 752,029
+ Net Income (Loss)	292,138	327,703
+ Depreciation	915,400	895,000
- Fixed Assets	(215,000)	(135,000)
- Advance to TIF # 3	(900,000)	(900,000)
Working Cash - End of Year	$ 752,029	$ 939,732

WORKING CAPITAL RESERVE REQUIREMENT

Prior Year Audited Expenditures	$ 1,842,226
- Depreciation	(877,749)
+ Transfer to General Fund	9,300
Net Prior Year Cash Expenditures	$ 973,777
25 % Working Capital Reserve Requirement	$ 243,444

CITY OF APPLETON 2007 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 2007 BUDGET
CENTRAL EQUIPMENT AGENCY

MISSION STATEMENT

Central Equipment Agency (CEA) exists to maintain the City fleet and to provide timely cost effective replacement of vehicles as they reach their useful service life.

DISCUSSION OF SIGNIFICANT 2006 EVENTS

Identified and implemented new equipment replacement reserve program

Identified specialized equipment that can be shared by other departments (Parking/Stormwater: utility vehicle, Street/Park & Recreation: portable light stand, Wastewater/Snow and Ice: loader, Sanitation/Park and Recreation: flusher)

Borrowed from, and loaned refuse trucks to, Little Chute as emergency replacements

Identified specialized equipment that can be rented from other municipalities (milling machine, large backhoes)

Purchased E-85 fuel compatible vehicles where applicable

Worked with Traffic Department staff to insure that equipment is at the standards to meet new barricade and traffic requirements implemented by the City of Appleton

Sales of excess equipment on e-Bay exceeded $175,000

Purchased two new automated side load refuse trucks from a different manufacturer. The decision to purchase the less expensive trucks was made after evaluating their performance (lift time, options, compatibility, quality) and negotiating an extended warranty on the load arms with the manufacturer

CITY OF APPLETON 2007 BUDGET
CENTRAL EQUIPMENT AGENCY

MAJOR 2007 OBJECTIVES

Monitor and revise, if necessary, the monthly department billings

Continue training of shop employees to insure optimum performance

Hold regular CEA meetings with users and mechanics to gather information on user's requirements before writing purchasing specification to insure the best use of budget funds and operational requirements

Continue to work with other municipalities to identify possible sharing of specialized equipment

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2004	2005	Adopted 2006	Amended 2006	2007	Change *
Program Revenues		$ 3,862,786	$ 3,956,923	$ 4,105,054	$ 4,105,054	$ 5,094,647	24.11%
Program Expenses							
6110	Administration	2,036,845	2,046,667	2,008,685	2,008,685	2,021,687	0.65%
6121	Maintenance	1,697,642	1,931,123	2,097,098	2,097,098	2,200,978	4.95%
Total Program Expenses		$ 3,734,487	$ 3,977,790	$ 4,105,783	$ 4,105,783	$ 4,222,665	2.85%
Expenses Comprised Of:							
Personnel		965,848	994,496	1,003,066	1,003,066	1,024,076	2.09%
Administrative Expense		1,687,693	1,664,773	1,664,265	1,664,265	1,672,410	0.49%
Supplies & Materials		876,956	1,117,830	1,217,194	1,217,194	1,279,485	5.12%
Purchased Services		11,177	9,577	11,600	11,600	9,240	-20.34%
Utilities		28,306	33,739	31,858	31,858	37,309	17.11%
Repair & Maintenance		164,507	157,375	177,800	177,800	184,600	3.82%
Capital Expenditures		-	-	-	-	15,545	N/A
Full Time Equivalent Staff:							
Personnel allocated to programs		14.50	14.50	14.11	14.11	14.11	

* % change from prior year adopted budget

CITY OF APPLETON 2007 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 find ways to improve communications with all agencies

Provide accurate billing for CEA equipment

Provide detailed information on replacement equipment and requests for changes in replacement life

Continue discussions with other departments for sharing of vehicles

Continue to look at vehicles for E-85 & hybrid fuels for future purchases

Work with Wastewater & Water Filtration Departments to decide if CEA or their internal staff will maintain their equipment with values less than $10,000

Major program changes:

The new request for subscriptions represents subscriptions to Tec II ($300) and Cummins Inline online ($300).

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Cost effective service					
Overhead rate	$ 44.68	$ 46.13	$ 52.65	$ 52.65	$ 54.08
Billable hours	15,440	17,691	17,500	18,200	18,200
Strategic Outcomes					
Operational requirements of users					
Size of fleet	410	404	400	400	400
Consistent and current information					
# Policies reviewed/revised	1	4	2	2	2
Work Process Output					
Customer service					
Requests for additions to fleet	4	4	2	2	2

CITY OF APPLETON 2007 BUDGET
CENTRAL EQUIPMENT AGENCY

Administration **Business Unit 6110**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4710 Interest on Investments	$ 1,984	$ 259	$ 1,000	$ 1,000	$ 1,000
4801 Charges for Svc - Nontax	-	687	-	-	-
4865 CEA Operational Revenue	1,574,092	1,946,168	2,258,591	2,258,591	2,333,094
4908 Misc. Intergov.Charges	31,869	45,090	32,731	32,731	48,000
5004 Sale of City Prop - NonTax	30,692	2,521	175,000	175,000	185,000
5006 Gain (Loss) on Asset Disposal	135,308	230,865	-	-	-
5021 Capital Contributions	2,018,033	1,699,022	1,632,732	1,632,732	2,524,553
5030 Damage to City Property	270	2,103	-	-	-
5082 Insurance Proceeds	1,013	9,978	5,000	5,000	3,000
5925 Trans In - Wastwater Utility	4,631	-	-	-	-
5926 Trans In - Water Utility	53,631	19,976	-	-	-
5928 Trans In - Golf Course	9,715	-	-	-	-
Total Revenue	$ 3,861,238	$ 3,956,669	$ 4,105,054	$ 4,105,054	$ 5,094,647
Expenses					
6101 Regular Salaries	$ 160,920	$ 192,660	$ 161,777	$ 161,777	$ 167,007
6104 Call Time	43	552	225	225	400
6105 Overtime	1,914	305	2,000	2,000	500
6108 Part-Time	2,134	4,286	-	-	-
6150 Fringes	75,412	84,831	71,180	71,180	71,712
6201 Training\Conferences	3,662	3,093	3,250	3,250	3,300
6301 Office Supplies	637	663	800	800	700
6302 Subscriptions	1,896	-	-	-	600
6303 Memberships & Licenses	585	638	645	645	650
6304 Postage\Freight	-	15	-	-	-
6305 Awards & Recognition	130	455	420	420	420
6309 Shop Supplies & Tools	37,111	34,804	40,500	40,500	41,715
6310 Chemicals	4,963	6,395	6,100	6,100	6,784
6311 Paint & Supplies	440	240	230	230	250
6315 Books & Library Material	-	104	100	100	400
6316 Miscellaneous Supplies	74	225	-	-	-
6320 Printing & Reproduction	439	1,134	1,000	1,000	1,100
6321 Clothing	728	1,283	1,500	1,500	1,500
6323 Safety Supplies	1,194	601	800	800	800
6324 Medical\Lab Supplies	290	77	350	350	200
6326 Equipment Parts	25	-	-	-	-
6327 Miscellaneous Equipment	1,327	-	5,400	5,400	-
6401 Accounting/Audit	1,057	1,130	1,100	1,100	1,100
6403 Bank Services	61	13	-	-	100
6407 Collection Services	5,283	-	-	-	-
6408 Contractor Fees	-	182	-	-	-
6413 Utilities	28,306	33,739	31,858	31,858	37,309
6418 Equip Repairs & Maint	4,835	2,523	4,300	4,300	3,000
6420 CBM charges	6,944	8,470	11,500	11,500	11,500
6429 Interfund Allocations	-	-	(3,000)	(3,000)	(3,000)
6430 Health Services	-	13	-	-	-
6451 Laundry Services	8,219	3,803	5,000	5,000	4,500
6501 Insurance	7,338	8,364	7,350	7,350	9,540
6503 Rent	1,317	1,790	1,500	1,500	1,800
6599 Other Contracts/Obligations	7,708	4,913	2,800	2,800	2,800
6601 Depreciation Expense	1,671,853	1,649,371	1,650,000	1,650,000	1,655,000
6650 Discounts Available	-	(5)	-	-	-
Total Expense	$ 2,036,845	$ 2,046,667	$ 2,008,685	$ 2,008,685	$ 2,021,687

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Shop Supplies & Tools	
Consumable shop supplies	$ 26,780
Small shop tools	14,935
	$ 41,715

CBM Charges	
Repairs to Vehicle Wash :	
Doors	$ 1,000
Pumps	4,000
Spinner nozzles	5,000
Plumbing	1,500
	$ 11,500

CITY OF APPLETON 2007 BUDGET
CENTRAL EQUIPMENT AGENCY

Maintenance **Business Unit 6121**

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

Major program changes:

The 6.8% increase in the cost of gas purchases is due to the nationwide increase in fuel prices. For 2007, unleaded and diesel fuel are budgeted at $2.53 and $2.64 per gallon, respectively. In contrast, the 2006 budgeted was based on estimates of $2.39 and $2.36/gallon. This equates to a 5.9% increase in unleaded fuel and an 11.9% increase in diesel.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Response to customer needs					
Number of vehicles not available for use within 24 hours.	39	45	50	56	56
Equipment available for operational readiness					
# of emergency breakdowns (hours)	474	290	350	350	350
# of service calls	270	173	200	200	200
Strategic Outcomes					
Safe reliable maintenance program					
Preventive maintenance hours	6,643	8,314	7,900	8,000	8,000
Corrective downtime hours	7,489	7,842	7,400	7,600	7,600
Accidents caused by mechanical failure	0	0	0	0	0
Work Process Outputs					
Service Performed					
# of changeovers performed	78	80	95	110	110

CITY OF APPLETON 2007 BUDGET
CENTRAL EQUIPMENT AGENCY

Maintenance **Business Unit 6121**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4908 Misc. Intergov.Charges	$ 1,548	$ 254	$ -	$ -	$ -
Total Revenue	$ 1,548	$ 254	$ -	$ -	$ -
Expenses					
6102 Labor Pool Allocations	$ 462,179	$ 491,945	$ 515,168	$ 515,168	$ 532,855
6104 Call Time	1,531	1,347	1,100	1,100	1,300
6105 Overtime	25,634	6,975	15,000	15,000	12,000
6150 Fringes	236,082	211,595	236,616	236,616	238,302
6304 Postage/Freight	274	384	300	300	400
6307 Food & Provisions	-	4	-	-	-
6309 Shop Supplies & Tools	11	632	-	-	-
6322 Gas Purchases	507,730	688,136	805,444	805,444	860,292
6323 Safety Supplies	-	-	-	-	
6326 Vehicle & Equipment Parts	322,624	384,199	355,770	355,770	366,444
6409 Inspection Fees	5,997	5,882	5,700	5,700	5,740
6417 Vehicle Repairs & Maint	152,728	146,382	162,000	162,000	170,100
6429 Interfund Allocations	(17,148)	(6,358)	-	-	(2,000)
6804 Machinery & Equipment	-	-	-	-	15,545
Total Expense	$ 1,697,642	$ 1,931,123	$ 2,097,098	$ 2,097,098	$ 2,200,978

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Gas Purchases *	
Fuel for vehicles & equipment:	
Unleaded gasoline: 157,413 gallons @ $2.53/gallon	$ 398,255
Diesel fuel: 175,014 gallons @ $2.64/gallon	462,037
	$ 860,292
Vehicle & Equipment Parts	
Operational (engine, drive train, main body, etc.)	$ 263,840
Non-operational (add ons to chassis;	102,604
e.g. packer, dump box, etc.)	-
	$ 366,444
Vehicle Repairs & Maint.	
Tire service	$ 109,200
Vehicle alignments	2,415
Towing services	1,050
Vehicle cleaning/upholstery	4,305
Body shop work	41,790
Painting	11,340
	$ 170,100
Miscellaneous Equipment	
Replacement Drill Press	$ 15,545

* 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 2007 BUDGET
CENTRAL EQUIPMENT AGENCY
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET ASSETS

	2004 Actual	2005 Actual	2006 Budget	2006 Projected	2007 Budget
Revenues					
Charges for Services	$ 1,607,511	$ 1,992,199	$ 2,291,322	$ 2,233,300	$ 2,381,094
Other	1,283	12,081	5,000	5,000	3,000
Total Revenues	1,608,794	2,004,280	2,296,322	2,238,300	2,384,094
Expenses					
Operating Expenses	2,062,634	2,328,419	2,455,783	2,360,800	2,567,665
Depreciation	1,671,853	1,649,371	1,650,000	1,645,000	1,655,000
Total Expenses	3,734,487	3,977,790	4,105,783	4,005,800	4,222,665
Operating Loss	(2,125,693)	(1,973,510)	(1,809,461)	(1,767,500)	(1,838,571)
Non-Operating Revenues (Expenses)					
Investment Income	1,984	259	1,000	1,000	1,000
Sale of City Property	165,998	233,386	175,000	210,000	185,000
Total Non-Operating	167,982	233,645	176,000	211,000	186,000
Income (Loss) before Contributions and Transfers	(1,957,711)	(1,739,865)	(1,633,461)	(1,556,500)	(1,652,571)
Contributions and Transfers In (Out)					
Capital Contributions	2,018,033	1,699,022	1,950,432	2,426,072	2,524,553
Transfers In	67,977	19,976	-	-	-
Change in Net Assets	128,299	(20,867)	316,971	869,572	871,982
Net Assets - Beginning	9,076,641	9,204,940	9,184,073	9,184,073	10,053,645
Net Assets - Ending	$ 9,204,940	$ 9,184,073	$ 9,501,044	$ 10,053,645	$ 10,925,627

SCHEDULE OF CASH FLOWS

Cash - Beginning of Year	$ 47,980	$ 136,480
+ Change in Net Assets	869,572	871,982
- Capital Contributions	(2,426,072)	(2,524,553)
- Transfers In (Capital Contributions)	-	-
+ Depreciation	1,645,000	1,655,000
Working Cash - End of Year	$ 136,480	$ 138,909

CITY OF APPLETON 2007 BUDGET
CAPITAL PROJECTS FUNDS

NOTES

CITY OF APPLETON 2007 BUDGET
CAPITAL PROJECTS FUNDS

CEA REPLACEMENT FUND **Business Unit 4320**

MAJOR 2007 OBJECTIVES

This budget provides for the replacement of the following equipment in the CEA fund:

Equipment	Home Department	Total Cost
Van	Fire	$ 28,684
Car (3)	Fire	49,500
Workman/Utility Cart (2)	Golf	38,200
Chipper	Forestry	31,500
Pickup, 2WD w/lift gate	Park	21,000
Pickup, 4WD w/V plow	Park	28,900
Mower, 6' cutting width	Park	32,000
Mower, 16' cutting width (2)	Park	140,000
Tool Carrier	Park	111,500
Squads - Marked (11)	Police	288,244
Squads - Unmarked (4)	Police	90,000
Van (3)	Police	72,000
Refuse Truck Side Load (2)	Sanitation	365,000
Single Axle Dump Truck	Street	117,000
J-hook Truck	Street	117,000
Loader	Street	210,000
Plow (2)	Street	23,000
Sewer Truck	Wastewater DPW	230,075
Pickup/Plow/Sander	Wastewater	34,300
Backhoe	Water	86,500
Service Truck	Water	120,000
		$ 2,234,403

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.

Major Program Changes:

The Central Equipment Agency, in conjunction with the user departments, evaluated the 2007 equipment purchases and determined that 42 units (including 23 held over from 2006) with a collective purchase price of $ 1,615,796 should be retained for one additional year. In 2006, 54 units with a combined estimated cost of $2,252,905 were retained for an additional year.

The vehicles that are held give the user department a 90% reduction in annual replacement reserve for that vehicle since the replacement reserve has been fully funded. So, in holding these vehicles additional years, the user department pays only 10% of the original reserve amount and defers the cost of the higher replacement reserve for the new vehicle.

In 2006, vehicles for which a total of $128,021 of replacement reserves had been accumulated were eliminated from the fleet and the accumulated reserves returned to the departments. There are no such eliminations planned for 2007.

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2004	2005	Adopted 2006	Amended 2006	2007	Change *
Program Revenues		$ 1,516,417	$ 1,452,769	$ 1,521,564	$ 1,543,938	$ 1,591,047	4.57%
Program Expenses		$ 1,480,026	$ 1,743,591	$ 2,078,453	$ 2,554,093	$ 2,234,403	7.50%
Expenses Comprised Of:							
Personnel		-	-	-	-	-	N/A
Administrative Expense		25,589	41,126	128,021	128,021	-	-100.00%
Supplies & Materials		-	-	-	-	-	N/A
Purchased Services		-	-	-	-	-	N/A
Utilities		-	-	-	-	-	N/A
Repair & Maintenance		-	-	-	-	-	N/A
Capital Expenditures		1,454,437	1,702,465	1,950,432	2,426,072	2,234,403	14.56%

* % change from prior year adopted budget

CITY OF APPLETON 2007 BUDGET
CAPITAL PROJECTS FUNDS

CEA REPLACEMENT FUND **Business Unit 4320**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4710 Interest on Investments	$ 61,178	$ 100,591	$ 100,000	$ 100,000	$ 110,000
4866 CEA Replacement Revenue	1,455,239	1,352,178	1,408,364	1,408,364	1,481,047
5926 Trans In - General Fund	-	-	-	22,374	-
5926 Trans In - Water Utility	-	-	13,200	13,200	-
Total Revenue	$ 1,516,417	$ 1,452,769	$ 1,521,564	$ 1,543,938	$ 1,591,047
Expenses					
6303 Memberships & Licenses	$ 160	$ 41	$ -	$ -	$ -
6804 Equipment	1,454,437	1,702,465	1,950,432	2,426,072	2,234,403
7911 Trans Out - General Fund	-	28,381	128,021	128,021	-
7915 Trans Out - Enterprise Fund	25,429	12,704	-	-	-
Total Expense	$ 1,480,026	$ 1,743,591	$ 2,078,453	$ 2,554,093	$ 2,234,403

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Equipment

Replacement vehicles & equipment (see list, previous page)	$ 2,234,403
	$ 2,234,403

CITY OF APPLETON 2007 BUDGET
CEA REPLACEMENT
SOURCES AND USES OF FUNDS

Revenues	2004 Actual	2005 Actual	2006 Budget	2006 Projected	2007 Budget
Interest Income	$ 61,178	$ 100,591	$ 100,000	$ 100,000	$ 110,000
Charges for Services	1,455,239	1,352,178	1,408,364	1,408,364	1,481,047
Total Revenues	1,516,417	1,452,769	1,508,364	1,508,364	1,591,047
Expenses					
Program Costs	1,454,597	1,702,506	1,950,432	2,426,072	2,234,403
Total Expenses	1,454,597	1,702,506	1,950,432	2,426,072	2,234,403
Revenues over (under) Expenses	61,820	(249,737)	(442,068)	(917,708)	(643,356)
Other Financing Sources (Uses)					
Transfers In - General Fund	-	-	-	22,374	-
Transfers In - Water Utility	-	-	13,200	13,200	-
Transfers Out - General Fund	-	(28,381)	(128,021)	(128,021)	-
Transfers Out - Enterprise Fund	(25,429)	(12,704)	-	-	-
Total Other Financing Sources (Uses)	(25,429)	(41,085)	(114,821)	(92,447)	-
Net Change in Equity	36,391	(290,822)	(556,889)	(1,010,155)	(643,356)
Fund Balance - Beginning	4,063,935	4,100,326	3,809,504	3,809,504	2,799,349
Fund Balance - Ending	$ 4,100,326	$ 3,809,504	$ 3,252,615	$ 2,799,349	$ 2,155,993

Discussion of changes in fund balances:

Additions to the fleet are paid for by the department making the addition and are transferred to CEA as contributed capital. As the item is used and ages, the department pays into this fund for the item's eventual replacement, gradually building a balance in this fund. The decline in the fund balance since 2004 is the result of replacement charges based on actual purchase and not expected replacement cost, purposely drawing the fund balance down.

CITY OF APPLETON 2007 BUDGET

HEALTH SERVICES DEPARTMENT

Health Officer: Kurt D. Eggebrecht

CITY OF APPLETON 2007 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 2006 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. The department provided health screenings and education services to more than 100 new refugees in 2005/06. 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 on an ongoing basis.

In 2006, department staff 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 community's progress toward this "excellence"- it's strengths, challenges, and priorities. In June, 2006 this report was released 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.

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 use cessation of young people and adults. Youth tobacco use rates have declined. In addition, the department has worked with Appleton Downtown Inc. to promote the new smoke free workplace ordinance.

The department continues to meet with area healthcare providers and surrounding public health departments to explore common areas of concern and interest such as avian Influenza, mumps, vaccine preventable illness, disease outbreak control, and communicable disease reporting. This health forum has been well received and has enhanced communication and collaboration on a regional basis.

In 2006 plans have been developed for responding to a pandemic flu outbreak. Several trainings have been provided to City department head staff, hospital partners, and business representatives throughout the year.

Appleton Health Department staff 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 and Neenah, on health promotion programs. In 2006 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.

In 2006 the East Central Weights and Measures Consortium, administered by the Appleton Health Department, renewed it's contract for an additional three years. This consortium consist of the cities of Kaukauna, New London, Ripon, and Waupaca and the villages of Ashwaubenon, Kimberly, and Little Chute.

Health Department Staff recognizes their role as a collaborative one within the community. As such, staff participate in more than fifty different community and professional organizations. This collaboration is critical to identify and address local and state-wide health and environmental issues.

CITY OF APPLETON 2007 BUDGET
HEALTH SERVICES DEPARTMENT

MAJOR 2007 OBJECTIVES

Public health preparedness issues continue to be a priority for the department, including new, emerging pathogens such as avian influenza. Planning for a influenza pandemic will continue to be a priority. In 2007, planning efforts will focus on outreach to employers, schools and faith based organizations. Reemerging communicable diseases such as mumps, measles and pertussis continue to impact our community and as such we will continue to strengthen surveillance and communication with health care partners.

Hmong refugees from Laos who have chosen Appleton as their new home will continue to require nursing and referral services. 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 on an ongoing basis.

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2004	2005	Adopted 2006	Amended 2006	2007	Change *
Program Revenues		$ 259,370	$ 298,793	$ 230,514	$ 230,514	$ 256,893	11.44%
Program Expenses							
12510	Administration	171,828	159,985	164,733	169,133	172,451	4.69%
12520	Nursing	438,334	469,231	408,474	419,037	441,087	7.98%
12530	Environmental Health	296,628	287,151	305,643	305,643	317,618	3.92%
12540	Weights & Measures	169,279	175,494	177,884	178,614	184,874	3.93%
TOTAL		$ 1,076,069	$ 1,091,861	$ 1,056,734	$ 1,072,427	$ 1,116,030	5.61%
Expenses Comprised Of:							
Personnel		982,686	1,002,090	970,436	979,301	1,025,009	5.62%
Administrative Expense		17,016	16,348	21,753	26,193	19,963	-8.23%
Supplies & Materials		26,102	23,368	23,700	24,730	23,750	0.21%
Purchased Services		32,740	34,626	23,616	24,974	29,188	23.59%
Utilities		7,048	4,214	3,640	3,640	3,274	-10.05%
Repair & Maintenance		10,477	11,215	13,589	13,589	14,846	9.25%
Capital Expenditures		-	-	-	-	-	N/A
Full Time Equivalent Staff:							
Personnel allocated to programs		13.70	13.50	13.00	13.00	12.80	

* % change from prior year adopted budget

CITY OF APPLETON 2007 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 ($24,351) to the consortium grant for administrative time. This allocation has been made in previous years. If the consortium were to be dissolved, this allocation of the Health Officer's salary would be brought back into this program's budget.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
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	0	0	0
Internal advancement					
% of position vacancies filled from within	N/A	N/A	100%	100%	100%
Work Process Outputs					
Training					
Hours of training per employee	24	38	32	32	35
Staff assessments					
% done within 10 days of due date	50%	100%	100%	100%	100%
Collaboration with health care providers					
# meetings	89	91	90	90	90
Prepare Annual report					
Completed by 120th day of following year	4/29/2004	4/29/2005	4/28/2006	4/28/2006	4/27/2007

* Each health department in the state is evaluated annually for quality standards and level of service provided. Level III is the highest level of service/quality.

CITY OF APPLETON 2007 BUDGET
HEALTH SERVICES DEPARTMENT

Administration **Business Unit 12510**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4225 Health Grants & Aids	$ 24,221	$ 625	$ -	$ -	$ -
4802 Charges for Serv. - Tax	156	-	40	40	40
Total Revenue	$ 24,377	$ 625	$ 40	$ 40	$ 40
Expenses					
6101 Regular Salaries	$ 95,142	$ 100,471	$ 102,227	$ 102,227	$ 108,877
6105 Overtime	-	624	300	300	300
6150 Fringes	44,067	43,839	42,392	42,392	45,490
6201 Training\Conferences	626	812	2,500	6,900	1,000
6202 Local Auto Expense	193	-	-	-	-
6206 Parking Permits	1,363	1,296	1,344	1,344	1,344
6301 Office Supplies	3,357	2,228	3,040	3,040	2,750
6303 Memberships & Licenses	640	570	550	550	550
6305 Awards & Recognition	180	90	247	247	247
6307 Food & Provisions	-	329	329	329	329
6316 Miscellaneous Supplies	7,121	1,417	400	400	400
6320 Printing & Reproduction	4,934	4,456	5,500	5,500	5,500
6327 Miscellaneous Equipment	3,450	2,339	3,800	3,800	3,800
6412 Advertising/Publication	8,886	-	-	-	-
6413 Utilities	1,869	1,514	1,404	1,404	1,264
6418 Equip Repairs & Maint	-	-	700	700	600
Total Expense	$ 171,828	$ 159,985	$ 164,733	$ 169,133	$ 172,451

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2007 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 increase in interpreter expense is partially the result of a significant increase in the number of referrals for latent and active TB treatment. In addition many of the newly resettled refugee families have required ongoing nursing intervention.

This budget includes a reduction of .2 FTE ($9,550) in clerical support, which will result in longer turn-around times for some support activities.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
TB disease resolved					
3 negative tests, completion of treatment, improved clinical status	No Cases	No Cases	100%	100%	100%
Occupational health initiatives					
Annual tuberculosis (TB) training and testing Police, Fire, and Health	0%	100%	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	99.6%	97.8%	99.5%	99.5%	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	5	0	10	212	130
TB skin tests: Police, Fire, Health					
# of TB skin tests	0 [1]	185	188	188	190

[1] Postponed to 2/05 at request of Police and Fire Departments.

CITY OF APPLETON 2007 BUDGET
HEALTH SERVICES DEPARTMENT

Public Health Nursing **Business Unit 12520**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4225 Health Grants & Aids	$ 19,315	$ 67,345	$ -	$ -	$ -
4801 Charges for Serv.- Nontax	7,021	8,357	6,000	6,000	7,500
5020 Donations & Memorials	-	1,253	-	-	-
5035 Other Reimbursements	38,877	40,043	41,545	41,545	50,072
Total Revenue	$ 65,213	$ 116,998	$ 47,545	$ 47,545	$ 57,572
Expenses					
6101 Regular Salaries	$ 253,881	$ 268,510	$ 271,138	$ 273,545	$ 286,999
6105 Overtime	-	212	-	-	-
6108 Part-Time	50,535	58,641	14,577	19,885	16,388
6150 Fringes	98,285	91,332	81,562	82,712	93,615
6201 Training\Conferences	1,170	1,437	1,500	1,500	1,500
6202 Local Auto Expense	2,238	3,027	3,700	3,740	3,700
6206 Parking Permits	2,600	2,520	2,604	2,604	2,604
6302 Subscriptions	87	47	150	150	150
6303 Memberships & Licenses	451	90	175	175	175
6304 Postage\Freight	-	4	-	-	-
6324 Medical\Lab Supplies	5,167	10,968	10,000	10,300	10,000
6413 Utilities	2,217	1,276	1,118	1,118	1,006
6429 Interfund Allocations	-	(214)	(200)	(200)	(200)
6430 Health Services	11,037	11,037	9,950	9,950	9,950
6431 Interpreter Services	10,561	20,344	12,000	13,358	15,000
6432 Lab. Services	105	-	200	200	200
Total Expense	$ 438,334	$ 469,231	$ 408,474	$ 419,037	$ 441,087

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Medical/Lab Supplies	
Flu vaccine & flu clinic supplies	$ 7,550
TB skin testing	1,400
Home visit client education materials	600
Other home visit medical supplies	300
Personal protective equipment	100
Drug reference books	50
	$ 10,000
Interpreter Services	
Interpreters	$ 15,000
	$ 15,000

CITY OF APPLETON 2007 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 body art 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:

An increase in the number of swimming pools has resulted in the increased lab service costs.

This budget includes a reduction in overtime expense of $2,782 based on recent experience of actual overtime usage.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Fair and consistent inspection process					
Positive triennial survey results	100%	N/A	NA	NA	95%
Health hazards identified and corrected					
Inspection reports	100%	100%	100%	100%	100%
Strategic Outcomes					
Voluntary compliance improved					
# critical violations on inspection report	618	326	550	550	565
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	584	567	550	550	580
# follow up inspections	235	217	250	250	250
Response to complaints					
# of complaints/follow ups	205/163	222/150	200/90	200/90	220/50
Initial response within 3 business days	96%	92%	90%	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	382	297	210	250	275

CITY OF APPLETON 2007 BUDGET
HEALTH SERVICES DEPARTMENT

Environmental Health **Business Unit 12530**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4305 Health	$ 103,315	$ 100,406	$ 104,217	$ 104,217	$ 109,427
Total Revenue	$ 103,315	$ 100,406	$ 104,217	$ 104,217	$ 109,427
Expenses					
6101 Regular Salaries	$ 198,776	$ 194,969	$ 210,352	$ 210,352	$ 218,609
6104 Call Time	132	-	-	-	-
6105 Overtime	2,509	4,774	5,000	5,000	2,647
6107 Part Time	3,478	-	-	-	-
6150 Fringes	78,549	73,920	75,626	75,626	79,637
6201 Training\Conferences	1,186	615	1,500	1,500	1,500
6202 Local Auto Expense	-	336	-	-	-
6206 Parking Permits	1,248	1,248	1,296	1,296	1,296
6302 Subscriptions	204	222	260	260	225
6303 Memberships & Licenses	165	165	130	130	165
6304 Postage\Freight	-	-	100	100	100
6316 Miscellaneous Supplies	878	560	900	900	900
6320 Printing & Reproduction	41	-	-	-	-
6324 Medical\Lab Supplies	239	123	150	150	150
6327 Miscellaneous Equipment	-	6	500	500	500
6413 Utilities	1,980	1,202	903	903	810
6418 Equip Repairs & Maint	499	491	550	550	550
6425 CEA Equip. Rental	4,593	5,061	5,784	5,784	6,191
6431 Interpreter Services	289	207	450	450	450
6432 Lab. Services	1,862	3,252	2,142	2,142	3,888
Total Expense	$ 296,628	$ 287,151	$ 305,643	$ 305,643	$ 317,618

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2007 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:

The 2007 budget includes an increase of 14 days of weights and measures services delivered to consortium members over the number of days projected in the 2006 budget, from 113 to 127 days total, and an increase in the daily rate charged, from $399 to $419. An increase of nine days over the projection for 2006 has already occurred.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Reduce price scanning errors					
Error trend reporting compliance	95.4%	95.9%	96.0%	96.0%	96.0%
Accurate informative labeling					
Positive triennial consumer survey responses	98.4%	N/A	N/A	N/A	95.0%
Accurate measuring devices					
% of devices that measure accurately	95.9%	91.8%	93.0%	93.0%	93.0%
Strategic Outcomes					
Improved system of price control					
Error trend reporting compliance	95.4%	95.9%	96.0%	96.0%	96.0%
Reduced short weight and measure sales					
Error trend reporting compliance	94.1%	91.6%	91.0%	91.0%	91.0%
Confidence of businesses in system integrity					
Positive triennial consumer survey responses	98.4%	N/A	N/A	N/A	95.0%
Work Process Outputs					
Price scanning inspections					
# of annual/# of reinspections	86	93	80	85	90
Commodity inspections					
# of inspections	4,207	5,865	5,000	5,000	5,500
Device inspections					
# of inspections	1,843	1,917	2,000	2,000	2,000

CITY OF APPLETON 2007 BUDGET
HEALTH SERVICES DEPARTMENT

Weights & Measures **Business Unit 12540**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4312 Weights & Measures	$ 32,892	$ 37,372	$ 33,625	$ 33,625	$ 36,641
4801 Charges for Serv.- Nontax	33,573	43,392	45,087	45,087	53,213
Total Revenue	$ 66,465	$ 80,764	$ 78,712	$ 78,712	$ 89,854
Expenses					
6101 Regular Salaries	$ 107,956	$ 116,473	$ 120,403	$ 120,403	$ 122,874
6104 Call Time	15	-	-	-	-
6105 Overtime	4,739	3,009	3,000	3,000	3,000
6150 Fringes	44,623	45,315	43,859	43,859	46,573
6201 Training\Conferences	554	537	1,500	1,500	1,500
6206 Parking Permits	624	624	648	648	648
6302 Subscriptions	-	-	50	50	50
6303 Memberships & Licenses	130	150	130	130	130
6316 Miscellaneous Supplies	122	282	350	350	350
6327 Miscellaneous Equipment	4,150	3,218	2,100	2,830	2,150
6413 Utilities	981	222	215	215	194
6418 Equip Repairs & Maint	377	77	450	450	450
6425 CEA Equip. Rental	5,008	5,587	6,105	6,105	7,055
6429 Interfund Allocations	-	-	(926)	(926)	(100)
Total Expense	$ 169,279	$ 175,494	$ 177,884	$ 178,614	$ 184,874

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Charges for Service - Nontax

Charges for sealer's services @ $419/day

New London - 14 days	$ 5,866
Waupaca - 19 days	7,961
Kaukauna - 12 days	5,028
Kimberly - 7 days	2,933
Little Chute - 11 days	4,609
Ashwaubenon - 46 days	19,274
Ripon - 18 days	7,542
	$ 53,213

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CITY OF APPLETON 2007 BUDGET

HEALTH GRANTS SPECIAL REVENUE FUNDS

Health Officer: Kurt D. Eggebrecht

CITY OF APPLETON 2007 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 2006 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 having 91% of Appleton children aged 19-35 months 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 the 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 goal is that 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 Consortium and provides staffing support to accomplish their goals. The service area includes the cities of Oshkosh, Neenah, Menasha, and 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 2007 BUDGET
SPECIAL REVENUE FUNDS
HEALTH GRANTS

MAJOR 2007 OBJECTIVES

Maternal Child Health (MCH) Grant-
Provide maternal and child health program services to Appleton residents
Prevention Grant -
Support a population-based health promothon 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 staffand key community leaders and first responders in a six county region

	Actual		Budget		
Discontinued Programs	**2004**	**2005**	**Adopted 2006**	**Amended 2006**	**2007**
Outreach for Medical Assistance					
Revenue	-	-	-	-	-
Expense	-	-	-	-	-
TB Grant					
Revenue	762	168	-	-	-
Expense	761	168	-	-	-
Tobacco Grant					
Revenue	15	1,354	-	-	-
Expense	15	1,354	-	-	-

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	**Title**	**2004**	**2005**	**Adopted 2006**	**Amended 2006**	**2007**	**Change ***
Program Revenues		$ 433,750	$ 493,891	$ 584,067	$ 568,194	$ 478,336	-18.10%
Program Expenses							
2011	MCH Grant	43,524	31,434	32,018	32,250	33,581	4.88%
2013	Prevention Grant	6,374	11,409	9,634	7,831	8,229	-14.58%
2014	CDC Lead Grant	9,016	10,684	9,575	11,350	11,388	18.93%
2015	Immunization Grant	25,372	22,968	22,675	22,507	23,674	4.41%
2018	Bioterrorism Grant	348,688	415,874	510,165	513,342	401,464	-21.31%
	Discontinued Programs	776	1,522	-	-	-	N/A
TOTAL		$ 433,750	$ 493,891	$ 584,067	$ 587,280	$ 478,336	-18.10%
Expenses Comprised Of:							
Personnel		277,461	300,555	329,982	330,957	353,828	7.23%
Administrative Expense		133,597	170,544	193,582	194,956	83,841	-56.69%
Supplies & Materials		12,855	3,217	10,000	9,832	10,000	0.00%
Purchased Services		8,253	9,460	41,352	42,384	21,516	-47.97%
Utilities		1,584	10,115	9,151	9,151	9,151	0.00%
Repair & Maintenance		-	-	-	-	-	N/A
Capital Expenditures		-	-	-	-	-	N/A
Full Time Equivalent Staff:							
Personnel allocated to programs		2.85	4.05	4.55	4.55	4.60	

* % change from prior year adopted budget

CITY OF APPLETON 2007 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 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Access to prenatal care					
# of women served	63	23	24	24	24
Strategic Outcomes					
Non-Medical Assistance eligible women who receive prenatal care coordination services will have positive birth outcomes					
% of births with positive outcomes	100%	91%	92%	92%	92%
Work Process Outputs					
# client children birth-12 mo. old who receive child care coordination	31	18	15	15	15
Attend community meetings	100%	98%	95%	95%	95%

CITY OF APPLETON 2007 BUDGET
SPECIAL REVENUE FUNDS
Health Services Grants - MCH Grant **Business Unit 2011**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4225 Health Grants & Aids	$ 43,524	$ 31,434	$ 32,018	$ 32,250	$ 33,581
	$ 43,524	$ 31,434	$ 32,018	$ 32,250	$ 33,581
Expenses					
6101 Regular Salaries	$ 13,863	$ 2,830	$ -	$ -	$ -
6108 Part-Time	20,104	20,554	25,644	25,644	26,879
6150 Fringes	6,059	4,667	5,396	5,396	5,685
6201 Training/Conferences	160	253	-	-	-
6202 Local Auto Expense	223	703	400	400	450
6206 Parking Permits	360	380	372	372	372
6324 Medical\Lab Supplies	36	50	-	-	-
6413 Utilities	210	-	-	-	-
6430 Health Services	-	-	-	-	-
6431 Interpreter Services	2,509	1,997	206	438	195
	$ 43,524	$ 31,434	$ 32,018	$ 32,250	$ 33,581

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2007 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 health promotion activity based on the priorities identified in the Community Needs Assessment (Behavioral Risk Factor Surveillance System In the Fox Cities) utilized in the Fox Cities 2006 LIFE (Local Indicators For Excellence) study.

Major Program Changes:

No major changes.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Kick off "Walk to Win" campaign	August-04	August-06	August-06	August-06	August-06
Strategic Outcomes					
# of participants enrolled in "Walk to Win" campaign	5,217	3,950	5,000	5,000	5,800
Work Process Outputs					
# of participants in "Walk to Win" who met goal	2,316	2,150	2,600	2,600	2,800

CITY OF APPLETON 2007 BUDGET
SPECIAL REVENUE FUNDS
Health Services Grants - Prevention Grant **Business Unit 2013**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4225 Health Grants & Aids	$ 6,374	$ 11,409	$ 9,634	$ 7,831	$ 8,229
	$ 6,374	$ 11,409	$ 9,634	$ 7,831	$ 8,229
Expenses					
6201 Training/Conferences	$ 6,374	$ 11,409	$ 9,634	$ 7,831	$ 8,229
6404 Consulting Services	-	-	-	-	-
6630 Other Grant Payments	-	-	-	-	-
	$ 6,374	$ 11,409	$ 9,634	$ 7,831	$ 8,229

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2007 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 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
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%	90%	100%
Strategic Outcomes					
Decrease the incidence of elevated blood lead levels (EBLs)					
# of EBLs >19	1	6	6	6	6
# of EBLs 10-19	7	3	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	23	68	24	24	24

CITY OF APPLETON 2007 BUDGET
SPECIAL REVENUE FUNDS
Health Services Grants - CDC Lead Grant **Business Unit 2014**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4225 Health Grants & Aids	$ 9,016	$ 10,684	$ 9,575	$ 11,350	$ 11,388
	$ 9,016	$ 10,684	$ 9,575	$ 11,350	$ 11,388
Expenses					
6101 Regular Salaries	$ 1,238	$ 1,334	$ -	$ -	$ -
6108 Part-Time	6,248	7,322	7,898	8,705	9,100
6150 Fringes	1,359	1,622	1,660	1,828	1,922
6404 Consulting Services	21	-	17	417	150
6413 Utilities	112	-	-	-	-
6430 Health Services	-	-	-	-	-
6431 Interpreter Services	38	406	-	400	216
	$ 9,016	$ 10,684	$ 9,575	$ 11,350	$ 11,388

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2007 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 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Access to immunization					
# of clients served	1,272	1,815	1,050	1,200	1,200
Strategic Outcomes					
Minimize the incidence of vaccine preventable disease in children 1 - 18 years of age					
# of cases	95	20	50	30	30
# cases statewide	5,561	1,627	1,000	1,000	1,500
Work Process Outputs					
Internal case audit by 12/31	6/7/2004	5/25/2005	12/31/2006	12/31/2006	12/31/2007
# of tracking contacts	1,302	2,526	1,000	1,500	1,500

CITY OF APPLETON 2007 BUDGET
SPECIAL REVENUE FUNDS
Health Services Grants - Vaccine Improvement Grant **Business Unit 2015**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4225 Health Grants & Aids	$ 25,371	$ 22,968	$ 22,675	$ 22,507	$ 23,674
	$ 25,371	$ 22,968	$ 22,675	$ 22,507	$ 23,674
Expenses					
6101 Regular Salaries	$ 6,537	$ 4,569	$ -	$ -	$ -
6108 Part-Time	10,683	10,299	14,912	14,912	11,738
6150 Fringes	3,097	2,711	3,134	3,134	2,481
6307 Food & Provisions	-	-	-	-	-
6324 Medical\Lab Supplies	414	-	-	(168)	-
6430 Health Services	577	363	600	600	750
6431 Interpreter Services	4,064	5,026	4,029	4,029	8,705
	$ 25,372	$ 22,968	$ 22,675	$ 22,507	$ 23,674

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2007 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 Emergency Operations Plans (EOP)

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 ($24,351) to the consortium grant. This allocation has been made in previous years. In addition, it reflects the allocation of .5 FTE ($23,837) for administrative support for the Fox Valley Public Health Consortium. If the consortium were to be dissolved, both of these allocations would be brought back into the Health Department's budget. In 2007, 5% of City Grants Administrator salary and benefits ($3,917) will be allocated to the non-consortium portion of the bioterrorism grant funds.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
# of trainings available	3	3	3	3	3
Strategic Outcomes					
Active regional coalition					
# of meetings / year	12	11	11	12	11
Work Process Outputs					
% of coalition meetings attended	100%	100%	100%	100%	100%

CITY OF APPLETON 2007 BUDGET
SPECIAL REVENUE FUNDS
Health Services Grants - Bioterrorism Grant **Business Unit 2018**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4225 Health Grants & Aids	$ 348,688	$ 415,874	$ 510,165	$ 494,256	$ 401,464
	$ 348,688	$ 415,874	$ 510,165	$ 494,256	$ 401,464
Expenses					
6101 Regular Salaries	$ 156,715	$ 177,808	$ 205,325	$ 205,325	$ 216,253
6108 Part-Time	-	278	-	-	-
6150 Fringes	51,081	66,561	66,013	66,013	79,770
6201 Training\Conferences	10,082	25,727	171,060	174,237	67,674
6202 Local Auto Expense	4,095	1,198	6,000	6,000	1,000
6206 Parking Permits	873	1,066	1,116	1,116	1,116
6301 Office Supplies	1,293	6,264	5,000	5,000	5,000
6303 Memberships & Licenses	150	-	-	-	-
6316 Miscellaneous Supplies	350	14	-	-	-
6320 Printing & Reproduction	2,218	2,295	5,000	5,000	5,000
6324 Medical/Lab Supplies	-	185	-	-	-
6327 Miscellaneous Equipment	9,837	673	5,000	5,000	5,000
6401 Accounting\Audit	-	1,500	1,500	1,500	1,500
6404 Consulting Services	-	-	-	-	-
6408 Contractor Fees	762	-	35,000	35,000	10,000
6412 Advertising/Publication	-	-	-	-	-
6413 Utilities	1,261	10,115	9,151	9,151	9,151
6599 Other Contracts/Obligations	-	-	-	-	-
6630 Other Grant Payments	109,971	122,190	-	-	-
	$ 348,688	$ 415,874	$ 510,165	$ 513,342	$ 401,464

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Training\Conferences

Appleton Health Department training in Bioterrorism response	$ 13,643
Training for consortium members in Bioterrorism response, e.g. conduct a regional mass vaccination exercise, establish & train post-event response teams, etc.	54,031
	$ 67,674

Contractor Fees

Contractor services for regional mass vaccination exercise, develop and test response plans, etc.	$ 10,000
	$ 10,000

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 2007 BUDGET
HEALTH SERVICES GRANT FUND
SOURCES AND USES OF FUNDS

Revenues	2004 Actual	2005 Actual	2006 Budget	2006 Projected	2007 Budget
Property Taxes			$ -	$ -	$ -
Intergovernmental	433,750	493,891	584,067	587,280	478,336
Interest Income	-	-	-	-	-
Charges for Services	-	-	-	-	-
Other	-	-	-	-	-
Total Revenues	433,750	493,891	584,067	587,280	478,336
Expenses					
Program Costs	433,750	493,891	584,067	587,280	478,336
Total Expenses	433,750	493,891	584,067	587,280	478,336
Revenues over (under) Expenses	-	-	-	-	-
Fund Balance - Beginning	-	-	-	-	-
Fund Balance - Ending	$ -	$ -	$ -	$ -	$ -

CITY OF APPLETON 2007 BUDGET
SPECIAL REVENUE FUNDS

NOTES

CITY OF APPLETON 2007 BUDGET

POLICE DEPARTMENT

Police Chief: Richard W. Myers

Deputy Police Chief: Robert M. Kavanaugh

Deputy Police Chief: Greg I. Peterson

CITY OF APPLETON 2007 BUDGET
POLICE DEPARTMENT

MISSION STATEMENT

Excellence in Police Service

DISCUSSION OF SIGNIFICANT 2006 EVENTS

Planning for the new Police Station continued in 2006 with the formation of the Capital Facilities Committee and selection of the architectural firm, Zimmerman Design Group. By midyear, the conceptual and schematic designs were presented by the architects to ensure the plans meet projected program and space needs, as well as meeting the needs of our community. The design development phase of the project will continue through early 2007. Please see the Police Station capital project request form (page 651) for a more complete description.

In 2005, the Wisconsin Supreme Court ruled that custodial interrogations of juveniles must be electronically recorded when feasible, and without exception when occurring in a place of detention. In 2006, a grant was made available through the Office of Justice Assistance to purchase digital audio and/or visual recording equipment to meet the requirements of the 2005 Wisconsin Act 60. Using digital recorders for recording interrogations allows for the downloading and storing of the information on a computer, which makes storage and reproduction of the recordings for courts, lawyers, etc. less of a burden.

In preparation for implementing the new records management software (RMS) by VisionAir, Inc., committees were formed to address the major issues and areas such as administration of the software, interfaces, table building, training, policies, process changes, equipment needs, and timelines. Many law enforcement agencies in Outagamie and Calumet Counties will use this software to capture additional information on calls for service. This will allow departments to report crime information to the FBI under the incident based reporting (IBR) format.

By the end of 2006 there will be some significant changes in workflow based on the new records management software and the State of Wisconsin Department Of Transportation (DOT) Badger TraCS (Traffic and Criminal Software) program. The TraCS program is an electronic process used to write warning tickets, traffic accident reports, traffic citations and city summonses. The document is created in the squad car on the mobile data computer (MDC) with information on people and vehicles downloaded directly from DOT files. Testing and workflow analysis will continue into 2007.

To improve radio communication, the Police Department contracted with Baycom for the Wireless Bridge Project. This project includes the installation of an antenna and equipment on the 222 Building, the tallest structure in downtown Appleton, to enhance performance and eliminate physical obstructions that were encountered in the previous location on the Outagamie County Justice Center. The intent is to increase radio coverage throughout the city, especially to the expanding northern portions.

Included in the 2006 organizational restructure was the change from three districts to four districts in the Patrol Division. The focus of this reorganization was to incorporate Neighborhood Driven Policing (NDP) with an emphasis on each district officer having more direct contact with the citizens in the neighborhoods they serve. Although officers continue to be proactive in developing plans and strategies to address problems in the neighborhoods, officers are often redeployed to police the downtown area, designated as the entertainment district.

In addition to the change in districting was the restructuring of the Support Services Unit (SSU), formerly known as the Resource Development Unit. Although continued involvement in recruitment of qualified police officers and the management of a comprehensive training program for department employees remains a primary focus, the program expanded to encompass other support services, such as providing crime analysis data to department employees and providing public information releases to the media.

In 2006 the Department received accreditation status by the Commission On Accreditation For Law Enforcement Agencies (CALEA) for maintaining compliance with their professional standards. CALEA also recognized the Department as a Flagship Agency, a status that reflects the Department's commitment to professionalism and dedication to a higher standard of policing.

CITY OF APPLETON 2007 BUDGET
POLICE DEPARTMENT

MAJOR 2007 OBJECTIVES

One of the new technologies piloted in 2006 is the voice recognition software, Dragon Speaking. This software enables users to create reports and other documents by speaking into the computer where the words instantly appear in the selected program. Although it is anticipated the software will improve document turnaround time, reduce transcription time, etc., further analysis of this software will continue in 2007 for ease of use and verification of accuracy in reports.

Other new technologies and programs that will require many workflow changes and continuous monitoring in 2007 include: digital recording of juvenile and adult interrogations, implementation of a new records management software for recording calls for service and crimes, and implementation of the State of Wisconsin TraCS, field based reporting (FBR), and incident based reporting (IBR). The impact of these technologies and reporting structures on the clerical staff and the agency will need to be closely monitored. All of these changes deal with field reporting and the processing of those reports. The ability to access accurate information in a timely fashion is critical to the operation and mission of the Police Department.

The planning process for the new Police Station will continue in 2007, with completion of design development, preparing construction documents, bidding and construction administration. It is estimated that the entire building project will be completed in 2008. This project is budgeted in the Public Safety Capital Projects Fund (page 459) and described on the Police Station capital project request form (page 651).

Evaluation of the restructuring of the Patrol Districts and staffing resources will continue in 2007 to address the concerns in the Downtown District, as well as promoting neighborhood policing throughout the City. A continued partnership with downtown businesses will ensure an enjoyable and safe environment in the downtown entertainment area, along with the additional patrol already scheduled on week-ends, holidays and other special events.

The Department's Canine Enforcement Program progressed with the anticipated purchase of the first canine in late 2006. The canine handler will be assigned to the Downtown District but will need to be freed up from calls if a callout for a handler arises. The development of this program will be closely monitored in 2007 to ensure it becomes an integral part of the department's efforts in criminal apprehension and drug suppression.

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2004	2005	Adopted 2006	Amended 2006	2007	Change *
Program Revenues		$ 672,856	$ 633,244	$ 650,184	$ 650,184	$ 718,018	10.43%
Program Expenses							
17511	Executive Management	476,472	468,648	511,958	511,958	471,203	-7.96%
17512	Administrative Services	846,911	855,565	933,309	933,309	982,369	5.26%
17513	Support Services	235,936	243,175	267,061	267,761	548,545	105.40%
17514	Public Communication	784,148	761,361	719,165	719,165	746,117	3.75%
17520	Community Resource	701,918	660,830	887,735	888,235	753,720	-15.10%
17521	Operational Services	1,033,444	1,028,410	1,078,810	1,131,096	1,127,826	4.54%
17522	Crossing Guards	156,403	155,215	161,928	161,928	174,843	7.98%
17524	Community Services	263,333	274,206	311,020	311,020	340,770	9.57%
17531	PSL	1,098,342	1,139,023	1,181,436	1,181,436	1,227,983	3.94%
17532	Adult Investigations	1,138,121	1,159,589	1,115,438	1,115,438	1,154,277	3.48%
17541	Patrol Districts	5,866,695	6,112,413	6,043,861	6,046,512	6,355,234	5.15%
TOTAL		$ 12,601,723	$ 12,858,435	$ 13,211,721	$ 13,267,858	$ 13,882,887	5.08%
Expenses Comprised Of:							
Personnel		11,456,540	11,736,178	11,988,207	11,994,858	12,468,088	4.00%
Administrative Expense		118,642	119,246	126,684	126,684	115,049	-9.18%
Supplies & Materials		168,110	135,640	185,898	235,384	206,228	10.94%
Purchased Services		86,092	65,171	80,995	80,995	95,145	17.47%
Utilities		159,063	162,997	147,541	147,541	160,663	8.89%
Repair & Maintenance		613,276	639,203	682,396	682,396	837,714	22.76%
Capital Expenditures		-	-	-	-	-	N/A
Full Time Equivalent Staff:							
Personnel allocated to programs		135.00	134.00	133.00	133.00	135.00	

* % change from prior year adopted budget

CITY OF APPLETON 2007 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 activities, and solicit employee participation in department programs and support employees with resources for development and growth

Major Program Changes:

Part-time hours (.25 FTE, $7,402) budgeted in the Executive Unit were transferred to the Support Services Unit to more accurately reflect the actual distribution of labor. Also reflected in this budget is the elimination of the Intercultural Relations Coordinator position ($67,590) to meet tax levy constraints. This position is currently vacant and has been for several months, which has had an adverse impact on our relationships with the varying minority groups in the community. Though we will make every effort to identify existing staff members who can absorb some of the key tasks and to partner with other community providers, such as the Multicultural Center, this change largely eliminates this program.

Included in the Food and Provisions line are the standard allowance of $20/FTE and an estimate of $1,500 for dog food for the canine program, plus funding for the Citizens Academy, Police Week, Neighborhood Watch meetings, district community focus groups, and other hospitality related activities.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Increase community partnerships					
# of new collaborative efforts explored or initiated	New measure	→	4	4	4
# of diversity organization affiliations	30	23	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%	100%
# of community involvement meetings	New measure	→	52	63	60
# of diversity presentations conducted	50	43	30	10	30
Improve internal communications					
% of employee evaluations reviewed	New measure	→	100%	100%	100%
# of acts of employee recognition	New measure	→	150	110	125
# of relationship/team building meetings with directors	New measure	→	30	30	30
Provide program efficiency					
Identify "best practices" initiatives	New measure	→	4	4	4

CITY OF APPLETON 2007 BUDGET
POLICE DEPARTMENT

Executive Management **Business Unit 17511**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4210 Federal Grants	$ 6,354	$ 5,249	$ 6,116	$ 6,116	$ 6,630
4224 Miscellaneous State Aids	38,033	42,529	5,000	5,000	5,000
4230 Miscellaneous Local Aids	3,250	3,250	-	-	-
4510 Court Fines & Fees	281,928	251,401	300,000	300,000	300,000
4520 Parking Violations	30	-	-	-	-
4801 Charges for Serv.- Nontax	27,597	20,701	30,000	30,000	30,000
4802 Charges for Serv. - Tax	1,266	-	3,000	3,000	3,000
4806 False Alarm Fees	23,658	24,299	30,000	30,000	30,000
4906 Mental Transports	34,236	34,431	-	-	-
5010 Misc Revenue - Nontax	5,882	6,439	6,000	6,000	6,000
5011 Misc Revenue - Tax	6	-	500	500	500
5020 Donations & Memorials	1,132	2,020	-	-	29,720
5030 Damage to City Property	235	-	-	-	-
5035 Other Reimbursements	-	986	-	-	-
Total Revenue	$ 423,607	$ 391,305	$ 380,616	$ 380,616	$ 410,850
Expenses					
6101 Regular Salaries	$ 268,654	$ 281,392	$ 322,746	$ 322,746	$ 297,937
6105 Overtime	400	573	6,187	6,187	663
6108 Part-time	37,654	27,624	18,865	18,865	13,728
6150 Fringes	124,901	123,403	131,368	131,368	125,627
6206 Parking Permits	360	360	372	372	372
6302 Subscriptions	1,571	2,643	1,692	1,692	1,733
6303 Memberships & Licenses	2,939	3,265	2,970	2,970	3,040
6304 Postage/Freight	49	23	25	25	25
6307 Food & Provisions	1,686	2,924	4,050	4,050	4,500
6315 Books & Library Materials	765	551	750	750	768
6316 Miscellaneous Supplies	1,992	2,606	500	500	500
6321 Clothing	16,423	17,749	19,333	19,333	19,360
6327 Miscellaneous Equipment	1,104	1,621	-	-	-
6402 Legal Fees	14,670	84	300	300	150
6404 Consulting Services	2,080	1,060	-	-	-
6424 Software Support	224	-	-	-	-
6599 Other Contracts/Obligations	1,000	2,770	2,800	2,800	2,800
Total Expense	$ 476,472	$ 468,648	$ 511,958	$ 511,958	$ 471,203

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Clothing

New officer issue 5 @$1,000	$ 5,000
Honor Guard	200
Badges, patches, bars, etc.	500
Replacement of damaged items	400
Protective vests 22 @ approx. $550	13,260
	$ 19,360

CITY OF APPLETON 2007 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:

Part-time hours (.25 FTE, $7,402) budgeted in the Administrative Unit were transferred to the Support Services Unit to more accurately reflect the actual distribution of labor.

Approximately $162,000 of costs related to the cleaning and maintenance of the police station have been assumed by the Facilities Management Fund. Therefore, these costs have been reclassified from the individual expense accounts, or added directly, to the facilities charges (6420) account.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Process requests for information					
% of open records request processed within 10 working days	100%	95%	95%	90%	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	12,465	13,813	13,000	13,500	13,000
Avg. pages for taped offense reports	3.2	3.2	3.5	3.5	3.5
Avg. taped offense reports completed weekly	114	115	115	115	120

CITY OF APPLETON 2007 BUDGET
POLICE DEPARTMENT

Administrative Services Unit **Business Unit 17512**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Expenses					
6101 Regular Salaries	$ 387,834	$ 416,215	$ 429,445	$ 429,445	$ 448,143
6105 Overtime	22,735	8,246	6,560	6,560	6,795
6108 Part-time	45	-	5,803	5,803	-
6150 Fringes	208,551	204,585	199,718	199,718	211,754
6301 Office Supplies	14,264	14,313	14,175	14,175	14,175
6306 Building Maint./Janitorial	8,029	6,423	8,550	8,550	-
6316 Miscellaneous Supplies	151	95	550	550	550
6320 Printing & Reproduction	13,646	22,048	24,700	24,700	22,200
6325 Construction Materials	3,465	-	-	-	-
6327 Miscellaneous Equipment	8,973	8,289	9,000	9,000	9,000
6407 Collection Services	3,534	3,552	3,500	3,500	3,500
6409 Inspection Fees	845	657	895	895	895
6413 Utilities	75,120	85,015	81,703	81,703	94,215
6414 Janitorial Service	62,881	64,476	64,408	64,408	-
6416 Build Repairs & Maint	2,841	1,951	5,000	5,000	-
6418 Equip Repairs & Maint	2,328	2,646	2,580	2,580	2,580
6420 Facilities Charges	23,005	10,152	67,422	67,422	162,262
6440 Snow Removal Services	2,396	3,130	3,000	3,000	-
6599 Other Contracts/Obligations	6,268	3,772	6,300	6,300	6,300
Total Expense	$ 846,911	$ 855,565	$ 933,309	$ 933,309	$ 982,369

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Office supplies	
General office supplies	$ 14,175
	$ 14,175
Printing & Reproduction	
City copy charges	$ 4,100
Citizen contacts	3,000
City summons	1,000
Offense reports	2,000
Parking tickets	2,500
Letterhead/envelopes	2,000
Traffic citations, warrant cards, ledgers, etc.	2,000
Evidence, animal control, investigative, etc.	1,500
Career Fair Brochures	3,000
Miscellaneous forms	1,100
	$ 22,200

CITY OF APPLETON 2007 BUDGET
POLICE DEPARTMENT

Support Services Unit **Business Unit 17513**

PROGRAM MISSION

The Support Services 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:

Changes in the Support Services Unit, formerly known as Resource Development, reflect the restructuring within the Department for 2006. An estimated $285,543 in Personnel expenses added to this Unit includes: a Lieutenant (transferred from the Operations Unit), 2 sworn officers (transferred from the Community Resource Unit), and .75 FTE Part-time hours (transferred from Executive (.25 FTE), Administrative (.25 FTE), and Operations (.25 FTE)).

This budget includes $8,650 in miscellaneous equipment for the replacement of equipment in the Fitness Center. With the treadmill and exercise bikes used frequently on a 24/7 basis, they are worn out and frequently out-of-service. Some of the parts have been difficult to find and are becoming expensive to repair.

There is a $1,985 increase in Guns and Ammunition for Taser cartridges, targets, and other range equipment and ammunition needed for mandatory firearms training. Taser cartridges have been provided at no additional cost to the department in the past as a result of training activities in which officers were engaged and under warranty provisions from Taser.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Increase selection of applications for police officers					
% of applicants hired	1.00%	3.30%	2.00%	2.50%	2.50%
Provide adequate training for employees					
Avg. training hours p/sworn employee	80	117	75	70	100
Avg. training hours p/civilian employee	21	27	25	30	30
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	9	3	4	4	6
# of advertisements placed	140	211	144	272	200
# of candidates entering process	379	184	275	280	250
# of applications received	438	332	300	350	300

CITY OF APPLETON 2007 BUDGET
POLICE DEPARTMENT

Support Services Unit **Business Unit 17513**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4224 Miscellaneous State Aids	$ 2,338	$ 4,250	$ 5,000	$ 5,000	$ 5,000
Total Revenue	$ 2,338	$ 4,250	$ 5,000	$ 5,000	$ 5,000
Expenses					
6101 Regular Salaries	$ 86,571	$ 97,226	$ 101,124	$ 101,124	$ 266,833
6105 Overtime	5,565	978	3,536	3,536	7,324
6108 Part-time	-	-	-	-	19,157
6150 Fringes	39,649	40,758	40,936	40,936	127,881
6201 Training\Conferences	64,419	63,415	75,000	75,000	70,000
6204 Tuition Fees	10,479	10,912	15,000	15,000	15,000
6205 Employee Recruitment	695	1,045	1,500	1,500	1,500
6304 Postage/Freight	451	-	50	50	50
6305 Awards & Recognition	1,278	1,637	1,700	1,700	1,700
6307 Food & Provisions	-	-	-	-	-
6312 Guns & Ammunition	17,195	17,102	18,165	18,865	20,150
6316 Miscellaneous Supplies	350	-	-	-	250
6327 Miscellaneous Equipment	-	-	-	-	8,650
6418 Equip Repairs & Maint	573	813	750	750	750
6430 Health Services	-	1,128	1,500	1,500	1,500
6503 Rent	1,760	1,761	-	-	-
6599 Other Contracts/Obligations	6,951	6,400	7,800	7,800	7,800
Total Expense	$ 235,936	$ 243,175	$ 267,061	$ 267,761	$ 548,545

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Training/Conferences

Supervisory/management leadership	$ 8,000
Recertification (TIME, CPR, AED, etc.)	5,000
Investigative services/sensitive crime	17,500
Legal updates	7,800
Executive conferences	6,000
Community problem solving policing/ cultural diversity	4,200
Special Weapons & Response Team	3,000
Polygrah Training	10,000
Defense and arrest tactics & firearms	3,000
Records Management System Training	4,000
Canine program	1,500
	$ 70,000

Guns & Ammunition

Ammunition	$ 10,600
Range supplies, paper targets, steel porta targets	1,650
Less lethal supplies, magazine replacement, pepper spray	1,000
Simunitions & protective equipment	2,000
OC Replacement	1,000
Taser cartridges	3,900
	$ 20,150

Tuition Fees

Sworn and civilians	$ 15,000
	$ 15,000

CITY OF APPLETON 2007 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 decline in the number of call-outs for service since 2004 is largely due to the change in mental transport services that resulted in the department no longer handling mental transports for Outagamie County.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Accurate reporting of transactions					
Transaction adjustments required	2	1	0	0	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	442	280	200	120	120
Avg. # of phone calls / week	4,126	3,648	4,100	3,650	3,650
# of warrants processed	1,157	1,391	1,200	1,200	1,200
Financial transactions processed					
Avg # of transactions completed / wk	253	255	300	275	275
Increase staff participation in training & programs offered					
# of training sessions attended	31	22	40	30	30
# of PCT's certified	10	9	9	9	9

CITY OF APPLETON 2007 BUDGET
POLICE DEPARTMENT

Public Communication **Business Unit 17514**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Expenses					
6101 Regular Salaries	$ 425,757	$ 409,697	$ 405,203	$ 405,203	$ 417,982
6104 Call Time	1,463	1,751	1,643	1,643	1,820
6105 Overtime	43,151	57,345	47,841	47,841	49,531
6150 Fringes	221,472	202,075	189,272	189,272	200,198
6316 Miscellaneous Supplies	190	195	200	200	200
6320 Printing & Reproduction	2,786	2,824	2,775	2,775	2,775
6327 Miscellaneous Equipment	791	65	500	500	500
6413 Utilities	81,591	75,798	63,231	63,231	64,111
6418 Equip Repairs & Maint	416	943	1,000	1,000	1,000
6419 Communication Eq. Repairs	59	886	500	500	1,000
6599 Other Contracts/Obligations	6,472	9,782	7,000	7,000	7,000
Total Expense	$ 784,148	$ 761,361	$ 719,165	$ 719,165	$ 746,117

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2007 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:

This budget reflects the restructuring within the Department for 2006 with the transfer of 2 sworn positions to the Support Services Unit ($156,867).

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Foster police/community partnerships					
# of active Neighborhood Watch groups	120	140	120	130	130
Increase community education in crime prevention issues					
# of community projects	40	35	30	35	35
Strategic Outcomes					
Provide safe neighborhoods					
% of successful abatements	100%	100%	100%	100%	100%
Work Process Outputs					
Administer volunteer program					
# of volunteers serving the department	40	50	35	45	45

CITY OF APPLETON 2007 BUDGET
POLICE DEPARTMENT

Community Resource **Business Unit 17520**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Expenses					
6101 Regular Salaries	$ 415,999	$ 406,008	$ 579,116	$ 579,116	$ 488,871
6104 Call Time	1,371	1,545	-	-	-
6105 Overtime	56,779	42,290	27,360	27,360	31,035
6108 Part-Time	1,156	-	-	-	-
6150 Fringes	217,920	204,381	275,259	275,259	227,814
6316 Miscellaneous Supplies	8,494	3,878	5,750	6,250	5,750
6327 Miscellaneous Equipment	-	2,728	-	-	-
6328 Signs	199	-	250	250	250
Total Expense	$ 701,918	$ 660,830	$ 887,735	$ 888,235	$ 753,720

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2007 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:

This budget reflects the restructuring within the Department for 2006 with the transfer of a Lieutenant and part-time hours (.25 FTE) to the Support Services Unit ($113,872).

The increase in rental expense ($1,854) is for the placement of radio equipment on the 222 Building. The greater height of this location over the previous location on the Outagamie County Justice Center reduces the number of dead spots in radio transmission in the City.

Replacement of eight Automatic External Defibrulators (AEDs, $9,600) purchased in 1998 but still serviceable and of two Speed Monitoring Awareness Radar Trailers (SMART, $14,000) have been deferred to meet tax levy constraints.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Provide oversight, direction and resources for all operations units					
# of staffing additions to districts	0	6	2	6	6
# of commander's meetings	10	25	25	25	25
Strategic Outcomes					
Reduce crime through crime prevention strategies					
# of reported Part 1 crimes *	2,554	2,487	2,400	2,500	2,500
# of reported Part 2 crimes **	10,886	11,089	10,000	10,500	10,500
Work Process Outputs					
Review use of force incidents					
# of force incidents reviewed	89	129	80	80	80
Develop/review operational policies					
# of polices reviewed	29	45	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 2007 BUDGET
POLICE DEPARTMENT

Operational Services **Business Unit 17521**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4224 Miscellaneous State Aids	$ 7,000	$ -	$ -	$ -	$ -
Total Revenue	$ 7,000	$ -	$ -	$ -	$ -
Expenses					
6101 Regular Salaries	$ 248,523	$ 260,545	$ 286,395	$ 286,395	$ 224,020
6104 Call Time	-	390	-	-	-
6105 Overtime	32,419	23,386	11,756	15,756	9,734
6108 Part-Time	11,915	12,242	12,527	12,527	7,062
6150 Fringes	115,519	113,986	126,071	126,071	100,509
6312 Guns & Ammunition	4,566	4,500	5,500	5,500	5,500
6316 Miscellaneous Supplies	7,013	7,497	7,700	7,700	11,600
6320 Printing & Reproduction	1,078	1,390	2,000	2,000	2,000
6327 Miscellaneous Equipment	70,543	31,707	63,100	111,386	71,400
6418 Equip Repairs & Maint	14,811	17,884	15,250	15,250	17,750
6425 CEA Equip. Rental	505,019	538,838	523,386	523,386	650,272
6430 Health Services	-	-	-	-	1,000
6431 Interpreter Services	1,936	1,552	1,900	1,900	1,900
6444 Witness Fees	1,119	799	1,025	1,025	1,025
6502 Rental	-	-	-	-	1,854
6599 Other Contracts/Obligations	18,983	13,694	22,200	22,200	22,200
6804 Equipment	-	-	-	-	-
Total Expense	$ 1,033,444	$ 1,028,410	$ 1,078,810	$ 1,131,096	$ 1,127,826

DETAILED SUMMARY OF 2007 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	3,000
Tape recorders	2,000
Preliminary Breath Test units (PBT)	3,000
Taser Replacements	10,000
Radio auxiliary batteries	3,000
Miscellaneous equipment	900
Special Weapons and Response Team	
Tactical body armor	7,000
Miscellaneous equipment	1,000
Canine Program	
Miscellaneous equipment	1,500
	$ 71,400

Equipment Repairs & Maint.

Speed detection devices	$ 1,000
Radios, antennas, etc.	10,000
EOC, SWAT	1,750
SMART Units	500
Tasers, PBTs, Bikes	2,500
In-squad video cameras	2,000
	$ 17,750

Other Contracts & Obligations

OMVWI blood draws, subpoena cancellations	$ 16,000
Incarceration fees	4,000
Telemessaging service, night vision equip (SWAT)	700
Records Requests	1,000
Biohazard cleaning	500
	$ 22,200

CITY OF APPLETON 2007 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:

This budget includes one additional crossing guard (total salary/fringe benefits cost estimated at $5,400), for St. Joseph's middle school at Oneida Street and Northland Avenue. Support for this position comes from the school and the town of Grand Chute, at $1,800 each.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Promote safety at guarded crossings					
# of crossing guard complaint forms processed for moving violations and parking violations (new)	21	25	35	25	25
Strategic Outcomes					
Safety awareness in school zones					
# of days school zone SMART units deployed	94	51	50	50	50
Work Process Outputs					
Provide safety education at busy intersections					
# of classes given to students	16	10	15	15	15
# of students in attendance	1,006	480	750	600	600
Provide assistance at controlled intersections					
Avg. # of students crossing at guarded intersections p/day	2,868	2,964	3,100	3,000	3,100

CITY OF APPLETON 2007 BUDGET
POLICE DEPARTMENT

Crossing Guards **Business Unit 17522**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
5035 Other Reimbursements	$ -	$ -	$ -	$ -	$ 3,600
Total Revenue	$ -	$ -	$ -	$ -	$ 3,600
Expenses					
6107 Temp. Full - Time	$ 133,232	$ 133,445	$ 138,907	$ 138,907	$ 151,513
6150 Fringes	22,348	20,611	21,871	21,871	22,180
6323 Safety Supplies	823	1,159	1,150	1,150	1,150
Total Expense	$ 156,403	$ 155,215	$ 161,928	$ 161,928	$ 174,843

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2007 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:

This budget reflects an increase of $11,800 for Fox Valley Humane Association (FVHA) to provide animal control services. Although no resolution to the ongoing contract negotiations has been determined, the increase is a reduction from the FVHA proposed fees.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Provide greater access to police services					
Average # of parking lot accidents investigated per quarter by CSO/officers	New measure	191	95	160	175
Strategic Outcomes					
Reduced cost of providing police services					
CSO vs. officer working event	$ 11,598	$ 11,569	$ 10,500	$ 11,500	$ 11,500
Work Process Outputs					
Increase number of patrols					
# of ramp patrols	262	643	450	600	600
# of park patrols	3,274	8,167	4,500	6,000	6,500
Service provided by CSO vs. Officer					
# of offenses - animal	1,919	2,049	2,000	2,000	2,000
# of offenses - parking/bike	1,680	2,028	1,600	1,600	1,700
# of abandoned vehicle follow-ups	379	391	350	350	375
# of special events attended	54	60	52	52	55

CITY OF APPLETON 2007 BUDGET
POLICE DEPARTMENT

Community Services **Business Unit 17524**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4310 Dog Licenses	$ 20,198	$ 21,531	$ 30,000	$ 30,000	$ 30,000
4311 Cat Licenses	12,101	11,454	10,000	10,000	10,000
Total Revenue	$ 32,299	$ 32,985	$ 40,000	$ 40,000	$ 40,000
Expenses					
6101 Regular Salaries	$ 34,892	$ 36,982	$ 34,495	$ 34,495	$ 37,885
6104 Call Time	-	-	-	-	-
6105 Overtime	21,246	16,701	9,968	9,968	10,547
6108 Part-Time	155,979	171,306	211,227	211,227	215,928
6150 Fringes	41,152	40,173	39,780	39,780	49,060
6316 Miscellaneous Supplies	233	310	350	350	450
6320 Printing & Reproduction	-	-	1,750	1,750	1,750
6321 Clothing	899	504	1,200	1,200	1,000
6323 Safety Supplies	356	401	250	250	350
6327 Miscellaneous Equipment	654	494	725	725	725
6412 Advertising	-	-	275	275	275
6599 Other Contracts/Obligations	7,922	7,335	11,000	11,000	22,800
Total Expense	$ 263,333	$ 274,206	$ 311,020	$ 311,020	$ 340,770

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Other Contracts/Obligations	
Fox Valley Humane Association	$ 21,800
Wild Animal Service	1,000
	$ 22,800

CITY OF APPLETON 2007 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:

This budget reflects the elimination of student part-time help with tobacco stings ($269). The program is expected to continue, using CSOs.

The reduction in the number of education presentations to students, parents, and staff in 2005 was the result of several postitions being vacant during the year.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Provide youth services					
# of youth-involved committees/projects	166	107	200	150	150
# of youth with PSL mentors	155	255	200	200	200
# of early interventions by PSL's	472	462	475	400	425
Strategic Outcomes					
Increase quality of life for youth					
% of mentored youth that achieve positive outcomes	92%	84%	95%	95%	95%
Safe schools for positive learning environment					
# of criminal offenses on school grounds	381	339	400	375	375
# of violent offenses	35	42	50	40	40
# of drug offenses/arrests	32	36	35	35	35
Work Process Outputs					
Promote safety at schools					
# of assigned investigations	906	865	925	875	875
# of sensitive crime investigations	295	363	300	300	300
# of truancy investigations	546	495	500	500	500
Provide law enforcement resources					
# of school committees with PSL's	73	90	70	80	80
# of social service comm. with PSL's	60	47	50	50	50
# of educational presentations to students/parents/school staff	333	112	340	300	250

CITY OF APPLETON 2007 BUDGET
POLICE DEPARTMENT

Police School Liaison **Business Unit 17531**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4801 Charges for Serv. - Nontax	$ -	$ 3,248	$ -	$ -	$ 25,000
4905 PSL Reimbursement	207,612	201,456	224,568	224,568	233,568
Total Revenue	$ 207,612	$ 204,704	$ 224,568	$ 224,568	$ 258,568
Expenses					
6101 Regular Salaries	$ 681,943	$ 711,807	$ 772,101	$ 772,101	$ 797,618
6104 Call Time	1,768	2,118	-	-	-
6105 Overtime	76,982	73,246	47,691	47,691	49,208
6108 Part Time	41	-	246	246	-
6150 Fringes	337,202	351,383	360,448	360,448	380,207
6316 Miscellaneous Supplies	406	469	950	950	950
Total Expense	$ 1,098,342	$ 1,139,023	$ 1,181,436	$ 1,181,436	$ 1,227,983

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2007 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 Unit has relied on services provided by Grand Chute Police Department for computer analysis and has increased the unit budget $5,000 to reflect these expenses. The cost for the Department to perform its own computer analysis would require specialized training as well as the purchase of expensive equipment.

Towing expense of $1,000 has also been added to this budget for towing of vehicles for investigations, where no reimbursement is received for the towing to offset the expense. This expense previously was reported in the Abandoned Auto account, which offsets the cost of towing vehicles against revenues from their owners.

Part time salaries reflects the result of a pay grade increase recommended by an outside consultant's review of the non-benefitted half-time position of Evidence Clerk, offset by the elimination of the Criminal Justice Assistant position ($4,198). Rather than hire retired officers to provide backup to the Criminal Justice Coordinator, we have cross-trained other staff to cover in the Coordinator's absence.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Provide specialized investigative support					
# of arrests resulting in referral to DA's office	571	643	550	650	625
Strategic Outcomes					
Successful outcomes in judicial process					
# of cases denied prosecution	42	47	40	50	45
# of not guilty cases	5	7	10	10	10
Work Process Outputs					
Investigate complex and sophisticated crimes					
# of arrests	571	643	600	650	600
# of cases assigned to investigators	1,435	1,356	1,300	1,400	1,350
Crime Strategy Meetings					
# of meetings attended	130	140	135	125	135
# of active prevention programs	20	25	25	20	25
Provide investigative forensic analysis to officers					
# of fingerprint comparisons	4,295	2,134	400	300	400
# of crime scenes processed	95	186	80	130	130
# of drug tests requiring action	346	250	350	350	300
# of crime lab submissions	160	140	150	150	150

CITY OF APPLETON 2007 BUDGET
POLICE DEPARTMENT

Adult Investigations **Business Unit 17532**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Expenses					
6101 Regular Salaries	$ 624,567	$ 658,000	$ 692,748	$ 692,748	$ 709,981
6104 Call Time	4,594	7,598	-	-	-
6105 Overtime	114,372	109,717	52,178	52,178	53,472
6108 Part-Time	24,495	18,646	16,861	16,861	16,921
6150 Fringes	342,974	339,555	323,451	323,451	339,703
6304 Postage\Freight	62	102	100	100	100
6316 Miscellaneous Supplies	924	1,400	1,500	1,500	1,500
6324 Medical\Lab Supplies	11,751	12,858	13,000	13,000	13,000
6327 Miscellaneous Equipment	1,026	1,641	1,500	1,500	1,500
6404 Consulting Services	3,100	6,250	2,500	2,500	6,000
6418 Equip Repairs & Maint	1,120	616	2,100	2,100	2,100
6443 Investigative Costs	6,723	2,373	7,500	7,500	7,500
6503 Rent	320	-	500	500	-
6599 Other Contracts/Obligations	2,093	833	1,500	1,500	2,500
Total Expense	$ 1,138,121	$ 1,159,589	$ 1,115,438	$ 1,115,438	$ 1,154,277

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Medical/Lab Supplies	
Photo processing	$ 3,500
Film	2,000
Camera & video supplies	2,500
Evidence collection supplies	5,000
	$ 13,000

CITY OF APPLETON 2007 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:

This program includes additional overtime expense ($19,390 salary plus $4,830 fringes) for call-outs for service and other duties related to the canine program. The total 2007 budgeted incremental cost of the canine program is $29,720 and is completely underwritten by a donation from the Community Foundation for the Fox Valley Region. The donation is included in the Executive Management program, on page 420.

This budget includes an overtime expense reduction of $25,000 from the requested amount to meet levy constraints and an increase in payroll expense of $94,477 for the addition of three sworn Officer positions, to be filled mid-year.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Increase community education in crime prevention issues					
# of community meetings held	3	5	5	5	5
Strategic Outcomes					
Improve quality of life in the community					
# of Calls for Service	51,926	52,154	52,000	52,000	52,000
Work Process Outputs					
Increase police services					
# of licensed premises inspections (4 times/year)	148	465	200	400	400
# of school zone contacts	888	797	800	750	750

CITY OF APPLETON 2007 BUDGET
POLICE DEPARTMENT

Patrol **Business Unit 17541**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Expenses					
6101 Regular Salaries	$ 3,637,613	$ 3,895,310	$ 4,030,625	$ 4,030,625	$ 4,218,204
6104 Call Time	19,932	21,054	-	-	-
6105 Overtime	400,389	335,042	210,847	213,498	210,055
6150 Fringes	1,804,816	1,856,844	1,796,032	1,796,032	1,921,188
6316 Miscellaneous Supplies	303	690	2,450	2,450	2,450
6320 Printing & Reproduction	292	290	300	300	-
6413 Utilities	2,350	2,183	2,607	2,607	2,337
6502 Leases	1,000	1,000	1,000	1,000	1,000
Total Expense	$ 5,866,695	$ 6,112,413	$ 6,043,861	$ 6,046,512	$ 6,355,234

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

None

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CITY OF APPLETON 2007 BUDGET
POLICE DEPARTMENT

NOTES

CITY OF APPLETON 2007 BUDGET
SPECIAL REVENUE FUNDS

Police Grants

NOTES

CITY OF APPLETON 2007 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:

Work with the Appleton Area School District to fulfill the goals of the Secure Schools grant from the Federal government

Major program changes:

If received, the Secure Schools grant will be a continuation of the project started in 2005 to secure various Appleton Area School District (AASD) school buildings. The 2006 budget consisted of a $25,000 grant from the Juvenile Accountability Incentive Block Grant (JAIBG) program for which an application had been submitted. The department was notified after adoption of the 2006 budget that the grant had not been awarded.

PERFORMANCE INDICATORS

Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007

Note: Since this program exists solely to account for receipt and expenditure of various law enforcement grants, there are no continuing performance measures.

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2004	2005	Adopted 2006	Amended 2006	2007	Change *
Program Revenues		$ 58,201	$ 105,000	$ 25,000	$ -	$ 84,186	236.74%
Program Expenses		$ 5,000	$ 153,136	$ 25,000	$ -	$ 84,186	236.74%
Expenses Comprised Of:							
Personnel		-	-	-	-	-	N/A
Administrative Expense		-	-	-	-	-	N/A
Supplies & Materials		-	-	-	-	-	N/A
Purchased Services		-	100,000	25,000	-	-	-100.00%
Utilities		-	-	-	-	-	N/A
Repair & Maintenance		-	-	-	-	-	N/A
Capital Expenditures		5,000	53,136	-	-	84,186	N/A

CITY OF APPLETON 2007 BUDGET
SPECIAL REVENUE FUNDS

Police Grants **Business Unit 2250**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4210 Federal Grants	$ 58,201	$ 105,000	$ 25,000	$ -	$ 84,186
4710 Interest on Investments	-	-	-	-	-
Total Revenue	$ 58,201	$ 105,000	$ 25,000	$ -	$ 84,186
Expenses					
6599 Other Contracts/Obligations	$ -	$ 100,000	$ 25,000	$ -	$ -
6803 Buildings	5,000	53,136	-	-	84,186
Total Expense	$ 5,000	$ 153,136	$ 25,000	$ -	$ 84,186

DETAILED SUMMARY OF 2006 PROPOSED EXPENDITURES > $10,000

Buildings

School building security systems	$ 84,186
	$ 84,186

CITY OF APPLETON 2007 BUDGET
POLICE GRANTS
Statement of Revenues, Expenditures and Changes in Fund Balances (Deficits)

	2004 Actual	2005 Actual	2006 Budget	2006 Projected	2007 Budget
Revenues					
Property Taxes	$ -	$ -	$ -	$ -	$ -
Intergovernmental	58,201	105,000	25,000	-	84,186
Interest Income	-	-	-	-	-
Charges for Services	-	-	-	-	-
Other	-	-	-	-	-
Total Revenues	58,201	105,000	25,000	-	84,186
Expenses					
Program Costs	5,000	153,136	25,000	5,065	84,186
Total Expenses	5,000	153,136	25,000	5,065	84,186
Revenues over (under) Expenses	53,201	(48,136)	-	(5,065)	-
Other Financing Sources (Uses)					
Operating Transfers In	-	-	-	-	-
Operating Transfers Out - Other Funds	-	-	-	-	-
Total Other Financing Sources (Uses)	-	-	-	-	-
Net Change in Equity	53,201	(48,136)	-	(5,065)	-
Fund Balance - Beginning	-	53,201	5,065	5,065	-
Residual Equity Transfers Out	-	-	-	-	-
Fund Balance - Ending	$ 53,201	$ 5,065	$ 5,065	$ -	$ -

CITY OF APPLETON 2007 BUDGET
CAPITAL PROJECTS FUNDS

NOTES

CITY OF APPLETON 2007 BUDGET
CAPITAL PROJECTS FUNDS

Public Safety **Business Unit 4210**

PROGRAM MISSION

This program accounts for funding sources and expenditures for various public safety investments.

PROGRAM NARRATIVE

Link to Strategy:

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

Objectives:

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
Fire Station Relocations	$ 300,000	Projects, Pg. 644
Police Station	1,170,269	Projects, Pg. 651
GPS/GIS	30,000	Projects, Pg. 664
Portable Radio Replacement	100,000	Projects, Pg. 668
Total	$ 1,600,269	

Major program changes:

The budget for this capital projects fund fluctuates depending on the capital projects which are needed in any given year, their number, and their scale.
40% of the Facilities Director's salary is allocated to this fund to account for the City's cost of construction management for the Police Station project.

PERFORMANCE INDICATORS

Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007

Note: Since this program exists solely to account for funding sources and expenditures for various public safety investments, there are no continuing performance measures.

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2004	2005	Adopted 2006	Amended 2006	2007	Change *
Program Revenues		$ 3,585	$ 9,425	$ 3,700	$ 3,700	$ 20,544	455.24%
Program Expenses		$ 289,169	$ 244,859	$ 1,289,000	$ 2,840,247	$ 1,600,269	24.15%
Expenses Comprised Of:							
Personnel		-	-	-	-	45,269	N/A
Administrative Expense		-	2,973	-	-	-	N/A
Supplies & Materials		-	-	-	-	-	N/A
Purchased Services		-	-	1,109,000	1,317,058	1,125,000	1.44%
Utilities		-	-	-	-	-	N/A
Repair & Maintenance		-	-	-	-	-	N/A
Capital Expenditures		289,169	241,886	180,000	1,523,189	430,000	138.89%

* % change from prior year adopted budget

CITY OF APPLETON 2007 BUDGET
CAPITAL PROJECTS FUNDS

Public Safety **Business Unit 4210**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4710 Interest on Investments	$ 74	$ 9,425	$ 3,700	$ 3,700	$ 20,544
5035 Other Reimbursements	3,511	-	-	-	-
5910 Proceeds of Long-term Debt	-	1,748,518	1,285,000	1,285,000	1,545,000
5921 Trans In - General Fund	242,361	-	-	-	-
Total Revenue	$ 245,946	$ 1,757,943	$ 1,288,700	$ 1,288,700	$ 1,565,544
Expenses					
6101 Regular Salaries	$ -	$ -	$ -	$ -	$ 33,432
6150 Fringes	-	-	-	-	11,837
6201 Training/Conferences	-	2,973	-	-	-
6406 Architect Fees	-	-	1,109,000	1,317,058	1,125,000
6801 Land	-	-	-	-	-
6803 Buildings	-	241,886	-	1,343,189	-
6801 Land	-	-	-	-	300,000
6804 Equipment	289,169	-	180,000	180,000	130,000
7911 Trans Out - General Fund	-	-	-	-	-
Total Expense	$ 289,169	$ 244,859	$ 1,289,000	$ 2,840,247	$ 1,600,269

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Architect Fees

Police Station:	
Architectural fees	$ 675,000
Permits	10,000
Utility expense	40,000
Administrative & contingency	400,000
	$ 1,125,000

Land

Land for future fire station relocations	$ 300,000
	$ 300,000

Equipment

GPS/GIS	
Fire vehicles	$ 30,000
	$ 30,000

CITY OF APPLETON 2007 BUDGET
PUBLIC SAFETY
Schedule of Revenues, Expenditures and Changes in Fund Balance (Deficit)

	2004 Actual	2005 Actual	2006 Budget	2006 Projected	2007 Budget
Revenues					
Interest Income	$ 74	$ 9,425	$ 3,700	$ 25,300	$ 20,544
Other	3,511	-	-	21,158	-
Total Revenues	3,585	9,425	3,700	46,458	20,544
Expenses					
Program Costs	289,169	244,859	1,289,000	2,231,247	1,600,269
Total Expenses	289,169	244,859	1,289,000	2,231,247	1,600,269
Revenues over (under) Expenses	(285,584)	(235,434)	(1,285,300)	(2,184,789)	(1,579,725)
Other Financing Sources (Uses)					
Proceeds of G.O. Debt	-	1,748,518	1,285,000	680,000	1,545,000
Operating Transfers In	242,361	-	-	26,430	-
Operating Transfers Out	-	-	-	-	-
Total Other Financing Sources (Uses)	242,361	1,748,518	1,285,000	706,430	1,545,000
Net Change in Equity	(43,223)	1,513,084	(300)	(1,478,359)	(34,725)
Fund Balance - Beginning	43,223	-	1,513,084	1,513,084	34,725
Fund Balance - Ending	$ -	$ 1,513,084	$ 1,512,784	$ 34,725	$ -

CITY OF APPLETON 2007 BUDGET

FIRE DEPARTMENT

Fire Chief: Neil A. Cameron

Deputy Fire Chief: Eugene R. Reece, Jr.

CITY OF APPLETON 2007 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, and response.

DISCUSSION OF SIGNIFICANT 2006 EVENTS

In 2006, the Fire Department completed the Station #1 renovation project which addressed customer service and internal workflow issues. In addition, the renovation addressed HVAC problems, Americans With Disabilities Act (ADA) issues and a shortage of meeting areas. Due to the renovation of the station, the administrative offices were moved to Fire Station #6 while the fire response crews were moved to other fire districts. This temporary move of response crews had a negative impact on the department's response times for the first half of 2006.

The department has been working with the Technology Services Department to conduct modeling trials to identify preferred locations for fire stations to address growth on the north and south sides of Appleton, and look for ways to maximize our existing human resources. In addition, the department is reviewing the current facility locations in light of not meeting the existing response time goals to emergency incidents. There have been initial discussions with surrounding municipalities regarding fire stations located at the far boundaries of the City in an effort to open dialogue on joint planning of facility locations. These discussions were undertaken in an effort to avoid decisions and recommendations being made that unintentionally limit future potential joint ventures.

An internal team of employees developed vehicle specifications for a replacement pumper and alternate response vehicle in 2006. The department plans to take delivery of the replacement pumper in November, 2006 and the alternate response vehicle in 2007. The alternate response vehicle will allow cross-staffing on the south side of the City for a modified response to medical calls and vehicle fires.

The department has continued to work with the county and surrounding fire departments on the implementation of a fire records management system. The system will be compatible with FoxComm partners and state and national reporting standards. It is hoped that the system will be ready to go "live" in January of 2007. This will provide a significant enhancement in the department’s ability to accurately record and report emergency response data to both state and federal authorities. It will also bring us to a point where we can develop more accurate comparative data with other fire departments both locally and nationally. The system will allow us to continue to move towards paperless inspections and reduced duplication of report handling.

The Strategic Planning Team continues to meet on a quarterly basis working through the strategic issues identified during the process. The newly created vision and mission statements and core value statements that accurately capture the role of the department are being integrated into daily correspondence and displayed within the fire stations.

The Resource Development Division continues to enhance the department's knowledge of specialized emergency response incidents including structural collapse and confined space incidents. Mutual aid agreements have been finalized with fire departments from the cities of Oshkosh, Green Bay, and Neenah-Menasha to facilitate joint response to significant structural collapse incidents. A significant amount of time has been devoted to working with regional communities seeking cooperative opportunities.

The department filled the vacant Public Education Specialist position in March, 2006. The hiring process is underway for entry-level firefighters. The Common Council approved a department reorganization. The department has begun posting the positions related to the reorganization and has been working with the union executive board to negotiate the impact of the reorganization.

CITY OF APPLETON 2007 BUDGET
FIRE DEPARTMENT

MAJOR 2007 OBJECTIVES

Through strong partnerships with neighboring municipalities, 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 2007, 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

Complete the implementation of the records management system as provided by Outagamie County

Implement the strategic initiatives identified in the department strategic plan

Maintain and enhance existing regional relationships.

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2004	2005	Adopted 2006	Amended 2006	2007	Change *
Program Revenues		$ 311,728	$ 253,204	$ 250,750	$ 251,750	$ 257,900	2.85%
Program Expenses							
18010	Administration	577,990	577,910	592,200	589,700	612,849	3.49%
18021	Fire Suppression	5,035,708	6,272,357	6,567,220	6,558,510	7,007,647	6.71%
18022	Special Operations	82,050	114,692	123,935	123,935	126,900	2.39%
18023	Resource Devel.	609,024	226,789	204,397	204,397	220,361	7.81%
18031	Public Education	348,463	65,209	158,163	159,163	172,239	8.90%
18032	Fire Prevention	1,143,417	814,284	701,436	701,436	724,492	3.29%
18033	Technical Services	904,390	517,872	567,117	564,397	591,314	4.27%
TOTAL		$ 8,701,042	$ 8,589,113	$ 8,914,468	$ 8,901,538	$ 9,455,802	6.07%
Expenses Comprised Of:							
Personnel		7,797,489	7,976,308	8,271,631	8,271,631	8,601,461	3.99%
Administrative Expense		63,785	51,035	69,185	66,465	63,135	-8.74%
Supplies & Materials		219,300	166,527	156,435	159,935	164,635	5.24%
Purchased Services		35,530	31,622	40,700	38,200	37,100	-8.85%
Utilities		111,310	116,170	117,178	117,178	128,918	10.02%
Repair & Maintenance		270,995	247,451	259,339	248,129	445,553	71.80%
Capital Expenditures		202,633	-	-	-	15,000	N/A
Full Time Equivalent Staff:							
Personnel allocated to programs		102.00	102.00	102.00	102.00	101.00	

* % change from prior year adopted budget

CITY OF APPLETON 2007 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
Implement new records management system for improved reporting capabilities.

Major Program Changes:

This program budget reflects the addition of a deputy chief of prevention and logistics and transfer of the deputy chief of operations to the suppression budget.
For 2007, all costs for clothing have been consolidated in the Fire Suppression (18021) budget, therefore no clothing costs are included in this budget. Additionally, the advertising costs previously recorded in this budget have been transferred to the Public Education (18031) budget.
The increase in tuition fees is due to UW-Oshkosh beginning to offer a bachelor's degree in fire science and allowing credit for associate degrees from Fox Valley Technical College. It is expected that a number of firefighters will take advantage of this opportunity, thus requiring an increase in tuition reimbursements.
WE Energies advised the department that we have been underbilled for electric service since station #6 was constructed in 2003. Therefore, there are additional funds allocated for utilities to cover this shortfall in 2007.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Staff and schedule to provide consistent emergency response within the community.					
Avg first-in response time (minutes)	3.8	4.1	4.0	4.2	4.0
Strategic Outcomes					
Lives and property protected					
Fires per 1,000 residents	1.3	1.7	0.0	1.9	0.0
% of $ loss in:					
inspected vs	14%	12%	25%	30%	25%
non-inspected	86%	88%	75%	70%	75%
Work Process Outputs					
Enhance internal communications					
# of employee, department, union-management meetings	New measure	→	50	60	50
Enhance regional relationships					
# of meetings and activities with regional partners	New measure	→	20	25	20

CITY OF APPLETON 2007 BUDGET
FIRE DEPARTMENT

Administration **Business Unit 18010**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4226 Fire Insurance Dues	$ 149,807	$ 150,361	$ 151,000	$ 151,000	$ 160,000
4801 Charges for Serv.- Nontax	63	-	-	-	-
5020 Donations & Memorials	-	100	-	-	-
5035 Other Reimbursements	-	1,607	-	-	-
Total Revenue	$ 149,870	$ 152,068	$ 151,000	$ 151,000	$ 160,000
Expenses					
6101 Regular Salaries	$ 282,632	$ 293,099	$ 297,883	$ 297,883	$ 310,653
6105 Overtime	80	2,105	500	500	500
6150 Fringes	125,033	123,170	120,658	120,658	128,122
6201 Training\Conferences	4,201	4,411	6,000	6,000	5,500
6204 Tuition Fees	374	780	1,000	1,000	1,500
6206 Parking Permits	780	720	-	-	-
6301 Office Supplies	4,904	2,875	5,000	5,000	4,500
6302 Subscriptions	396	259	300	300	300
6303 Memberships & Licenses	655	677	700	700	700
6304 Postage\Freight	322	-	200	200	200
6305 Awards & Recognition	823	-	1,000	1,000	1,000
6307 Food & Provisions	1,867	711	1,200	1,200	1,000
6315 Books & Library Materials	339	488	450	450	400
6316 Miscellaneous Supplies	1,440	22	500	500	500
6320 Printing & Reproduction	6,543	6,295	6,750	6,750	6,750
6321 Clothing	2,499	1,225	1,750	1,750	-
6327 Miscellaneous Equipment	12,557	15,221	15,500	15,500	10,000
6404 Consulting Services	13,048	822	5,000	2,500	2,500
6407 Collection Services	1,227	1,341	1,500	1,500	1,500
6408 Contractor Fees	929	628	1,500	1,500	1,000
6412 Advertising	918	1,156	1,000	1,000	-
6413 Utilities	111,309	116,170	117,178	117,178	128,918
6418 Equip Repairs & Maint	103	-	500	500	500
6425 CEA Equip. Rental	4,383	4,743	4,931	4,931	5,606
6430 Health Services	628	992	1,200	1,200	1,200
Total Expense	$ 577,990	$ 577,910	$ 592,200	$ 589,700	$ 612,849

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Miscellaneous Equipment	
First responder recertification	$ 5,000
Diversity training	2,500
Officer and command staff training	2,500
	$ 10,000

CITY OF APPLETON 2007 BUDGET
FIRE DEPARTMENT

Fire Suppression **Business Unit 18021**

PROGRAM MISSION

To meet the needs of our community and enhance the quality of life of 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:

The table of organization was reduced by three Battalion chiefs and increased by three captain positions as a result of the reorganization. The final implementation dates of the change will be known after negotiations with the union. The department has implemented the concept of a two-person alternate staff vehicle that provides an additional response vehicle on the south side of the City utilizing current organizational resources. This vehicle provides a third response unit to emergency medical and non-emergency fire incidents on the south side. The additional vehicle provides more flexibility in maintaining district coverage during training and pre-scheduled events. The smaller vehicle is provided with the necessary equipment to handle requests for services within it's response area. The budget also reflects a major expenditure ($10,000) to replace the automated external defibrillators (AED's) that have reached the end of their service life.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Qualified, quick response to request for services					
Response to emergency calls for service within four minutes	72%	67%	90%	61%	90%
Strategic Outcomes					
Enhance community safety					
Fire loss	$ 832,534	$ 276,948	$ 500,000	$ 550,000	$ 500,000
Reduction in number of fire-related deaths	0	0	0	0	0
Work Process Outputs					
Calls responded to					
# of emergency calls	2,317	2,511	2,500	2,300	2,500
# of non-emergency calls	640	637	600	560	600
Reduction in lost time work-related injuries					
# of lost time days	17	12	0	5	0

CITY OF APPLETON 2007 BUDGET
FIRE DEPARTMENT

Fire Suppression **Business Unit 18021**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4801 Charges for Serv. - Tax	$ -	$ -	$ 10,000	$ 10,000	$ 5,000
4224 Miscellaneous State Aids	750	-	-	-	-
5035 Other Reimbursements	1,786	-	-	-	-
Total Revenue	$ 2,536	$ -	$ 10,000	$ 10,000	$ 5,000
Expenses					
6101 Regular Salaries	$ 3,255,284	$ 4,126,599	$ 4,430,398	$ 4,430,398	$ 4,715,566
6104 Call Time	1,065	1,386	-	-	-
6105 Overtime	100,276	127,015	99,200	99,200	59,200
6150 Fringes	1,399,291	1,774,981	1,791,964	1,791,964	1,959,932
6201 Training\Conferences	17,216	15,322	16,000	16,000	16,000
6204 Tuition Fees	1,019	2,224	2,000	2,000	2,325
6302 Subscriptions	-	-	125	125	-
6303 Memberships & Licenses	-	-	100	100	-
6304 Postage/Freight	-	11	-	-	-
6306 Building Maint./Janitorial	3,466	4,504	3,300	3,300	3,300
6315 Books & Library Materials	114	234	400	400	-
6316 Miscellaneous Supplies	3,789	2,300	2,500	2,500	2,500
6321 Clothing	32,720	25,817	20,000	20,000	20,000
6324 Medical\Lab Supplies	3,191	2,992	1,500	1,500	1,500
6327 Misc. Equipment	51,591	-	-	2,500	10,000
6425 CEA Equip. Rental	155,816	171,173	179,733	168,523	197,324
6430 Health Services	10,870	17,799	20,000	20,000	20,000
Total Expense	$ 5,035,708	$ 6,272,357	$ 6,567,220	$ 6,558,510	$ 7,007,647

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Training/Conferences	
First responder recertification	$ 2,500
Diversity training	3,500
Officer and command staff training	4,000
General firefighting training	6,000
	$ 16,000
Clothing	
Protective clothing (turnout gear, boots, helmets, gloves)	$ 16,500
Dress uniforms and intern clothing	2,000
Badges, hardware, etc.	1,500
	$ 20,000
Miscellaneous Equipment	
Automatic external defibrillators	$ 10,000
	$ 10,000
Health Services	
NFPA-compliant physicals	$ 20,000
	$ 20,000

CITY OF APPLETON 2007 BUDGET
FIRE DEPARTMENT

Special Operations **Business Unit 18022**

PROGRAM MISSION

For the benefit of the Appleton community, contracted jurisdictions, and our environment, we will protect life and property by promoting educational and preventative measures and 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

Participate on the county Local Emergency Planning Committee

Develop apartnership 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:

With the remodeling of Fire Station #1 now completed, the department's special operation units will be deployed from this station. Operations personnel trained in special operations will staff Fire Station #1 creating a special operations hub for the City. These individuals will train together to enhance their abilities to respond to incidents specifically requiring specialized training and techniques.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
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	9	12	10	10	10
# of assists given	5	10	10	10	10
# of specialty training hours	New measure	→	3,800	3,800	3,800
Program funding					
# of grant applications completed	5	3	2	2	2
# of grants received	5	2	2	2	2

CITY OF APPLETON 2007 BUDGET
FIRE DEPARTMENT

Special Operations **Business Unit 18022**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4224 Miscellaneous State Aids	$ 19,618	$ 19,804	$ 20,000	$ 20,000	$ 20,000
4230 Miscellaneous Local Aids	7,500	7,500	7,500	7,500	7,500
4807 Incineration Fees	21,902	20,360	17,000	17,000	19,000
Total Revenue	$ 49,020	$ 47,664	$ 44,500	$ 44,500	$ 46,500
Expenses					
6101 Regular Salaries	$ 37,628	$ 56,667	$ 60,914	$ 60,914	$ 62,564
6104 Call Time	16	104	-	-	-
6105 Overtime	1,285	1,668	5,002	5,002	5,002
6150 Fringes	16,691	24,685	25,519	25,519	26,834
6327 Miscellaneous Equipment	19,908	24,899	25,000	25,000	25,000
6407 Collection Services	6,522	6,669	7,500	7,500	7,500
Total Expense	$ 82,050	$ 114,692	$ 123,935	$ 123,935	$ 126,900

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Miscellaneous Equipment

Authorized Equipment (protective clothing, monitoring equipment, research equipment, etc.) through the:	
Outagamie County Grant	$ 12,500
Calumet County Grant	12,500
	$ 25,000

CITY OF APPLETON 2007 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 encourage 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 for all personnel on assessing fire conditions through smoke development and color change

Provide advanced driver training

Provide initial tactical decision-making training.

Major Program Changes:

No major changes.

PERFORMANCE INDICATORS

		Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
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		87%	97%	100%	94%	100%
Work Process Outputs						
Educational programs delivered						
Average # of hours of training per employee		127	127	130	140	130

CITY OF APPLETON 2007 BUDGET
FIRE DEPARTMENT

Resource Development **Business Unit 18023**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4210 Federal Grants	$ 59,500	$ -	$ -	$ -	$ -
Total Revenue	$ 59,500	$ -	$ -	$ -	$ -
Expenses					
6101 Regular Salaries	$ 277,054	$ 150,642	$ 133,683	$ 133,683	$ 145,133
6104 Call Time	64	4			-
6105 Overtime	7,022	4,589	4,166	4,166	4,166
6150 Fringes	120,683	61,884	52,993	52,993	57,343
6201 Training\Conferences	2,953	216	3,000	3,000	3,000
6204 Tuition Fees	1,000	-	1,000	1,000	1,000
6301 Office Supplies	87	37	50	50	-
6302 Subscriptions	-	-	200	200	-
6303 Memberships & Licenses	315	315	200	200	400
6309 Shop Supplies & Tools	45	-	-	-	-
6315 Books & Library Materials	3,045	2,231	2,500	2,500	2,000
6316 Miscellaneous Supplies	1,113	1,708	1,800	1,800	1,800
6323 Safety Supplies	588	738	500	500	500
6327 Miscellaneous Equipment	2,798	2,618	2,500	2,500	2,500
6418 Equip Repairs & Maint	30	-	-	-	-
6425 CEA Equip. Rental	3,270	1,807	1,805	1,805	2,519
6804 Equipment	188,957	-	-	-	-
Total Expense	$ 609,024	$ 226,789	$ 204,397	$ 204,397	$ 220,361

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2007 BUDGET
FIRE DEPARTMENT

Public Education **Business Unit 18031**

PROGRAM MISSION

For the benefit of the Appleton community, in order 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

Review the effectiveness, viability and future of the juvenile firesetter program

Serve as department liaison/coordinator between schools, community organizations, and Fire Department staff

Provide public information at emergency incidents and throughout the year

Define media relationship strategy as method/vehicle to communicate prevention messages

Major Program Changes:

Advertising/publication expenses ($1,000) have been transferred to this budget from the Administration budget (18010) for 2007.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
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%	99%	100%	100%	100%
Percent of customers surveyed who are satisfied or very satisfied with child passenger safety services	99%	98%	100%	100%	100%
Strategic Outcomes					
Enhanced community safety					
Number of participants in educational programs	13,113	10,217	12,000	12,000	12,000
Number of special events	New measure	25	60	15	15
Work Process Outputs					
Juvenile Firesetter Program					
% of children referred to program per child set fires	100%	100%	100%	100%	100%

CITY OF APPLETON 2007 BUDGET
FIRE DEPARTMENT

Public Education **Business Unit 18031**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
5020 Donations & Memorials	$ 2,061	$ -	$ -	$ 1,000	$ -
Total Revenue	$ 2,061	$ -	$ -	$ 1,000	$ -
Expenses					
6101 Regular Salaries	$ 228,836	$ 41,916	$ 106,928	$ 106,928	$ 109,153
6104 Call Time	80	5	-	-	-
6105 Overtime	10,194	1,755	4,133	4,133	4,133
6150 Fringes	99,078	16,332	37,807	37,807	49,358
6201 Training\Conferences	1,530	219	1,600	1,600	1,400
6301 Office Supplies	207	5	100	100	100
6302 Subscriptions	-	-	60	60	60
6303 Memberships & Licenses	-	100	100	100	100
6315 Books & Library Materials	-	-	135	135	135
6316 Miscellaneous Supplies	7,870	330	1,300	1,300	300
6320 Outside Printing	-	-	-	1,000	500
6323 Safety Supplies	-	3,887	6,000	6,000	6,000
6327 Miscellaneous Equipment	668	660	-	-	-
6412 Advertising/Publication	-	-	-	-	1,000
Total Expense	$ 348,463	$ 65,209	$ 158,163	$ 159,163	$ 172,239

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2007 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
Perform 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
Conduct a review of the City of Appleton Fire Prevention Code updating sections based on updated fire prevention practices, fire loss reduction and life safety needs.

Major Program Changes:

As a result of the fire department reorganization, a civilian Fire Protection Engineer position has been created who will be responsible for the review of fire protection, fire suppression and building plan review to address fire and life safety concerns within new and existing structures. The fire inspector's position has been reclassified from protective to civilian which will provide improved productivity in the inspection area by reducing the amount of training hours required for maintenance of firefighting skills. It will also provide a means of focusing training on the core job skills of the position.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Enhanced community safety					
% of citizens surveyed receiving fire department services that indicate satisfied or very satisfied	98%	97%	100%	100%	100%
Strategic Outcomes					
Assets/resources for businesses and homeowners safeguarded					
$ amount of losses for year	$ 832,534	$ 276,948	$ 500,000	$ 550,000	$ 500,000
Losses as % of assets protected	0.023%	0.007%	0.012%	0.012%	0.012%
Citizens with safer City environment					
% of schools meeting required evacuation requirements	57%	88%	100%	100%	100%
Work Process Outputs					
Permit and license applications processed					
# of permits processed	607	749	500	800	500
# of licenses processed	226	257	200	250	200
% processed within 7 work days	97%	96%	100%	99%	100%
Fire detection and suppression plan review					
# of plans processed	New measure →		130	130	130

CITY OF APPLETON 2007 BUDGET
FIRE DEPARTMENT

Fire Prevention **Business Unit 18032**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4224 Miscellaneous State Aids	$ 5,227	$ 9,017	$ 6,500	$ 6,500	$ 6,500
4412 Tent Permits	1,095	1,169	1,000	1,000	1,000
4413 Burning Permits	18,695	22,075	18,500	18,500	20,000
4414 Firework Permits	600	300	200	200	300
4415 Tank Installation Permits	488	563	300	300	200
4416 Tank Removal Permits	300	435	250	250	500
4417 Storage of Flammable Liquids	515	160	250	250	250
4418 Plan Review Permit	1,041	675	500	500	500
4419 Tank Upgrade Permit	978	120	250	250	150
4805 Fire Extinguisher Training	1,296	435	1,000	1,000	1,000
4806 False Alarm Fees	11,800	8,975	9,500	9,500	9,000
4908 Misc. Intergov. Charges	6,706	9,548	7,000	7,000	7,000
Total Revenue	$ 48,741	$ 53,472	$ 45,250	$ 45,250	$ 46,400
Expenses					
6101 Regular Salaries	$ 748,806	$ 534,757	$ 473,532	$ 473,532	$ 485,219
6104 Call Time	3,584	5,261	-	-	-
6105 Overtime	35,941	23,395	17,159	17,159	17,159
6150 Fringes	340,129	236,243	195,844	195,844	206,292
6201 Training\Conferences	1,419	1,621	3,350	3,350	3,350
6301 Office Supplies	75	-	400	400	400
6302 Subscriptions	774	675	650	650	650
6303 Memberships & Licenses	275	290	150	150	150
6309 Shop Supplies & Tools	115	-	-	-	-
6315 Books & Library Materials	106	312	300	300	300
6316 Miscellaneous Supplies	47	32	200	200	200
6320 Printing & Reproduction	895	345	900	900	900
6327 Miscellaneous Equipment	1,757	2,916	950	950	950
6425 CEA Equip. Rental	9,494	8,437	8,001	8,001	8,922
Total Expense	$ 1,143,417	$ 814,284	$ 701,436	$ 701,436	$ 724,492

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2007 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:

Approximately $192,000 of costs related to the cleaning and maintenance of fire facilities have been assumed by the Facilities Management Fund. Therefore, these costs have been reclassified from the individual expense accounts, or added directly, to the facilities charges (6420) account. This includes $64,184 of personnel costs related to a Fire Support Mechanic.

The miscellaneous equipment account has been increased to accommodate the replacement of 25 air bottles, which have reached the end of their service life and must be removed from service. In addition, the air compressor is scheduled for replacement in 2007. The replacement air compressor is necessary since the existing unit has reached the end of it's service life and is not capable of achieving the pressures necessary for new equipment. In addition, it will bring the department into compliance with National Fire Protection Association standards as they relate to fill enclosure and fragmentation shields.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
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	96.8%	98.1%	100%	98%	100%
Work Process Outputs					
Fleet records database management					
Average maint. cost by vehicle type:					
Large vehicles	$ 4,506	$ 7,408	$ 4,200	$ 4,300	$ 4,200
Small vehicles	$ 1,117	$ 1,474	$ 1,000	$ 1,100	$ 1,000

CITY OF APPLETON 2007 BUDGET
FIRE DEPARTMENT

Technical Services **Business Unit 18033**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Expenses					
6101 Regular Salaries	$ 476,535	$ 251,298	$ 290,163	$ 290,163	$ 176,300
6104 Call Time	157	10	-	-	-
6105 Overtime	16,027	5,098	2,860	2,860	2,860
6150 Fringes	214,017	111,638	120,325	120,325	75,972
6201 Training\Conferences	749	721	1,200	1,200	1,000
6303 Memberships & Licenses	-	-	200	200	200
6304 Postage/Freight	-	100	-	-	-
6306 Building Maint./Janitorial	18,378	14,242	20,000	17,280	15,000
6308 Landscape Supplies	240	252	500	500	500
6309 Shop Supplies & Tools	3,909	2,769	4,000	4,000	2,000
6310 Chemicals	3,264	4,224	4,000	4,000	4,000
6311 Paint & Supplies	1,125	576	700	700	-
6316 Miscellaneous Supplies	1,609	1,978	2,500	2,500	2,500
6322 Gas Purchases	1,328	1,325	1,800	1,800	1,800
6325 Construction Materials	2,681	4,761	4,500	4,500	750
6326 Vehicle & Equipment Parts	17,637	20,082	22,000	22,000	22,000
6327 Miscellaneous Equipment	33,769	35,290	25,000	25,000	38,350
6409 Inspection Fees	1,389	2,217	3,000	3,000	2,400
6416 Build Repairs & Maint	56,760	16,417	18,000	18,000	-
6417 Vehicle Repairs & Maint	14,190	22,965	16,000	16,000	16,000
6418 Equip Repairs & Maint	9,104	8,369	8,500	8,500	8,500
6419 Communication Eq. Repairs	6,190	5,268	9,000	9,000	9,000
6420 Facilites charges	7,410	3,835	8,103	8,103	192,128
6425 CEA Equip. Rental	4,247	4,437	4,766	4,766	5,054
6804 Equipment	13,675	-	-	-	15,000
Total Expense	$ 904,390	$ 517,872	$ 567,117	$ 564,397	$ 591,314

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Building Maintenance/Janitorial	
Station Cleaning Supplies	$ 5,500
Vehicle Wash Supplies	2,500
Light Bulbs	2,000
Paper Products	2,500
Textiles Contract	2,500
	$ 15,000

Miscellaneous Equipment	
Preemption equipment	$ 5,000
Firefighting equipment (hose, tools, nozzles, breathing apparatus,	9,750
Air bottles	20,000
Miscellaneous station equipm	3,600
	$ 38,350

Vehicle & Equipment Parts	
Body parts	$ 2,000
Brake parts	4,500
Engine parts	3,000
Small equipment parts	4,500
Electrical parts	3,000
Miscellaneous parts	5,000
	$ 22,000

Vehicle Repairs & Maint	
Body repairs	$ 5,000
Tire service	6,000
Suspension repairs	4,000
Miscellaneous repairs	1,000
	$ 16,000

Equipment	
Air compressor & fill enclosure	$ 15,000
	$ 15,000

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CITY OF APPLETON 2007 BUDGET
FIRE DEPARTMENT

NOTES

CITY OF APPLETON 2007 BUDGET
SPECIAL REVENUE FUNDS
Hazardous Materials, Level "A"

NOTES

CITY OF APPLETON 2007 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:

The Cities of Appleton and Oshkosh provide haz-mat 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, and providing an adequate number of trained, medically monitored, competent and supervised personnel.

Major program changes:

The 1993 Chevrolet Suburban used to respond to incidents and for travel to training was replaced in 2006. The replacement vehicle is a four-door pick-up truck, which will be better suited to the needs of the program at a lesser cost. The contract for regional services will expire June 30, 2007 so a new contract is being negotiated. Additionally, $180,000 is budgeted to purchase a vehicle to replace a vehicle that is approaching the end of it's service life. The new vehicle will be a medium duty utility truck and trailer, or tractor/trailer type of vehicle which will be used to carry equipment, conduct field laboratory work and act as a research center. The increase in travel/training ($11,500) is due to more staff attending the regional haz-mat training than in past years. This increase is due to the requirement that all new employees are required to become members of the haz-mat team.

As noted in the 2006 budget, this budget contains revenues and expenditures associated with the receipt of a grant from the State for training and response to structural collapse. The grant covers a regional area which includes Appleton, Oshkosh, Neenah-Menasha and Green Bay. $38,208 and $301,020 of expenses related to the grant have been incurred in 2004 and 2005, respectively, and an additional $58,099 of expenses are included in the amended 2006 budget. There is no budget for the grant in 2007.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
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	0	0	0	0	0
Work Process Outputs					
# of responses	1	0	0	2	0
# of outreach programs delivered	9	11	10	10	10
# of sub-grant applications completed	3	1	1	1	1
# of sub-grants received	3	0	1	1	1

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2004	2005	Adopted 2006	Amended 2006	2007	Change *
	Program Revenues	$ 136,256	$ 390,442	$ 92,601	$ 92,601	$ 94,601	2.16%
	Program Expenses	$ 169,043	$ 352,600	$ 115,601	$ 274,294	$ 265,601	129.76%
Expenses Comprised Of:							
Administrative Expense		27,786	29,314	27,850	63,791	38,601	38.60%
Supplies & Materials		46,455	200,131	37,541	125,163	26,500	-29.41%
Purchased Services		8,991	9,966	10,500	23,973	11,000	4.76%
Utilities		672	691	1,000	2,528	2,000	100.00%
Repair & Maintenance		2,757	5,260	8,710	28,839	7,500	-13.89%
Capital Expenditures		82,382	107,238	30,000	30,000	180,000	500.00%

CITY OF APPLETON 2007 BUDGET
SPECIAL REVENUE FUNDS

Hazardous Materials, Level "A" **Business Unit 2090**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4224 Miscellaneous State Aids	$ 130,554	$ 380,637	$ 85,601	$ 85,601	$ 85,601
4710 Interest on Investments	5,702	9,805	7,000	7,000	9,000
Total Revenue	$ 136,256	$ 390,442	$ 92,601	$ 92,601	$ 94,601
Expenses					
6105 Overtime	$ -	$ -	$ -	$ -	$ -
6150 Fringes	-	-	-	-	-
6201 Training\Conferences	27,352	28,596	27,000	59,962	38,500
6301 Office Supplies	(371)	21	500	1,972	-
6302 Subscriptions	710	-	100	200	-
6304 Postage & Freight	-	518	-	1,000	-
6305 Awards & Recognition	29	-	-	21	-
6307 Food & Provisions	66	179	250	636	101
6309 Shop Supplies & Tools	10,457	25,935	5,000	16,663	500
6310 Chemicals	2,739	738	2,500	5,300	500
6315 Books & Library Materials	(271)	1,914	300	1,341	-
6316 Miscellaneous Supplies	543	1,131	600	3,947	1,000
6320 Printing & Reproduction	855	205	900	2,124	-
6321 Clothing	10,100	116,766	5,000	10,917	2,500
6322 Gas Purchases	237	89	250	750	500
6323 Safety Supplies	-	-	100	200	-
6324 Medical\Lab Supplies	163	-	500	1,000	1,000
6326 Vehicle & Equipment Parts	-	-	1,500	4,500	-
6327 Miscellaneous Equipment	21,632	53,354	20,891	78,421	20,500
6404 Consulting Services	6,000	6,000	6,000	6,000	6,000
6413 Utilities	672	691	1,000	2,528	2,000
6417 Vehicle Repairs & Maint	1,163	1,006	2,000	4,319	2,000
6418 Equip Repairs & Maint	1,142	1,544	3,000	5,519	2,000
6419 Communication Eq. Repairs	-	-	1,000	3,000	500
6425 CEA Equip. Rental	452	2,709	2,710	16,001	3,000
6430 Health Services	2,991	2,777	4,500	17,973	5,000
6599 Other Contracts/Obligations	-	1,189	-	-	-
6804 Equipment	82,382	107,238	30,000	30,000	180,000
Total Expense	$ 169,043	$ 352,600	$ 115,601	$ 274,294	$ 265,601

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Training & Conferences	
Haz-Mat technician training	$ 3,500
Haz-Mat advanced training	5,000
General training for haz-mat	5,000
Outreach training	8,000
Regional training	17,000
	$ 38,500

Miscellaneous Equipment	
Plugging & patching equipment	$ 7,000
Vehicle modification equipment	3,000
Decontamination equipment	3,000
Communication equipment	4,500
Other miscellaneous equipment	3,000
	$ 20,500

Equipment	
Replace haz-mat vehicle	$ 180,000
	$ 180,000

CITY OF APPLETON 2007 BUDGET
HAZARDOUS MATERIAL LEVEL A
Statement of Revenues, Expenditures and Changes in Fund Balances (Deficits)

	2004 Actual	2005 Actual	2006 Budget	2006 Projected	2007 Budget
Revenues					
Property Taxes	$ -	$ -	$ -	$ -	$ -
Intergovernmental	130,554	380,637	85,601	85,601	85,601
Interest Income	5,702	9,805	7,000	7,000	9,000
Charges for Services	-	-	-	-	-
Other	-	-	-	-	-
Total Revenues	136,256	390,442	92,601	92,601	94,601
Expenses					
Program Costs	169,043	352,600	115,601	194,947	265,601
Administrative Expenses	-	-	-	-	-
Total Expenses	169,043	352,600	115,601	194,947	265,601
Revenues over (under) Expenses	(32,787)	37,842	(23,000)	(102,346)	(171,000)
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	(32,787)	37,842	(23,000)	(102,346)	(171,000)
Fund Balance - Beginning	340,822	308,035	345,877	345,877	243,531
Residual Equity Transfers Out	-	-	-	-	-
Fund Balance - Ending	$ 308,035	$ 345,877	$ 322,877	$ 243,531	$ 72,531

Discussion of changes in fund balance:

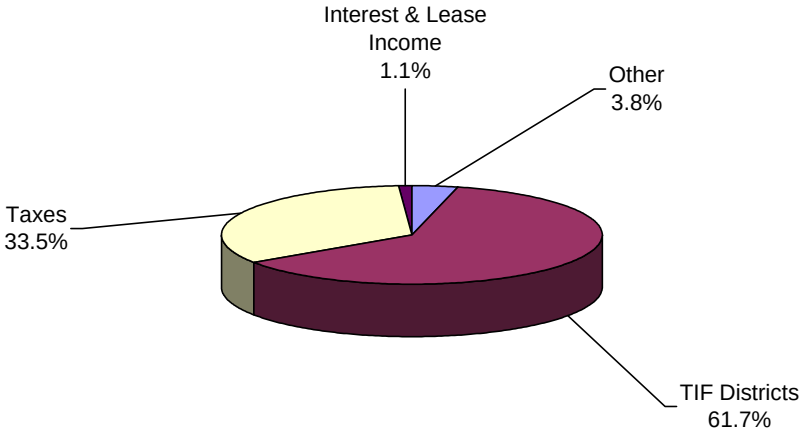
The reduction of fund balance projected for 2007 reflects a decision to use a portion of the accumulated balance to fund the replacement of the haz-mat vehicle.

CITY OF APPLETON 2007 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 2007 Debt Service

$8,828,037



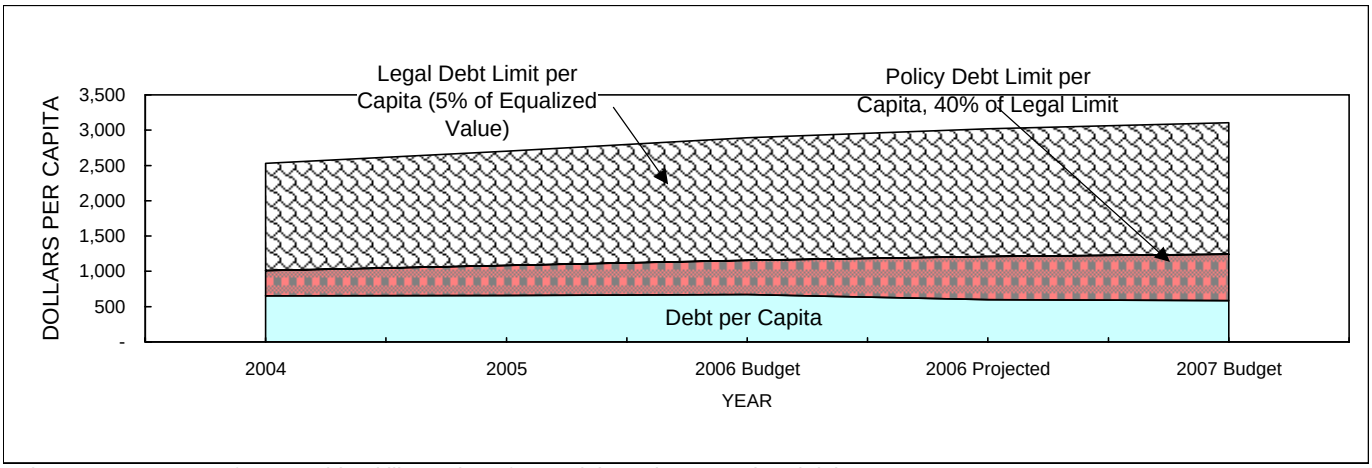
General Obligation Rating: **Aa1**

CITY OF APPLETON 2007 BUDGET
DEBT SERVICE FUNDS
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE

	Actual		Budget		
Revenues	2004	2005	Adopted 2006	Projected 2006	2007
Taxes	$ 2,917,334	$ 2,903,025	$ 2,897,879	$ 2,897,879	$ 2,953,457
Other	94,008	91,850	90,025	90,025	93,942
Interest Income	-	15,096	1,000	1,000	1,000
Total Revenues	3,011,342	3,009,971	2,988,904	2,988,904	3,048,399
Expenditures					
Debt Service:					
Principal	5,746,890	5,708,427	6,988,847	9,333,847	7,026,471
Interest and Fees	2,290,080	2,086,486	2,074,762	2,074,762	1,801,566
Total Expenditures	8,036,970	7,794,913	9,063,609	11,408,609	8,828,037
Excess Revenues (Expenditures)	(5,025,628)	(4,784,942)	(6,074,705)	(8,419,705)	(5,779,638)
Other Financing Sources (Uses)					
Proceeds of General Obligation Notes	-	60,672	90,000	90,000	90,000
Operating Transfers In	4,995,273	4,793,078	5,984,705	8,329,705	5,629,638
Total Other Financing Sources	4,995,273	4,853,750	6,074,705	8,419,705	5,719,638
Net Change in Fund Balance	(30,355)	68,808	-	-	(60,000)
Fund Balance, Beginning	31,480	1,125	69,933	69,933	69,933
Residual Equity Transfers In	-	-	-	-	-
Residual Equity Transfers Out	-	-	-	-	-
Fund Balance - Ending	$ 1,125	$ 69,933	$ 69,933	$ 69,933	$ 9,933

DEBT LIMIT ANALYSIS *

Equalized value	3,641,419,000	3,897,467,400	4,350,186,400	4,350,186,400	4,480,692,000
Legal Debt Limit	182,020,950	194,873,370	208,333,820	217,509,320	224,034,600
Outstanding Debt	47,087,594	47,470,506	48,186,679	43,127,634	42,242,192
Population	71,895	72,085	72,004	72,004	72,093
Debt per capita					
Legal Limit	2,532	2,703	2,893	3,021	3,108
Policy Limit	1,013	1,081	1,157	1,208	1,243
Actual	655	659	669	599	586



* Please see page 599 for a combined illustration of G.O. debt and revenue bond debt.

CITY OF APPLETON 2007 BUDGET

DEBT SERVICE OBLIGATION

DEBT SERVICE OBLIGATION

Issue	Principal	Interest	Total
1998A Refunding Bonds	280,000	136,063	416,063
1998B G.O. Notes	55,000	8,438	63,438
1999A G.O. Notes	140,000	18,090	158,090
1999B G.O. Notes	385,000	68,145	453,145
2000A G.O. Notes	1,995,000	89,578	2,084,578
2001A G.O. Notes	310,000	118,740	428,740
2001B G.O. Notes	300,000	169,200	469,200
2001 State Trust Fund	240,000	101,432	341,432
2002A G.O. Notes	1,000,000	161,740	1,161,740
2002B G.O. Notes	50,000	108,563	158,563
2002 State Trust Fund	114,016	87,208	201,224
2003A G.O. Notes	50,000	39,000	89,000
2003 State Trust Fund	102,455	150,234	252,689
2005 Refunding G.O. Notes	2,005,000	4,301	2,009,301
2005B G.O. Notes	-	227,187	227,187
2006A G.O. Notes	-	223,647	223,647
Debt Issuance Cost	-	90,000	90,000
Total Debt Service Obligation	$ 7,026,471	$ 1,801,566	$ 8,828,037

DEBT SERVICE FUNDING SOURCES

Operating Transfers:	
Capital Project Funds:	
Tax Incremental District #2	54,000
Tax Incremental District #3	2,033,326
Tax Incremental District #4	1,274,005
Tax Incremental District #5	97,460
Tax Incremental District #6	1,986,937
Industrial Park	183,910
Revenue:	
Taxes	2,953,457
Interest Income *	61,000
Lease Revenue	93,942
Borrowing:	
Proceeds of General Obligation Notes	90,000
Total Funding Sources	$ 8,828,037

* Includes the use of $60,000 of available fund balance.

CITY OF APPLETON 2007 BUDGET

DEBT SERVICE OBLIGATION

	1998A G.O. Refunding Bonds		
Year	Principal	Interest	TIF #3
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	-	-	-
	3,100,000	574,908	3,674,908

	1998B G.O. Notes			
Year	4/1 Principal	4/1 & 10/1 Interest	Stormwater Utility	Ice Center
2007	160,000	43,200	139,762	63,438
2008	880,000	19,800	736,200	94,650 *
2009	-	-	-	-
2010	-	-	-	-
2011	-	-	-	-
2012	-	-	-	-
2013	-	-	-	-
2014	-	-	-	-
2015	-	-	-	-
2016	-	-	-	-
2017	-	-	-	-
2018	-	-	-	-
2019	-	-	-	-
	1,040,000	63,000	875,962	158,088

* A balloon payment of $810,000 due in 2008 has been refinanced for the Ice Center. The repayment schedule extends to 2018 and repayments will be used to defray the levy portions of other general obligation notes.

CITY OF APPLETON 2007 BUDGET

DEBT SERVICE OBLIGATION

	1999A G.O. Notes		
Year	Principal	Interest	TIF #4
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	-	-	-
	445,000	33,330	376,178

	1999B G.O. Notes				
Year	Principal	Interest	TIF #3	TIF #5	TIF #6
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	-	-	-	-	-
	1,225,000	124,245	446,415	197,820	705,010

CITY OF APPLETON 2007 BUDGET

DEBT SERVICE OBLIGATION

	2000A G.O. Notes			
Year	Principal	Interest	TIF #3	TIF #6
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	-	-	-	-
	2,835,000	110,053	173,166	1,388,981

	2001 State Trust Fund Loan				
Year	Principal	Interest	TIF #2	TIF #3	TIF #6
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	-	-	-	-	-
	2,028,639	355,905	326,033	225,954	1,832,557

CITY OF APPLETON 2007 BUDGET

DEBT SERVICE OBLIGATION

	2001A G.O. Notes			
Year	Principal	Interest	Industrial Park	TIF #6
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	-	-	-	-
	2,970,000	313,180	704,578	1,302,527

	2001B G.O. Notes			
Year	Principal	Interest	TIF #3	TIF #5
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	-	-	-	-
	2,970,000	549,300	3,277,900	241,400

CITY OF APPLETON 2007 BUDGET

DEBT SERVICE OBLIGATION

	2002A G.O. Notes		
Year	Principal	Interest	TIF #6
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	-	-	-
	4,740,000	505,420	2,078,920

	2002 State Trust Fund Loan		
Year	Principal	Interest	TIF #6
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
	1,744,153	602,249	2,346,402

CITY OF APPLETON 2007 BUDGET

DEBT SERVICE OBLIGATION

	2002B G.O. Notes				
Year	Principal	Interest	Industrial Park	TIF #3	TIF #5
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	-	-	-	-	-
	1,950,000	539,661	226,703	2,027,270	235,688

	2003 State Trust Fund Loan			
Year	Principal	Interest	TIF #3	TIF #6
2007	102,455	150,234	50,000	202,689
2008	129,533	132,765	59,523	202,775
2009	145,264	125,925	68,500	202,689
2010	161,027	118,662	77,000	202,689
2011	177,079	110,611	85,000	202,690
2012	193,243	102,035	92,524	202,754
2013	210,095	92,095	99,500	202,690
2014	227,100	81,590	106,000	202,690
2015	244,454	70,235	112,000	202,689
2016	262,066	58,171	117,523	202,714
2017	290,281	44,909	132,500	202,690
2018	308,795	30,395	136,500	202,690
2019	170,287	14,955	-	185,242
2020	128,815	6,458	-	135,273
	2,750,494	1,139,040	1,136,570	2,752,964

CITY OF APPLETON 2007 BUDGET

DEBT SERVICE OBLIGATION

	2003A G.O. Notes		
Year	Principal	Interest	TIF #6
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	483,787
2014	-	-	-
2015	-	-	-
2016	-	-	-
2017	-	-	-
2018	-	-	-
2019	-	-	-
	1,155,000	204,962	1,359,962

	2005 G.O. Refunding Bonds						
Year	Principal	Interest	Stormwater Utility	Water Utility	TIF #3	TIF #4	TIF #6
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	-	-	-	-	-	-	-
	5,505,000	455,351	198,412	178,062	2,341,864	1,149,775	2,092,238

CITY OF APPLETON 2007 BUDGET

DEBT SERVICE OBLIGATION

	2005B G.O. Notes			
Year	Principal	Interest	TIF #5	TIF #6
2007	-	227,187	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	1,270,969	166,713	2,396,350

	2006A G.O. Notes			
Year	Principal	Interest	TIF #6	Ice Center
2007	-	223,647	91,764	30,504
2008	-	195,420	80,183	-
2009	505,000	185,004	80,182	93,617
2010	530,000	163,658	80,183	94,100
2011	550,000	141,383	80,183	92,842
2012	575,000	118,179	80,182	94,767
2013	600,000	93,945	550,282	94,800
2014	625,000	68,679	535,379	93,092
2015	655,000	42,279	515,373	94,567
2016	685,000	14,385	495,185	94,150
2017	-	-	-	-
2018	-	-	-	-
2019	-	-	-	-
	4,725,000	1,246,579	2,588,896	782,439

CITY OF APPLETON 2007 BUDGET

DEBT SERVICE OBLIGATION

	ALL ISSUES					
Year	Principal	Interest	Total	Less Revenues	Less Interest Income	Tax Supported Debt
2007	7,356,471	1,897,802	9,254,273	6,239,816	61,000	* 2,953,457
2008	6,464,026	1,555,684	8,019,710	5,212,651	1,000	2,806,059
2009	6,090,955	1,280,318	7,371,273	4,938,892	1,000	2,431,381
2010	5,293,003	1,037,973	6,330,976	4,940,701	1,000	1,389,275
2011	5,684,292	798,356	6,482,648	5,370,878	-	1,111,771
2012	5,083,593	536,295	5,619,888	4,521,358	-	1,098,530
2013	3,167,866	353,711	3,521,577	2,882,514	-	639,063
2014	1,912,509	246,683	2,159,192	1,692,384	-	466,809
2015	2,007,884	164,108	2,171,992	1,727,653	-	444,339
2016	1,123,850	96,995	1,220,845	1,110,795	-	110,050
2017	475,971	60,442	536,413	536,413	-	-
2018	399,208	36,643	435,851	435,851	-	-
2019	204,843	16,683	221,526	221,526	-	-
2020	128,815	6,458	135,273	135,273	-	-
	45,393,286	8,088,152	53,481,438	39,966,705	64,000	13,450,734

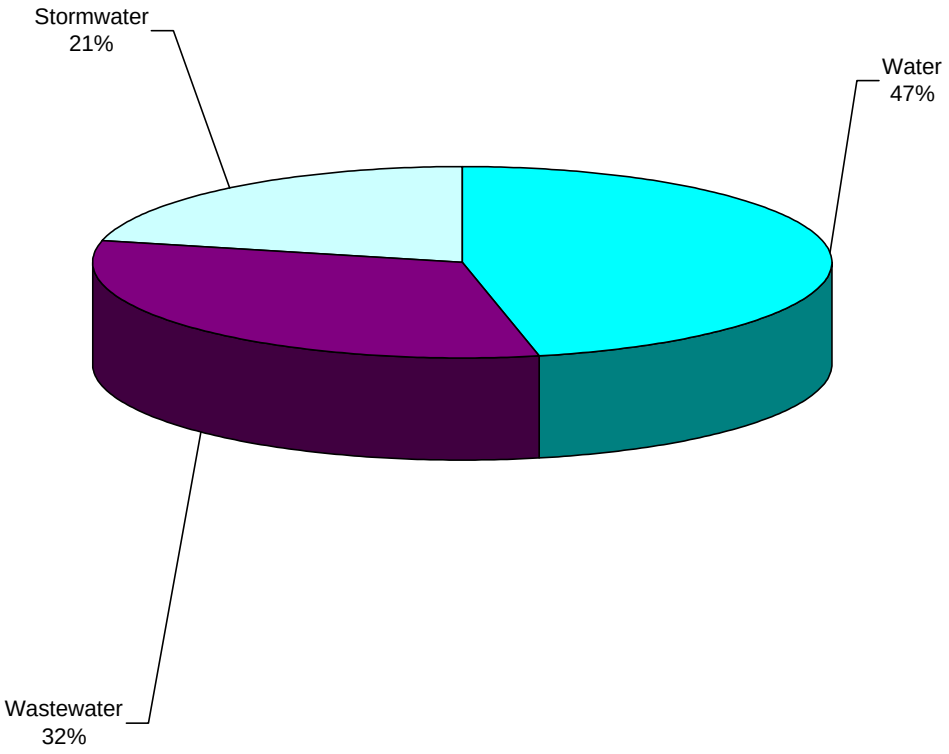
* Includes the use of $60,000 available fund balance.

CITY OF APPLETON 2007 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.

2007 UTILITIES

$52,041,391



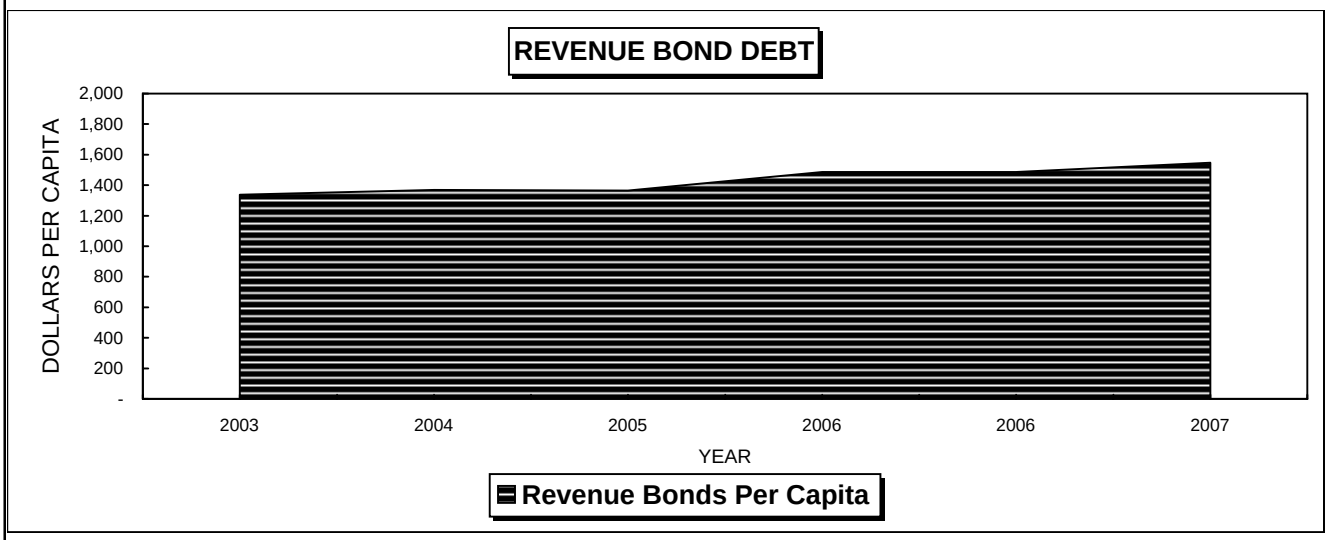
CITY OF APPLETON 2007 BUDGET
ENTERPRISE FUNDS

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 no longer has to compute depreciation expense separately between contributed and non-contributed assets. Depreciation for all assets is 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 2007 budget.

	2003	2004	2005	Budget 2006	Projected 2006	2007
Revenue Bonds Outstanding	95,837,356	98,383,237	98,383,237	107,199,525	101,512,923	111,472,359
Population	71,649	71,895	72,085	72,004	72,004	72,093
Revenue Bonds Per Capita	1,338	1,368	1,365	1,486	1,486	1,546



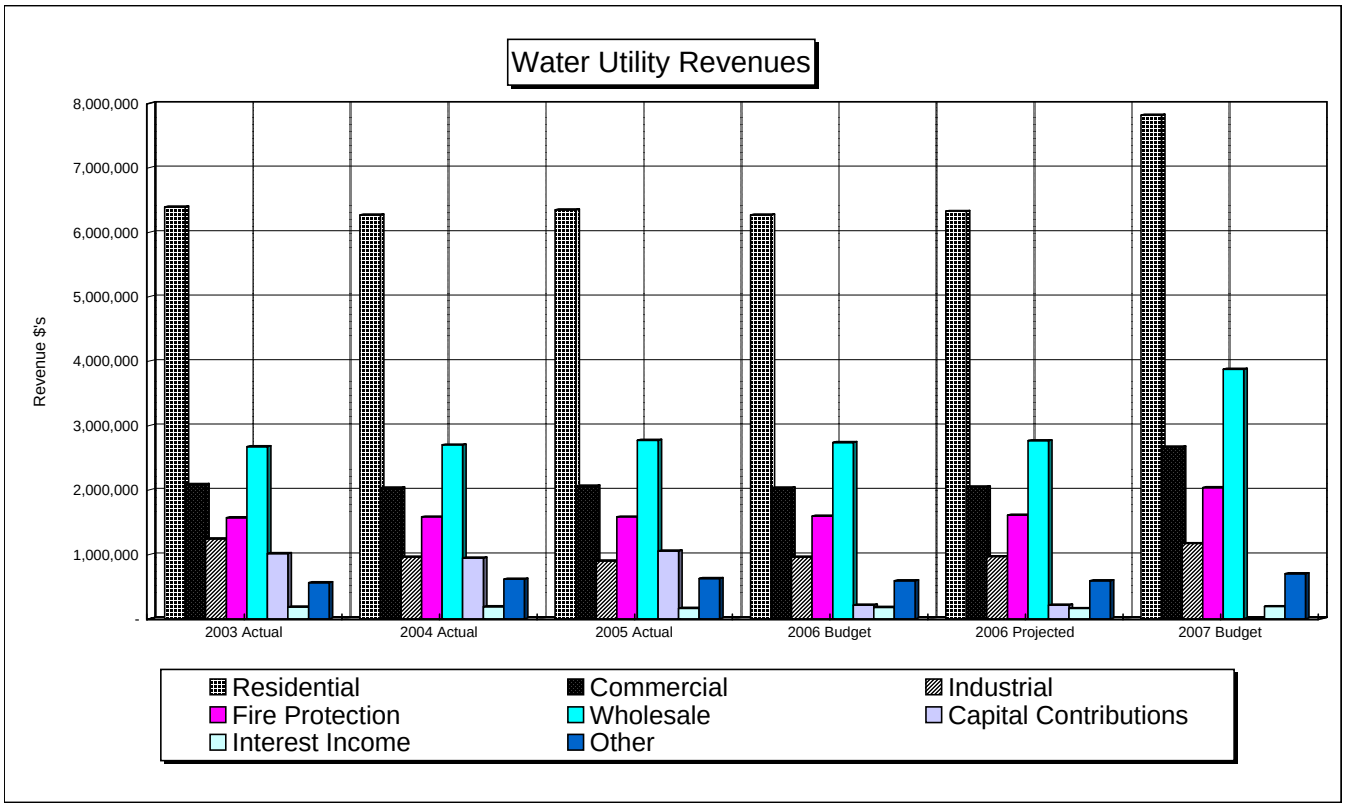
Revenue Bond Ratings:

Water	**Aa3**
Wastewater	**Aa3**
Stormwater	**Aa3**

CITY OF APPLETON 2007 BUDGET
UTILITY REVENUES

WATER UTILITY

Sources of Revenue	2003 Actual	2004 Actual	2005 Actual	2006 Budget	2006 Projected	2007 Budget	% Change
Residential Water Service	6,392,168	6,266,249	6,347,517	6,266,250	6,324,125	7,817,752	23.62%
Commercial Water Service	2,085,321	2,029,991	2,059,347	2,030,000	2,048,749	2,665,627	30.11%
Industrial Water Service	1,240,467	957,168	899,595	957,000	965,839	1,169,597	21.10%
Municipal Water Service	322,675	286,827	288,634	287,000	314,882	369,664	17.40%
Fire Protection	1,570,722	1,581,839	1,582,149	1,593,600	1,608,319	2,035,696	26.57%
Wholesale Water Service	2,671,716	2,698,612	2,768,967	2,737,800	2,763,086	3,874,551	40.23%
Other Charges for Service	239,958	330,559	337,319	302,228	277,228	330,825	19.33%
Interest Income	183,775	189,724	163,471	176,700	161,000	190,900	18.57%
Contributed Capital	1,012,325	944,178	1,052,985	213,768	213,768	-	N/A
Total Water Utility	**15,719,127**	**15,285,147**	**15,499,984**	**14,564,346**	**14,676,996**	**18,454,612**	**25.74%**

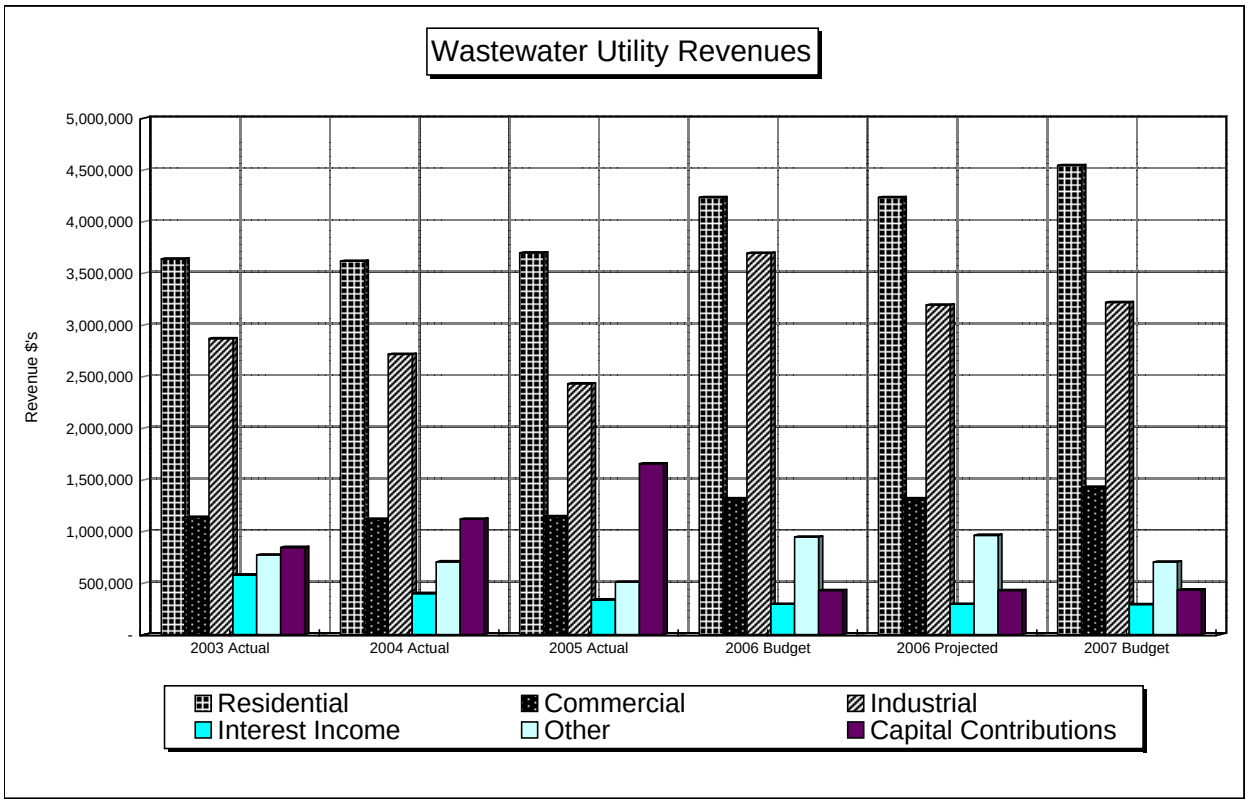


Residential water sales makes up the largest portion of water utility revenues, more than commercial, industrial, municipal, and wholesale sales combined. Fire protection revenues include charges for private, public, Grand Chute, and Waverly Sanitary District fire protection. Interest income is earnings 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 2007 budget includes a projection of the effects of a rate increase proposed in 2006 for implementation upon Public Service Commission approval, expected in late 2006 or early 2007. The increase varies by customer class, but averages approximately 26%.

CITY OF APPLETON 2007 BUDGET
UTILITY REVENUES

WASTEWATER UTILITY

Sources of Revenue	2003 Actual	2004 Actual	2005 Actual	2006 Budget	2006 Projected	2007 Budget	% Change
Residential Sewer Service	3,638,784	3,615,958	3,698,078	4,232,860	4,232,860	4,544,000	7.35%
Commercial Sewer Service	1,139,200	1,120,102	1,144,387	1,318,755	1,318,755	1,428,200	8.30%
Industrial Sewer Service	2,866,567	2,714,278	2,430,877	3,694,971	3,191,880	3,217,700	0.81%
Municipal Sewer Service	162,742	151,374	157,710	171,714	171,714	209,300	21.89%
Lab & Pre-Treatment	29,829	17,373	18,792	17,142	17,142	17,500	2.09%
Interest Income	578,612	399,689	337,515	295,700	295,700	293,100	-0.88%
Fines & Penalties	21,849	22,965	24,254	21,400	21,400	26,000	21.50%
Capital Contributions	845,750	1,120,242	1,655,929	427,848	427,848	433,000	1.20%
Other	558,910	514,540	308,799	735,467	753,295	451,168	-40.11%
Total Wastewater Utility	**9,842,243**	**9,676,521**	**9,776,341**	**10,915,857**	**10,430,594**	**10,619,968**	**1.82%**

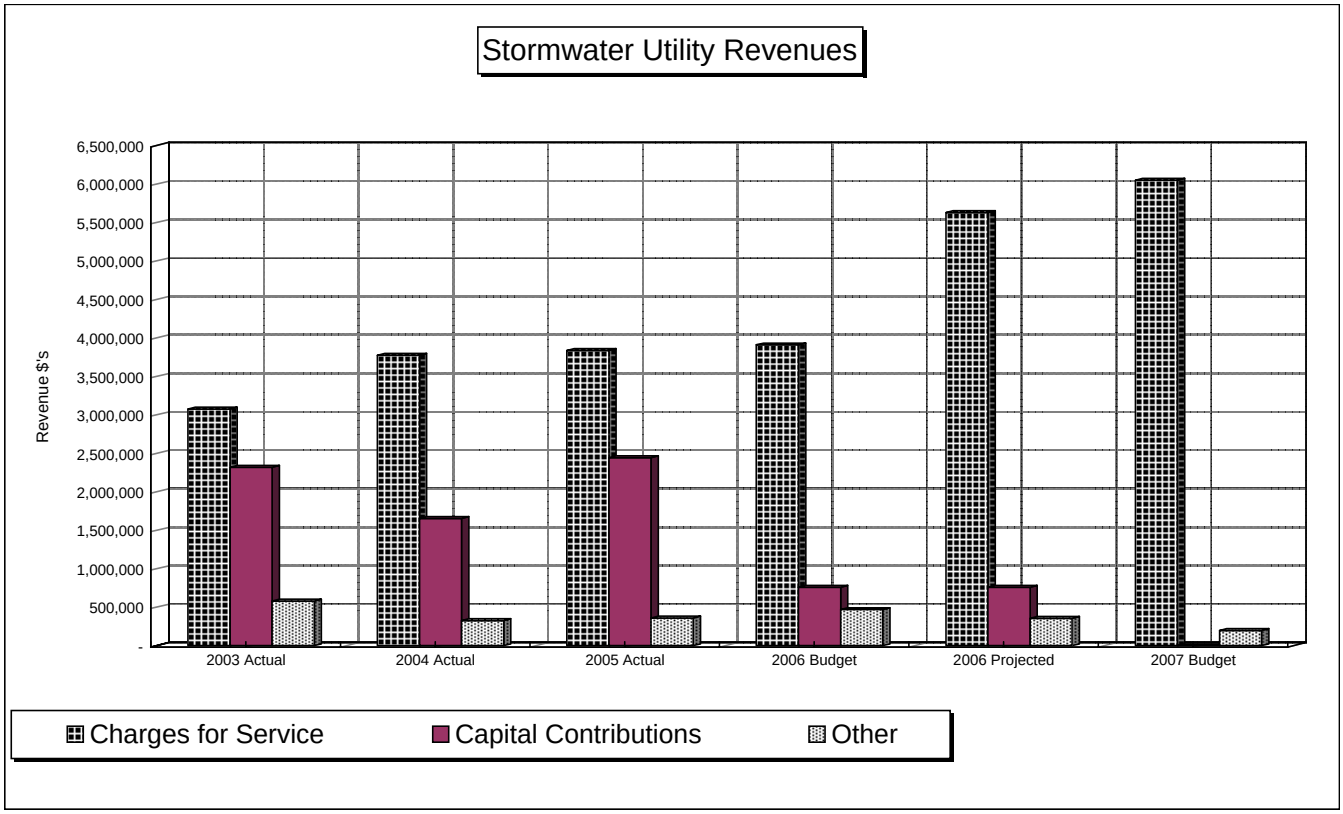


Charges for services include charges for wastewater treatment for various categories of customers - residential, commercial, industrial, and municipal - as well as charges for special services such as industrial pre-treatment. Industrial revenue declined in 2003 and 2004 due to the closing of one of 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 included $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 2007 BUDGET
UTILITY REVENUES

STORMWATER UTILITY

Sources of Revenue	2003 Actual	2004 Actual	2005 Actual	2006 Budget	2006 Projected	2007 Budget	% Change
Charges for Service	3,076,521	3,774,337	3,837,660	3,909,106	5,628,160	6,047,700	7.45%
Interest Income	344,457	178,898	263,028	220,000	220,000	128,000	-41.82%
Intergovernmental	209,373	87,731	-	183,000	68,000	-	N/A
Capital Contributions	2,319,072	1,654,222	2,441,737	760,405	760,405	-	N/A
Other	26,156	61,280	95,561	67,000	67,000	70,900	5.82%
Total Stormwater Utility	**5,975,579**	**5,756,468**	**6,637,986**	**5,139,511**	**6,743,565**	**6,246,600**	**-7.37%**



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. 2006 and 2007 revenues reflect a further increase, to $108.88 / ERU, which took effect March 1, 2006 and is expected to be in effect through 2009.

CITY OF APPLETON 2007 BUDGET
WATER UTILITY
RATE DETAIL

* The rates detailed below are the current rates and a listing of those proposed in a rate study approved by City Council on August 16, 2006 and included in the application for rate increase sent to the Public Service Commission. It is expected that the PSC will act on these rates in late 2006 or early 2007.

Retail Water:

	Quarterly Water Rates			Proposed Quarterly Water Rates		
Meter (Inches)	Water Service	Public Fire	Total	Water Service	Public Fire	Total
5/8	$ 14.25	$ 11.25	$ 25.50	$ 13.10	$ 14.53	$ 27.63
3/4	14.25	11.25	25.50	13.10	14.53	27.63
1	25.20	27.75	52.95	25.00	36.00	61.00
1 1/4	34.80	41.40	76.20	35.00	54.00	89.00
1 1/2	45.00	55.50	100.50	46.00	73.00	119.00
2	72.00	90.00	162.00	71.00	116.00	187.00
3	114.00	165.00	279.00	125.00	218.00	343.00
4	177.00	279.00	456.00	200.00	363.00	563.00
6	321.00	558.00	879.00	379.00	727.00	1,106.00
8	486.00	891.00	1,377.00	593.00	1,163.00	1,756.00
10	702.00	1,344.00	2,046.00	877.00	1,744.00	2,621.00
12	927.00	1,791.00	2,718.00	1,161.00	2,325.00	3,486.00

	Volume Charge *		Proposed
	Quarterly Use (Ccf)	Quarterly Charge	Quarterly Charge
First	500	$ 3.04	$ 3.88
Next	4,500	2.41	2.95
Over	5,000	2.02	2.71

Private Fire Protection Rates:

Connection Size (")	Quarterly Charge	Proposed Quarterly Charge
1	$ 8.25	$ 10.40
1 1/4	10.50	13.20
1 1/2	13.20	16.60
2	16.80	21.00
3	31.65	40.00
4	52.80	67.00
6	105.00	132.00
8	168.90	213.00
10	228.00	287.00
12	318.00	401.00

Wholesale Water Rates:

Town of Grand Chute Meter (Inches)	Quarterly Charge	Proposed Quarterly Charge
6	$ 321.00	$ 379.00
8	486.00	593.00
12	927.00	1,161.00
Volume Charge	$2.33 / Ccf	$3.312/ Ccf

* Volume charge is applied to volume of water used, measured in 100 cubic foot (Ccf) increments.

CITY OF APPLETON 2007 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 *

Quarterly Use (Ccf)	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 2007 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)	Current Charge	Proposed Charge	% Change
Small	14	68.06	81.95	20.41%
Average	17	77.18	93.59	21.26%
Large	20	86.30	105.23	21.94%

Quarterly Wastewater Charges:

Residential Users	Average Use (Ccf)	Current Charge	Proposed Charge	% Change
Small	14	40.12	No change	0.00%
Average	17	45.91	No change	0.00%
Large	20	51.70	No change	0.00%

Quarterly Stormwater Charges: *

Residential Users	ERU's	Current Charge	Proposed Charge	% Change
N/A	1	27.22	No change	0.00%
N/A	1	27.22	No change	0.00%
N/A	1	27.22	No change	0.00%

Total:

Residential Users	Average Use (Ccf)	Current Charge	Proposed Charge	% Change
Small	14	135.40	149.29	10.26%
Average	17	150.31	166.72	10.92%
Large	20	165.22	184.15	11.46%

* Note: Annual rate of $108.88 / ERU took effect October 1, 2006 and is anticipated to be in effect through 2009.

CITY OF APPLETON 2007 BUDGET

WATER UTILITY

Director of Utilities: Michael Buettner

Deputy Director of Utilities: Jessica A. Garratt

Public Works Director: Paula A. Vandehey

Deputy Director/City Engineer: Ross M. Buetow

Deputy Director of Operations: Wendy K. Lodholz

CITY OF APPLETON 2007 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 2006 EVENTS

WATER TREATMENT

Polymer Treatment System Installation
Worked with contractor to install a lime softening polymer treatment system. Polymer addition has resulted in improved pre-treatment and the booster pump water supply system has significantly reduced plant treated process water use.
Softener Platform Installation
Work with contractor to install lime softener basin platforms. The platforms improved worker safety and access to softener mechanical components for ongoing maintenance.
Membrane Ferric Sulfate Feed System
Staff installed temporary system for membrane ferric sulfate feed that helped improve membrane performance throughout the year and was instrumental in maintaining plant capacity of the membrane system in cold water.
Softener #4 Repair
Worked with softener manufacturer and local contractor to correct alignment and roller bearing problems of softener #4.
Lime Sludge Disposal
Lime sludge disposal is now charged to the Water Plant Budget at an annual cost of $1,900,000
Paint Matthias Tank
The Matthias water tank has been sandblasted and painted in the interior and exterior to extend structure life and insure water quality and pressure.

WATER DISTRIBUTION

Completed lateral records conversion project providing accurate, consistent, and searchable records

Replaced 32 lead services.

Located 10 service leaks accounting for 15,000,000 gallons of unaccounted water through our Leak Detection Program

WATER ADMINISTRATION

The Water Utility has completed 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 and maintain bond coverage ratio. New rates are expected to be implemented late in 2006.

CITY OF APPLETON 2007 BUDGET
WATER UTILITY

MAJOR 2007 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 2006 sanitary survey recommendations and requirements are addressed

Improve water plant capacity by making membrane replacements, completion of Koch PLC project, and installation of a new membrane ferric sulfate feed system

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 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Total Miles	348.90	354.50	362.32	359.72	364.13
Additional Miles	7.81	5.60	6.22	5.22	4.41
Reconstructed Miles	4.30	0.00	2.65	2.65	3.83
% of Total Reconstructed	1.23%	0.00%	0.73%	0.74%	1.05%

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2004	2005	Adopted 2006	Amended 2006	2007	Change *
Program Revenues		$ 15,291,376	$ 15,499,983	$ 14,564,346	$ 14,564,346	$ 18,454,612	26.71%
Program Expenses							
5310	Administration	7,262,335	7,455,696	7,526,342	7,529,296	8,455,497	12.35%
5321	Treatment Admin	427,103	470,516	505,897	690,897	548,917	8.50%
5323	Treatment Operations	2,895,150	3,591,873	5,476,810	5,276,810	5,710,728	4.27%
5351	Distribution Admin	297,170	338,950	328,315	328,315	319,451	-2.70%
5352	Customer Service	186,894	152,808	405,246	418,314	247,923	-38.82%
5353	Distribution Operations	880,945	900,135	1,110,943	1,110,943	1,143,198	2.90%
5325	Treatment Capital	185,199	-	266,070	486,240	565,000	112.35%
5370	Distribution Capital	152,324	107,115	4,745,185	5,352,424	7,259,674	52.99%
TOTAL		$ 12,287,120	$ 13,017,093	$ 20,364,808	$ 21,193,239	$ 24,250,388	19.08%
Expenses Comprised Of:							
Personnel		2,619,813	2,446,411	2,715,457	2,715,457	2,654,172	-2.26%
Administrative Expense		7,058,560	7,223,083	7,345,343	7,345,343	8,253,236	12.36%
Supplies & Materials		1,091,525	1,459,433	1,729,449	1,542,517	2,059,415	19.08%
Purchased Services		349,523	462,651	1,381,074	1,862,049	609,544	-55.86%
Utilities		700,870	1,195,033	2,641,257	2,641,257	2,772,505	4.97%
Repair & Maintenance		204,038	212,480	262,141	262,141	470,122	79.34%
Capital Expenditures		262,791	18,002	4,290,087	4,824,475	7,431,394	73.22%
Full Time Equivalent Staff:							
Personnel allocated to programs		39.50	38.69	38.27	38.27	37.72	

* % change from prior year adopted budget

CITY OF APPLETON 2007 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:

This budget reflects a change in the allocation of support staff to the Water Utility. The Accounting Manager position, previously allocated 45% to Water, has been replaced by the position of Enterprise Accounting Manager and is allocated at 35%. The recently created position of Accounting/Customer Service Manager in the Finance department is allocated at 15%, and the Finance Director is allocated at 10%. The net effect of these changes is an increase in the FTE allocation of .15 and a net increase in personnel cost of $18,204. There is also an equipment expenditure of $6,022, representing Water Utility's portion of a replacement folder/inserter to be installed in the City Clerk's office. Please see page 660 for a discussion.

Postage\Freight and Printing & Reproduction were previously listed under Customer Record & Collection.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Timely and accurate posting of overhead expenses					
% of months posted within 10 days of end of month	90%	92%	100%	100%	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	106,514	107,140	108,000	108,000	109,500

CITY OF APPLETON 2007 BUDGET
WATER UTILITY

Finance Administration **Business Unit 5310**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4411 Sundry Permits	$ (15)	$ 665	$ 200	$ 200	$ 250
4710 Interest on Investments	395,227	433,754	175,200	175,200	190,900
4711 Amortization of Investments	(111,410)	(114,675)	-	-	-
4712 Accretion on Investments	2,866	6,003	-	-	-
4715 Gain on Sale of Investments	760	(16,210)	-	-	-
4716 Unrealized Gains/Losses	(99,320)	(146,519)	-	-	-
4730 Interest - Deferred Special	1,601	1,118	1,500	1,500	1,200
4820 Unmetered Water Sales	33,782	26,756	25,000	25,000	30,000
4821 Water Service - Residential	6,266,249	6,347,517	6,266,250	6,266,250	7,817,752
4822 Water Service - Commercial	2,029,991	2,059,347	2,030,000	2,030,000	2,665,627
4823 Water Service - Industrial	957,169	899,595	957,000	957,000	1,169,597
4824 Water Service - Municipal	286,827	288,634	287,000	287,000	369,664
4825 Private Fire Protection	192,463	210,667	204,200	204,200	247,200
4826 Public Fire Protection	1,356,912	1,339,195	1,356,900	1,356,900	1,746,473
4827 Fire Protection Wholesale	32,463	32,287	32,500	32,500	42,023
4829 Sales for Resale GC	2,698,612	2,768,967	2,737,800	2,737,800	3,874,551
5004 Sale of City Prop - Nontax	10	-	-	-	-
5006 Gain (Loss) on Asset Disposal	-	4,823	-	-	-
5016 Lease Revenue	121,960	92,880	92,880	92,880	98,700
5021 Capital Contributions	944,178	1,052,985	213,768	213,768	-
5030 Damage to City Property	5,248	8,822	10,500	10,500	9,000
5070 WTR Other Sales Flushing	2,638	2,789	3,000	3,000	3,000
5071 Customer Penalty	40,142	43,937	40,000	40,000	42,500
5072 WTR Misc Revenue (turn-on)	3,375	6,059	4,000	4,000	3,000
5073 Other WTR Rev-Sewer Billing	115,874	123,424	115,876	115,876	123,425
5077 Income from Admin Fee	5,255	6,099	5,000	5,000	7,000
5086 Premium on Debt Issuance	6,229	7,495	5,772	5,772	12,500
5924 Trans In - Capital Projects	-	12,704	-	-	-
Total Revenue	$ 15,289,086	$ 15,499,118	$ 14,564,346	$ 14,564,346	$ 18,454,362
Expenses					
6101 Regular Salary	$ 71,952	$ 75,986	$ 75,277	$ 75,277	$ 92,809
6105 Overtime	201	635	-	-	-
6150 Fringes	39,756	35,206	31,995	31,995	35,419
6304 Postage\Freight	-	-	-	-	14,000
6318 Cust Record & Collect	11,356	12,111	16,000	16,000	-
6320 Printing and Reproduction	-	-	-	-	2,000
6401 Accounting/Audit	8,238	7,907	8,300	8,300	9,828
6402 Legal Fees	18,633	11,881	-	-	-
6403 Bank Services	12,631	13,540	15,000	15,000	15,500
6413 Utilities	61,340	61,035	62,750	62,750	64,150
6501 Insurance - Property	80,325	83,574	66,500	66,500	63,900
6599 Other Contracts/Obligation	-	34,347	-	2,954	-
6601 Depreciation Expense	2,753,045	2,847,457	2,817,639	2,817,639	3,230,000
6623 Uncollectible Accounts	3,793	5,348	4,000	4,000	7,000
6650 Discounts Available	(46)	(34)	-	-	-
6720 Interest Payments	39,992	67,291	9,801	9,801	1,531
6721 Bond Interest Payments	3,133,147	3,073,475	3,257,924	3,257,924	3,586,946
6750 Amortization of Debt Disc	20,689	23,423	25,000	25,000	25,500
6751 Gain/Loss on refund Amort.	39,592	39,592	39,592	39,592	39,592
7911 Trans Out - Gen Fund	914,060	1,042,946	1,028,364	1,028,364	1,261,300
7914 Trans Out - Cap Projects	-	-	68,200	68,200	6,022
7961 Res Trans Out - Int Service	53,631	19,976	-	-	-
Total Expense	$ 7,262,335	$ 7,455,696	$ 7,526,342	$ 7,529,296	$ 8,455,497

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2007 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:

The budget reflects the following staffing changes: the retirement of the Accounting Manager (reduction of 50% of allocated salary; split with Wastewater Utility) and the realignment of accounting functions to the Finance Department as reflected in the Finance Administration Budget; the realignment of the CBM/Facilities Supervisor (reduction of 20% of allocated salary) to the newly created Internal Service Fund for Facilities; increased allocation to 50% (was 20%) of the Stock Clerk's salary to reflect the change in responsibilities due to the CBM/Facilities realignment; and the addition of a 40% allocation, from the Wastewater Utility, of the Technical Services Manager's salary to more accurately reflect time spent at the Water Treatment Facility. The Technical Services Manager will also take on a new role of supervision of the Plant Instrumentation Technicians for the Water and Wastewater Utility in addition to laboratory technicians. Overall, this is a net reduction in personnel costs of $15,868.
The budget also reflects the reduction in personnel expense due to the retirement of the Deputy Director in 2007 and the replacement hired in the starting salary range as well as the Director that was hired in the starting salary range in 2006.
The Contractor Fee budget reflects a reduction for various smaller issues compared to the larger projects of the raw water intake study in 2005 and the softener study in 2004. The consulting services budget includes an estimate of $100,000 for legal fees and $106,000 for an engineering study of issues related to filtering cold water.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
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	1	0	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 2007 BUDGET
WATER UTILITY

Treatment Administration **Business Unit 5321**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Expenses					
6101 Regular Salary	$ 271,592	$ 221,711	$ 253,661	$ 253,661	$ 218,914
6104 Call Time	-	258	-	-	-
6105 Overtime	5,620	1,882	6,000	6,000	3,499
6108 Part-Time	4,616	3,849	3,000	3,000	1,475
6150 Fringes	105,171	86,744	90,961	90,961	87,379
6201 Training\Conferences	5,507	2,520	6,187	6,187	5,700
6202 Local Auto Expense	-	-	-	-	-
6301 Office Supplies	4,215	5,044	5,000	5,000	5,000
6302 Subscriptions	43	202	153	153	200
6303 Memberships & Licenses	2,890	3,710	3,120	3,120	3,225
6304 Postage/Freight	690	3,567	1,000	1,000	1,000
6305 Awards & Recognition	222	-	232	232	225
6307 Food & Provisions	247	239	310	310	300
6320 Printing & Reproduction	6,359	6,386	8,255	8,255	9,000
6321 Clothing	244	420	518	518	500
6329 Miscellaneous Equipment	1,019	-	-	-	-
6404 Consulting Services	481	110,095	111,000	311,000	206,000
6408 Contractor Fees	17,147	21,523	15,000	-	5,000
6411 Temporary Help	-	827	500	500	500
6412 Advertising	1,040	1,539	1,000	1,000	1,000
Total Expense	$ 427,103	$ 470,516	$ 505,897	$ 690,897	$ 548,917

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Consulting Services

Legal fees	$ 100,000
Cold water capacity engineering study	106,000
	$ 206,000

CITY OF APPLETON 2007 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 Chemical budget reflects increased pre-treatment usage and increased costs of the chemicals purchased. Based on a condition assessment of the GAC, it was determined that carbon replacement can be extended an additional year. The purchase of GAC will now occur in 2008.
The decrease in contractor fees of ($500,000) is due to no scheduled tower painting in 2007.
The budget reflects an increase of $31,000 for additional mandated water quality testing.
The budget reflects the following staffing changes due to the creation of the Facilities and Construction Management Department: the Electrician salary allocation reduced to 50% (was 100%), the realignment of a Maintenance Specialist I to the newly created Internal Service Fund and the elimination of part-time hours.
The water treatment chemical budget is increased to reflect increased pre-treatment usage and increased costs of the chemicals purchased.
The Building Repair & Maintenance budget reflects repairs to be performed on the #1 and #3 softeners. Repair of alignment and roller bearing problems in softener #1 and #3 were identified in a manufacturer evaluation. Repairs will be similar to those on softener #4 in 2006.
The budget includes an additional $3,000 for the proposed Menasha Stormwater Utility.
The budget reflects a reallocation of one CEA vehicle due to the realignment of CBM/Facilities.
Due to the increased age in of the membrane cartridges additional membrane repairs were made in 2006 after lower experience in 2005. There will also be membrane replacements on the existing stages.
The budget includes the membrane portion of the new membrane stage to be installed in 2007. The portion of the stage related to housing the membranes is included in the capital portion of the budget (see page 657).

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
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	3,468 MG	3,429 MG	3,600 MG	3,600 MG	3,600 MG
# of reservoirs maintaining pressure per year	6	6	6	6	6
# of membrane repairs	15,651	3,976	2,400	6,000	2,400
Water towers					
# inspected / painted per year	3/1	5/1	4/1	4/1	2/0

CITY OF APPLETON 2007 BUDGET
WATER UTILITY

Treatment Operations **Business Unit 5323**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Expenses					
6101 Regular Salary	$ 605,896	$ 520,890	$ 549,871	$ 549,871	$ 498,590
6104 Call Time	-	3,800	-	-	-
6105 Overtime	117,199	95,829	75,550	75,550	57,601
6108 Part-Time	13,819	10,713	11,676	11,676	-
6150 Fringes	301,093	269,625	263,796	263,796	266,603
6306 Building Maint./Janitorial	6,073	2,768	5,036	5,036	-
6309 Shop Supplies & Tools	8,700	8,048	5,855	5,855	6,500
6310 Chemicals	717,726	744,385	697,500	697,500	800,000
6316 Miscellaneous Supplies	90,009	61,506	-	-	-
6318 Materials	109,705	471,493	535,026	335,026	929,528
6321 Clothing	6,155	4,998	5,576	5,576	5,700
6323 Safety Education	6,048	7,763	9,000	9,000	9,000
6324 Medical\Lab Supplies	29,410	27,083	32,294	32,294	68,000
6327 Miscellaneous Equipment	4,392	17,225	50,000	50,000	35,000
6407 Collection Services	141	-	200	200	-
6408 Contractor Fees	244,849	224,315	608,404	608,404	86,191
6413 Utilities	580,973	1,070,668	2,522,065	2,522,065	2,640,216
6414 Janitorial Service	34,125	24,671	25,412	25,412	-
6416 Build Repairs & Maint	-	2,741	55,000	55,000	113,000
6418 Equip Repairs & Maint	1,302	835	3,000	3,000	2,000
6420 Facilties Charges	-	-	-	-	170,061
6425 CEA Equip. Rental	17,535	22,517	21,549	21,549	22,738
Total Expense	$ 2,895,150	$ 3,591,873	$ 5,476,810	$ 5,276,810	$ 5,710,728

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Chemicals	
Ammonia	$ 9,500
Carbon Dioxide	23,000
Caustic Soda	24,000
Chlorine	69,500
Ferric Sulfate	129,000
Fluoride	18,500
Lime	250,000
Poly Phosphate	30,000
Permanganate	219,000
Powder Carbon	27,500
	$ 800,000

Materials	
Filtration operational equipment	$ 56,700
Filtration maintenance of water equipment	67,300
Pumping materials	18,375
Pumping equipment maintenance	34,922
Other repair/maintenance materials for towers, lake station & lake intake	19,231
Membrane service contract	115,000
Bray Valve Replacement - Membranes	20,000
Install 1 Membrane Stage	90,000
Membranes	508,000
	$ 929,528

Lab Supplies	
Routine water quality tests	$ 24,000
Lab supplies/requirement	13,000
Regulatory requirements	31,000
	$ 68,000

Miscellaneous Equipment	
SCADA/Instrumentation Up-grades	$ 25,000
Workstation computer replacements	10,000
	$ 35,000

Contractor Fees	
SCADA system support	$ 8,925
Generator support	5,800
Instrument support	10,500
Pump Repairs	20,000
Pump station meter	7,000
Install on-line fluoride meter	9,000
Install sluice gates	15,000
System/equipment repairs by outside professionals	6,966
Sludge removal	3,000
	$ 86,191

Building Repairs & Maintenance	
Softener on-going maintenance-paint one unit	$ 60,000
Repairs to #1 & #3 softner	50,000
Miscellaneous Repairs	3,000
	$ 113,000

CITY OF APPLETON 2007 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 2007 capital projects:

	2007 Budget	
Water Distribution System Planning Study	$ 75,000	Projects, Pg. 634
Second Feeder Main from Lake Station	70,000	Projects, Pg. 636
Lime Slaker Improvements	60,000	Projects, Pg. 673
Consturction of Water Plant Capacity Expansion	180,000	Projects, Pg. 657
Membrane Coagulant Feed System	180,000	Projects, Pg. 674
	$ 565,000	

Major Program Changes:

No major changes.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
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%*	32%	0%
Work Process Outputs					
Construction projects					
% of projects on schedule	100%	100%	100%	100%	100%
% of projects within budget	100%	100%	100%	100%	100%

CITY OF APPLETON 2007 BUDGET
WATER UTILITY

Treatment Capital Improvements **Business Unit 5325**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Expenses					
6310 Chemicals	$ -	$ -	$ -	$ -	$ -
6325 Construction Materials	-	-	-	-	-
6404 Consulting Services	-	-	105,000	105,000	75,000
6408 Contractor Fees	-	-	161,070	381,240	-
6804 Equipment	-	-	-	-	420,000
6803 Buildings	-	-	-	-	-
6809 Infrastructure Construction	-	-	-	-	70,000
6899 Other Capital Outlay	185,199	-	-	-	-
Total Expense	$ 185,199	$ -	$ 266,070	$ 486,240	$ 565,000

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Consulting Services	
Water distribution system planning	$ 75,000
	$ 75,000
Equipment	
Membrane Feed System	$ 180,000
Install new membrane stage	180,000
Lime Slaker Improvements	60,000
	$ 420,000
Infrastructure	
Secondary Lake Intake	$ 70,000
	$ 70,000

CITY OF APPLETON 2007 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

Maintain spreadsheets for valve, service, and hydrant records to simplify reporting to the Public Service Commission and insure integrity of our records

Major Program Changes:

Four additional push to talk cell phones added and 2 push to talk upgrades added ($1,000) for meter team safety and communication while in the field.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Efficient customer service					
# certified mail requests sent	337	436	360	360	440
# of telephone requests for service	2,706	3,529	3,800	3,800	4,000
Strategic Outcomes					
Consistent & current information					
Policies reviewed/updated	2	2	2	2	2
Turnover ratio of inventory	0.53	0.61	1.00	1.00	0.80
Work Process Outputs					
Reporting & record keeping					
# of reports generated for PSC	1	1	1	1	1

CITY OF APPLETON 2007 BUDGET
WATER UTILITY

Distribution Administration **Business Unit 5351**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
5004 Sale of City Prop - Nontax	$ 110	$ -	$ -	$ -	$ -
5005 Sale of City Prop - Tax	2,180	351	-	-	250
5010 Misc Revenue - Nontax	-	514	-	-	-
Total Revenue	$ 2,290	$ 865	$ -	$ -	$ 250
Expenses					
6101 Regular Salaries	$ 120,089	$ 153,014	$ 145,643	$ 145,643	$ 150,189
6104 Call Time	1,380	984	1,450	1,450	1,400
6105 Overtime	10,658	2,986	11,000	11,000	8,000
6108 Part-Time	4,236	7,454	4,325	4,325	-
6150 Fringes	67,162	67,576	63,480	63,480	68,116
6201 Training\Conferences	100	855	2,000	2,000	2,000
6301 Office Supplies	1,106	1,054	1,150	1,150	1,150
6303 Memberships & Licenses	1,188	1,291	2,200	2,200	2,000
6304 Postage\Freight	168	150	175	175	175
6305 Awards & Recognition	360	595	595	595	595
6306 Building Maint./Janitorial	1,987	1,663	2,850	2,850	-
6307 Food & Provisions	14	-	-	-	-
6309 Shop Supplies & Tools	349	32	150	150	150
6315 Books & Library Materials	18	382	-	-	100
6316 Other Misc. Supplies	-	-	-	-	-
6320 Printing & Reproduction	4,330	4,546	4,400	4,400	4,400
6321 Clothing	587	911	1,300	1,300	1,100
6323 Safety Supplies	337	164	2,000	2,000	1,000
6324 Medical\Lab Supplies	402	124	450	450	450
6326 Vehicle & Equipment Parts	129	-	-	-	-
6327 Miscellaneous Equipment	142	177	-	-	950
6412 Advertising/Publication	559	706	1,750	1,750	1,400
6413 Utilities	53,964	63,330	56,442	56,442	68,139
6414 Janitorial Service	23,825	23,572	22,515	22,515	-
6418 Equip Repairs and Maint	-	53	400	400	400
6419 Communication Eq. Repairs	-	-	-	-	
6420 CBM charges	-	-	-	-	-
6425 CEA Equip. Rental	-	3,572	-	-	3,697
6430 Health Services	13	26	50	50	50
6435 Other Contract Services	-	-	-	-	-
6451 Laundry Services	3,609	3,342	3,800	3,800	3,800
6503 Rent	382	186	-	-	
6599 Other Contracts/Obligations	76	205	190	190	190
6604 Miscellaneous Expense	-	-	-	-	-
Total Expense	$ 297,170	$ 338,950	$ 328,315	$ 328,315	$ 319,451

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

CITY OF APPLETON 2007 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

Continue to replace large, inefficient meters with smaller, more accurate meters

Develop and implement an efficient process to replace trace batteries to minimize a "no read" on meters

Major Program Changes:

Move from trace installation program to a replacement battery program for trace units. Also, purchase price on batteries were reduced about 40% due to research and finding a new vendor. Both items result in a reduction of equipment dollars.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Reliable, accurate water usage					
# of new trace meters installed	2,337	2,179	1,200	1,200	0
# of large meters replaced	55	57	20	30	30
# of meters tested	2,994	3,043	3,000	3,000	3,000
# of defective meters replaced	1,291	1,052	1,300	1,308	1,300
Strategic Outcomes					
Implementation of system upgrade					
% of system installed with trace meters	87%	95%	100%	100%	100%
Work Process Outputs					
Service provided					
# of service calls	1,627	1,261	1,200	1,756	1,775
System growth					
# new services installed	348	169	350	145	150

CITY OF APPLETON 2007 BUDGET
WATER UTILITY

Customer Service **Business Unit 5352**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Expenses					
6102 Labor Pool Allocations	$ 114,044	$ 91,970	$ 110,520	$ 110,520	$ 113,530
6104 Call Time	341	333	350	350	350
6105 Overtime	1,154	462	600	600	600
6150 Fringes	41,840	31,254	44,870	44,870	47,278
6301 Office Supplies	-	-	-	-	-
6304 Postage/Freight	-	7	25	25	25
6306 Building Maint./Janitorial	7	51	-	-	-
6309 Shop Supplies	2,268	3,604	32,000	32,000	21,875
6311 Paint & Supplies	38	108	150	150	150
6316 Other Misc. Supplies	117	-	-	-	-
6321 Uniforms	239	-	-	-	-
6326 Equipment Parts	15,701	14,981	15,400	15,400	15,862
6327 Misc. Equipment	-	1,109	188,000	201,068	34,450
6408 Contractor Fees	818	242	1,000	1,000	500
6418 Equipment Repairs & Maint.	3,887	2,330	2,990	2,990	3,090
6425 CEA Equip. Rental	6,440	6,357	9,341	9,341	10,213
Total Expense	$ 186,894	$ 152,808	$ 405,246	$ 418,314	$ 247,923

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Equipment Parts

Meter repair parts	$ 15,862
	$ 15,862

Misc. Equipment

Trace & meters	$ 34,450
	$ 34,450

Shop Supplies

Trace batteries	$ 16,125
Pliers, couplings, batteries, connectors	5,750
	$ 21,875

CITY OF APPLETON 2007 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

Meet the Public Service Commission requirements with a preventative maintenance and general upkeep schedule

Monitor the cross connection program and the lead replacement program

Pursue valve maintenance to comply with Public Service Commission standards

Pursue color coding of fire hydrants to accurately reflect Gallons per Minute available at hydrant

Major Program Changes:

The hydrant painting program change started in 2006. Hydrants will be sandblasted and painted one color (vs. two colors in the past) to reflect water pressure at the hydrant. The sandblasting provides a "cleaner" surface to paint and we are now using epoxy paint, which is more expensive but will last longer.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Reliable source at adequate pressure					
Hydrants					
Replace/Upgrade	9	11	10	10	10
# of hydrants flushed	100%	100%	100%	100%	100%
Water loss reported	6%	6%	8%	8%	8%
Strategic Outcomes					
Reliability of the system					
# water main breaks	100	90	100	90	90
Work Process Outputs					
Preventive maintenance					
# services replaced	39	48	40	48	45
# valves exercised	1,134	1,151	2,500	1,500	1,700
# valves replaced	7	5	7	7	5
# curb boxes repaired	412	297	300	300	300
# joint leaks fixed	5	3	5	5	4
# of service leaks	32	12	30	16	20

CITY OF APPLETON 2007 BUDGET
WATER UTILITY
Distribution Operations and Maintenance **Business Unit 5353**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Expenses					
6101 Regular Salaries	$ 380,888	$ 412,587	$ 454,213	$ 454,213	$ 468,973
6104 Call Time	16,542	15,774	16,950	16,950	17,000
6105 Overtime	51,748	46,051	53,293	53,293	53,293
6108 Part-Time	7,799	572	-	-	-
6150 Fringes	197,772	204,584	215,878	215,878	227,859
6308 Landscape Supplies	692	536	700	700	700
6309 Shop Supplies & Tools	6,698	7,947	7,500	7,500	7,725
6311 Paint & Supplies	1,259	274	1,175	1,175	6,375
6316 Other Misc. Supplies	-	-	-	-	-
6320 Printing & Reproduction	-	-	-	-	-
6321 Protective Clothing	600	564	-	-	-
6322 Gas Purchases	-	23	-	-	-
6323 Safety Supplies	2,651	426	-	-	-
6325 Construction Materials	13,941	27,893	25,750	25,750	26,250
6326 Equipment Parts	39,066	25,764	60,500	60,500	57,000
6327 Miscellaneous Equipment	5,517	2,350	24,800	24,800	9,500
6328 Signs	-	4	-	-	-
6404 Consulting Services	-	17,174	-	-	-
6408 Contractor Fees	36,603	5,167	120,000	120,000	120,000
6412 Advertising	353	353	-	-	-
6415 Tipping Fees	1,442	4,028	5,000	5,000	4,500
6418 Equip Repairs & Maint	125	332	1,000	1,000	1,000
6425 CEA Equip. Rental	116,799	125,500	120,934	120,934	141,023
6426 Other Interfund Charges	-	-	-	-	-
6451 Laundry Services	-	-	-	-	-
6503 Rent	450	2,232	3,250	3,250	2,000
6804 Equipment	-	-	-	-	-
Total Expense	$ 880,945	$ 900,135	$ 1,110,943	$ 1,110,943	$ 1,143,198

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Construction Materials

Gravel & asphalt for main/valve break repair	$ 20,000
Concrete, slurry & gravel for service laterals/curb	5,250
Other materials - hydrant repair	1,000
	$ 26,250

Equipment Parts

Fittings, clamps, pipe, etc. for main/valve break repair	$ 16,500
Valves, sleeves, boxes, pipe & connectors for service laterals/curbs	22,000
Hydrants	13,500
Hydrant repair parts	5,000
	$ 57,000

Contractor Fees

Service restoration	$ 110,000
Contractor services for main/valve break & repair	10,000
	$ 120,000

CITY OF APPLETON 2007 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 2007 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:

Bid and construct two river crossings to improve north/south distribution patterns
Install transmission line to provide a looped service north of Apple Creek Road

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Reliable and adequate service					
% of reconstructed streets with relay	88.0%	100.0%	100.0%	100.0%	100.0%
% increase of fire flow capacity	5% - 300%	5% - 50%	5% - 200%	10% - 200%	10% - 100%
# of low flow hydrants eliminated	13	5	5	5	7
Strategic Outcomes					
System size					
Miles of mains	348.9	337.9	362	359.72	364.13
% of total miles of mains reconstructed	1.2%	0.9%	0.7%	0.7%	1.0%
# of hydrants in the City	2,894	2,977	3,075	3,075	3,120
# of low flow hydrants in the City	152	147	132	142	135
Work Process Outputs					
System expansion and improvement					
Miles of transmission lines added	1.0	0.5	3.3	2.7	3.1
Miles of existing mains relaid	4.3	2.9	2.7	2.7	3.8

CITY OF APPLETON 2007 BUDGET
WATER UTILITY

Distribution Capital Improvements **Business Unit 5370**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Expenses					
6101 Regular Salaries	$ 23,924	$ 55,702	$ 149,367	$ 149,367	$ 155,674
6104 Call Time	119	-	-	-	-
6105 Overtime	17,048	5,146	16,900	16,900	10,000
6108 Part-Time	4,962	1,595	2,590	2,590	5,006
6150 Fringes	21,194	21,238	62,241	62,241	64,615
6303 Memberships & Licenses	-	-	-	-	-
6326 Equipment Parts	-	-	-	-	-
6404 Consulting	730	5,432	145,000	217,851	-
6408 Contractor Fees	2,160	-	79,000	79,000	80,085
6413 Utilities	4,595	-	-	-	-
6425 CEA Equipment Rental	-	-	-	-	2,900
6801 Land	-	-	100,000	100,000	-
6809 Infrastructure Construction	77,592	18,002	4,190,087	4,724,475	6,941,394
Total Expense	$ 152,324	$ 107,115	$ 4,745,185	$ 5,352,424	$ 7,259,674

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

2007	Street	From	To	Water Utility
Labor Pool				235,295
Miscellaneous	Permit and Misc. F	NOI, Railroad, Water Usage, County		7,500
Construction	Surface Restoratio	Due to 2006 Water		80,085
	Subtotal			**87,585**
New Construction	Easement 1290' w	Broadway Dr	Apple Creek Rd	138,250
	Lake Park Rd	Plank Rd (1400' s)	Midway Rd	58,800
	Subtotal			**197,050**
Reconstruction	Kamps St	Outagamie St	Douglas St	114,500
(not related to paving)	Morrison St	Kimball St	Kimball St (100' s)	14,500
	Summit St	Frances St	Roberts St	83,500
	Summit St	Wisconsin Ave	Commercial St	86,750
	Victoria St	Spencer St	Eighth St	66,250
	Subtotal			**365,500**
Reconstruction	Coolidge Ave	Oneida St	Jackson St	230,950
(prior to next year's paving)	Division St	Wisconsin Ave	Packard St	423,000
	Gillett St	Brewster St	Taylor St	22,250
	Gillett St	Wisconsin Ave	Brewster St	69,000
	Kimball St	Morrison St	Oak St	31,750
	Lake Park Rd	Plank Rd	Intersection	10,000
	Oak St	Lawrence St	Kimball St	46,000
	Rogers Ave	Prospect	Mason St	103,700
	Spencer St	Linwood Ave	Story St	512,250
	Spencer St	Story St	Badger Ave	258,250
	State St	College Ave	Wisconsin Ave	629,000
	Subtotal			**2,336,150**
Total Water Main Construction				**3,221,580**
Transmission Line - New	Fox River	Lawe St Bridge	E. South River St	1,284,000
	Midway Rd	Huckleberry La	Lake Park Rd	355,250
	Midway Rd	Kernan Ave	Huckleberry	212,500
	Pine St	Mason St	Lehmann St	81,620
	Pine St	Prospect	Mason St	210,000
	Spencer St	Whitman Ave	Story St	976,700
	West Trans Line	Mason St	Memorial Dr	182,921
	West Trans Line	Pierce Park	Veterans Park	722,000
	Subtotal			**4,024,991**
Secondary Intake Line - Design		Lake Station	Water Plant	**13,103**
Total Water Construction				$ 7,259,674

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CITY OF APPLETON 2007 BUDGET

WATER UTILITY

STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET ASSETS

	2004 Actual	2005 Actual	2006 Budget	2006 Projected	2007 Budget
Revenues					
Charges for Services	$ 13,857,106	$ 13,964,892	$ 13,896,650	$ 14,025,000	$ 17,964,087
Miscellaneous	286,584	286,651	271,456	271,456	287,125
Total Revenues	14,143,690	14,251,543	14,168,106	14,296,456	18,251,212
Expenses					
Operation and Maintenance	5,292,495	5,858,708	8,107,033	8,107,033	8,274,823
Depreciation	2,753,045	2,847,457	2,817,639	2,817,639	3,230,000
Total Expenses	8,045,540	8,706,165	10,924,672	10,924,672	11,504,823
Operating Income (Loss)	6,098,150	5,545,378	3,243,434	3,371,784	6,746,389
Non-Operating Revenues (Expenses)					
Investment Income	189,724	163,471	176,700	161,000	190,900
Interest Expense	(3,173,139)	(3,140,766)	(3,267,725)	(3,267,725)	(3,588,477)
Amortization of Debt Expense	(54,053)	(55,521)	(64,592)	(64,592)	(65,092)
Gain on Sale of Fixed Assets	-	-	-	-	-
Other	7,555	11,786	5,772	5,772	12,500
Total Non-Operating	(3,029,913)	(3,021,030)	(3,149,845)	(3,165,545)	(3,450,169)
Net Income Before Contributions and Transfers	3,068,237	2,524,348	93,589	206,239	3,296,220
Contributions and Transfers In (Out)					
Capital Contributions	944,178	1,052,985	213,768	213,768	-
General Fund	(13,800)	(13,800)	(13,800)	(13,800)	(13,800)
Internal Service	(53,631)	(19,976)	-	-	-
Capital Projects	-	12,704	(68,200)	(68,200)	(6,022)
Tax Equivalent	(940,728)	(1,073,370)	(1,014,564)	(1,014,564)	(1,247,500)
Change in Net Assets	3,004,256	2,482,891	(789,207)	(676,557)	2,028,898
Net Assets - Beginning	38,727,513	41,731,769	44,214,660	44,214,660	43,538,103
Residual Equity Transfer In (Out)	-	-	-	-	-
Net Assets - Ending	$ 41,731,769	$ 44,214,660	$ 43,425,453	$ 43,538,103	$ 45,567,001

SCHEDULE OF CASH FLOWS

Cash - Beginning of Year	$ (2,805,046)	$ 1,078,468
+ Change in Net Assets	(676,557)	2,028,898
- Capital Contributions	(138,768)	-
+ Depreciation	2,817,639	3,230,000
+ Long Term Debt	11,400,000	-
- Fixed Assets	(5,968,800)	(7,824,674)
- Principal Repayment	(3,550,000)	(3,970,000)
Cash - End of Year	$ 1,078,468	$ (5,457,308)

CITY OF APPLETON 2007 BUDGET
WATER UTILITY
LONG TERM DEBT

	1998 Revenue Bonds		2000 Revenue Bonds		2002 Revenue Bonds	
Year	Principal	Interest	Principal	Interest	Principal	Interest
2007	320,000	123,410	130,000	140,881	310,000	188,419
2008	335,000	109,005	135,000	133,963	325,000	176,638
2009	350,000	93,605	150,000	126,275	330,000	164,263
2010	365,000	77,180	160,000	118,075	345,000	150,463
2011	380,000	59,890	165,000	109,660	360,000	135,163
2012	400,000	41,290	175,000	100,560	375,000	119,225
2013	420,000	21,340	185,000	90,755	395,000	101,450
2014	440,000	-	195,000	80,225	410,000	83,820
2015	-	-	205,000	68,950	430,000	64,900
2016	-	-	220,000	56,850	450,000	44,650
2017	-	-	230,000	44,085	470,000	23,030
2018	-	-	245,000	30,365	490,000	-
2019	-	-	260,000	15,675	-	-
2020	-	-	275,000	-	-	-
	$ 3,010,000	$ 525,720	$ 2,730,000	$ 1,116,319	$4,690,000	$1,252,021

	2001 Revenue Bonds		2004 Revenue Bonds		2005 Revenue Bonds	
	Principal	Interest	Principal	Interest	Principal	Interest
2007	2,755,000	2,270,819	145,000	139,678	135,000	158,739
2008	2,875,000	2,155,819	150,000	135,178	125,000	154,364
2009	2,995,000	2,028,531	155,000	130,295	135,000	149,301
2010	2,220,000	1,934,181	160,000	124,895	150,000	143,676
2011	2,320,000	1,832,681	165,000	119,120	155,000	137,476
2012	2,430,000	1,711,181	170,000	112,958	150,000	131,476
2013	2,555,000	1,583,431	180,000	106,208	165,000	124,876
2014	2,690,000	1,448,931	185,000	98,808	150,000	118,501
2015	2,830,000	1,296,819	190,000	91,588	180,000	110,851
2016	2,985,000	1,176,375	200,000	83,788	185,000	103,451
2017	3,155,000	966,794	210,000	75,388	195,000	95,456
2018	3,325,000	788,075	215,000	66,573	205,000	87,000
2019	3,515,000	599,144	225,000	57,123	215,000	76,250
2020	3,705,000	400,000	235,000	47,018	225,000	65,000
2021	3,900,000	205,000	245,000	36,238	235,000	53,250
2022	4,100,000	-	255,000	24,890	245,000	41,000
2023	-	-	270,000	12,740	260,000	28,000
2024	-	-	280,000	-	275,000	14,250
2025	-	-			285,000	-
	$48,355,000	$20,397,781	$3,635,000	$1,462,486	$3,670,000	$1,792,917

	2005 G.O. Refunding Bonds		TOTAL		
	Principal	Interest	Principal	Interest	Total
2007	175,000	1,531	3,970,000	3,023,477	6,993,477
2008	-	-	3,945,000	2,864,967	6,809,967
2009	-	-	4,115,000	2,692,270	6,807,270
2010	-	-	3,400,000	2,548,470	5,948,470
2011	-	-	3,545,000	2,393,990	5,938,990
2012	-	-	3,700,000	2,216,690	5,916,690
2013	-	-	3,900,000	2,028,060	5,928,060
2014	-	-	4,070,000	1,830,285	5,900,285
2015	-	-	3,835,000	1,633,108	5,468,108
2016	-	-	4,040,000	1,465,114	5,505,114
2017	-	-	4,260,000	1,204,753	5,464,753
2018	-	-	4,480,000	972,013	5,452,013
2019	-	-	4,215,000	748,192	4,963,192
2020	-	-	4,440,000	512,018	4,952,018
2021	-	-	4,380,000	294,488	4,674,488
2022	-	-	9,290,000	1,317,911	10,607,911
2023	-	-	530,000	40,740	570,740
2024	-	-	557,005	14,250	571,255
2025	-	-	285,000	0	285,000
	$175,000	$1,531	$70,672,005	$27,800,796	$98,472,801

Note: Schedule is based on accrual method of accounting. Revenue bonds in the amount of $11,400,000 will be issued in late 2006. Expected interest expense on the issue for 2007 is $565,000.

CITY OF APPLETON 2007 BUDGET
WATER UTILITY

NOTES

CITY OF APPLETON 2007 BUDGET

WASTEWATER UTILITY

Director of Utilities: Michael W. Buettner

Deputy Director of Utilities: Jessica A. Garratt

Public Works Director: Paula A. Vandehey

Deputy Director/City Engineer: Ross M. Buetow

Deputy Director of Operations: Wendy K. Lodholz

CITY OF APPLETON 2007 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 2006 EVENTS

WASTEWATER TREATMENT

Programmable Logic Controller and SCADA Upgrade
Completed upgrade of plant Programmable Logic Controller (PLC) and SCADA system

Lime Residual Study
Engineering consultants completed an assessment of biosolids treatment alternatives including removal of the lime residuals. The study concluded that the present method of biosolid treatment and disposal was the most economical approach recommended.

V-Building Roof Replacement
Replacement of the V-Building roof was completed in the Belt Filter Press area

Recoating Three Secondary Clarifiers
Three secondary clarifiers were sandblasted and painted to preserve equipment life

Building Fire
There was a fire in B-Building on May 28, 2006 that started as a result of an electrical fire from an autosampler refrigerator unit. The fire was successfully handled by plant operators and extinguished by Appleton Fire Department, preventing extensive damage. Wastewater treatment continued successfully despite the fire and there were no regulatory violations in conjunction with the event. Temporary equipment such as autosamplers and monitoring equipment were set up in the interim period of facility repair. There was a $10,000 deductible that was primarily covered by insurance reimbursement of City staff services.

Belt Filter Press
Addition of a fourth filter press budgeted for 2006 was not implemented. Sludge volumes were reduced from loss of industrial contribution to the waste steam and it was determined from the lime residual study that it was not economical at this time to separate commingled water plant lime waste from the wastewater stream.

WASTEWATER COLLECTION

Added televising of laterals that were suspect of infiltration. This helped us determine if there were laterals in need of repair and who was responsible for the repair
Reconstructed the Monte Alverno Siphon Chamber
Completed the French Road/Broadway Drive Sanitary Sewer Interceptor Project
Four new wastewater lift stations were added in conjunction with new property developments

WASTEWATER ADMINISTRATION

Wastewater Administration

The Utilities Accounting Manager was re-aligned with the City Finance Department. The new position is titled Enterprise Fund Accounting Manager.

CITY OF APPLETON 2007 BUDGET
WASTEWATER UTILITY

MAJOR 2007 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

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

Reconstruct the Newberry Street Sanitary Sewer Interceptor

Start construction on lining the Sanitary Sewer Interceptor between Packard Street and College Avenue

WASTEWATER COMPARISONS

	Actual 2004	Actual 2005	TARGET 2006	PROJECTED 2006	TARGET 2007
Total Miles of Mains (Jan. 1)	292.70	298.60	297.70	303.30	305.50
Additional Miles of Main	9.00	5.90	5.00	4.73	2.90
Reconstructed	2.60	1.85	2.10	1.62	1.53
% of Total Reconstructed	0.89%	0.62%	0.71%	0.53%	0.50%

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2004	2005	Adopted 2006	Amended 2006	2007	Change *
Program Revenues		$ 9,676,521	$ 9,776,341	$ 10,915,857	$ 10,915,857	$ 10,619,968	-2.71%
Program Expenses							
5411	Utility Administration	484,483	435,431	543,579	543,579	411,959	-24.21%
5412	Finance Administration	5,197,211	5,234,354	5,384,310	5,384,310	5,693,316	5.74%
5422	Treatment	2,094,364	2,325,698	2,522,730	2,522,730	3,438,092	36.28%
5423	Biosolids Management	486,575	502,300	710,321	710,321	664,801	-6.41%
5424	Lab/Pre-Treatment	187,006	240,222	263,288	263,288	247,832	-5.87%
5425	Lift Stations	41,410	42,001	43,385	43,385	41,920	-3.38%
5426	Maintenance	883,927	533,185	598,045	598,045	**	-100.00%
5427	Collection Systems	623,018	727,756	696,541	696,541	670,247	-3.77%
5431	Public Works Capital	915,376	459,231	3,140,478	3,927,004	4,036,704	28.54%
5432	Utility Capital	-	-	1,503,478	1,638,319	1,420,000	-5.55%
Total Program Expenses		$ 10,913,370	$ 10,500,178	$ 15,406,155	$ 16,327,522	$ 16,624,871	7.91%
Expenses Comprised Of:							
Personnel		2,369,736	2,341,011	2,455,319	2,455,319	2,187,778	-10.90%
Administrative Expense		5,086,549	5,072,413	5,240,791	5,240,791	5,544,320	5.79%
Supplies & Materials		233,001	312,062	426,224	426,224	379,306	-11.01%
Purchased Services		840,833	762,632	1,394,156	1,550,905	1,066,221	-23.52%
Utilities		1,092,851	1,276,891	1,308,694	1,308,694	1,473,906	12.62%
Repair & Maintenance		428,674	321,104	386,562	386,562	645,896	67.09%
Capital Expenditures		861,726	414,065	4,194,409	4,959,027	5,327,444	27.01%
Full Time Equivalent Staff:							
Personnel allocated to programs		34.52	34.27	32.47	32.47	28.07	

* % change from prior year adopted budget
** An Internal Service Fund, Facilities Management, has been created and the costs related to the utilities are now included in business unit 5422.

CITY OF APPLETON 2007 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 Business Unit has been removed from the Wastewater Budget to reflect the creation of the Facilities Management Department.

The budget reflects the following staffing changes: the retirement of the Accounting Manager (reduction of 50% of allocated salary; split with Water Utility) and the realignment of accounting functions to the Finance Department as reflected in the Finance Administration Budget; the realignment of the CBM/Facilities Supervisor (reduction of 80% of allocated salary) to the newly created Internal Service Fund for Facilities; and the decreased allocation to 50% (was 80%) of the Stock Clerk's salary to reflect the change in responsibilities due to the CBM/Facilities realignment for a net reduction in personnel costs of $104,517.

The budget reflects a decrease in CEA expense due to the realignment of the CBM Supervisor's vehicle and the reallocation of the Stock Clerk's Van and the Administration vehicle to reflect shared usage between the Water and Wastewater Utility and Lab staff.

The part-time salary budget is increased to cover an anticipated extended FMLA leave.

There is also an equipment expenditure of $6,022, representing Wastewater Utility's portion of a replacement folder/inserter to be installed in the City Clerk's office. Please see page 660 for a discussion.

The budget also reflects the reduction in personnel expense due to the reitrement of the Deputy Director in 2007 and the replacement hired in the starting salary range as well as the Director that was hired in the starting salary range in 2006.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Safe work environment					
# of workers comp. claims / year	8	6	5	5	5
# of first aid entries per year	10 *	49	10 *	40	40
Strategic Outcomes					
Community Outreach					
# of citizen contacts initiated	12	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					
# reports filed:					
Compliance Maint. Annual Report	1	1	1	1	1
Biosolids Annual Report	1	1	1	1	1
Pretreatm't Semi & Annual Report	2	2	2	2	2
Dischg. Monitoring Monthly Report	12	12	12	12	12

* Indicator for 2004 actual and 2006 Target was for accidents only.

CITY OF APPLETON 2007 BUDGET
WASTEWATER UTILITY

Utility Administration **Business Unit 5411**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4710 Interest on Investments	$ 766,747	$ 755,565	$ 295,700	$ 295,700	$ 293,100
4711 Amortization of Investments	(195,609)	(162,773)	-	-	-
4711 Accretion of Investments	(7,769)	15,860	-	-	-
4715 Gain on Sale of Investment	512	(25,730)	-	-	-
4716 Unrealized Gains/Losses	(171,034)	(258,516)	-	-	-
4730 Interest - Deferred Specials	6,842	13,059	-	-	-
4801 Charges for Serv - Nontax	-	253	-	-	-
4810 Sewer Service - Residential	3,615,958	3,698,078	4,232,860	4,232,860	4,544,000
4811 Sewer Service - Commercial	1,120,102	1,144,387	1,318,755	1,318,755	1,428,200
4812 Sewer Service - Industrial	2,714,278	2,430,877	3,694,971	3,694,971	3,217,700
4813 Sewer Service - Municipal	151,374	157,711	171,714	171,714	209,300
5010 Misc Revenue - Nontax	2,642	2,253	-	-	-
5021 Capital Contributions	1,120,242	1,655,929	427,848	427,848	433,000
5071 Customer Penalty	22,965	24,254	21,400	21,400	26,000
5077 Income from Admin Fee	117	128	-	-	-
5924 Trans In - Capital Project	3,215	-	-	-	-
5961 Res Trans In - Internal Svc	-	-	-	-	-
Total Revenue	$ 9,150,582	$ 9,451,335	$ 10,163,248	$ 10,163,248	$ 10,151,300
Expenses					
6101 Regular Salaries	$ 213,592	$ 197,924	$ 249,854	$ 249,854	$ 139,029
6104 Call Time	-	138	-	-	-
6105 Overtime	6,757	3,726	7,245	7,245	3,368
6108 Part-Time	220	1,524	500	500	5,199
6150 Fringes	107,206	85,504	100,806	100,806	60,716
6201 Training\Conferences	4,145	1,803	8,000	8,000	6,000
6204 Tuition & Fees	165	-	-	-	-
6301 Office Supplies	4,486	6,099	6,000	6,000	6,000
6302 Subscriptions	37	-	225	225	285
6303 Memberships & Licenses	1,932	1,778	2,200	2,200	2,000
6304 Postage\Freight	435	1,728	1,283	1,283	1,300
6305 Awards & Recognition	390	83	412	412	285
6306 Janitorial Supplies	-	-	-	-	10,059
6307 Food & Provisions	394	180	550	550	380
6320 Printing & Reproduction	3,211	3,263	3,626	3,626	3,600
6321 Clothing	853	420	1,000	1,000	600
6323 Safety Supplies	10,734	2,851	8,633	8,633	6,000
6327 Misc. Equipment	1,019	31	1,245	1,245	1,245
6404 Consulting Services	481	1,942	500	500	500
6407 Collection Services	1,262	1,204	1,200	1,200	1,200
6408 Contractor Fees	7,904	2,197	13,292	13,292	5,000
6411 Temporary Help	2,224	354	3,000	3,000	3,000
6412 Advertising/Publications	116	1,539	2,000	2,000	2,000
6413 Utilities	21,108	21,034	17,839	17,839	16,405
6414 Janitorial Services	-	-	-	-	42,778
6418 Equip Repairs & Maint	2,502	2,370	1,000	1,000	1,000
6425 CEA Equip. Rental	2,278	5,159	4,869	4,869	2,628
6501 Insurance	91,032	92,580	94,550	94,550	85,360
6411 Trans Out - Capital Projects	-	-	13,750	13,750	6,022
Total Expense	$ 484,483	$ 435,431	$ 543,579	$ 543,579	$ 411,959

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2007 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:

This budget reflects a change in the allocation of support staff to the Wastewater Utility. The Accounting Manager position, previously allocated 45% to Wastewater, has been replaced by the position of Enterprise Accounting Manager and is allocated at 30%. The recently created position of Accounting/Customer Service Manager in the Finance department is allocated at 15%, and the Finance Director is allocated at 10%. The net effect of these changes is an increase in the FTE allocation of .10 and a net increase in personnel cost of $14,412.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Timely and accurate posting of overhead expenses					
% of months posted within 10 days of end of month	92%	92%	92%	92%	92%
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	106,514	107,140	106,514	107,660	108,111

CITY OF APPLETON 2007 BUDGET
WASTEWATER UTILITY

Finance Administration **Business Unit 5412**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
5004 Sale of City Prop - Nontax	$ 1,225	$ -	$ -	$ -	$ -
5005 Sale of City Prop - Taxable	2,540	-	-	-	-
5006 Gain (Loss) Asset Disposal	-	(162,169)	288,521	288,521	-
5086 Premium of Debt Issue	-	2,809	15,062	15,062	13,418
	$ 3,765	$ (159,360)	$ 303,583	$ 303,583	$ 13,418
Expenses					
6101 Regular Salaries	$ 71,951	$ 74,351	$ 75,277	$ 75,277	$ 89,838
6105 Overtime	201	635	-	-	-
6150 Fringes	35,905	34,524	31,995	31,995	34,598
6304 Postage\Freight	10,540	9,729	13,000	13,000	14,000
6320 Printing & Reproduction	766	2,382	2,000	2,000	2,100
6401 Accounting/Audit	6,874	30,784	8,000	8,000	9,126
6403 Bank Services	23,228	21,589	24,500	24,500	23,500
6437 Billing Services	84,505	82,699	85,000	85,000	88,000
6599 Other Contracts/Obligations	7,122	32,007	57,380	57,380	21,600
6601 Depreciation Expense	3,718,277	3,773,130	3,987,900	3,987,900	4,121,600
6623 Uncollectable Accounts	2,588	3,274	3,000	3,000	3,300
6631 Meter Expense	517,227	519,429	549,660	549,660	554,000
6650 Discounts Available	(273)	(204)	-	-	-
6720 Interest Payments	540,455	476,384	415,195	415,195	538,300
6730 Debt Issuance Costs	8,294	9,265	13,953	13,953	28,393
6751 Gain/Loss on refund Amort.	47,470	46,926		-	47,511
7911 Trans Out - General Fund	117,450	117,450	117,450	117,450	117,450
7921 Trans Out - Internal Service	4,631	-	-	-	-
Total Expense	$ 5,197,211	$ 5,234,354	$ 5,384,310	$ 5,384,310	$ 5,693,316

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Postage/Freight	
Allocation of postage expense for mailing City services invoices	$ 14,000
	$ 14,000
Bank Services	
Banking fees	$ 2,400
Investment fees	21,100
	$ 23,500
Billing Services	
Sewer charges from other sanitation districts for Appleton residences served	$ 88,000
	$ 88,000
Other Contracts/Obligations	
Tax levies from other sanitation districts for Appleton residences served	$ 21,600
	$ 21,600
Meter Expense	
Allocation from Water:	
Meter maintenance exp.	$ 174,000
Meter depreciation	215,000
Meter payment in lieu of tax	45,000
Return on investment in net fixed assets - meters	120,000
	$ 554,000

CITY OF APPLETON 2007 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:

This budget reflects the following changes due to the realignment of the CBM/Facilities Department; expense items were previously included in the Maintenance Business Unit:

The addition of an Electrician (50% of salary), Instrumentation Tech, and two Maintenance Specialists 2 for a net increase in personnel costs of $255,307.

An increase in CEA expense of $4,235 due to the realignment of vehicles that were previously used by CBM Maintenance staff.

The addition of the corrective and preventive equipment repairs and maintenance expense of $140,000 and gas purchase expense of $4,000

Increased Shop Supplies and Tools expense of $4,350

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
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	5,288 MG	4,181 MG	5,000 MG	3,800 MG	4,100 MG
Strategic Outcomes					
Improved treatment processes					
# of employees trained annually	10	10	10	10	14
Work Process Outputs					
Efficient plant operation					
# of full time employees	10	10	10	10	14
# of equivalent hours worked per year	24,535	23,377	24,000	24,000	33,600

CITY OF APPLETON 2007 BUDGET
WASTEWATER UTILITY

Treatment **Business Unit 5422**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4224 Miscellaneous State Aids	$ -	$ -	$ -	$ -	$ -
Total Revenue	$ -	$ -	$ -	$ -	$ -
Expenses					
6101 Regular Salaries	$ 488,428	$ 475,145	$ 477,542	$ 477,542	$ 668,948
6104 Call Time	-	2,089	-	-	-
6105 Overtime	62,137	76,116	71,282	71,282	83,673
6108 Part-Time	8,321	9,503	9,651	9,651	8,784
6150 Fringes	220,258	216,407	212,745	212,745	324,567
6309 Shop Supplies & Tools	4,295	6,223	5,000	5,000	9,500
6310 Chemicals	156,485	227,702	334,972	334,972	297,847
6321 Clothing	5,720	3,481	5,924	5,924	3,500
6322 Gas Purchases	-	-	-	-	4,000
6327 Miscellaneous Equipment	-	1,229	-	-	-
6402 Environmental Fees	27,715	27,136	30,000	30,000	30,900
6404 Consulting Services	1,272	1,540	9,000	9,000	9,000
6408 Contractor Fees	54,147	38,208	73,801	73,801	65,515
6413 Utilities	1,034,436	1,227,520	1,257,040	1,257,040	1,425,181
6416 Building Repairs & Maint	24,519	5,771	25,000	25,000	25,000
6418 Equipment Repairs & Maint	-	-	-	-	140,000
6420 Facilities Charges	-	-	-	-	325,775
6425 CEA Equip. Rental	6,631	7,628	10,773	10,773	15,902
Total Expense	$ 2,094,364	$ 2,325,698	$ 2,522,730	$ 2,522,730	$ 3,438,092

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Chemicals	
Ferrous Sulfate (or equivalent)	$ 61,000
DAF Coagulant	21,895
BFP Coagulant	149,466
Sodium Hypochlorite	31,888
Sodium Bisulfite	26,707
Other chemicals	6,891
	$ 297,847

Environmental Fees	
NR 101 Wastewater fee (discharge permit)	$ 28,900
Lab certification	1,000
Ground water fee	1,000
	$ 30,900

Contractor Fees	
SCADA system support	$ 4,200
Instrument support	5,300
System/equipment repairs by outside professionals	7,515
Operational licensing fees	3,000
T. of Menasha (Garden Ct)	5,200
Aeration Tank Painting	30,000
Waste removal (grit)	10,300
	$ 65,515

Building Repairs & Maint	
Receiving Station repairs	$ 25,000
	$ 25,000

Equipment Repairs & Maintenance	
Corrective repairs & maintenance	$126,000
Preventive repairs & maintenance	14,000
	$140,000

CITY OF APPLETON 2007 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 2007 budget reflects financial impact of potential landfilling due to storage constraints and the financial impact of applying Biosolids at lime rates, requiring 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. Reduction in costs for 2007 is due to reduced hauling charges as the biosolids production volume has been reduced due to loss of industrial customers.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Affordable biosolids with site delivery					
% of deliveries completed on agreed to day (excluding weather factors)	100%	98%	100%	100%	100%
Strategic Outcomes					
Land fill capacity maximized					
Wet Tons of biosolids diverted from landfill	24,955	24,860	25,000	20,000	20,000
Agricultural benefits maximized					
# acres for land application	1,110	1,047	1,300	1,300	1,300
Work Process Outputs					
Biosolids production and storage					
Tons of biosolids produced	27,185	27,774	26,400	22,000	22,000
CMAR Compliance					
% of site compliance monitoring completed	New Measure	→	→	100%	100%

CITY OF APPLETON 2007 BUDGET
WASTEWATER UTILITY

Biosolids Management **Business Unit 5423**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4224 Miscellaneous State Aids	$ 1,167	$ 1,167	$ -	$ -	$ -
5010 Misc Revenue - Nontax	-	39	-	-	-
5011 Misc Revenue - Tax	20,651	20,651	6,884	6,884	-
Total Revenue	$ 21,818	$ 21,857	$ 6,884	$ 6,884	$ -
Expenses					
6101 Regular Salaries	$ 77,303	$ 72,506	$ 85,350	$ 85,350	$ 87,625
6104 Call Time	-	58	-	-	-
6105 Overtime	5,279	4,039	5,673	5,673	6,037
6108 Part-Time	-	-	-	-	-
6150 Fringes	32,474	30,208	36,274	36,274	38,334
6307 Food & Provisions	-	-	-	-	-
6316 Miscellaneous Supplies	795	564	1,000	1,000	1,000
6321 Clothing	770	423	878	878	500
6323 Safety Supplies	-	44	-	-	-
6404 Consulting Services	-	180	5,000	5,000	5,000
6408 Contractor Fees	359,006	383,080	563,198	563,198	511,880
6425 CEA Equip. Rental	10,948	11,198	12,948	12,948	14,425
Total Expense	$ 486,575	$ 502,300	$ 710,321	$ 710,321	$ 664,801

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Contractor Fees	
Biosolids landfill	$ 108,150
Potential nutrient correction	21,850
Farming	1,000
Bio-solids transport / application	346,080
Soil analysis	4,200
Storage	10,000
Site management	9,200
Bio-solids incorporation	11,400
	$ 511,880

CITY OF APPLETON 2007 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:

The salary budget reflects the allocation of 40% of the Technical Services Manager's salary to the Water Utility to more accurately reflect time spent at the Water Treatment Facility. The Technical Services Manager will also take on a new role of supervision of the Plant Instrumentation Technicians for the Water and Wastewater Utility in addition to Laboratory Technicians. As a result, metals testing will be performed by a contract laboratory in the future as the duties of the Technical Services Manager are more focused on process support.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Environmental safety					
# of industrial clients in compliance	11/11	10/10	10/10	10/10	10/10
Increase revenue sources					
# of sources outside service area	11	10	11	11	10
$ generated	$ 480,136	$ 443,073	$ 450,000	$ 450,000	$ 450,000
Strategic Outcomes					
High Wastewater treatment standards					
Average grade received by CMAR (letter grade of "B" or better requires no remedial action)	A	B	A	A	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	6,781	6,720	6,720	6,720
Maintain industrial pretreatment compliance					
# of inspections/sampling events	39	36	30	30	30

CITY OF APPLETON 2007 BUDGET
WASTEWATER UTILITY

Laboratory & Pretreatment **Business Unit 5424**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4814 Industrial Pre-Treatment	$ 9,515	$ 10,046	$ 10,000	$ 10,000	$ 10,000
5001 Fees & Commissions	1,862	3,252	2,142	2,142	2,500
5010 Misc Revenue - Nontax	5,996	5,494	5,000	5,000	5,000
5084 Special Hauled Waste	482,983	443,717	425,000	425,000	437,750
Total Expense	$ 500,356	$ 462,509	$ 442,142	$ 442,142	$ 455,250
Expenses					
6101 Regular Salaries	$ 94,167	$ 117,480	$ 138,240	$ 138,240	$ 121,196
6105 Overtime	6,870	8,396	5,800	5,800	9,402
6150 Fringes	50,348	61,492	65,351	65,351	58,546
6309 Tools & Instruments	3,642	4,473	15,000	15,000	15,000
6310 Chemicals	4,847	6,717	6,000	6,000	8,000
6321 Clothing	1,677	444	2,058	2,058	800
6324 Medical\Lab Supplies	2,639	5,739	5,000	5,000	6,500
6408 Contractor Fees	18,731	29,813	20,500	20,500	22,750
6418 Equip Repairs & Maint	2,520	3,280	2,000	2,000	2,000
6425 CEA Equip. Rental	1,565	1,295	2,339	2,339	2,538
6432 Lab Fees	-	770	1,000	1,000	1,100
6804 Equipment	-	323	-	-	-
Total Expense	$ 187,006	$ 240,222	$ 263,288	$ 263,288	$ 247,832

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Tools & Instruments	
Testing equipment	$ 10,000
Equipment replacement/repair	5,000
	$ 15,000
Contractor Fees	
Pre-treatment	$ 4,750
Bio-solids testing	6,000
Wastewater testing	12,000
	$ 22,750

CITY OF APPLETON 2007 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 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Sewage bypasses / backups					
# per year attributed to lift stations	1	0	0	0	0
Strategic Outcomes					
Integrity of lift stations maintained					
# of emergency calls required	14	35	15	15	15
Work Process Outputs					
Response to work orders					
# of corrective work orders	54	43	60	60	60
# of preventive work orders	104	136	100	100	100

CITY OF APPLETON 2007 BUDGET
WASTEWATER UTILITY

Lift Stations **Business Unit 5425**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Expenses					
6408 Contractor Fees	$ 11,709	$ 8,228	$ 3,000	$ 3,000	$ 6,000
6413 Utilities	29,701	26,239	31,385	31,385	29,920
6418 Equip Repairs & Maint	-	7,534	-	-	-
6804 Machinery & Equipment	-	-	9,000	9,000	6,000
Total Expense	$ 41,410	$ 42,001	$ 43,385	$ 43,385	$ 41,920

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2007 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:

The Maintenance Business Unit has been dissolved. The Instrumentation Technician and two Maintenance Specialists have been assigned to the Wastewater Utility. One Electrician and Stock Clerk have been allocated to Water Utility (50%) and Wastewater Utility (50%). Other members of the Maintenance team have been reassigned to the newly created Internal Service Fund for Facilities Management.

See page 55 for a discussion of the Facilities & Construction Management Internal Service Fund.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Provide technical assistance					
% of satisfied customers	81%	75%	100%	100%	N/A
Strategic Outcomes					
Maintain Preventive Maintenance service for all city facilities					
Ratio of PM to CM work orders	2.3/1	2.6/1	2.0/1	2.0/1	N/A
Work Process Outputs					
Response to work orders					
# of work orders preventive	2,290	2,042	1,800	1,800	N/A
# of work orders corrective	999	781	900	900	N/A
# of special project work orders	300	188	250	250	N/A

CITY OF APPLETON 2007 BUDGET
WASTEWATER UTILITY

Maintenance **Business Unit 5426**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Expenses					
6101 Regular Salaries	$ 386,407	$ 302,388	$ 281,923	$ 281,923	$ -
6104 Call Time	-	5,265	-	-	-
6105 Overtime	18,172	14,105	25,000	25,000	-
6108 Part-Time	13,503	14,648	9,651	9,651	-
6150 Fringes	178,909	165,915	134,485	134,485	-
6306 Building Maint./Janitorial	16,625	11,868	10,588	10,588	-
6309 Shop Supplies & Tools	12,876	10,141	7,500	7,500	-
6321 Clothing	3,927	2,339	4,438	4,438	-
6322 Gas Purchases	2,514	2,391	4,000	4,000	-
6408 Contractor Fees	71,812	169,049	97,644	97,644	-
6414 Janitorial Service	39,747	40,717	41,939	41,939	-
6416 Build Repairs & Maint	54,885	4,458	15,500	15,500	-
6418 Equip Repairs & Maint	201,079	166,727	179,217	179,217	-
6419 Communication Eq. Repairs	273	-	1,000	1,000	-
6425 CEA Equip. Rental	20,535	21,649	23,681	23,681	-
6429 Interfund Allocations	(144,062)	(401,667)	(244,521)	(244,521)	-
6454 Grounds Repair & Maint.	6,725	3,192	6,000	6,000	-
Total Expense	$ 883,927	$ 533,185	$ 598,045	$ 598,045	$ -

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

None

CITY OF APPLETON 2007 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

Investigate technology required and costs of digitizing (DVD) our sewer television inspection reports. They are currently recorded using analog (VHS) technology

Major Program Changes:

Due to an existing backlog of defects identified, we will need to continue to budget for the spot repairs this year and not alternate years as previously planned.

The increase in the number of cross connections identified is the result of a program begun in 2005 to identify any existing cross connections at the point of sale of a property.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Benefit of inspection program					
# defects identified from TV report	21	50	40	40	35
Compliance with regulation					
# of protruding taps identified	2	0	5	5	5
# of cross connections identified	2	135	2	120	110
Strategic Outcomes					
Reliability of system maintenance program					
# of trouble calls	90	74	100	100	80
# of system blockages removed	13	7	10	10	10
% of total system televised	15.5%	19.2%	13.0%	13.0%	12.0%
Work Process Outputs					
Maintenance performed					
% of total system cleaned	70%	63%	50%	50%	45%
# of spot repairs made	54	58	40	40	30
Safeguarding health and safety					
# of protruding taps removed	12	1	10	10	8
Reduction of treatment costs					
# of seals installed (I&I)	24	37	40	40	50

CITY OF APPLETON 2007 BUDGET
WASTEWATER UTILITY

Collection Systems **Business Unit 5427**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Expenses					
6101 Regular Salaries	$ 161,784	220,834	$ 217,195	$ 217,195	213,514
6104 Call Time	4,852	4,271	4,000	4,000	4,000
6105 Overtime	6,089	9,708	4,500	4,500	4,500
6108 Part-Time	166	5,352	-	-	-
6150 Fringes	74,427	83,021	99,145	99,145	100,244
6201 Training\Conferences	-	863	3,000	3,000	2,000
6303 Memberships & Licenses	175	50	75	75	75
6305 Awards & Recognition	73	-	-	-	-
6309 Shop Supplies & Tools	1,759	1,597	2,950	2,950	2,500
6315 Books & Library Materials	-	382	-	-	-
6320 Printing & Reproduction	-	10	-	-	-
6323 Safety Supplies	504	138	-	-	-
6325 Construction Materials	13,540	26,008	15,000	15,000	15,400
6327 Miscellaneous Equipment	426	2,386	-	-	1,214
6404 Consulting Services	214,456	191,296	172,000	172,000	125,000
6407 Collection Services	520	520	-	-	-
6408 Contractor Fees	84,703	137,991	115,000	115,000	134,000
6413 Utilities	4,417	2,098	2,430	2,430	2,400
6415 Tipping Fees	525	1,941	800	800	1,000
6418 Equip Repairs & Maint	420	-	250	250	250
6425 CEA Equip. Rental	54,048	39,290	60,046	60,046	64,000
6430 Health Services	134	-	150	150	150
Total Expense	$ 623,018	$ 727,756	$ 696,541	$ 696,541	$ 670,247

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Construction Materials	
Castings	$ 12,700
Concrete	2,700
	$ 15,400
Consulting Services	
Sewer TV & cleaning	$ 125,000
	$ 125,000
Contractor Fees	
Surface restoring -prior year repairs	$ 35,000
Protruding taps/mineral deposits	30,000
Spot repair liners	44,000
Root Control	25,000
	$ 134,000

CITY OF APPLETON 2007 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:

No major changes.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Reduction of wastewater treatment cost					
# of manholes - rehab/rebuilt	43	33	27	25	26
I & I section rating from CMAR	A	A	A	A	A
# of laterals replaced	374	161	240	251	312
Strategic Outcomes					
Improvements to the sanitary sewer system					
Total miles of sanitary sewer	292.70	298.60	302.10	303.30	305.30
% of total miles of sanitary sewer reconstructed	0.89%	0.62%	0.70%	0.53%	0.50%
Work Process Outputs					
Restoration of sanitary sewers					
Miles of existing sanitary sewer reconstruction	2.60	1.85	2.10	1.62	1.53
Expansion of sanitary sewer system					
Miles of new sanitary sewer added	0.36	1.75	1.30	2.38	2.90
Reduction of treatment costs					
# of seals installed (I&I)	111	81	85	98	92

CITY OF APPLETON 2007 BUDGET
WASTEWATER UTILITY
Public Works Capital Improvements **Business Unit 5431**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Expenses					
6101 Regular Salaries	$ 23,028	$ 25,634	$ 69,162	$ 69,162	$ 86,054
6104 Call Time	61	-	-	-	-
6105 Overtime	5,392	4,006	4,000	4,000	4,000
6108 Part-Time	895	1,049	2,590	2,590	-
6150 Fringes	14,637	13,047	30,083	30,083	35,606
6325 Construction Materials	-	684	-	-	-
6402 Legal Fees	-	300	-	-	-
6404 Consulting Services	-	-	-	156,749	-
6408 Contractor Fees	6,449	(68)	352,712	352,712	-
6413 Utilities	3,188	-	-	-	-
6425 CEA Equip. Rental	-	836	-	-	3,600
6801 Land	-	-	100,000	100,000	-
6809 Infrastructure Construction	861,726	413,743	2,581,931	3,211,708	3,907,444
Total Expense	$ 915,376	$ 459,231	$ 3,140,478	$ 3,927,004	$ 4,036,704

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

2007	Street	From	To	Waste-water Utility
Labor Pool				125,660
Miscellaneous Construction	Sanitary Manhole adjustments and seals Prior To 2007 Asphalt Paving			25,980
	Sanitary Manhole adjustments and seals Prior To 2007 Concrete Paving, new & reconstruct			81,801
	Subtotal			**107,781**
New Construction	Ballard Rd	Applecreek Rd	Broadway Dr	224,200
	Easement 1290' w/o French Rd			
		Broadway Dr	Apple Creek Rd	360,050
	Kurrey forcemain	Broadway Dr, n/o		36,000
	Kurrey Lift Station	Broadway Dr, n/o		500,000
	Midway Rd	Huckleberry La	Lake Park Rd	187,875
	Subtotal			**1,308,125**
Reconstruction	Easement (liner) s/o Edison St			
		Olde Oneida St	340' w	40,320
	Interceptor	Newberry St	1240' n/o	906,920
	Interceptor	Packard St-46' n/o	College Ave	149,376
	Lawrence St	Victoria St.	Linwood Ave	18,150
	Pierce Park	Lehmann St	Lutz Dr	100,000
	Subtotal			**1,214,766**
Reconstruction (on streets to be paved in 2008)	Coolidge Ave	Oneida St	Jackson St	198,189
	Division St	Wisconsin Ave	Atlantic St	104,000
	Gillett St	Brewster St	Taylor St	173,520
	Gillett St	Wisconsin Ave	Brewster St	58,445
	Kimball St	Morrison St	Oak St	13,825
	Oak St	Lawrence St	Kimball St	41,845
	Pine St	Outagamie St	Mason St (laterals)	42,500
	Rogers Ave	Outagamie St	Mason St	77,835
	Spencer St	Mason St	Badger A (laterals)	182,000
	Spencer St	Whitman Ave	Mason St (laterals)	126,000
	State St	Johnston St	Wisconsin Ave	262,213
	Subtotal			**1,280,372**
Total				$ 4,036,704

CITY OF APPLETON 2007 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 2007 CIP's:

Bar Screen #3 Replacement - DNR Replacement Fund	$ 1,300,000	(see page 677)
Roof Replacement	120,000	(see page 658)
	$ 1,420,000	

Major Program Changes:

No major changes.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Cost effective treatment processes					
# of CIP's in budget year	3	5	3	3	3
# of CIP's at/below budget	1	5	3	3	3
# of CIP's in five-year plan	13	14	15	15	10
Strategic Outcomes					
Sewer Rate changes					
% per year	0%	14-16%	0%	0%	0%
Work Process Outputs					
Process Management					
# of equipment upgrades	8	3	1	1	1
# of process changes	1	-	1	1	1

CITY OF APPLETON 2007 BUDGET
WASTEWATER UTILITY

Utility Capital Improvements **Business Unit 5432**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Expenses					
6101 Regular Salaries	$ -	$ -	$ -	$ -	$ -
6150 Fringes	-	-	-	-	-
6404 Consulting Services	-	-	-	-	-
6801 Land	-	-	-	-	-
6804 Equipment	-	-	1,503,478	1,638,319	1,300,000
6899 Other Infrastructure	-	-	-	-	120,000
Total Expense	$ -	$ -	$ 1,503,478	$ 1,638,319	$ 1,420,000

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Equipment	
Bar Screen Replacement	$ 1,300,000
	$ 1,300,000
Other Infrastructure	
Roof Replacement	$ 120,000
	$ 120,000

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CITY OF APPLETON 2007 BUDGET
WASTEWATER UTILITY
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET ASSETS

	2004 Actual	2005 Actual	2006 Budget	2006 Projected	2007 Budget
Revenues					
Charges for Services	$ 7,601,712	$ 7,431,053	$ 9,846,148	$ 8,907,379	$ 9,399,200
Miscellaneous	551,663	511,254	470,426	496,084	481,250
Total Revenues	8,153,375	7,942,307	10,316,574	9,403,463	9,880,450
Expenses					
Operation and Maintenance	6,476,793	6,077,023	6,213,951	6,213,951	6,374,091
Depreciation	3,718,277	3,935,300	3,987,900	3,854,080	4,121,600
Total Expenses	10,195,070	10,012,323	10,201,851	10,068,031	10,495,691
Operating Income (Loss)	(2,041,695)	(2,070,016)	114,723	(664,568)	(615,241)
Non-Operating Revenues (Expenses)					
Interest Income	399,689	337,466	295,700	295,700	293,100
Interest Expense	(540,455)	(476,384)	(415,195)	(415,195)	(473,100)
Gain/Loss on Asset Disposal	-	-	288,521	288,521	-
Gain/Loss on Refunding	(47,470)	(46,926)	-	(53,333)	(47,511)
Amortization of Premium on Debt Issuan	-	2,809	15,062	15,062	13,418
Amortization of Debt Expense	(8,294)	(9,265)	(13,953)	(13,953)	(28,393)
Total Non-Operating	(196,530)	(192,300)	170,135	116,802	(242,486)
Net Income Before Contributions and Transfers	(2,238,225)	(2,262,316)	284,858	(547,766)	(857,727)
Contributions and Transfers In (Out)					
Capital Contributions	1,120,242	1,655,929	427,848	427,848	433,000
Capital Projects Funds	3,215	-	(13,750)	(13,750)	(6,022)
Internal Service Funds	(4,631)	-	-	-	-
General Fund	(117,450)	(117,450)	(117,450)	(117,450)	(117,450)
Change in Net Assets	(1,236,849)	(723,837)	581,506	(251,118)	(548,199)
Net Assets - Beginning	90,262,745	89,025,896	88,302,059	88,302,059	88,050,941
Net Assets - Ending	$ 89,025,896	$ 88,302,059	$ 88,883,565	$ 88,050,941	$ 87,502,742

SCHEDULE OF CASH FLOWS

Working Cash - Beginning of Year	1,941,284	1,613,924
+ Change in Net Assets	(251,118)	(548,199)
+ Depreciation	3,854,080	4,121,600
+ Long Term Debt	3,317,224	2,960,586
- Contributed Capital	(427,848)	(433,000)
- Fixed Assets	(5,565,323)	(5,456,704)
+ Sale of Fixed Asset	359,479	-
- Principal Repayment	(1,365,788)	(1,507,935)
- Transfer to DNR Replacement Fund	(515,000)	(525,000)
+ Fixed Assets funded by DNR Replacement Fund	266,934	1,300,000
Working Cash - End of Year	$ 1,613,924	$ 1,525,272

WORKING CAPITAL RESERVE REQUIREMENT

Prior Year Audited Expenditures	$ 10,012,323
- Depreciation	(3,935,300)
+ Transfer to General Fund	117,450
Net Prior Year Cash Expenditures	$ 6,194,473
25 % Working Capital Reserve Requirement	$ 1,548,618

CITY OF APPLETON 2007 BUDGET
WASTEWATER UTILITY
LONG TERM DEBT - REVENUE BONDS

	1993 Clean Water Fund Bond		2005 Refunding Bonds	
Year	Principal	Interest	Principal	Interest
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	-	-
	$5,437,923	$536,770	$4,175,000	$308,113

	2006 Revenue Bonds		TOTAL		
	Principal	Interest	Principal	Interest	Total
2007	75,000	172,359	1,507,935	473,100	1,981,035
2008	100,000	145,460	2,110,996	381,616	2,492,612
2009	110,000	140,927	2,190,003	304,181	2,494,184
2010	125,000	135,827	2,279,987	225,723	2,505,710
2011	125,000	130,515	1,075,982	174,312	1,250,294
2012	130,000	125,060	1,113,020	136,099	1,249,119
2013	135,000	119,281	135,000	119,281	254,281
2014	150,000	112,938	150,000	112,938	262,938
2015	150,000	106,250	150,000	106,250	256,250
2016	155,000	99,350	155,000	99,350	254,350
2017	160,000	92,225	160,000	92,225	252,225
2018	175,000	84,575	175,000	84,575	259,575
2019	175,000	76,700	175,000	76,700	251,700
2020	185,000	68,525	185,000	68,525	253,525
2021	195,000	59,250	195,000	59,250	254,250
2022	200,000	49,333	200,000	49,333	249,333
2023	215,000	38,833	215,000	38,833	253,833
2024	225,000	27,750	225,000	27,750	252,750
2025	235,000	16,167	235,000	16,167	251,167
2026	245,000	4,083	245,000	4,083	249,083
	$3,265,000	$1,805,408	$12,877,923	$2,650,291	$15,528,214

Note: Schedule is based on accrual method of accounting. Revenue bonds in the amount of $2,898,100 will be issued in 2007. Expected interest expense on the issue for 2007 is $65,200 at 4.5%.

CITY OF APPLETON 2007 BUDGET
WASTEWATER UTILITY

NOTES

CITY OF APPLETON 2007 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 2007 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 2006 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

Improved 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

Pursued alternative funding sources, including federal and state grants and Cleanwater Fund loans

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)

Implemented 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

Participated in the Northeast Wisconsin Stormwater Consortium (NEWSC) to help meet the City's stormwater quality obligations per NR151/216

Constructed stormwater biofiltration devices at Valley Transit to improve water quality

Constructed stormwater device at Municipal Services Building to improve water quality

Received NR216 permit coverage from WDNR

Submitted new notice of intent for NR216 permit

Completed 10-year dam safety reports

CITY OF APPLETON 2007 BUDGET
STORMWATER

MAJOR 2007 OBJECTIVES

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
Design Coop Road Pond (Full Buildout) to facilitate development of future phases of the Southpoint Commerce Park
Construct Memorial Park Northeast Pond pursuant to recommendations in the Northland Creek Drainage Study
Construct the Atlantic Street storm sewer liner. Phase I pursuant to recommendations in the Appleton (Papers)/Bellaire Ravine Drainage Study
Complete the following plans required by NR216 permit
- Information and Education
- Public participation
- Construction site
- Post-Construction site development

Begin developing illicit discharge detection & elimination program
Begin developing pollution prevention program
Complete Stormwater Management Plans for five municipal facilities

STORMWATER COMPARISONS (including Contributed Capital)

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Total miles	272.80	281.70	285.43	285.43	286.64
Additional miles	1.40	8.90	3.73	3.73	1.21
Reconstructed	0.83	0.05	2.82	2.82	3.46
% of total reconstructed	0.30%	0.02%	0.99%	0.99%	1.25%
Acre feet of storage	547.00	554.00	560.20	560.20	607.00
Additional acre feet	62.00	7.00	6.20	6.20	46.80

DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2004	2005	Adopted 2006	Amended 2006	2007	Change *
Program Revenues		$ 5,756,469	$ 6,637,985	$ 5,139,511	$ 5,139,511	$ 6,246,600	21.54%
Program Expenses							
5210	Administration	2,159,606	2,498,816	3,259,928	3,459,810	3,297,216	1.14%
5220	Facility Maintenance	981,350	1,166,948	1,155,153	1,155,153	1,160,606	0.47%
5225	Leaf Collection *	-	-	314,241	314,241	353,469	12.48%
5230	Capital Construction	804,156	648,621	8,513,188	9,479,682	6,354,841	-25.35%
TOTAL		$ 3,945,112	$ 4,314,385	$ 13,242,510	$ 14,408,886	$ 11,166,132	-15.68%
Expenses Comprised Of:							
Personnel		746,256	872,209	1,139,805	1,139,805	1,287,468	12.96%
Administrative Expense		1,832,041	2,066,582	2,643,068	2,643,068	2,507,285	-5.14%
Supplies & Materials		63,575	69,270	77,605	77,605	76,044	-2.01%
Purchased Services		444,786	818,390	1,141,600	1,737,912	1,240,000	8.62%
Utilities		4,647	1,173	1,570	1,570	1,700	8.28%
Repair & Maintenance		183,137	173,136	420,854	420,854	387,982	-7.81%
Capital Expenditures		670,670	313,625	7,818,008	8,388,072	5,665,653	-27.53%
Full Time Equivalent Staff:							
Personnel allocated to programs		14.02	14.02	16.12	16.12	17.52	

* Note: The Leaf Collection program was formerly a part of the Sanitation Fund.
* % change from prior year adopted budget

CITY OF APPLETON 2007 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 requests 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:

The DNR NR216 permit was effective August 1, 2006. This permit is an unfunded mandate that requires the city to establish new programs including: Information and Education, Construction Site Erosion Control, Post Construction Stormwater Management, and Pollution Prevention. The 2007 budget request reflects the cost of these new programs. These additional costs are expected to impact all future administration and maintenance budget requests.

This budget also reflects a change in the allocation of support staff to the Stormwater Utility. The Accounting Manager position, previously allocated 5% to Stormwater, has been replaced by the position of Enterprise Accounting Manager and is allocated at 25%. The recently created position of Accounting/Customer Service Manager in the Finance department is allocated at 10%, and the Finance Director is allocated at 10%. The net effect of these changes is an increase in the FTE allocation of .40 and a net increase in personnel cost of $36,815. There is also an equipment expenditure of $6,023, representing Stormwater Utility's portion of a replacement folder/inserter to be installed in the City Clerk's office. Please see page 660 for a discussion.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Economic development					
Master plans completed	1	0	1	1	1
Acres of land identified for future use	0	0	0	0	0
Strategic Outcomes					
Alternative sources of revenue					
# of grants applied for	1	4	1	3	1
Value of grant dollars awarded	$ 83,350	$ 208,000	$ 150,000	$ 68,000	$ 150,000
Safe, reliable future level of service					
Acre feet of storage identified for future use	228.0	0.0	0.0	0.0	0.0
# of DNR non-compliance notices received	0	2	0	0	0
Work Process Outputs					
Preventive maintenance of system					
Erosion control plans reviewed (permits)	63	70	80	80	80

CITY OF APPLETON 2007 BUDGET
STORMWATER

Administration **Business Unit 5210**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4224 Miscellaneous State Aids	$ 87,731	$ -	$ 183,000	$ 183,000	$ -
4411 Sundry Permits	25	-	-	-	-
4418 Plan Review Permit	25,701	74,873	50,000	50,000	50,800
4420 Erosion Control	3,885	7,038	5,000	5,000	5,100
4710 Interest on Investments	436,226	461,118	220,000	220,000	128,000
4711 Amortization of Investments	(164,414)	(96,742)	-	-	-
4712 Accretion on Investments	(11,144)	20,216	-	-	-
4715 Gain on Sale of Investments	(7,546)	(13,317)	-	-	-
4716 Unrealized Gains/Losses	(80,233)	(116,917)	-	-	-
4730 Interest - Deferred Special	6,011	8,670	-	-	-
4880 Stormwater Revenue	3,774,337	3,837,660	3,909,106	3,909,106	6,047,700
5004 Sale of City Prop - Nontax	-	2,441,737	-	-	-
5021 Capital Contributions	1,654,222	-	760,405	760,405	-
5035 Other Reimbursements	2	-	-	-	-
5071 Customer Penalty	11,344	13,421	12,000	12,000	15,000
Total Revenue	$ 5,736,147	$ 6,637,757	$ 5,139,511	$ 5,139,511	$ 6,246,600
Expenses					
6101 Regular Salaries	$ 157,742	$ 197,094	$ 237,619	$ 237,619	$ 272,640
6104 Call Time	788	469	850	850	850
6105 Overtime	3,229	3,640	3,600	3,600	3,600
6108 Part-Time	103	-	-	-	-
6150 Fringes	67,080	78,372	99,984	99,984	109,969
6201 Training\Conferences	3,714	3,538	4,040	4,040	4,160
6206 Parking Permits	252	252	264	264	264
6301 Office Supplies	96	105	-	-	-
6302 Subscriptions	-	-	-	-	-
6303 Memberships & Licenses	890	3,550	11,280	11,280	11,700
6304 Postage\Freight	10,579	9,745	12,500	12,500	12,500
6305 Awards & Recognition	210	35	35	35	35
6315 Books & Library Materials	62	393	375	375	400
6320 Printing & Reproduction	1,271	3,147	6,000	6,000	6,700
6321 Clothing	55	235	180	180	180
6327 Miscellaneous Equipment	-	2,552	-	-	650
6401 Accounting/Audit	2,115	16,469	2,200	2,200	2,760
6402 Legal Fees	-	89	150	150	150
6403 Bank Services	15,585	15,689	18,750	18,750	17,000
6404 Consulting Services	9,324	83,803	234,500	434,382	314,550
6413 Utilities	64	40	70	70	200
6418 Equip Repairs & Maint	-	-	-	-	-
6425 CEA Equip. Rental	1,733	2,584	1,982	1,982	2,682
6501 Insurance	6,276	6,960	7,650	7,650	11,010
6599 Other Contracts/Obligations	68,491	27,658	10,600	10,600	57,600
6601 Depreciation Expense	925,926	1,067,426	1,095,000	1,095,000	1,270,000
6623 Uncollectable Accounts	943	1,087	1,000	1,000	1,100
6720 Interest Payments	840,279	928,254	1,455,799	1,455,799	1,138,993
6730 Debt Issuance Costs	30,299	33,130	43,000	43,000	39,000
7911 Trans Out - General Fund	12,500	12,500	12,500	12,500	12,500
7914 Trans Out - Capital Projects	-	-	-	-	6,023
Total Expense	$ 2,159,606	$ 2,498,816	$ 3,259,928	$ 3,459,810	$ 3,297,216

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Memberships & Licenses	
NR216 Annual Permit Fee	$ 8,000
Stormwater Consortium	3,420
Professional memberships	280
	$ 11,700
Postage & Freight	
City Service Invoice postage allocation	$ 12,500
	$ 12,500
Other Contracts/Obligations	
Special assessments concrete paving	
Plank Road	$ 36,400
Providence Ave	21,200
	$ 57,600

Consulting Services	
I&E plan review	$ 4,000
SWMP reviews	77,250
Illicit discharge program	10,000
City wide updates/studies	112,000
NR216 report assistance	10,000
Pollution prevention plan	22,600
SWPP's Police, Fire & P&R	28,700
Wetland studies	30,000
Hazard mitigation plan	20,000
	$ 314,550

CITY OF APPLETON 2007 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 Miscellaneous Equipment budget reflects the following changes: replacement of two radios that were previously included in the MSB Administration budget and equipment needed for new traffic standards.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Benefit of inspection program					
# of spot repairs identified from TV reports	4	20	10	10	10
Compliance with regulation					
# of protruding taps identified	4	14	30	30	30
# of cross connections identified	0	0	1	0	0
Strategic Outcomes					
Effectiveness of maintenance program					
# of trouble calls	14	20	60	30	50
% of total system televised	12%	17%	12%	12%	12%
Work Process Outputs					
Preventive maintenance					
Cubic yards of material collected from street sweeping operations	2,537	2,165	3,200	2,500	2,500
% of total storm sewer system cleaned	19%	13%	14%	14%	14%
Safeguarding health and safety					
# of protruding taps removed	30	14	15	26	20
# of spot repairs made	9	19	10	15	12

CITY OF APPLETON 2007 BUDGET
STORMWATER

Facility Maintenance **Business Unit 5220**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
4801 Charges for Serv.- Nontax	$ -	$ 228	$ -	$ -	$ -
Total Revenue	$ -	$ 228	$ -	$ -	$ -
Expenses					
6101 Regular Salaries	$ 286,196	$ 332,734	$ 294,893	$ 294,893	$ 323,741
6104 Call Time	1,958	1,082	2,050	2,050	1,950
6105 Overtime	5,654	8,577	2,650	2,650	6,750
6108 Part-Time	65	340	-	-	-
6150 Fringes	138,157	139,411	116,669	116,669	143,011
6304 Postage\Freight	-	-	-	-	-
6308 Landscape Supplies	524	308	500	500	500
6309 Shop Supplies & Tools	1,630	3,318	2,850	2,850	2,850
6316 Miscellaneous Supplies	153	-	-	-	-
6321 Clothing	-	-	-	-	-
6325 Construction Materials	57,550	57,895	66,500	66,500	60,200
6327 Miscellaneous Equipment	2,125	1,341	1,200	1,200	4,564
6402 Legal Fees	-	-	-	-	-
6404 Consulting Services	165,011	256,073	285,000	285,000	272,500
6408 Contractor Fees	116,203	173,219	98,000	98,000	97,500
6413 Utilities	2,024	1,133	1,500	1,500	1,500
6415 Tipping Fees	22,202	21,627	22,400	22,400	22,940
6418 Equip Repairs & Maint	-	-	250	250	-
6425 CEA Equip. Rental	126,066	142,871	163,691	163,691	187,600
6451 Laundry Services	420	-	-	-	-
6454 Grounds Repair & Maint.	55,335	27,019	97,000	97,000	35,000
6503 Rent	77	-	-	-	-
6804 Equipment	-	-	-	-	-
Total Expense	$ 981,350	$ 1,166,948	$ 1,155,153	$ 1,155,153	$ 1,160,606

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

Construction Materials

Castings	$ 23,100
Concrete	17,000
Gravel	10,000
Piping	100
Clear Stone	10,000
	$ 60,200

Consulting Services

Ecologist for prairie & wetlands	$ 150,000
Stormsewer TV & cleaning	97,500
Ecologist for ditches & ravines	25,000
	$ 272,500

Contractor Fees

Surface restoration	$ 40,000
Protruding Tap	20,000
Spot repairs	31,000
Animal Control	4,000
Non-native mowing	2,500
	$ 97,500

Tipping Fees

Disposal costs of cleaning: $19.50 per ton

Streets - 1000 tons	$ 19,500
Stormsewers - 175 tons	3,440
	$ 22,940

Ground Repair & Maintenance

Basin maintenance & repairs	$ 25,000
Outfall, gabion, and erosion repairs	-
Apple Creek corridor	10,000
	$ 35,000

CITY OF APPLETON 2007 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:

No major changes.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Service provided Number of collection cycles	4	4	3	3	3
Strategic Outcomes					
Cost effective service provided Cost/cubic yard collected	$ 8.47	$ 7.95	$ 7.25	$ 7.39	$ 7.74
Work Process Outputs					
Safer streets and cleaner storm water system Cubic yards of leaves collected	28,095	26,200	36,000	26,200	26,200

CITY OF APPLETON 2007 BUDGET
STORMWATER

Leaf Collection * **Business Unit 5225**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Expenses					
6101 Regular Salaries	$ 106,904	$ 149,324	$ 104,878	$ 104,878	$ 129,462
6104 Call Time	204	222	250	250	250
6105 Overtime	8,709	5,053	8,000	8,000	7,000
6150 Fringes	56,538	66,226	38,182	38,182	50,757
6408 Contractor Fees	1,434	-	-	-	-
6413 Utilities	55	127	-	-	-
6415 Tipping Fees	5,000	-	5,000	5,000	5,000
6425 CEA Equip. Rental	143,722	131,592	157,931	157,931	161,000
Total Expense	$ 322,566	$ 352,544	$ 314,241	$ 314,241	$ 353,469

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

None

* Note: The Leaf Collection Program was formerly included in the Sanitation Fund. In 2006 It was 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 2007 budget.

CITY OF APPLETON 2007 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 property owners of future construction in a timely manner

Design projects to meet regulations and provide cost effective solutions for 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

Continue implementing the citywide stormwater management plan

Major program changes:

No major changes.

PERFORMANCE INDICATORS

	Actual 2004	Actual 2005	Target 2006	Projected 2006	Target 2007
Client Benefits/Impacts					
Solutions to system discrepancies					
Residential mini-sewer/drainage complaints:					
Solved	185	125	150	120	100
Outstanding	625	650	650	620	640
Strategic Outcomes					
Improvements to the stormwater system					
Total miles of storm sewer in the City	272.8	281.7	276.1	276.1	277.2
% of total miles reconstructed	0.30%	0.00%	1.02%	1.02%	1.25%
Acres of new land available	204	40	25	25	0
Integrity and growth of the system					
Acre feet of storage developed	62.0	7.0	0.0	0.0	33.0
Work Process Outputs					
Restoration of storm sewers					
Miles of storm sewer reconstructed	0.83	0.05	2.82	2.82	3.46
Expansion of storm sewer system					
Miles of new storm sewer added	1.39	1.29	0.90	0.90	1.08

CITY OF APPLETON 2007 BUDGET
STORMWATER

Capital Construction **Business Unit 5230**

PROGRAM BUDGET SUMMARY

Description	Actual 2004	Actual 2005	Budget Adopted 2006	Budget Amended 2006	Budget 2007
Revenues					
5010 Misc Revenue - Nontax	$ 20,322	$ -	$ -	$ -	$ -
Total Revenue	$ 20,322	$ -	$ -	$ -	$ -
Expenses					
6101 Regular Salaries	$ 36,487	$ 81,991	$ 152,986	$ 152,986	$ 165,507
6105 Overtime	15,929	4,094	14,554	14,554	10,650
6108 Part-Time	3,720	1,128	4,143	4,143	-
6150 Fringes	29,147	23,278	58,497	58,497	61,331
6307 Food & Provisions	-	-	-	-	-
6320 Printing & Reproduction	-	-	-	-	-
6325 Construction Materials	205	80	-	-	-
6402 Legal Fees	-	78	-	-	-
6404 Consulting Services	43,098	223,684	390,000	786,430	375,000
6408 Contractor Fees	488	-	75,000	75,000	75,000
6409 Inspection Fees	1,843	-	-	-	-
6413 Utilities	2,559	-	-	-	-
6425 CEA Equip. Rental	4	663	-	-	1,700
6599 Other Contracts/Obligations	6	-	-	-	-
6801 Land	-	-	-	-	40,000
6809 Infrastructure Construction	670,670	313,625	7,818,008	8,388,072	5,625,653
Total Expense	$ 804,156	$ 648,621	$ 8,513,188	$ 9,479,682	$ 6,354,841

DETAILED SUMMARY OF 2007 PROPOSED EXPENDITURES > $10,000

2007	Street	From	To	Storm-water Utility
Labor Pool				237,488
Consulting Services	Conkey Pond		Design & Permitting	75,000
	Construction Services			75,000
	Coop Rd pond phase II		Design & Permitting	60,000
	Land Acquisition Services			10,000
	Midway Rd treatment device		Design & Permitting	30,000
	Northland Ave sidewalk biofiltration		Design & Permitting	25,000
	South Island St		Design & Permitting	100,000
	Subtotal			**375,000**
Land Acquisition	STH "441" / Pershing Pond			40,000
	Subtotal			**40,000**
Miscellaneous Construction	Sump Pump Storm Sewer Program/Backyard Drainage Problems			200,000
	Surface restoration for mini sewer from previous year			75,000
	Storm Laterals, Manholes, Inlets, Mini's Prior to 2007 Asphalt Pavi			103,920
	Storm Laterals, Manholes, Inlets, Mini's Prior to 2007 New Concre			207,640
	Memorial Park northeast pond			1,170,968
	Subtotal			**1,757,528**
New Construction	Memorial Park northe	Capitol Dr	Memorial Park	
			NE pond	400,000
	Midway Rd	Huckleberry La	Lake Park Rd	252,000
	Subtotal			**652,000**
Reconstruction	Atlantic St (liner)	Meade St	Peabody Park	1,154,000
	Seventh St	Elm St	Olde Oneida St	200,000
	Subtotal			**1,354,000**
Reconstruction (on streets to be paved in 2008)	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	14,885
	Oak St	Lawrence St	Kimball St	25,120
	Pine St	Outagamie St	Mason St	17,890
	Rogers Ave	Outagamie St	Mason St	6,355
	Spencer St	Mason St	Badger Ave	888,715
	Spencer St	Whitman Ave	Mason St	231,215
	State St	College Ave	Wisconsin Ave	459,635
	Subtotal			**1,938,825**
Total				$ 6,354,841

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CITY OF APPLETON 2007 BUDGET

STORMWATER UTILITY

STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET ASSETS

	2004 Actual	2005 Actual	2006 Budget	2006 Projected	2007 Budget
Revenues					
Charges for Services	$ 3,774,337	$ 3,837,660	$ 3,959,106	$ 5,628,160	$ 6,047,700
Miscellaneous	61,280	95,561	17,000	67,000	70,900
Total Revenues	3,835,617	3,933,221	3,976,106	5,695,160	6,118,600
Expenses					
Operating Expenses	2,136,108	2,273,075	2,123,023	2,322,905	2,344,775
Depreciation	925,926	1,067,426	1,095,000	1,115,720	1,270,000
Total Expenses	3,062,034	3,340,501	3,218,023	3,438,625	3,614,775
Operating Income (Loss)	773,583	592,720	758,083	2,256,535	2,503,825
Non-Operating Revenues (Expenses)					
Interest Income	178,898	263,028	220,000	220,000	128,000
Interest Expense	(840,279)	(928,254)	(1,455,799)	(975,000)	(1,138,993)
Amortization of Debt Expense	(30,299)	(33,130)	(43,000)	(43,000)	(39,000)
Subsidies from Other Governmental Units	87,731	-	183,000	68,000	-
Total Non-Operating	(603,949)	(698,356)	(1,095,799)	(730,000)	(1,049,993)
Income (Loss) Before Contributions and Transfers	169,634	(105,636)	(337,716)	1,526,535	1,453,832
Contributions and Transfers In (Out)					
Capital Contributions	1,654,222	2,441,737	760,405	760,405	-
Capital Projects	-	-	-	-	(6,023)
General Fund	(12,500)	(12,500)	(12,500)	(12,500)	(12,500)
Change in Net Assets	1,811,356	2,323,601	410,189	2,274,440	1,435,309
Total Net Assets - Beginning	33,835,983	35,647,339	37,970,940	37,970,940	40,245,380
Total Net Assets - Ending	$ 35,647,339	$ 37,970,940	$ 38,381,129	$ 40,245,380	$ 41,680,689

SCHEDULE OF CASH FLOWS

Cash - Beginning of the Year	3,598,190	843,263
+ Net Income	2,274,440	1,435,309
+ Depreciation	1,115,720	1,270,000
+ Long Term Debt	7,855,000	5,195,800
- Contributed Capital	(760,405)	-
- Fixed Assets	(7,979,682)	(6,354,841)
- Principal Repayment	(5,260,000)	(1,085,000)
Working Cash - End of Year	$ 843,263	$ 1,304,531

The current annual rate of $108.88 per ERU will be in effect through 2007.

CITY OF APPLETON 2007 BUDGET
STORMWATER UTILITY
CALCULATION OF RATE INCREASE DOCUMENTATION

Revenues	2006 Budget	2006 Projected	2007 Budget	2008 Projected	2009 Projected	2010 Projected	2011 Projected
Charges for Services	$ 3,959,106	$ 5,628,160	$ 6,047,700	$ 6,198,800	$ 6,353,800	$ 6,512,700	$ 6,642,954
Miscellaneous	17,000	67,000	70,900	72,000	73,100	74,200	75,300
Total Revenues	3,976,106	5,695,160	6,118,600	6,270,800	6,426,900	6,586,900	6,718,254
Expenses							
Operating Expenses	2,123,023	2,322,905	2,344,775	2,393,700	2,465,500	2,539,500	2,615,685
Depreciation	1,095,000	1,115,720	1,270,000	1,360,000	1,450,000	1,540,000	1,630,000
Total Expenses	3,218,023	3,438,625	3,614,775	3,753,700	3,915,500	4,079,500	4,245,685
Operating Income	758,083	2,256,535	2,503,825	2,517,100	2,511,400	2,507,400	2,472,569
Non-Operating Revenues (Expenses)							
Interest Income	220,000	220,000	128,000	134,000	155,000	20,000	20,000
Interest Expense	(1,455,799)	(975,000)	(1,138,993)	(1,401,252)	(1,677,077)	(2,056,573)	(2,415,257)
Amortization of Debt Expense	(43,000)	(43,000)	(39,000)	(44,000)	(49,000)	(54,000)	(59,000)
Intergovernmental	183,000	68,000	-	-	-	-	-
Total Non-Operating	(1,095,799)	(730,000)	(1,049,993)	(1,311,252)	(1,571,077)	(2,090,573)	(2,454,257)
Net Income Before Transfers	(337,716)	1,526,535	1,453,832	1,205,848	940,323	416,827	18,312
Contributions and Transfers In (Out)							
Capital Contributions	760,405	760,405	-	899,420	3,000	168,644	3,000
General Fund	(12,500)	(12,500)	(12,500)	(12,500)	(12,500)	(12,500)	(12,500)
Change in Net Assets	410,189	2,274,440	1,441,332	2,092,768	930,823	572,971	8,812
Total Net Assets - Beginning	37,970,940	37,970,940	40,245,380	41,686,712	43,779,480	44,710,303	45,283,274
Total Net Assets - Ending	$38,381,129	$40,245,380	$41,686,712	$ 43,779,480	$ 44,710,303	$ 45,283,274	$ 45,292,086

SCHEDULE OF CASH FLOWS

Cash - Beginning of the Year	3,598,190	843,263	1,304,531	1,290,824	1,706,476	586,092
+ Net Income	2,274,440	1,435,309	2,092,768	930,823	572,971	8,812
+ Depreciation	1,115,720	1,270,000	1,360,000	1,450,000	1,540,000	1,630,000
+ Long Term Debt	7,855,000	5,195,800	6,571,900	5,877,900	10,437,600	6,703,584
+Contibuted Capital	(760,405)	-	899,420	3,000	168,644	3,000
- Fixed Assets	(7,979,682)	(6,354,841)	(9,132,795)	(6,721,071)	(12,089,599)	(8,379,480)
- Principal Repayment	(5,260,000)	(1,085,000)	(1,805,000)	(1,125,000)	(1,750,000)	(1,885,000)
Working Cash - End of Year	$ 843,263	$ 1,304,531	$ 1,290,824	$ 1,706,476	$ 586,092	$ (1,332,992)
25% Working Capital Reserve (prior year's audited expenses)		827,601	874,067	951,863	1,038,769	1,152,143
Coverage Ratio	0.70	1.73	1.51	1.45	1.10	0.94

ASSUMPTIONS:

Borrow 80% of capital expenditures as detailed in the five year plan for years 2007-2011
Interest rate at 5.75%, twenty year term
ERU's to increase at a rate of 2% per year after 2007
Operating expenses to increase 3.0% per year after 2007
Maintain a level of 25% working capital reserve and 1.25 coverage ratio as required by bond covenants

RESULTS:

The current annual rate of $108.88 per ERU became effective March 1, 2006. The next increase based on the above assumptions would probably take place in late 2009, as targets are not met in 2010. Initial projections would result in a rate increase of approximately $23.20 per ERU. Rates should be monitored on an annual basis for adjustment based on actual results or changes in circumstances.

CITY OF APPLETON 2007 BUDGET
STORMWATER UTILITY
LONG TERM DEBT

	1998 G.O. Notes		1999 Revenue Bonds		2000 Revenue Bonds		2005 Refunding Bonds	
Year	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
2007	105,000	33,581	50,000	19,688	130,000	51,260	195,000	1,706
2008	720,000	8,100	200,000	11,975	135,000	16,325	-	-
2009	-	-	200,000	2,400	145,000	9,431	-	-
2010	-	-			155,000	1,918	-	-
	$ 825,000	$ 41,681	$ 450,000	$ 34,063	$ 565,000	$ 78,934	$ 195,000	$ 1,706

	2001 Revenue Bonds		2002 Revenue Bonds		2003 Revenue Bonds	
Year	Principal	Interest	Principal	Interest	Principal	Interest
2007	195,000	194,348	95,000	90,772	155,000	135,695
2008	205,000	186,055	100,000	87,375	155,000	131,239
2009	215,000	177,290	105,000	83,547	160,000	126,476
2010	225,000	167,901	110,000	79,263	170,000	120,973
2011	240,000	157,410	115,000	74,713	175,000	114,781
2012	255,000	146,104	120,000	69,850	180,000	107,964
2013	265,000	134,291	125,000	64,816	185,000	100,670
2014	280,000	121,650	130,000	59,504	195,000	93,336
2015	295,000	108,031	135,000	53,852	200,000	85,733
2016	305,000	93,585	140,000	47,824	210,000	77,665
2017	325,000	77,981	145,000	41,453	220,000	69,018
2018	340,000	61,250	150,000	34,721	230,000	59,745
2019	360,000	43,500	160,000	27,435	240,000	49,828
2020	380,000	24,750	165,000	19,697	250,000	39,245
2021	400,000	5,000	175,000	11,372	260,000	27,978
2022	-	-	185,000	2,313	270,000	16,005
2023	-	-	-	-	285,000	3,242
	$ 4,285,000	$ 1,699,146	$ 2,155,000	$ 848,507	$ 3,540,000	$ 1,359,593

	2004 Revenue Bonds		2006 Revenue Bonds		TOTAL		
Year	Principal	Interest	Principal	Interest	Principal	Interest	Total
2007	135,000	130,975	25,000	331,588	1,085,000	989,613	2,074,613
2008	140,000	127,244	150,000	326,838	1,805,000	895,151	2,700,151
2009	145,000	123,019	155,000	320,688	1,125,000	842,851	1,967,851
2010	150,000	118,275	360,000	308,338	1,170,000	796,668	1,966,668
2011	155,000	112,988	530,000	288,838	1,215,000	748,730	1,963,730
2012	160,000	107,281	550,000	267,038	1,265,000	698,237	1,963,237
2013	165,000	101,191	555,000	243,847	1,295,000	644,815	1,939,815
2014	175,000	94,558	565,000	219,941	1,345,000	588,989	1,933,989
2015	180,000	87,800	580,000	195,450	1,390,000	530,866	1,920,866
2016	185,000	80,701	590,000	170,481	1,430,000	470,256	1,900,256
2017	195,000	73,048	610,000	145,341	1,495,000	406,841	1,901,841
2018	200,000	64,948	625,000	119,128	1,545,000	339,792	1,884,792
2019	210,000	56,283	640,000	92,088	1,610,000	269,134	1,879,134
2020	220,000	46,983	450,000	70,522	1,465,000	201,197	1,666,197
2021	230,000	37,028	215,000	58,545	1,280,000	139,923	1,419,923
2022	240,000	26,398	225,000	48,811	920,000	93,527	1,013,527
2023	250,000	12,086	250,000	37,913	785,000	53,241	838,241
2024	265,000	723,250	250,000	26,663	515,000	749,913	1,264,913
2025	-	-	260,000	15,075	260,000	15,075	275,075
2026	-	-	270,000	3,038	270,000	3,038	273,038
	$ 3,400,000	$ 2,124,056	$ 7,855,000	$ 3,290,171	$ 23,270,000	$ 9,477,857	$ 32,747,857

Note: Schedule is based on accrual method of accounting. Revenue bonds in the amount of $5,195,800 will be issued in 2007. Expected interest expense on the issue for 2007 is $149,380.

CITY OF APPLETON
2007 BUDGET RESOLUTION

Resolved,

The 2007 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 $25,839,080 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 $2,953,457 for Debt Service Funds;

There be levied upon the taxable property of the several wards of the City of Appleton the sum of $2,467,850 for Special Revenue Funds;

The Department of Finance be authorized to sell general obligation promissory notes and/or bonds in the amount of $6,412,386 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 $15,493,900 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 2007 BUDGET
PERSONNEL ADDITIONS/DELETIONS

		Dept. Request		Exec. Budget		Adopted Budget	
		No.	Amount	No.	Amount	No.	Amount
GENERAL FUND							
MAYOR							
Director of Facilities & Construction		(1.00)	(111,226)	(1.00)	(111,226)	(1.00)	(111,226)
Intercultural Relations Coordinator						1.00	67,590
FINANCE							
Grants Coordinator						(0.30)	(23,736)
HEALTH							
Secretary IV		(0.20)	(9,550)	(0.20)	(9,550)	(0.20)	(9,550)
LIBRARY							
Bindery Clerk	1	(1.00)	(47,937)	(1.00)	(47,937)	(1.00)	(47,937)
Bindery Clerk	1	0.50	18,227	0.50	18,227	0.50	18,227
Library Assistant	1	0.50	23,351	0.50	23,351	0.50	23,351
PARKS & RECREATION							
Park Caretaker - 8 month		0.67	41,705	0.00	0	0.00	0
Arborist Upgrade		0.00	1,180	0.00	0	0.00	0
Park Caretaker - 8 month		0.67	32,006	0.67	32,006	0.67	32,006
FIRE							
Fire Mechanic		(1.00)	(64,184)	(1.00)	(64,184)	(1.00)	(64,184)
POLICE							
Intercultural Relations Coordinator		(1.00)	(67,590)	(1.00)	(67,590)	(1.00)	(67,590)
Police Officer		3.00	230,328	0.00	0	3.00	94,977
Total General Fund:		**1.13**	**$ 46,310**	**(2.53)**	**$ (226,903)**	**1.17**	**$ (88,072)**
INTERNAL SERVICE FUNDS							
CENTRAL FACILITIES MAINTENANCE							
Director of Facilities & Construction	2	1.00	113,171	1.00	113,171	1.00	113,171
Maintenance Supervisor		1.00	90,304	1.00	90,304	1.00	90,304
Electrician		1.00	77,804	1.00	77,804	1.00	77,804
Facilities Specialist		1.00	59,227	1.00	59,227	1.00	59,227
Facilities Specialist		1.00	67,289	1.00	67,289	1.00	67,289
Facilities Specialist		1.00	67,195	1.00	67,195	1.00	67,195
Facilities Worker		1.00	64,699	1.00	64,699	1.00	64,699
Facilities Worker		1.00	63,140	1.00	63,140	1.00	63,140
Facilities Worker		1.00	63,140	1.00	63,140	0.00	0
		9.00	**$ 665,969**	**9.00**	**$ 665,969**	**8.00**	**$ 602,829**
ENTERPRISE FUNDS							
WATER							
Maintenance Specialist I		(1.00)	(67,289)	(1.00)	(67,289)	(1.00)	(67,289)
Maintenance Supervisor		(0.20)	(18,060)	(0.20)	(18,060)	(0.20)	(18,060)
WASTEWATER							
Maintenance Supervisor		(0.80)	(72,244)	(0.80)	(72,244)	(0.80)	(72,244)
Electrician		(1.00)	(77,804)	(1.00)	(77,804)	(1.00)	(77,804)
Maintenance Specialist I		(1.00)	(59,227)	(1.00)	(59,227)	(1.00)	(59,227)
Maintenance Helper		(1.00)	(64,699)	(1.00)	(64,699)	(1.00)	(64,699)
REID MUNICIPAL GOLF COURSE							
Park Caretaker - 8 month		(0.67)	(32,006)	(0.67)	(32,006)	(0.67)	(32,006)
VALLEY TRANSIT							
Drivers		6.00	388,301	0.00	0	0.00	0
Communications Technician		(0.50)	(18,542)	(0.50)	(18,542)	(0.50)	(18,542)
Total Enterprise Fund:		**(0.17)**	**$ (21,570)**	**(6.17)**	**$ (409,871)**	**(6.17)**	**$ (409,871)**
TOTAL CITY:		**9.97**	**$ 690,709**	**0.30**	**$ 29,195**	**3.00**	**$ 104,886**

NOTE: All dollar figures are for salaries and benefits; unfunded positions are not shown in departments' FTE headcount. Dollar amounts shown for non-represented General Fund positions do not include projected Performance Adjustments, which are budgetec in the Unclassified section.

1. The net reduction of $6,359 resulting from this revision to the table of organization is partially offset by a net increase in unbenefited part-time salaries of $399 resulting from the replacement of 10 hours per week of part-time labor in Network Services with 10 hours per week in Technical Services.
2. For 2007, 40% of the Director of Facilities and Construction is allocated to the Police Station capital project ($45,269).

CITY OF APPLETON
2007 BUDGET
Budgeted Full-Time-Equivalent Personnel Positions

DEPARTMENT	2004	2005	2006	2007
Assessor's Office	7.00	7.00	7.00	7.00
Attorney's Office	4.00	3.67	3.67	3.67
City Clerk's Office	5.00	5.00	5.00	5.00
Finance Department	9.75	9.75	9.87	9.85
Fire Department	102.00	102.00	102.00	101.00
Health Department	13.70	13.50	13.00	12.80
Health Grants	2.85	4.05	4.55	4.604
Technology Services	15.40	15.40	15.40	15.40
Library	46.00	46.00	45.50	45.50
Mayor's Office	2.00	3.00	3.00	3.00
Facilities Management	-	-	-	8.00
Parks & Recreation	33.87	34.00	34.00	34.67
Reid Golf Course	3.30	2.67	2.67	2.05
Human Resources	5.95	5.95	5.95	5.95
Risk Management	2.65	2.98	2.98	2.98
Community Development	9.00	9.00	8.00	8.00
Housing & Community Devel.	2.50	2.50	2.68	2.65
Police Department	135.00	134.00	133.00	135.00
Public Works	57.19	58.39	59.80	58.57
Sanitation	23.33	26.29	22.69	22.69
CEA	14.50	14.85	14.11	14.11
Parking	11.60	11.60	11.47	11.47
Capital (TIF, Subdivision, etc.)	8.10	4.15	4.03	4.26
Stormwater Utility	14.02	14.02	16.12	17.52
Water Utility	39.50	38.69	38.27	36.92
Wastewater Utility	34.52	34.27	32.47	28.07
Valley Transit	55.50	55.30	54.80	54.30
Total Regular Employees	658.22	658.03	652.03	655.03

CITY OF APPLETON 2007 BUDGET
ASSESSED PROPERTY VALUES

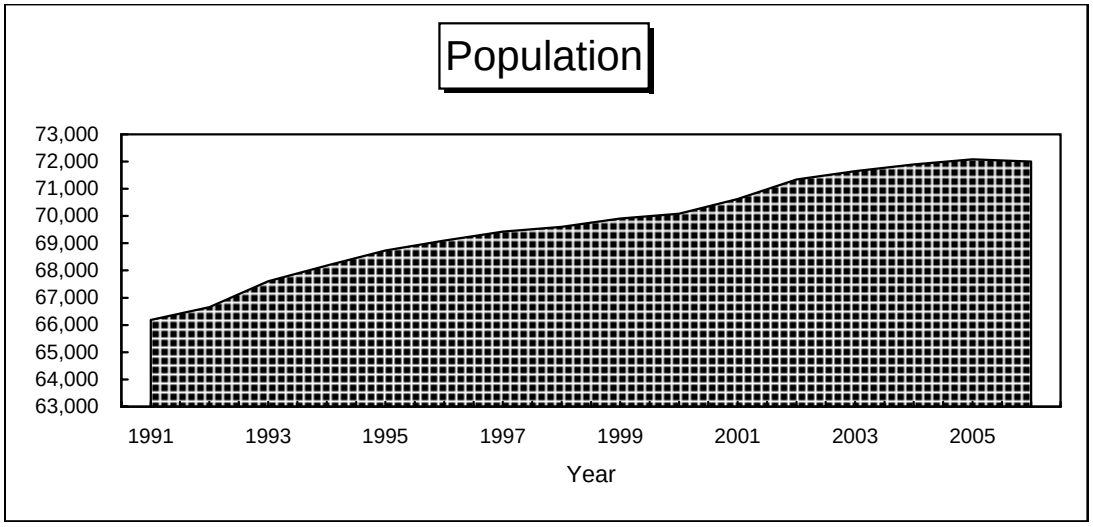
	01/01/05	01/01/06	Change in Dollars	Change in Percent
Tax Increment Districts #1- 6	$ 270,008,643	$ 343,193,129	$ 73,184,486	27.10%
Outagamie County				
Real Estate	3,156,852,600	3,605,691,101	448,838,501	14.22%
Personal Property	108,410,800	113,102,776	4,691,976	4.33%
Total With TID:	3,265,263,400	3,718,793,877	453,530,477	13.89%
Total Without TID:	3,044,591,612	3,440,200,316	395,608,704	12.99%
Calumet County				
Real Estate	539,491,400	610,482,408	70,991,008	13.16%
Personal Property	10,415,000	11,668,000	1,253,000	12.03%
Total With TID:	549,906,400	622,150,408	72,244,008	13.14%
Total Without TID:	500,569,545	557,550,840	56,981,295	11.38%
Winnebago County				
Real Estate	56,000,400	57,663,416	1,663,016	2.97%
Personal Property	4,050,600	4,016,700	(33,900)	-0.84%
Total:	60,051,000	61,680,116	1,629,116	2.71%
All Counties With TIDs:	**$ 3,875,220,800**	**$ 4,402,624,401**	**$ 527,403,601**	**13.61%**
All Counties Without TIDs:	**$ 3,605,212,157**	**$ 4,059,431,272**	**$ 454,219,115**	**12.60%**

CITY OF APPLETON 2007 BUDGET
EQUALIZED PROPERTY VALUES

		01/01/05	01/01/06	Change in Dollars	Change in Percent
TID #1	Gross	$ 124,756,000	$ 129,307,200	$ 4,551,200	3.65%
	Base (1980)	(49,169,500)	(49,169,500)	-	0.00%
	Increment	75,586,500	80,137,700	4,551,200	6.02%
TID #2	Gross	11,597,500	12,781,600	1,184,100	10.21%
	Base (1991)	(4,050,900)	(4,050,900)	-	0.00%
	Increment	7,546,600	8,730,700	1,184,100	15.69%
TID #3	Gross	67,238,800	74,199,200	6,960,400	10.35%
	Base (1993)	(18,940,800)	(18,940,800)	-	0.00%
	Increment	48,298,000	55,258,400	6,960,400	14.41%
TID #4	Gross	154,306,900	177,344,400	23,037,500	14.93%
	Base (1995)	(52,781,700)	(52,781,700)	-	0.00%
	Increment	101,525,200	124,562,700	23,037,500	22.69%
TID #5	Gross	9,387,300	10,754,200	1,366,900	14.56%
	Base (1999)	(4,669,500)	(4,669,500)	-	0.00%
	Increment	4,717,800	6,084,700	1,366,900	28.97%
TID #6	Gross	54,188,800	65,832,100	11,643,300	21.49%
	Base (2000)	(1,624,200)	(1,624,200)	-	0.00%
	Increment	52,564,600	64,207,900	11,643,300	N/A
Total All Increments:		**$ 290,238,700**	**$ 338,982,100**	**$ 48,743,400**	**16.79%**
Outagamie County					
	Real Estate	3,407,858,900	3,556,259,100	148,400,200	4.35%
	Personal Property	110,696,700	111,552,200	855,500	0.77%
Total With TID:		3,518,555,600	3,667,811,300	149,255,700	4.24%
Total Without TID:		3,280,881,500	3,393,037,100	112,155,600	3.42%
Calumet County					
	Real Estate	575,467,700	606,710,300	31,242,600	5.43%
	Personal Property	10,415,000	11,668,000	1,253,000	12.03%
Total With TID:		585,882,700	618,378,300	32,495,600	5.55%
Total Without TID:		533,318,100	554,170,400	20,852,300	3.91%
Winnebago County					
	Real Estate	59,899,500	60,015,300	115,800	0.19%
	Personal Property	4,050,600	3,981,500	(69,100)	-1.71%
Total:		63,950,100	63,996,800	46,700	0.07%
All Counties With TIDs:		**$ 4,168,388,400**	**$ 4,350,186,400**	**$ 181,798,000**	**4.36%**
All Counties Without TIDs:		**$ 3,878,149,700**	**$ 4,011,204,300**	**$ 133,054,600**	**3.43%**

CITY OF APPLETON
2007 BUDGET
POPULATION ESTIMATES

Year		Outagamie County	Calumet County	Winnebago County	Total
1991	Est.	56,482	9,264	443	66,189
1992	Est.	56,749	9,466	443	66,658
1993	Est.	57,071	10,003	531	67,605
1994	Est.	57,406	10,239	542	68,187
1995	Est.	57,582	10,598	549	68,729
1996	Est.	57,766	10,722	615	69,103
1997	Est.	57,967	10,800	657	69,424
1998	Est.	58,088	10,852	667	69,607
1999	Est.	58,313	10,929	669	69,911
2000	Census	58,301	10,974	812	70,087
2001	Est.	58,674	11,133	816	70,623
2002	Est.	59,257	11,222	869	71,348
2003	Est.	59,522	11,234	893	71,649
2004	Est.	59,738	11,241	916	71,895
2005	Est.	59,895	11,237	953	72,085
2006	Est.	59,870	11,195	939	72,004



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* Not funded in 2007 budget
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
2007 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
2007 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.

CBM: Central Building Maintenance – see discussion under Facilities below.

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.

CMAR: Compliance Maintenance Annual Report – a required report of the Wastewater utility.

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.

DMR: Discharge Monitoring Report– a required report of the Wastewater utility.

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.

FACILITIES CHARGES: The fees charged by the Facilities and Construction Management Internal Service Fund for building and equipment maintenance services performed. This fund was formerly known as Central Building Management (CBM) and was 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). It has been re-established with a City-wide

mandate as of the 2007 budget.***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.

CITY OF APPLETON
2007 BUDGET
GLOSSARY

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.

CITY OF APPLETON
2007 BUDGET
GLOSSARY

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.

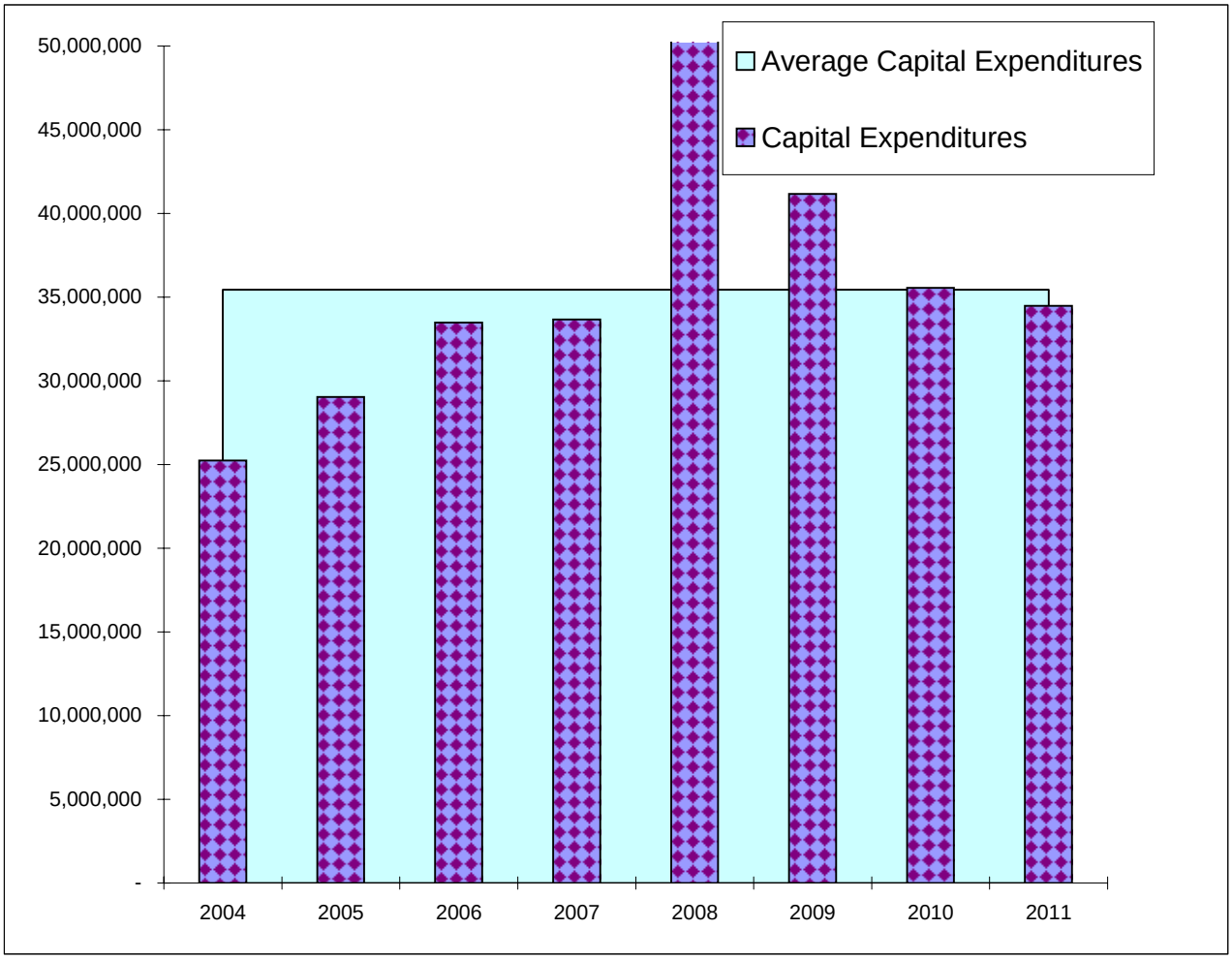
CITY OF APPLETON
PROJECT DEFINITIONS

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.

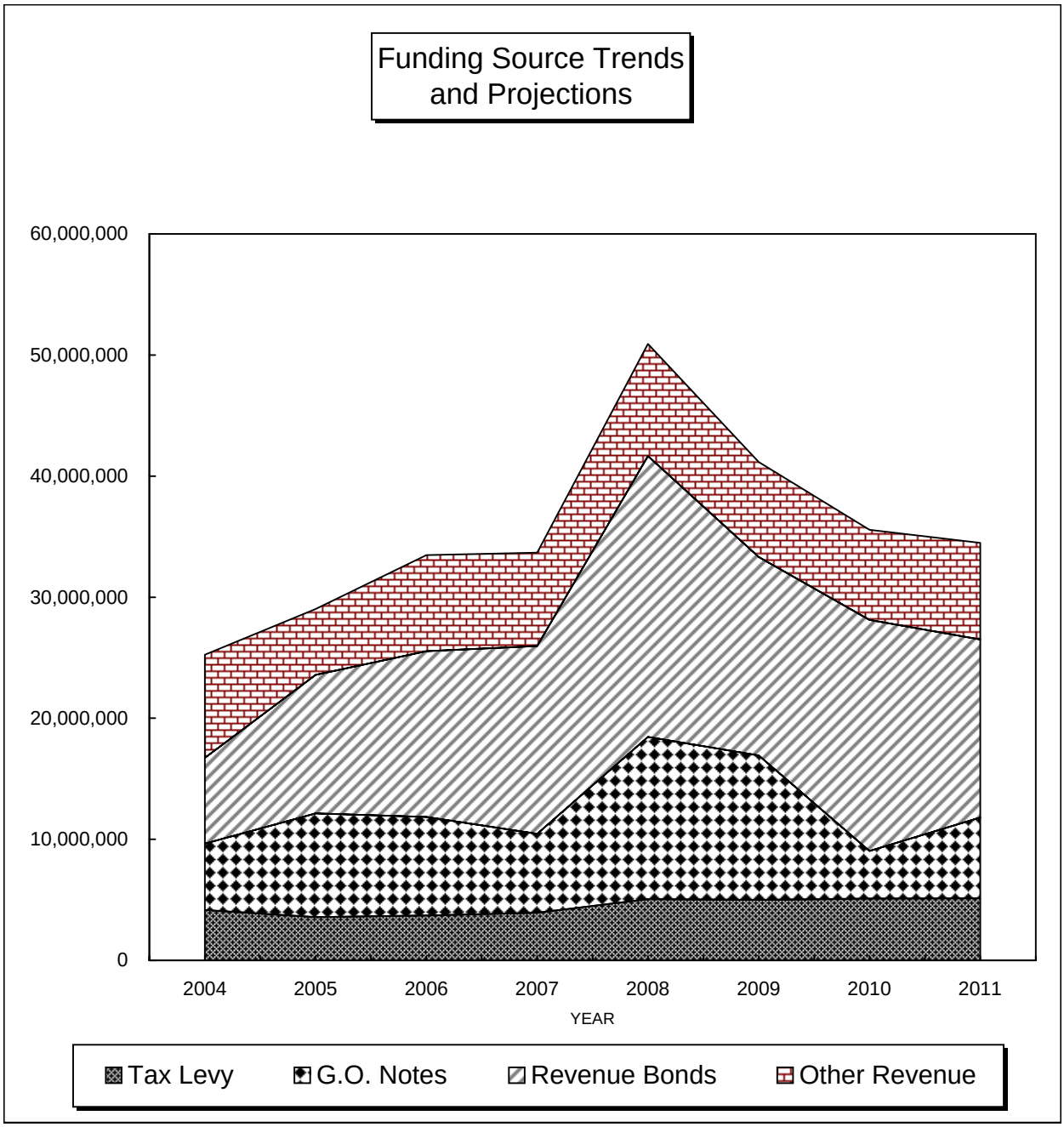
FUNDING
Tax Levy (Pay-As-You-Go): Funds generated through local taxes. In general, the City seeks to fund ongoing infrastructure (i.e. streets, sidewalks) and relatively small projects through the levy.
Note/Bond: This source of funding is generated through the borrowing of funds (principal) at a cost (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 2007 BUDGET
CAPITAL IMPROVEMENTS PROGRAM 2004 - 2011



The chart above illustrates the history of total annual budgeted capital expenditures in comparison with the average for 2004 - 2011. The total for 2007 - 2009 includes projected construction costs for a major renovation and expansion of the Police station. 2008 also includes projects related to addressing water plant capacity issues and 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 2007 BUDGET
CAPITAL IMPROVEMENTS PROGRAM FUNDING SOURCES



This graph represents how the capital improvements program budget is financed. The total for revenue bonds for 2005 - 2011 includes funding for additional water transmission lines, as well as projects related to addressing water plant capacity issues in 2008. Significant Stormwater management infrastructure is required to meet NR 151/216 regulations in all five years. The total for G.O. notes for 2007 - 2009 includes projected construction costs for a major renovation and expansion of the Police station and 2009 includes the projected cost of replacement of the College Avenue bridge, including repaving College Avenue east from downtown.

CITY OF APPLETON 2007 BUDGET
CAPITAL IMPROVEMENTS PROGRAM, 2007 - 2011
PROJECT CATEGORY LIST FOR 2007

Page	Project	Dept Code	Funding Source: Tax Levy	G.O. Notes	Rev. Bonds		Other	Project Total
	Infrastructure							
604	South Point Commerce Park	CD	-		-	o	82,000	82,000
605	Riverfront Inititiatives - East River Development	CD	-	850,000	-		-	850,000
607	Miscellaneous Site Acquisition	CD	-	250,000	-		-	250,000
608	Asphalt Paving Program	PW	1,099,997	-	-	sd	225,583	1,325,580
611	Bridge Improvements	PW	-	100,000	-		-	100,000
612	Concrete Paving Program	PW	2,056,444	817,084	-	sd	1,874,352	4,747,880
617	Traffic Improvements	PW	20,000	-	-		-	20,000
620	Sidewalk Program	PW	764,292	-	-	sd	115,931	880,223
622	Stormwater Program	SW	-	-	5,195,800	st	1,159,041	6,354,841
628	Water Main Program	WD	-	-	7,246,571		-	7,246,571
634	Water Distribution System Planning Study	WF	-	-	-	w	75,000	75,000
636	Second Feeder Main to Water Plant	WF	-	-	-	w	83,103	83,103
637	Sanitary Sewer Program	WW	-	-	2,898,100	s	1,138,604	4,036,704
	Facilities							
644	Future Fire Stations/Relocations	FD	-	300,000	-		-	300,000
645	Air Conditioning Replacement/Upgrade	LIB	-	212,000	-		-	212,000
649	Parking Utility - Ramp Maintenance	PAR	-	-	-	o	110,000	110,000
650	Parking Utility - Appleton/Packard Lot	PAR	-	-	-	o	28,000	28,000
651	Police station	PD	-	1,170,269	-		-	1,170,269
655	Roof Replacement, Operations Facility	VT	-	-	-	o	400,000	400,000
657	Water Plant Capacity Expansion	WF	-	-	153,429	w	26,571	180,000
658	Roof Replacement - Treatment Structures	WW	-	-	-	s	120,000	120,000
	Equipment							
660	Folder / Inserter	CLK	-	9,033	-	o	18,067	27,100
664	GPS/GIS	FD/PD	-	30,000	-		-	30,000
667	Security Camera Upgrades	LIB	-	38,500	-		-	38,500
668	Portable Radios	PD/FD	-	100,000	-		-	100,000
669	Engineering/Survey Equipment Replacement	PW	-	40,000	-		-	40,000
670	Technology Upgrades	TS	-	370,500	-		-	370,500
671	Technology Enhancements	TS	-	135,000	-		-	135,000
673	Lime Slaker Improvements	WF	-	-	-	w	60,000	60,000
674	Membrane Coagulant Feed System	WF	-	-	-	w	180,000	180,000
677	Bar Screen Replacement	WW	-	-	-	s	1,300,000	1,300,000
	Quality of Life							
681	AMP - Athletic Fields Renovations	PR	-	430,000	-	o	100,000	530,000
683	Vosters Park Development	PR	-	75,000	-		-	75,000
686	Derks Park Development	PR	-	40,000	-		-	40,000
692	Linwood Park Renovations	PR	-	50,000	-		-	50,000
693	Lutz Park Renovations	PR	-	-	-	o	420,000	420,000
695	Parks - Playground Equipment	PR	-	70,000	-		-	70,000
699	Providence Trail	PR	-	65,000	-		-	65,000
700	Riverfront Initiatives	PR	-	1,170,000	-	o	307,000	1,477,000
	Loan Proceeds	PR	-	90,000	-		-	90,000
			3,940,733	6,412,386	15,493,900		7,823,252	33,670,271

Other Supplemental Information:	
Sewer User Fees (s):	2,564,626
Water User Fees (w):	430,696
Stormwater User Fees (st):	1,165,064
Subdivision (sd):	2,215,866
Other (o):	1,447,000
	7,823,252

CITY OF APPLETON 2007 BUDGET
CAPITAL IMPROVEMENTS PROGRAM, 2007 - 2011
PROJECT CATEGORY LIST FOR 2008

Page	Project	Dept Code	Funding Source: Tax Levy	G.O. Notes	Rev. Bonds		Other	Project Total
	Infrastructure							
604	South Point Commerce Park	CD	-	-	-	o	97,000	97,000
605	Riverfront Inititiatives - East River Development	CD	-	1,000,000	-		-	1,000,000
606	South Memorial Drive Redevelopment	CD	-	275,000	-		-	275,000
607	Miscellaneous Site Acquisition	CD	-	250,000	-		-	250,000
608	Asphalt Paving Program	PW	1,236,861	-	-	sd	931,121	2,167,982
612	Concrete Paving Program	PW	2,356,673	714,956	-	sd	2,398,485	5,470,114
617	Traffic Improvements	PW	133,900	-	-		-	133,900
618	Grade & Gravel Program	PW	540,215	-	-		-	540,215
620	Sidewalk Program	PW	797,298	49,473	-	sd	276,646	1,123,417
622	Stormwater Program	SW	-	729,470	6,571,900	st	1,662,475	8,963,845
628	Water Main Program	WD	-	-	6,700,000	w	692,617	7,392,617
635	Water Plant Lake Intake Improvements	WF	-	-	300,000		-	300,000
636	Second Feeder Main to Water Plant	WF	-	-	330,000		-	330,000
637	Sanitary Sewer Program	WW	-	-	4,300,000	s	1,022,163	5,322,163
	Facilities							
644	Future Fire Stations/Relocations	FD	-	200,000	-		-	200,000
647	Building Study	LIB	-	25,000	-	o	10,000	35,000
649	Parking Utility - Ramp Maintenance	PAR	-	-	-	o	208,000	208,000
651	Police station	PD	-	7,700,000	-		-	7,700,000
654	MSB Grounds & Maintenance Improvements	PW	-	464,500	-		-	464,500
657	Water Plant Capacity Expansion	WF	-	-	5,000,000		-	5,000,000
658	Roof Replacement - Treatment Structures	WW	-	-	-	s	129,000	129,000
659	Waste Gas Study	WW	-	-	-	s	60,000	60,000
	Equipment							
662	Engine Replacement - 1989 Pumper	FD	-	435,000	-		-	435,000
664	GPS/GIS	FD/PD	-	190,575	-		-	190,575
668	Portable Radios	PD/FD	-	50,000	-		-	50,000
671	Technology Enhancements	TS	-	80,000	-		-	80,000
675	Total Organic Carbon Instrumentation	WF	-	-	-	w	28,775	28,775
676	Aeration Tank Diffuser Replacement	WW	-	-	-	s	205,115	205,115
677	Bar Screen Replacement	WW	-	-	-	s	1,500,000	1,500,000
	Quality of Life							
681	AMP - Athletic Fields Renovations	PR	-	30,000	-		-	30,000
685	Colony Oaks Park	PR	-	16,500	-		-	16,500
688	Erb Park Renovations	PR	-	35,000	-		-	35,000
691	Houdini Plaza Renovations	PR	-	150,000	-		-	150,000
693	Lutz Park Renovations	PR	-	-	-	o	30,000	30,000
694	North Side Park/Fire Station#6/School Site	PR	-	60,000	-		-	60,000
695	Parks - Playground Equipment	PR	-	70,000	-		-	70,000
697	Pierce Park Renovations	PR	-	80,000	-		-	80,000
700	Riverfront Initiatives	PR	-	790,000	-		-	790,000
			5,064,947	13,395,474	23,201,900		9,251,397	50,913,718

Other Supplemental Information:	
Sewer User Fees (s):	2,916,278
Water User Fees (w):	721,392
Stormwater User Fees (st):	1,662,475
Subdivision (sd):	3,606,252
Other (o):	345,000
	9,251,397

CITY OF APPLETON 2007 BUDGET
CAPITAL IMPROVEMENTS PROGRAM, 2007 - 2011
PROJECT CATEGORY LIST FOR 2009

Page	Project	Dept Code	Funding Source: Tax Levy	G.O. Notes	Rev. Bonds		Other	Project Total
	Infrastructure							
604	South Point Commerce Park	CD	-	510,323	-	o	70,000	580,323
606	South Memorial Drive Redevelopment	CD	-	280,000	-		-	280,000
607	Miscellaneous Site Acquisition	CD	-	250,000	-		-	250,000
608	Asphalt Paving Program	PW	937,498	-	-	sd	695,851	1,633,349
611	Bridge Improvements	PW	-	96,800	-		-	96,800
612	Concrete Paving Program	PW	1,751,815	3,622,186	-	sd	2,346,242	7,720,243
617	Traffic Improvements	PW	171,400	-	-		-	171,400
618	Grade & Gravel Program	PW	1,088,390	266,910	-		-	1,355,300
620	Sidewalk Program	PW	1,032,526	-	-	sd	200,828	1,233,354
622	Stormwater Program	SW	-	172,950	5,877,900	st	840,171	6,891,021
628	Water Main Program	WD	-	259,661	6,200,000	w	298,786	6,758,447
636	Second Feeder Main to Water Plant	WF	-	-	2,810,404		-	2,810,404
637	Sanitary Sewer Program	WW	-	114,583	1,500,000	s	2,406,963	4,021,546
	Facilities							
644	Future Fire Stations/Relocations	FD	-	1,550,000	-		-	1,550,000
648	Wall Replacement - Meeting Room	LIB	-	27,000	-		-	27,000
649	Parking Utility - Ramp Maintenance	PAR	-	-	-	o	115,000	115,000
651	Police station	PD	-	2,267,500	-		-	2,267,500
654	MSB Grounds & Maintenance Improvements	PW	-	100,000	-		-	100,000
656	Lake Station Permanganate Storage Addition	WF	-	-	-	w	330,000	330,000
658	Roof Replacement - Treatment Structures	WW	-	-	-	s	94,700	94,700
	Equipment							
663	Fire Apparatus - Station # 6	FD	-	578,815	-		-	578,815
664	GPS/GIS	FD/PD	-	69,300	-		-	69,300
669	Engineering/Survey Equipment Replacement	PW	-	40,000	-		-	40,000
678	Boiler Replacement	WW	-	-	-	s	122,821	122,821
	Quality of Life							
680	Reid Golf Course Improvements	PR	-	-	-	o	25,000	25,000
681	AMP - Athletic Fields Renovations	PR	-	400,000	-		-	400,000
682	AMP - Renovations	PR	-	25,000	-		-	25,000
685	Colony Oaks Park	PR	-	235,000	-		-	235,000
688	Erb Park Renovations	PR	-	200,000	-		-	200,000
691	Houdini Plaza Renovations	PR	-	150,000	-		-	150,000
693	Lutz Park Renovations	PR	-	-	-	o	300,000	300,000
695	Parks - Playground Equipment	PR	-	75,000	-		-	75,000
700	Riverfront Initiatives	PR	-	550,000	-		-	550,000
702	Telulah Park Improvements	PR	-	30,000	-		-	30,000
703	Vulcan Heritage Park	PR	-	175,000	-		-	175,000
			4,981,629	12,046,028	16,388,304		7,846,362	41,262,323

Other Supplemental Information:	
Sewer User Fees (s):	2,624,484
Water User Fees (w):	628,786
Stormwater User Fees (st):	840,171
Subdivision (sd):	3,242,921
Other (o):	510,000
	7,846,362

CITY OF APPLETON 2007 BUDGET
CAPITAL IMPROVEMENTS PROGRAM, 2007 - 2011
PROJECT CATEGORY LIST FOR 2010

Page	Project	Dept Code	Funding Source: Tax Levy	G.O. Notes	Rev. Bonds		Other	Project Total
	Infrastructure							
604	South Point Commerce Park	CD	-	-	-	o	149,000	149,000
608	Asphalt Paving Program	PW	634,986	123,784	-	sd	702,607	1,461,377
611	Bridge Improvements	PW	-	425,000	-		-	425,000
612	Concrete Paving Program	PW	2,346,089	-	-	sd	2,123,848	4,469,937
617	Traffic Improvements	PW	137,700	-	-		-	137,700
618	Grade & Gravel Program	PW	1,212,132	-	-		-	1,212,132
620	Sidewalk Program	PW	777,320	-	-	sd	129,582	906,902
622	Stormwater Program	SW	-	8,394	10,437,600	st	1,483,395	11,929,389
628	Water Main Program	WD	-	-	6,000,000	w	600,911	6,600,911
637	Sanitary Sewer Program	WW	-	-	2,657,070	s	1,667,882	4,324,952
	Facilities							
643	Fire Stations Security System	FD	-	37,500	-		-	37,500
646	Branch Library	LIB	-	50,000	-		-	50,000
649	Parking Utility - Ramp Maintenance	PAR	-	-	-	o	100,000	100,000
652	Radio Infrastructure	PD	-	1,000,000	-		-	1,000,000
658	Roof Replacement - Treatment Structures	WW	-	-	-	s	98,000	98,000
	Equipment							
661	Burners for Training Facility	FD	-	210,000	-		-	210,000
672	Lake Station Travelling Screen Replacement	WF	-	-	-	w	235,000	235,000
679	Briarcliff Lift Station Upgrade	WW	-	-	-	s	150,000	150,000
	Quality of Life							
682	AMP - Renovations	PR	-	280,000	-		-	280,000
683	Vosters Park Development	PR	-	25,000	-		-	25,000
684	Apple Hill Trail	PR	-	150,000	-		-	150,000
687	Einstein Park Renovations	PR	-	50,000	-		-	50,000
689	Erb Pool Remodeling	PR	-	50,000	-		-	50,000
691	Houdini Plaza Renovations	PR	-	200,000	-		-	200,000
692	Linwood Park Renovations	PR	-	25,000	-		-	25,000
694	North Side Park/Fire Station#6/School Site	PR	-	125,000	-		-	125,000
695	Parks - Playground Equipment	PR	-	80,000	-		-	80,000
696	Parks - Skate Park Equipment	PR	-	20,000	-		-	20,000
698	Providence Park Development	PR	-	85,000	-		-	85,000
700	Riverfront Initiatives	PR	-	750,000	-		-	750,000
701	Schaefer Park Renovations	PR	-	25,000	-		-	25,000
702	Telulah Park Improvements	PR	-	200,000	-		-	200,000
			5,108,227	3,919,678	19,094,670		7,440,225	35,562,800

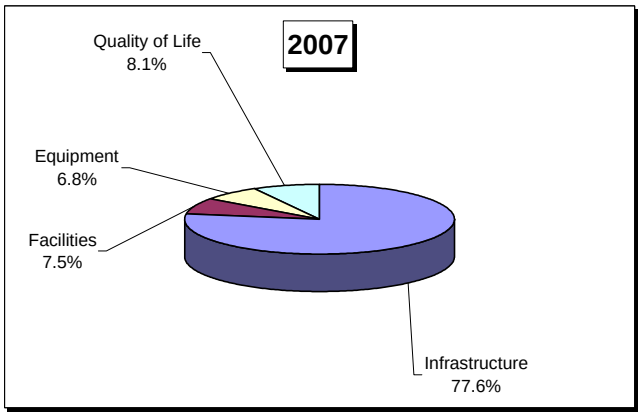
Other Supplemental Information:	
Sewer User Fees (s):	1,915,882
Water User Fees (w):	835,911
Stormwater User Fees (st):	1,483,395
Subdivision (sd):	2,956,037
Other (o):	249,000
	7,440,225

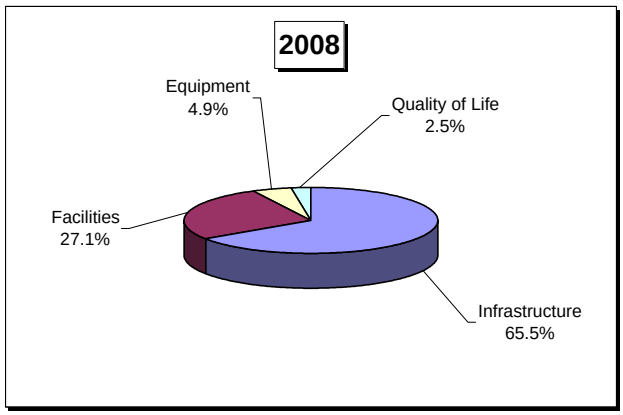
CITY OF APPLETON 2007 BUDGET
CAPITAL IMPROVEMENTS PROGRAM, 2007 - 2011
PROJECT CATEGORY LIST FOR 2011

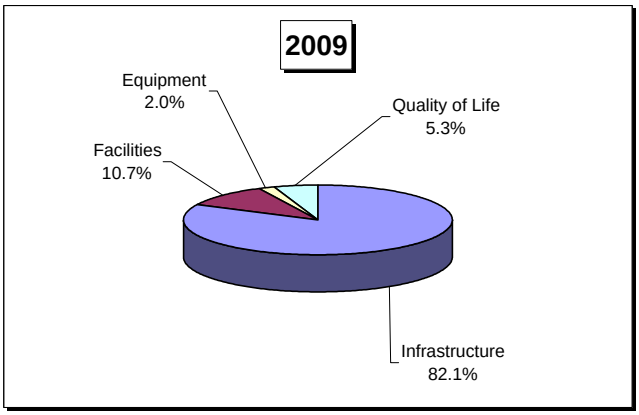
Page	Project	Dept Code	Funding Source: Tax Levy	G.O. Notes	Rev. Bonds		Other	Project Total
	Infrastructure							
604	South Point Commerce Park	CD	-	259,750	-	o	122,000	381,750
611	Bridge Improvements	PW	-	300,000	-		-	300,000
608	Asphalt Paving Program	PW	950,201	-	-	sd	709,363	1,659,564
612	Concrete Paving Program	PW	2,955,055	-	-	sd	2,190,170	5,145,225
617	Traffic Improvements	PW	110,000	-	-		-	110,000
618	Grade & Gravel Program	PW	215,324	-	-		-	215,324
620	Sidewalk Program	PW	903,553	-	-	sd	136,852	1,040,405
622	Stormwater Program	SW	-	163,250	6,701,180	st	1,675,300	8,539,730
628	Water Main Program	WD	-	202,505	5,500,000	w	999,037	6,701,542
637	Sanitary Sewer Program	WW	-	106,640	2,500,000	s	1,997,141	4,603,781
	Facilities							
643	Fire Stations Security System	FD	-	37,500	-		-	37,500
646	Branch Library	LIB	-	250,000	-		-	250,000
649	Parking Utility - Ramp Maintenance	PAR	-	-	-	o	140,000	140,000
652	Radio Infrastructure	PD	-	1,000,000	-		-	1,000,000
653	APRD Operations Facility Expansion	PR	-	40,000	-		-	40,000
654	MSB Grounds & Maintenance Improvements	PW	-	200,000	-		-	200,000
	Equipment							
665	Self Contained Breathing Apparatus Replacement	FIR	-	210,000	-		-	210,000
666	Radio Frequency Identification Conversion	LIB	-	293,300	-		-	293,300
668	Portable Radios	PD/FD	-	100,000	-		-	100,000
669	Engineering/Survey Equipment Replacement	PW	-	40,000	-		-	40,000
	Quality of Life							
681	AMP - Athletic Fields Renovations	PR	-	250,000	-		-	250,000
682	AMP - Renovations	PR	-	300,000	-		-	300,000
683	Vosters Park Development	PR	-	225,000	-		-	225,000
688	Erb Park Renovations	PR	-	300,000	-		-	300,000
689	Erb Pool Remodeling	PR	-	1,600,000	-		-	1,600,000
690	Highview Park Renovations	PR	-	75,000	-		-	75,000
692	Linwood Park Renovations	PR	-	50,000	-		-	50,000
695	Parks - Playground Equipment	PR	-	85,000	-		-	85,000
696	Parks - Skate Park Equipment	PR	-	100,000	-		-	100,000
700	Riverfront Initiatives	PR	-	50,000	-		-	50,000
701	Schaefer Park Renovations	PR	-	235,000	-		-	235,000
702	Telulah Park Improvements	PR	-	200,000	-		-	200,000
			5,134,133	6,672,945	14,701,180		7,969,863	34,478,121

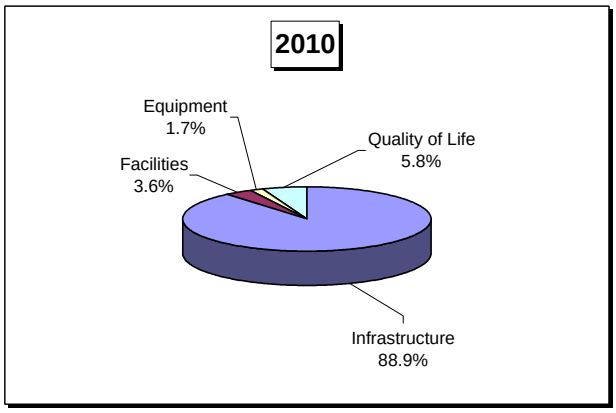
Other Supplemental Information:	
Sewer User Fees (s):	1,997,141
Water User Fees (w):	999,037
Stormwater User Fees (st):	1,675,300
Subdivision (sd):	3,036,385
Other (o):	262,000
	7,969,863

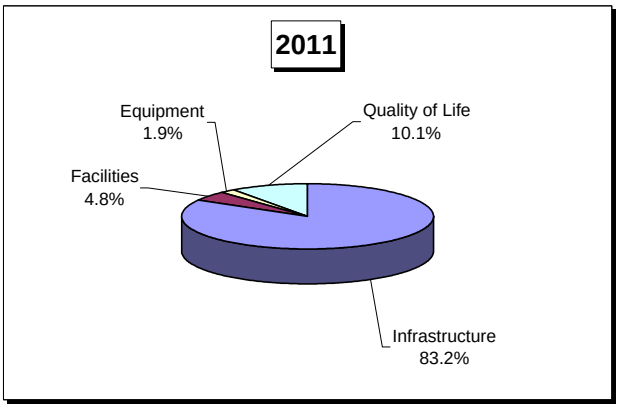
CITY OF APPLETON 2007 BUDGET
CAPITAL IMPROVEMENTS PROGRAM 2007 - 2011
CAPITAL PROJECTS BY CATEGORY

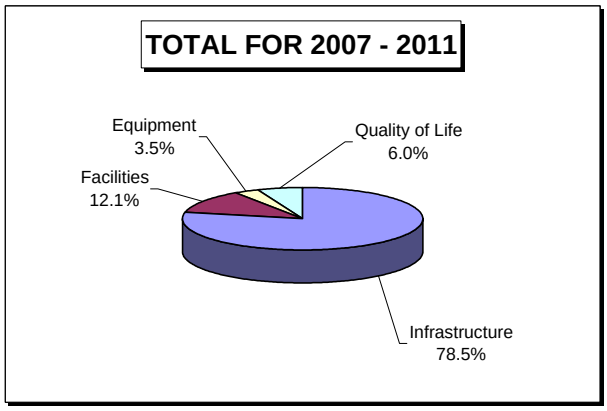








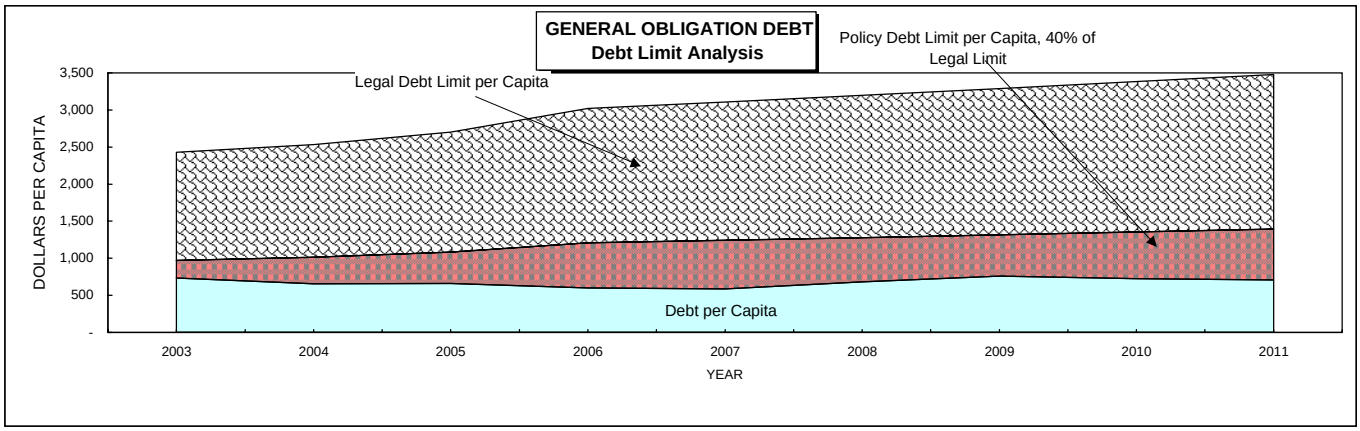




CITY OF APPLETON 2007 BUDGET

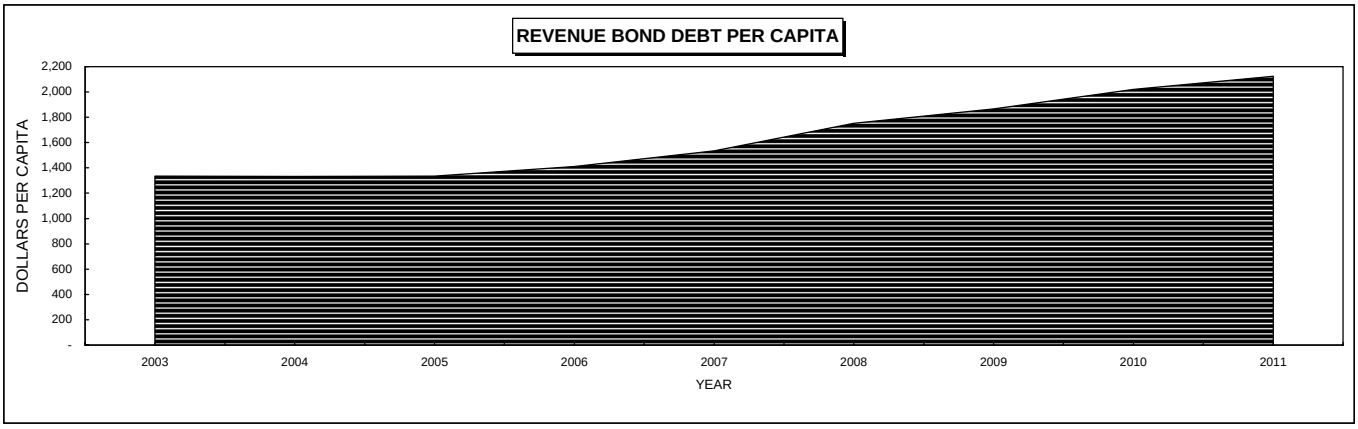
Outstanding Debt

	2003	2004	2005	2006	2007	2008	2009	2010	2011
Equalized value	3,484,190,400	3,640,419,000	3,897,467,400	4,350,186,400	4,480,692,000	4,615,112,800	4,753,566,200	4,896,173,200	5,043,058,400
Legal G.O. Debt Limit	174,209,520	182,020,950	194,873,370	217,509,320	224,034,600	230,755,640	237,678,310	244,808,660	252,152,920
Outstanding G.O. Debt	52,615,690	47,087,594	47,470,506	43,127,634	42,242,192	49,175,722	54,792,904	52,379,653	51,130,388
Population	71,649	71,895	72,085	72,004	72,093	72,182	72,271	72,361	72,451
G.O. Debt per capita									
Legal Limit	2,431	2,532	2,703	3,021	3,108	3,197	3,289	3,383	3,480
Policy Limit	973	1,013	1,081	1,208	1,243	1,279	1,315	1,353	1,392
Actual	734	655	659	599	586	681	758	724	706
Revenue Bonds									
Outstanding Bonds	95,566,638	95,837,356	96,268,711	101,512,923	110,723,888	126,484,792	134,843,093	146,187,776	153,852,974
Revenue Bonds per capita	1,334	1,333	1,335	1,410	1,536	1,752	1,866	2,020	2,124

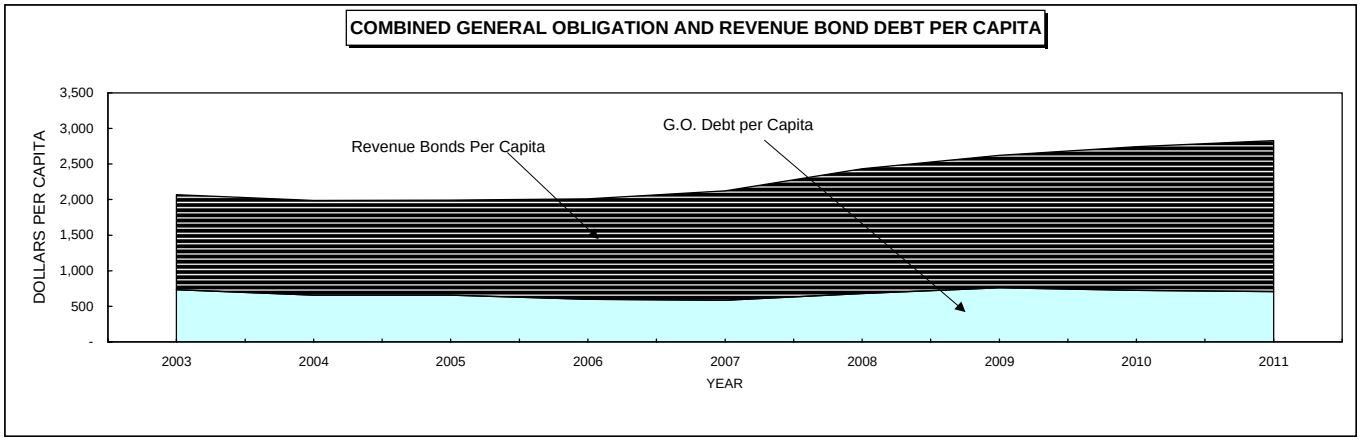


The above illustration does not include revenue bond obligations as consistent with State Statutes defining debt for limitation purposes. Projections for 2007-2011 include estimates for population and equalized valuation figures based on the actual increase experienced from 2003 to 2006.

The level of revenue bond debt for the same period is shown below to assess the total debt picture.



The graph below shows combined general obligation debt and revenue bond debt.



CITY OF APPLETON 2007 BUDGET
CAPITAL IMPROVEMENTS PROGRAM

NOTES

CITY OF APPLETON
CAPITAL IMPROVEMENTS PROGRAM 2007 - 2011
PROJECT REQUEST FORMS

Project request forms for those projects to be funded in the 2007 - 2011 Capital Improvements Program are included in this section.

CITY OF APPLETON 2007 BUDGET

CAPITAL IMPROVEMENTS PROGRAM, 2007-2011

PROJECT CATEGORY LIST

Page	Project	Dept Code	2007	2008	2009	2010	2011
	Infrastructure						
604	Southpoint Commerce Park (TIF #6)	ED	82,000	97,000	580,323	149,000	381,750
605	Riverfront Initiatives - East River Development	ED	850,000	1,000,000	-	-	-
606	South Memorial Drive Redevelopment	ED	-	275,000	280,000	-	-
607	Miscellaneous Site Acquisition	ED	250,000	250,000	250,000	-	-
608	Asphalt Paving Program	PW	1,325,580	2,167,982	1,633,349	1,461,377	1,659,564
611	Bridge Improvements	PW	100,000	-	96,800	425,000	300,000
612	Concrete Paving Program	PW	4,747,880	5,470,114	7,720,243	4,469,937	5,145,225
617	Traffic Improvements	PW	20,000	133,900	171,400	137,700	110,000
618	Grade & Gravel Program	PW	-	540,215	1,355,300	1,212,132	215,324
620	Sidewalk Program	PW	880,223	1,123,417	1,233,354	906,902	1,040,405
622	Stormwater Program	SW	6,354,841	8,963,845	6,891,021	11,929,389	8,539,730
628	Water Main Program	WD	7,246,571	7,392,617	6,758,447	6,600,911	6,701,542
634	Water Distribution System Planning Study	WF	75,000	-	-	-	-
635	Water Plant Lake Intake Improvements	WF	-	300,000	-	-	-
636	Second Feeder Main to Water Plant	WF	83,103	330,000	2,810,404	-	-
637	Sanitary Sewer Program	WW	4,036,704	5,322,163	4,021,546	4,324,952	4,603,781
	Facilities						
643	Fire Stations Security System	FD	-	-	-	37,500	37,500
644	Future Fire Stations/Relocations	FD	300,000	200,000	1,550,000	-	-
645	Air Conditioning Replacement/Upgrade	LIB	212,000	-	-	-	-
646	Branch Library	LIB	-	-	-	50,000	250,000
647	Building Study	LIB	-	35,000	-	-	-
648	Wall Replacement - Meeting Room	LIB	-	-	27,000	-	-
649	Parking Utility - Ramp Maintenance	PAR	110,000	208,000	115,000	100,000	140,000
650	Parking Utility - Appleton/Packard Lot	PAR	28,000	-	-	-	-
651	Police Station	PD	1,170,269	7,700,000	2,267,500	-	-
652	Radio Infrastructure	PD	-	-	-	1,000,000	1,000,000
653	APRD Operations Facility Expansion	PR	-	-	-	-	40,000
654	MSB Grounds & Maintenance Improvements	PW	-	464,500	100,000	-	200,000
655	Roof Replacement, Operations Facility	VT	400,000	-	-	-	-
656	Lake Station Permanganate Storage Addition	WF	-	-	330,000	-	-
657	Water Plant Capacity Expansion	WF	180,000	5,000,000	-	-	-
658	Roof Replacement - Treatment Structures	WW	120,000	129,000	94,700	98,000	-
659	Waste Gas Study	WW	-	60,000	-	-	-
	Equipment						
660	Folder/Inserter	CLK	27,100	-	-	-	-
661	Burners for Training Facility	FD	-	-	-	210,000	-
662	Engine Replacement - 1989 Pumper	FD	-	435,000	-	-	-
663	Fire Apparatus - Station # 6	FD	-	-	578,815	-	-

CITY OF APPLETON 2007 BUDGET
CAPITAL IMPROVEMENTS PROGRAM, 2007-2011
PROJECT CATEGORY LIST

Page	Project	Dept Code	2007	2008	2009	2010	2011
	Equipment - Continued						
664	GPS/GIS	FD/PD	30,000	190,575	69,300	-	-
665	Self Contained Breathing Apparatus Replacement	FD	-	-	-	-	210,000
666	Radio Frequency Identification Conversion	LIB	-	-	-	-	293,300
667	Security Camera Upgrade	LIB	38,500	-	-	-	-
668	Portable Radios	PD/FD	100,000	50,000	-	-	100,000
669	Engineering/Survey Equipment Replacement	PW	40,000	-	40,000	-	40,000
670	Technology Upgrades	TS	370,500	-	-	-	-
671	Technology Enhancements	TS	135,000	80,000	-	-	-
672	Lake Station Travelling Screen Replacement	WF	-	-	-	235,000	-
673	Lime Slaker Improvements	WF	60,000	-	-	-	-
674	Membrane Coagulant Feed System	WF	180,000	-	-	-	-
675	Total Organic Carbon Instrumentation	WF	-	28,775	-	-	-
676	Aeration Tank Diffuser Replacement	WW	-	205,115	-	-	-
677	Bar Screen Replacement	WW	1,300,000	1,500,000	-	-	-
678	Boiler Replacement	WW	-	-	122,821	-	-
679	Briarcliff Lift Station Upgrade	WW	-	-	-	150,000	-
	Quality of Life						
680	Reid Golf Course Improvements	GOL	-	-	25,000	-	-
681	AMP - Athletic Fields Renovations	PR	530,000	30,000	400,000	-	250,000
682	AMP - Renovations	PR	-	-	25,000	280,000	300,000
683	Vosters Park Development	PR	75,000	-	-	25,000	225,000
684	Apple Hill Trail	PR	-	-	-	150,000	-
685	Colony Oaks Park	PR	-	16,500	235,000	-	-
686	Derks Park Development	PR	40,000		-	-	-
687	Einstein Park Renovations	PR	-	-	-	50,000	-
688	Erb Park Renovations	PR	-	35,000	200,000	-	300,000
689	Erb Pool Remodeling	PR	-	-	-	50,000	1,600,000
690	Highview Park Development	PR	-	-	-	-	75,000
691	Houdini Plaza Renovations	PR	-	150,000	150,000	200,000	-
692	Linwood Park	PR	50,000	-	-	25,000	50,000
693	Lutz Park Renovations	PR	420,000	30,000	300,000	-	-
694	North Side Park/Fire Station #6/School Site	PR	-	60,000	-	125,000	-
695	Parks - Playground Equipment	PR	70,000	70,000	75,000	80,000	85,000
696	Parks - Skate Park Equipment	PR	-	-	-	20,000	100,000
697	Pierce Park Renovations	PR	-	80,000	-	-	-
698	Providence Park Development	PR	-	-	-	85,000	-
699	Providence Trail	PR	65,000	-	-	-	-
700	Riverfront Initiatives	PR	1,477,000	790,000	550,000	750,000	50,000
701	Schaefer Park Renovations	PR	-	-	-	25,000	235,000
702	Telulah Park Improvements	PR	-	-	30,000	200,000	200,000
703	Vulcan Heritage Park	PR	-	-	175,000	-	-
			$33,580,271	$50,913,718	$41,262,323	$35,562,800	$34,478,121

CITY OF APPLETON 2007 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, the first phase of the park opened, making 12 lots (36 acres) of land available for development. In 2005, Phase II was completed, adding 12 lots (53 acres) and by the end of 2006, Phase III will be completed, adding an additional 8 lots (28 acres). Lots range in size from 1.5 to 14.7 acres.

The 2009 and 2011 budgets provide funding for Phases IV and V. Funds will be used for infrastructure and non-city improvements including gas, electric, cable service, street lights, and lot grading. Funding at this time is shown as coming out of the Industrial Park Land Fund. It is anticipated either TIF #6 will be amended to include the expansion area or a new TIF will be created in 2007 to fund these costs.

Administration (other) costs include detention pond design, 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 2007 includes:

	TIF # 6	Project Page
Concrete Paving	$ 34,839	612

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 2007. Any cost impacts for 2008 and beyond are unknown at this time.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2007	2008	2009	2010	2011	Total
Comm Dev	Non-City Improvements	-	-	386,037	-	162,250	$ 548,287
Comm Dev	Site Grading	-	-	30,000	-	30,000	$ 60,000
Comm Dev	Administration	20,000	35,000	10,000	89,000	64,000	$ 218,000
Comm Dev	San. Area Assess.	-	-	94,286	-	67,500	$ 161,786
Industrial Park Land Fund		20,000	35,000	520,323	89,000	323,750	$ 988,073
Comm Dev	Administration	62,000	62,000	60,000	60,000	58,000	$ 302,000
TIF # 6							
Total - Southpoint Commerce Park Capital Projects		$ 82,000	$ 97,000	$ 580,323	$ 149,000	$ 381,750	$ 1,290,073

COST ANALYSIS

Estimated Cash Flows

Components	2007	2008	2009	2010	2011	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	416,037	-	192,250	$ 608,287
Other	82,000	97,000	164,286	149,000	189,500	$ 681,786
Total	$ 82,000	$ 97,000	$ 580,323	$ 149,000	$ 381,750	$ 1,290,073
Operating Cost Impact	$ -	$ -	$ -	$ -	$ -	$ -

CITY OF APPLETON 2007 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 key redevelopment sites located along the banks of the Fox River, as well as the opportunities the opening of the Fox River Navigation System will provide the community.

Two key redevelopment sites include the former Foremost Dairy property and the Kaukauna Utility/MI property. The Foremost site has been identified for future medium to high density residential development. The 2007 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 with public access.

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 2008 CIP request includes funding to assist with land acquisition, site preparation, demolition of the industrial structures, infrastructure improvements (including extension of utilities and a secondary access) for redevelopment and public access.

Both future redevelopment sites could potentially be supported by the creation of a future Tax Increment Financing District that would secure any City assistance with a development agreement to recapture the City's investment through increased property valuation. Funding options will be evaluated as the project develops.

Funding in 2007 is also requested for a master plan of the Fox River navigation corridor to identify redevelopment and public access opportunities in conjunction with the opening of the Fox River Navigation System.

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	2007	2008	2009	2010	2011	Total
Comm Dev	Planning	50,000	-	-	-	-	$ 50,000
Comm Dev	Site Acquisition/ preparation/ infrastructure/ construction assist.	800,000	1,000,000	-	-	-	$ 1,800,000
Total - Riverfront Initiatives Capital Projects Fund		$ 850,000	$ 1,000,000	$ -	$ -	$ -	$ 1,850,000

COST ANALYSIS

Estimated Cash Flows

Components	2007	2008	2009	2010	2011	Total
Planning	50,000	-	-	-	-	$ 50,000
Land Acquisition/Site Preparation	-	-	-	-	-	$ -
Construction/Demolition	800,000	1,000,000	-	-	-	$ 1,800,000
Other	-	-	-	-	-	$ -
Total	$ 850,000	$ 1,000,000	$ -	$ -	$ -	$ 1,850,000
Operating Cost Impact	N/Q*	N/Q*	N/Q*	N/Q*	N/Q*	N/Q*

N/Q = Not Quantifiable

CITY OF APPLETON 2007 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: South Memorial Drive Redevelopment

PROJECT DESCRIPTION

Justification:

The area of South Memorial Drive from Calumet Street to Valley Road has deteriorated significantly over the last ten years. The abandonment of Valley Fair Mall, the under utilization of former retail and service buildings, is cause for alarm. Earlier in 2006, an investor group purchased the Mall property and has committed to reinvigorating that property. The interest in investment in this corridor leads us to believe other properties may attract new investment and new use. This CIP will allow the City to partner with potential investors within this corridor to renew retail and commercial activity.

These funds will be used as developer incentives, facade grants, and public improvements that will result in a more attractive and valued business corridor. To facilitate funding for this project, a TIF District could be created as reasonable tax increment will develop.

Discussion of operating cost impact:

No operating cost impact is anticipated for this project as this is an existing, developed area.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2007	2008	2009	2010	2011	Total
Econ Dev.	Public Improvements						
	Sidewalk & Amenity	-	25,000	-	-	-	$ 25,000
	Façade Incentive	-	-	30,000	-	-	$ 30,000
	Developer Incentive	-	250,000	250,000	-	-	$ 500,000
Total - South Memorial Drive Capital Projects Fund		$ -	$ 275,000	$ 280,000	$ -	$ -	$ 555,000

COST ANALYSIS

Estimated Cash Flows

Components	2007	2008	2009	2010	2011	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	-	-	-	$ -
Other	-	275,000	280,000	-	-	$ 555,000
Total	$ -	$ 275,000	$ 280,000	$ -	$ -	$ 555,000
Operating Cost Impact	$ -	$ -	$ -	$ -	$ -	$ -

CITY OF APPLETON 2007 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION	
Project Title:	Miscellaneous Site Acquisition

PROJECT DESCRIPTION

Justification:

The City's Comprehensive Plan and Focus Fox River: A Master Plan has identified areas where redevelopment may be appropriate. The City's ability to acquire properties in these areas as properties become available will enhance our ability to influence meaningful redevelopment. In the past, the Appleton Redevelopment Authority has acted as an agent for the City in this capacity and would be the likely entity to assume this responsibility in the future.

This request is for funding in three successive years for the Appleton Redevelopment Authority to make opportune acquisitions of properties that become available within areas of the City that are in need of redevelopment. These acquisitions will become part of a developed plan to revive depressed areas of the City.

Discussion of operating cost impact:

The final impact on operating costs is undetermined at this time since the properties and the final use for the property has not been identified.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2007	2008	2009	2010	2011	Total
Comm Dev	Site Acquistion / clearance/ preparation	250,000	250,000	250,000	-	-	$ 750,000
Total - Riverfront Initiatives Capital Projects Fund		$ 250,000	$ 250,000	$ 250,000	$ -	$ -	$ 750,000

COST ANALYSIS

Estimated Cash Flows

Components	2007	2008	2009	2010	2011	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	250,000	250,000	250,000	-	-	$ 750,000
Construction	-	-	-	-	-	$ -
Other	-	-	-	-	-	$ -
Total	$ 250,000	$ 250,000	$ 250,000	$ -	$ -	$ 750,000
Operating Cost Impact	$ -	$ -	$ -	$ -	$ -	$ -

CITY OF APPLETON 2007 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	2007	2008	2009	2010	2011	Total
Public Works - Reconstruction	$ 1,099,997	$ 1,236,861	$ 937,498	$ 634,986	$ 950,201	$ 4,859,543
General Fund						
Public Works - Reconstruction	-	-	-	123,784	-	$ 123,784
TIF # 6						
Public Works - Construction	148,069	40,560	-	-	-	$ 188,629
Public Works - Developer Escrow	77,514	890,561	695,851	702,607	709,363	$ 3,075,896
Subdivision	225,583	931,121	695,851	702,607	709,363	$ 3,264,525
Total - Asphalt Paving Program	$ 1,325,580	$ 2,167,982	$ 1,633,349	$ 1,461,377	$ 1,659,564	$ 8,247,852

COST ANALYSIS

Estimated Cash Flows

Components	2007	2008	2009	2010	2011	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	1,072,650	1,901,960	1,435,903	1,311,059	1,459,443	$ 7,181,015
Other	252,930	266,022	197,446	150,318	200,121	$ 1,066,837
Total	$ 1,325,580	$ 2,167,982	$ 1,633,349	$ 1,461,377	$ 1,659,564	$ 8,247,852
Operating Cost Impact	$ -	$ -	$ -	$ -	$ -	$ -

CITY OF APPLETON 2007 BUDGET
DEPARTMENT OF PUBLIC WORKS
ASPHALT PAVEMENT CAPITAL IMPROVEMENTS PROGRAM

2007	Street	From	To	General Fund Asphalt	Sub-division	Total Cost	Developer Escrow Account
Labor Pool				231,438	21,492	252,930	
						-	
Following Grade and Gravel	Aquamarine Ave	Calmes Dr, 130' w/o	French Rd			-	31,388
	Calmes Dr	Aquamarine Ave	Rubyred Dr, 575' s/o			-	24,837
	Rubyred Dr	Calmes Dr	French Rd			-	21,289
	Purdy Parkway	Celtic Crossing	Mackville Rd (1000' s/o)		37,335	37,335	
	Smoketree Pass	Downs Ridge (400' n/o)	Purdy Parkway		18,102	18,102	
	Thomas Ct	Purdy Parkway	cul-de-sac		6,471	6,471	
	Canvasback Circle	Ashbury Dr	Canvasback Circle		62,678	62,678	
	Canvasback Lane	Providence Ave	Canvasback Circle		1,991	1,991	
	Subtotal			**-**	**126,577**	**126,577**	**77,514**
Asphalt 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	179,125		179,125	
	Brewster St	Drew St	Meade St	132,698		132,698	
	Outagamie St	Cedar St	Prospect Ave	167,965		167,965	
	Spring St	Mason St	Richmond St (STH 47)	245,057		245,057	
	Summer St	Badger Ave	Gillett St	133,714		133,714	
	Subtotal			**858,559**	**-**	**858,559**	**-**
Total Asphalt Pavement				$ 1,099,997	$ 148,069	$ 1,248,066	$ 77,514

2008	Street	From	To	General Fund Asphalt	Sub-division	Total Cost	Developer Escrow Account
Labor Pool				260,494	5,528	266,022	
Following Grade and Gravel	Midway Rd	Huckleberry La	Lake Park Rd			-	201,466
	New Subdivisions	escrowed funding				-	689,095
	Mackville Rd	Ballard Rd	Purdy Parkway		12,181	12,181	
	Purdy Parkway	Mackville Rd (1000' s/o)	Mackville Rd		22,851	22,851	
	Subtotal			**-**	**35,032**	**35,032**	**890,561**
Total Reconstruction	Coolidge Ave	Oneida St	Jackson St	158,466		158,466	
	Gillett St	Wisconsin Ave	Taylor St	208,611		208,611	
	Kimball St	Morrison St	Oak St	8,193		8,193	
	Oak St	Lawrence St	Kimball St	10,094		10,094	
	Pine St	Outagamie St	Mason St	66,194		66,194	
	Rogers Ave	Outagamie St	Mason St	66,194		66,194	
	State St	College Ave	Wisconsin Ave	458,615		458,615	
	Subtotal			**976,367**	**-**	**976,367**	**-**
Total Asphalt Pavement				$ 1,236,861	$ 40,560	$ 1,277,421	$ 890,561

2009	Street	From	To	General Fund Asphalt	Sub-division	Total Cost	Developer Escrow Account
Labor Pool				197,446	-	197,446	
Following Grade and Gravel	New Subdivisions	escrowed funding				-	695,851
	Subtotal			**-**	**-**	**-**	**695,851**
Partial Reconstruction	Harding St	Oneida St	Carpenter St	135,164		135,164	
	Heritage Woods Dr	Valley Rd	1390' north	64,324		64,324	
	Murray Ave	Jackson St	Carpenter St	62,556		62,556	
	Subtotal			**262,044**	**-**	**262,044**	**-**
Total Reconstruction	Bay St	Marquette St	Pershing St	85,963		85,963	
	Clark St	Wisconsin Ave	Glendale Ave	219,546		219,546	
	Division St	Parkway Blvd	Glendale Ave	90,843		90,843	
	Eldorado St	Rankin St (250' w/o)	Catherine St	81,656		81,656	
	Subtotal			**478,008**	**-**	**478,008**	**-**
Total Asphalt Pavement				$ 937,498	$ -	$ 937,498	$ 695,851

CITY OF APPLETON 2007 BUDGET
DEPARTMENT OF PUBLIC WORKS
ASPHALT PAVEMENT CAPITAL IMPROVEMENTS PROGRAM

2010	Street	From	To	General Fund Asphalt	TIF # 6	Total Cost	Developer Escrow Account
Labor Pool				133,734	16,584	150,318	
Following Grade and Gravel	New Subdivisions	escrowed funding				-	702,607
	Milis Dr	Alliance Dr	Eisenhower Dr		43,200	43,200	
	Road H	Vantage Dr	Milis Dr		33,600	33,600	
	Vantage Dr	Lakeland Dr	Eisenhower Dr		30,400	30,400	
	Subtotal			**-**	**107,200**	**107,200**	**702,607**
Total Reconstruction	Chain Dr	Memorial Dr	300' south	76,677		76,677	
	Hancock St	Bateman St (100' w/o)	Lawe St	78,429		78,429	
	Hancock St	Rankin St	cul-de-sac	25,773		25,773	
	Lawrence St	Outagamie St	Badger Ave	247,232		247,232	
	Pierce Ave	Eighth St	Spencer St	49,768		49,768	
	Pierce Ave	RR tracks	Lawrence St	23,373		23,373	
	Subtotal			**501,252**	**-**	**501,252**	**-**
Total Asphalt Pavement				$ 634,986	$ 123,784	$ 758,770	$ 702,607

2011	Street	From	To	General Fund Asphalt	Sub-division	Total Cost	Developer Escrow Account
Labor Pool				200,121	-	200,121	
Following Grade and Gravel	New Subdivisions	escrowed funding				-	709,363
	Subtotal			**-**	**-**	**-**	**709,363**
Asphalt Overlay	Atlantic St	Richmond St	Superior St	76,907		76,907	
	Hickory Ct	Riverdale Dr	Bartell Dr	20,450		20,450	
	McDonald St	Byrd St	Service Rd	53,625		53,625	
	Pershing St	Meade St	Ballard Rd	273,966		273,966	
	Riverdale Dr	Prospect Ave	Bartell Dr	61,350		61,350	
	Subtotal			**486,298**	**-**	**486,298**	**-**
Partial Reconstruction	Sanders St	Seymour St	Verbrick St	35,703		35,703	
	Subtotal			**35,703**	**-**	**35,703**	**-**
Total Reconstruction	Adams St	Seymour St	Verbrick St - s/o	135,823		135,823	
	Franklin St	Rankin St	Catherine St	46,128		46,128	
	Washington St	Rankin St	Catherine St	46,128		46,128	
	Subtotal			**228,079**	**-**	**228,079**	**-**
Total Asphalt Pavement				$ 950,201	$ -	$ 950,201	$ 709,363

CITY OF APPLETON 2007 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION
Project Title: Bridge Improvements

PROJECT DESCRIPTION

Justification:

Lawe Street over the Navigation Canal ($100,000 plus $802,000 in 2005/06)
The existing structural, mechanical and electrical systems are in a degraded condition and need extensive rehabilitation to return to operative condition. This project was started in 2005 and will receive an anticipated 80% cost sharing from the state. The City's portion of the project cost is $802,000 ($91,000 in 2005 and $711,000 in 2006). This project request is for an additional $100,000 for a handicap ramp, construction related services and unanticipated construction cost increases. Construction should be completed before the College Avenue bridge is closed for replacement in 2008-2009.

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.

Prospect Avenue over Jackman Street ($150,000)
The existing structure is in a generally degraded condition, and should be replaced. Delay of replacement will result in increased maintenance costs, the likely imposition of weight limitations, and rough ride surfaces. It is anticipated that this project will receive 80% cost sharing from the state. The cost summary reflects the anticipated cost share. Construction should not occur until completion of the College Avenue bridge project.

Lawe Street Bridge over the Fox River ($336,000)
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. It is anticipated that this project will receive 80% cost sharing from the state. The cost summary reflects the anticipated cost share.

Lawe Street & South Island Street over the Power Canal ($12,000 plus $134,000 in out-years)
The existing structures have deteriorated wearing surfaces, spalling, and delamination of the prestressed concrete box-girders. The costs of $12,000 reflect the planning that will take place in 2009 in order for this

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	2007	2008	2009	2010	2011	Total
Lawe St over Navigation Canal	100,000	-	-	-	-	$ 100,000
Olde Oneida St over Fox River	-	-	32,800	291,000	-	$ 323,800
Prospect Ave over Jackman	-	-	16,000	134,000	-	$ 150,000
Lawe St over Fox River	-	-	36,000	-	300,000	$ 336,000
Lawe St over Power Canal	-	-	6,000	-	-	$ 6,000
S. Island St over Power Canal	-	-	6,000	-	-	$ 6,000
Total - Public Works Capital Projects Fund	$ 100,000	$ -	$ 96,800	$ 425,000	$ 300,000	$ 921,800

COST ANALYSIS

Estimated Cash Flows

Components	2007	2008	2009	2010	2011	Total
Planning	20,000	-	96,800	-	-	$ 116,800
Land Acquisition	-	-	-	-	-	$ -
Construction	80,000	-	-	425,000	300,000	$ 805,000
Other	-	-	-	-	-	$ -
Total	$ 100,000	$ -	$ 96,800	$ 425,000	$ 300,000	$ 921,800
Operating Cost Impact	$ -	$ -	$ 70,000	$ 70,000	$ 70,000	$ 210,000

CITY OF APPLETON 2007 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	2007	2008	2009	2010	2011	Total
Public Works - Reconstruction	$ 2,056,444	$ 2,356,673	$ 1,751,815	$ 2,346,089	$ 2,955,055	$ 11,466,076
General Fund						
Public Works - Reconstruction	782,245	244,087	3,622,186	-	-	$ 4,648,518
College Avenue Bridge						
Public Works - Reconstruction	34,839	470,869	-	-	-	$ 505,708
TIF # 6						
Public Works - Construction	1,874,352	1,874,001	2,023,848	2,123,848	2,190,170	$ 10,086,219
Public Works - Developer Escrow	-	524,484	322,394	-	-	$ 846,878
Subdivision	1,874,352	2,398,485	2,346,242	2,123,848	2,190,170	$ 10,933,097
Total - Concrete Paving Program	$ 4,747,880	$ 5,470,114	$ 7,720,243	$ 4,469,937	$ 5,145,225	$ 27,553,399

COST ANALYSIS

Estimated Cash Flows

Components	2007	2008	2009	2010	2011	Total
Planning	160,000	50,000	190,000	75,000	45,000	$ 520,000
Land Acquisition	765,000	105,000	122,424	37,879	-	$ 1,030,303
Construction	3,367,923	4,945,764	6,806,600	3,930,883	4,618,763	$ 23,669,933
Other	454,957	369,350	601,219	426,175	481,462	$ 2,333,163
Total	$ 4,747,880	$ 5,470,114	$ 7,720,243	$ 4,469,937	$ 5,145,225	$ 27,553,399
Operating Cost Impact	$ -	$ -	$ -	$ -	$ -	$ -

CITY OF APPLETON 2007 BUDGET
DEPARTMENT OF PUBLIC WORKS
CONCRETE PAVEMENT CAPITAL IMPROVEMENT PROGRAM

2007	Street	From	To	General Fund	College Avenue Bridge	TIF # 6	Sub-division Fund	Total Cost
Labor Pool				151,103	12,245	34,839	256,770	454,957
Design	College Ave	Bridge over Fox River (design)			20,000			20,000
	College Ave	Drew St (roadway design)	Matthias St		50,000			50,000
	Lake Park Rd	Plank Rd intersection	round about (design)	20,000				20,000
	Memorial Dr (STH 47)	Fox River (design)	Lawrence St	20,000				20,000
	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			**90,000**	**70,000**	**-**	**-**	**160,000**
	College Ave	Bridge (east side) - land acq purchase	Christine St		500,000			500,000
Land	College Ave	John-Walter Int. (land acq purchase)			200,000			200,000
	Midway Rd	Lake Park Rd (land acq purchase)	Eisenhower Dr	65,000				65,000
	Subtotal			**65,000**	**700,000**	**-**	**-**	**765,000**
New Construction	Apple Creek Rd	Brookshire Dr -125' w/o	Meade St				289,135	289,135
	Association Dr	Richmond St (STH 47)	Capitol Dr	194,800				194,800
	Brookshire Dr	Apple Creek Rd	Morning Glory Dr				49,875	49,875
	Bunting Ct	Crossing Meadows La	cul-de-sac				33,040	33,040
	Canvasback Tr	CDS w/o Mary Martin	Providence Ave				104,550	104,550
	Crossing Meadows La	Haymeadow Ave	Meade St				275,310	275,310
	Hastings Ct	Sheffield La	cul-de-sac				63,272	63,272
	Kensington Dr	Lourdes Dr	Calumet St	497,633				497,633
	Lake Park Rd	at Calumet	signals & widening	186,000				186,000
	Lake Park Rd	Kensington Dr	Plank Rd	353,035				353,035
	Lake Park Rd	Kensington Dr	Calumet St	146,330				146,330
	Midfield Ct	Crossing Meadows La	cul-de-sac				19,824	19,824
	Morning Glory Dr	Brookshire Dr	Knollwood La				101,650	101,650
	Providence Ave	Evergreen Dr	Windingbrook Dr				160,832	160,832
	Redcrested Ct	Canvasback La	CDS s/o Canvasback				27,432	27,432
	Sheffield La	Knollwood La	Tanglewood Dr				109,725	109,725
	Stonebridge Ct	Greenleaf Dr	cul-de-sac				75,992	75,992
	Suncastle Ct	Tallgrass Dr	cul-de-sac				26,505	26,505
	Tallgrass Dr	Knollwood La	Crossing Meadows La				146,300	146,300
	Windingbrook Dr	Greenleaf Dr	Providence Ave				134,140	134,140
	Subtotal			**1,377,798**	**-**	**-**	**1,617,582**	**2,995,380**
Reconstruction	Lake Park Rd	Plank Rd intersection	round about	322,500				322,500
	Packard St	Hickory Farm Lane	Lynndale Dr (CTH A)	50,043				50,043
	Subtotal			**372,543**	**-**	**-**	**-**	**372,543**
Total Concrete Paving				$ 2,056,444	$ 782,245	$ 34,839	$ 1,874,352	$ 4,747,880

Note: There are no developer escrow funded streets scheduled for paving in 2007.

CITY OF APPLETON 2007 BUDGET
DEPARTMENT OF PUBLIC WORKS
CONCRETE PAVEMENT CAPITAL IMPROVEMENT PROGRAM

2008	Street	From	To	General Fund	College Avenue Bridge	TIF # 6	Sub-division Fund	Total Cost	Developer Escrow Account
Labor Pool				109,850	4,087		255,413	369,350	
Design	College Ave	Drew St (roadway design)	Matthias St		30,000			30,000	
	Wisconsin Ave.	Richmond St (STH 47)	Ballard Rd (CTH E)	20,000				20,000	
								-	
	Subtotal			**20,000**	**30,000**	**-**	**-**	**50,000**	
								-	
Land	Midway Rd	Lake Park Rd (land acq purchase)	Eisenhower Dr	75,000				75,000	
	South Island St	Oneida	Lawe (land acq)	30,000				30,000	
								-	
	Subtotal			**105,000**	**-**	**-**	**-**	**105,000**	
								-	
New Construction	Bellevue Pl	Meade St (South)	Meade St (North)				303,480	303,480	
	Boyd Ct	Plank Rd	cul-de-sac				75,353	75,353	
	Clearwater Ct	Haymeadow Ave	Haymeadow Ave (205' w/o)					-	38,299
	Clearwater Dr	Haymeadow Ave	Rosemary Rd					-	85,902
	Flintrock Rd	Haymeadow Ave	Rosemary Rd						73,266
	Ginger La (to be abandoned)	Edgewood Dr	Flintrock Rd						0
	Greenleaf Dr	Providence Ave	Stargaze Dr				142,677	142,677	
	Hampton Ct	Bedford La	cul-de-sac				50,937	50,937	
	Haymeadow Ave	Edgewood Dr	Morningsun Way						24,276
	Kensington Dr	Calumet St	Lake Park Rd	280,900				280,900	
	Kernan Ave	Bedford La	Bedford La - 120' S/O				12,101	12,101	
	Marshall Heights Ave	Evergreen Dr	Olde Sleigh La				132,089	132,089	
	Midway Rd	Kernan Ave	Huckleberry	357,320				357,320	
	Milestone Ct	Lightning Dr	cul-de-sac						59,001
	Morningsun Way	Haymeadow Ave	Rosemary Rd						95,988
	Orchard Blossom Dr	Christopher Ct	Johann Dr				105,880	105,880	
	Providence Ave	Ashbury Dr	Edgewood Dr (CTH JJ)				140,053	140,053	
	Providence Ave	Fallcreek La	Ashbury Dr				164,526	164,526	
	Providence Ave	Windingbrook Dr	Fallcreek La				135,715	135,715	
	Rosemary Rd	Flintrock Rd	Morningsun Way (325' n/o)						109,843
	Sableridge Dr	Fallcreek La	Altamont Dr				91,754	91,754	
	Sandpiper La	Fallcreek La	Altamont Dr				65,536	65,536	
	Shady Hollow Ct	Windingbrook Dr	cul-de-sac				47,062	47,062	
	Summerland Rd	Morningsun Way	Morningsun Way (350' n/o)						37,909
	Telulah Ave	Orchard Blossom Dr	Hulke Dr				57,177	57,177	
	Winrowe Ct	Marshall Heights Av	cul-de-sac - w/o				94,248	94,248	
	Subtotal			**638,220**	**-**	**-**	**1,618,588**	**2,256,808**	**524,484**
New Concrete TIF	Eisenhower Dr	Plank Rd	Calumet St			272,363		272,363	
	Plank Rd	Eisenhower Dr	Eisenhower Dr - 1744' w/o			198,506		198,506	
	Subtotal			**-**	**-**	**470,869**	**-**	**470,869**	
Reconstruction	Alley n/o College Ave	Durkee St	Drew St	26,523				26,523	
	Alley s/o College Ave	State St	Walnut St	32,206				32,206	
	College Ave	bridge over Fox River			210,000			210,000	
	Division St	Wisconsin Ave	Atlantic St	301,829				301,829	
	Spencer St	Mason St	Badger Ave	585,881				585,881	
	Spencer St	Whitman Ave	Mason St	537,164				537,164	
								-	
	Subtotal			**1,483,603**	**210,000**	**-**	**-**	**1,693,603**	**-**
Total Concrete Paving				$ 2,356,673	$ 244,087	$ 470,869	$ 1,874,001	$ 4,945,630	$ 524,484

CITY OF APPLETON 2007 BUDGET
DEPARTMENT OF PUBLIC WORKS
CONCRETE PAVEMENT CAPITAL IMPROVEMENT PROGRAM

2009	Street	From	To	General Fund	College Avenue Bridge	Sub-division Fund	Total Cost	Developer Escrow Account
Labor Pool				108,461	216,922	275,836	601,219	
Design	College Ave	Drew St (construction mgmt.)	Matthias St		150,000		150,000	
	South Island St	Oneida	Lawe (contam remediation)	40,000			40,000	
							-	
	Subtotal			**40,000**	**150,000**	**-**	**190,000**	
Land	French Rd	USH 41 (land acq. Purchase)	Edgewood	42,424			42,424	
	Memorial Dr	Fox River (land acq. Purchase)	Lawrence St	80,000			80,000	
	Subtotal			**122,424**	**-**	**-**	**122,424**	
New Construction	Altamont Dr	Fallcreek La	Gazebohill Rd			110,526	110,526	
	Ashbury Dr	Lightning Dr	Providence Ave			417,276	417,276	
	Barton Ct	Highpond Tr	cul-de-sac			62,538	62,538	
	Drake La	Ashbury Dr	Mary Martin Dr			166,603	166,603	
	Drake La	Mary Martin Dr	Providence Av			69,783	69,783	
	EV Aquamarine Ave	Calmes Dr, 130' w/o	French Rd				-	130,737
	EV Calmes Dr	Aquamarine Ave	Rubyred Dr, 575' s/o				-	102,661
	EV Rubyred Dr	Calmes Dr	French Rd				-	88,996
	Evergreen Dr	Ballard Rd	Providence Ave	551,154			551,154	
	Fallcreek La	Providence Ave	Gazebohill Rd			149,698	149,698	
	Gazebohill Rd	Fallcreek La	Altamont Dr			119,265	119,265	
	Mary Martin Dr	Canvasback La	Edgewood Dr (CTH JJ)			105,600	105,600	
	Pintail Pl (all 3 legs)	Drake La	Drake La			103,432	103,432	
	Pondview Ct	Meade St	cul-de-sac			165,233	165,233	
	Quietwinds Way	Waterford Dr	Silentwind Way			29,816	29,816	
	Schuh Rd	Sierra La	cul-de-sac			73,513	73,513	
	Serene Way	Waterford Dr	Silentwind Way			30,330	30,330	
	Sierra La	Schuh Rd	Meade St			41,509	41,509	
	Silentwind Way	Serene Way	Quiet Winds Way			83,383	83,383	
	Springmill La	Gazebohill Rd	Ashbury Dr			19,507	19,507	
							-	
	Subtotal			**551,154**	**-**	**1,748,012**	**2,299,166**	**322,394**
Reconstruction	Alley s/o College Ave	Memorial Dr (STH 47)	State St	36,206			36,206	
	College Ave	Drew St	Bridge (west side)		1,034,905		1,034,905	
	College Ave	bridge over Fox River			524,800		524,800	
	College Ave	John-Walter Int.			514,738		514,738	
	College Ave	Bridge (east side)	Christine St		695,930		695,930	
	College Ave	Christine St	Matthias St		484,891		484,891	
	Durkee St	Franklin St	North St	96,621			96,621	
	E. South River St	Kernan Ave	John St.	25,200			25,200	
	John St (CTH KK)	College Ave	E South River St	310,927			310,927	
	Packard St	Badger Ave	Richmond St (STH 47)	433,821			433,821	
	Washington St	Bennett St	Story St	27,001			27,001	
	Subtotal			**929,776**	**3,255,264**	**-**	**4,185,040**	
Total Concrete Paving				$ 1,751,815	$ 3,622,186	$ 2,023,848	$ 7,397,849	$ 322,394

CITY OF APPLETON 2007 BUDGET
DEPARTMENT OF PUBLIC WORKS
CONCRETE PAVEMENT CAPITAL IMPROVEMENT PROGRAM

2010	Street	From	To	General Fund	College Avenue Bridge	Sub-division Fund	Total Cost
Labor Pool				136,710		289,465	426,175
Design	Ballard Rd	Wisconsin Ave (Design)	Longview Dr	45,000			45,000
	Valley Road	Chain Dr - design	Forestview	30,000			30,000
	Subtotal			**75,000**	**-**	**-**	**75,000**
Land	Providence Ave	Edgewood Dr (CTH JJ) land acq	Edgewood D - 1000' n/o	37,879			37,879
	Subtotal			**37,879**	**-**	**-**	**37,879**
New Construction	Apple Rd	Ashbury Dr	Appleseed Dr			97,048	97,048
	Appleseed Dr	Apple Rd	Fuji Dr			191,164	191,164
	Ashbury Dr	Ballard Rd - 275' e/o	Lightning Dr	150,774			150,774
	Benton Dr	Haymeadow Ave	Turnberry Dr			111,073	111,073
	Clearfield La	Haymeadow Ave (500' w/o)	Turnberry Dr			120,088	120,088
	Corridor Dr	Glenhurst Dr	Watershed Way			95,348	95,348
	Daybreak Dr	Lourdes Dr	Forest St			84,865	84,865
	Enterprise Ave	Lightning Dr	Providence Ave (400' w/o)	134,235			134,235
	Evergreen Dr	Providence Ave	French Rd	312,129			312,129
	Fallcreek La	Providence Ave	Fallview La			34,756	34,756
	Fallview La	Fallcreek La	Glory La			83,817	83,817
	Fuji Dr	Ashbury Dr	Appleseed Dr			70,817	70,817
	Glenhurst La	Windingbrook Dr	Lightning Dr			162,964	162,964
	Gusty La	Turnberry Dr	Waterford Dr			27,522	27,522
	Habitat Way	Glenhurst Dr	Corridor Dr			53,416	53,416
	Haymeadow Ave	Wentworth La	Edgewood Dr (CTH JJ)			135,603	135,603
	Intertech Ct	Enterprise Ave	cul-de-sac	91,923			91,923
	Stratford La	Haymeadow Ave (300' w/o)	Turnberry Dr			120,088	120,088
	Sunshine Dr	Lourdes Dr	Forest St			55,512	55,512
	Turnberry Dr	Clearfield La	Wentworth La			96,396	96,396
	Waterford Dr	Quietwinds Way	Edgewood Dr (CTH JJ)			113,693	113,693
	Watershed Way	Glenhurst Dr	Corridor Dr			58,657	58,657
	Wentworth La	Haymeadow Ave	Turnberry Dr			121,556	121,556
							-
	Subtotal			**689,061**	**-**	**1,834,383**	**2,523,444**
Reconstruction	Alley s/o College Ave	Durkee St	Drew St	40,832			40,832
	Olde Oneida St	South Island St (500' s/o)	South Island St (250' n/o)	124,083			124,083
	South Island St	Oneida St - 150' E/O	Lawe St - 350' W/O	158,959			158,959
	Washington St	Division St	Durkee St	798,798			798,798
	Wsiconsin Ave CSD design	Richmond	Ballard	138,000			138,000
	Memorial Dr (STH 47)	Fox River	Lawrence St	146,767			146,767
							-
	Subtotal			**1,407,439**	**-**	**-**	**1,407,439**
Total Concrete Paving				$ 2,346,089	$ -	$ 2,123,848	$ 4,469,937

2011	Street	From	To	General Fund	College Avenue Bridge	Sub-division Fund	Total Cost
Labor Pool				182,958		298,504	481,462
Design	Ballard Rd	Edgewood Dr - 400' n/o (Design)	Apple Creek Rd - 300' n/o	45,000			45,000
							-
	Subtotal			**45,000**	**-**	**-**	**45,000**
New Construction	Applecart Dr	Ashbury Dr	Benvalley Dr			32,104	32,104
	Ashbury Dr	French Rd	Cherryvale Ln			284,359	284,359
	Aurora Dr	Forest St	cul-de-sac			101,543	101,543
	Benview Ct	Glory La	cul-de-sac			92,899	92,899
	Braeburn Dr	Applebend Dr	Fuji Dr			189,122	189,122
	Enterprise Ave	Gateway Dr	Lightning Dr	144,737			144,737
	Fuji Ct	Braeburn Dr	cul-de-sac			24,582	24,582
	Fuji Dr	Ashbury Dr	Braeburn Dr			98,802	98,802
	Gala Ct	Braeburn Dr	cul-de-sac			24,582	24,582
	Gateway Dr	Evergreen Dr	Enterprise Ave.	85,838			85,838
	Glenhurst La	Milestone Dr	Lightning Dr	215,319			215,319
	Glory La	Providence Ave	French Rd	147,045			147,045
	Glory La	French Rd	Sourapple Dr			192,543	192,543
	Greenleaf Dr	Lightning Dr	Stargaze Dr			123,921	123,921
	Lightning Dr	Ashbury Dr	Edgewood Dr (CTH JJ)	199,333			199,333
	Lightning Dr	Enterprise Ave	Evergreen Dr	94,036			94,036
	Lightning Dr	Evergreen Dr	Ashbury Dr	452,958			452,958
	Snowden Pl	Greenleaf Dr	Stargaze Dr			64,064	64,064
	Solitude La	Tahoe La (150' e/o)	Midway Rd (future)			184,847	184,847
	Sourapple Dr	Glory La	Ashbury Dr			31,142	31,142
	Stargaze Dr	Greenleaf Dr	Snowden Pl			147,436	147,436
	Sundance Dr	Snowden Pl	Stargaze Dr			97,199	97,199
	Tahoe La	Plank Rd	Solitude La			187,198	187,198
	Vail La	Solitude La	Solitude La (134' w/o)			15,323	15,323
	Subtotal			**1,339,266**	**-**	**1,891,666**	**3,230,932**
							-
Reconstruction	Alley s/o College Ave	Morrison St	Durkee St	40,338			40,338
	Alley w/o Perkins St	Charles St	Perkins St	46,013			46,013
	Glendale Ave	Ballard Rd	Roemer Rd	368,381			368,381
	Lynndale Dr (CTH A)	Spencer St	Everett St	454,879			454,879
	Wisconsin Ave	Meade St	Ballard Rd (CTH E)	215,917			215,917
	Wisconsin Ave	Richmond St (STH 47)	Meade St	262,303			262,303
							-
	Subtotal			**1,387,831**	**-**	**-**	1,387,831
Total Concrete Paving	**Subtotal**			$ 2,955,055	$ -	$ 2,190,170	$ 5,145,225

CITY OF APPLETON 2007 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: Traffic Control Equipment Improvements

PROJECT DESCRIPTION

Justification:

Unnamed New Traffic Signal(s)
Based on current and future growth, we anticipate that one additional location will meet traffic signal warrants in years 2008 through 2011. 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 no new signals will be installed in 2007 (except for the planned installation at Lake Park/Calumet, which is budgeted for as a part of the concrete paving program).

Traffic Control Communications Grid Expansion
This project includes an expansion of the traffic communications and traffic management grid on the Northland Avenue corridor (also includes the extension to the Richmond/Capitol intersection) to provide improved traffic signal coordination. It will also greatly 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 software and provide the communication infrastructure needed to support the City's future transition to Actra traffic management software in 2009.

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, portions of this project may need to be completed by a contractor. This project assumes replacement of all existing substandard school zone signage which cannot be completed utilizing City forces.

Traffic Operation Center (TOC) Software Replacement
Scheduled replacement of the Traffic Operations Center's (TOC) primary communications software will be necessary in 2009 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 that 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	2007	2008	2009	2010	2011	Total
Public Works	Unnamed New Traffic Signal	-	74,200	76,400	78,700	81,000	$ 310,300
	Traffic communications grid expansion	20,000	29,700	30,000	29,000	29,000	$ 137,700
	TOC Software Replacement	-	-	65,000	-	-	$ 65,000
	School Zone Sign Replacement	-	30,000	-	30,000	-	$ 60,000
Total - Public Works General Fund		$ 20,000	$ 133,900	$ 171,400	$ 137,700	$ 110,000	$ 573,000

COST ANALYSIS

Estimated Cash Flows

Components	2007	2008	2009	2010	2011	Total
Planning	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-
Construction	20,000	133,900	171,400	137,700	110,000	573,000
Other	-	-	-	-	-	-
Total	$ 20,000	$ 133,900	$ 171,400	$ 137,700	$ 110,000	$ 573,000
Operating Cost Impact	$ -	$ -	$ -	$ -	$ -	$ -

CITY OF APPLETON 2007 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	2007	2008	2009	2010	2011	Total
Public Works - Grade & Gravel **General Fund**	$ -	$ 540,215	$ 1,088,390	$ 1,212,132	$ -	$ 2,840,737
Public Works - Grade & Gravel **TIF # 6**	-	-	266,910	-	215,324	$ 482,234
Total - Grade & Gravel Program	$ -	$ 540,215	$ 1,355,300	$ 1,212,132	$ 215,324	$ 3,322,971

COST ANALYSIS

Estimated Cash Flows

Components	2007	2008	2009	2010	2011	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	-	505,750	1,266,135	1,138,632	200,000	$ 3,110,517
Other	-	34,465	89,165	73,500	15,324	$ 212,454
Total	$ -	$ 540,215	$ 1,355,300	$ 1,212,132	$ 215,324	$ 3,322,971
Operating Cost Impact	N/Q	N/Q	N/Q	N/Q	N/Q	N/Q

N/Q = Not Quantifiable

CITY OF APPLETON 2007 BUDGET
DEPARTMENT OF PUBLIC WORKS
GRADE & GRAVEL PROGRAM

2007	Street	From	To	General Fund	TIF # 6	Total Cost
				-	-	-
	There are no planned projects for 2007.					-
Total				$ -	$ -	$ -

2008	Street	From	To	General Fund	TIF # 6	Total Cost
Labor Pool				34,465		34,465
Grade & Gravel	Midway Rd	Huckleberry La	Lake Park Rd	505,750		505,750
	Subtotal			**505,750**	**-**	**505,750**
Total				$ 540,215	$ -	$ 540,215

2009	Street	From	To	General Fund	TIF # 6	Total Cost
Labor Pool				71,930	17,235	89,165
Grade & Gravel	Lake Park Rd	Plank Rd	Midway Rd	237,250		237,250
	Midway Rd	Lake Park Rd	Eisenhower Dr	541,500		541,500
	Milis Dr	Alliance Dr	Eisenhower Dr		99,675	99,675
	Road H	Vantage Dr	Milis Dr		78,525	78,525
	Vantage Dr	Lakeland Dr	Eisenhower Dr		71,475	71,475
	Subtotal			**778,750**	**249,675**	**1,028,425**
Temporary Surface	Lake Park Rd	Plank Rd	Midway Rd	81,468		81,468
Following Grade & Gravel	Midway Rd	Lake Park Rd	Eisenhower Dr	156,242		156,242
	Subtotal			**237,710**	**-**	**237,710**
Total				$ 1,088,390	$ 266,910	$ 1,355,300

2010	Street	From	To	General Fund	TIF # 6	Total Cost
Labor Pool				73,500	-	73,500
Grade & Gravel	French Rd	USH 41	Edgewood Dr (CTH JJ)	761,500		761,500
	Providence Ave	Edgewood Dr (CTH JJ)	Edgewood Dr 1000' n/o	76,000		76,000
						-
	Subtotal			**837,500**	**-**	**837,500**
Temporary Surface	French Rd	USH 41	Edgewood Dr (CTH JJ)	269,835		269,835
Following Grade & Gravel	Providence Ave	Edgewood Dr (CTH JJ)	Edgewood Dr 1000' n/o	31,297		31,297
	Subtotal			**301,132**	**-**	**301,132**
Total				$ 1,212,132	$ -	$ 1,212,132

2011	Street	From	To	General Fund	TIF # 6	Total Cost
Labor Pool					15,324	15,324
Grade & Gravel	Quest Dr	Milis Dr	Midway Rd		44,200	44,200
	Road G	Alliance Dr	Eisenhower Dr		155,800	155,800
					200,000	**200,000**
Total				$ -	$ 215,324	$ 215,324

CITY OF APPLETON 2007 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	2007	2008	2009	2010	2011	Total
Public Works - Sidewalks	$ 764,292	$ 797,298	$ 1,032,526	$ 777,320	$ 903,553	$ 4,274,989
General Fund						
Public Works - Sidewalks	-	49,473	-	-	-	$ 49,473
TIF # 6						
Public Works - Construction	115,931	189,966	158,228	129,582	136,852	$ 730,559
Public Works - Developer Escrow	-	86,680	42,600	-	-	$ 129,280
Subdivisions	115,931	276,646	200,828	129,582	136,852	$ 859,839
Total - Sidewalk Program	$ 880,223	$ 1,123,417	$ 1,233,354	$ 906,902	$ 1,040,405	$ 5,134,828

COST ANALYSIS

Estimated Cash Flows

Components	2007	2008	2009	2010	2011	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	732,764	977,350	1,062,670	776,979	891,260	$ 4,441,023
Other	147,459	146,067	170,684	129,923	149,145	$ 743,278
Total	$ 880,223	$ 1,123,417	$ 1,233,354	$ 906,902	$ 1,040,405	$ 5,184,301
Operating Cost Impact	$ -	$ -	$ -	$ -	$ -	$ -

CITY OF APPLETON 2007 BUDGET
DEPARTMENT OF PUBLIC WORKS
Sidewalk Construction Capital Improvement Program

2007	General Fund	Subdiv. Fund	Total Cost
Labor Pool	131,655	15,804	147,459
Sidewalk Construction			
Green Dot	210,000		210,000
General	50,000		50,000
Patch Contract	128,500		128,500
Reconstruction - Concrete	30,000		30,000
Reconstruction - Asphalt	86,600		86,600
Subtotal	**505,100**		**505,100**
New Sidewalk Construction			
New Concrete	203,537		203,537
New Subdivision		60,127	60,127
New Subdivision - 6 Month		40,000	40,000
Subtotal	**203,537**	**100,127**	**303,664**
Less: Costs allocated to Utilities	**(76,000)**		**(76,000)**
Total	$ 764,292	$ 115,931	$ 880,223

2010	General Fund	Subdiv. Fund	Total Cost
Labor Pool	112,262	17,661	129,923
Sidewalk Construction			
Green Dot	220,000		220,000
General	50,000		50,000
Patch Contract	143,500		143,500
Reconstruction - Concrete	92,550		92,550
Reconstruction - Asphalt	49,833		49,833
Subtotal	**555,883**		**555,883**
New Sidewalk Construction			
New Concrete	70,675		70,675
New Subdivision		111,921	111,921
New Subdivision - 6 Month			-
Arterial Street	38,500		38,500
Subtotal	**109,175**	**111,921**	**221,096**
Total	$ 777,320	$ 129,582	$ 906,902

2008	General Fund	Subdiv. Fund	TIF # 6	Total Cost	Developer Escrow
Labor Pool	113,703	25,891	6,473	146,067	
Sidewalk Construction					
Green Dot	220,000			220,000	
General	55,000			55,000	
Patch Contract	138,500			138,500	
Reconstruction - Concrete	72,660			72,660	
Reconstruction - Asphalt	99,435			99,435	
Subtotal	**585,595**	**-**	**-**	**585,595**	**-**
New Sidewalk Construction					
New Concrete	53,000		43,000	96,000	
New Subdivision		134,075		134,075	86,680
New Subdivision - 6 Month		30,000		30,000	
Arterial Street	45,000			45,000	
Subtotal	**98,000**	**164,075**	**43,000**	**305,075**	**86,680**
Total	$ 797,298	$ 189,966	$ 49,473	$ 1,036,737	$ 86,680

2011	General Fund	Subdiv. Fund	Total Cost
Labor Pool	130,493	18,652	149,145
Sidewalk Construction			
Green Dot	220,000		220,000
General	60,000		60,000
Patch Contract	90,000		90,000
Reconstruction - Concrete	205,125		205,125
Reconstruction - Asphalt	31,815		31,815
Subtotal	**606,940**		**606,940**
New Sidewalk Construction			
New Concrete	126,120		126,120
New Subdivision		118,200	118,200
New Subdivision - 6 Month			-
Arterial Street	40,000		40,000
Subtotal	**166,120**	**118,200**	**284,320**
Total	$ 903,553	$ 136,852	$ 1,040,405

2009	General Fund	Subdiv. Fund	Total Cost	Developer Escrow
Labor Pool	149,119	21,565	170,684	
Sidewalk Construction				
Green Dot	220,000		220,000	
General	55,000		55,000	
Patch Contract	138,500		138,500	
Reconstruction - Concrete	230,586		230,586	
Reconstruction - Asphalt	112,571		112,571	
Subtotal	**756,657**		**756,657**	**-**
New Sidewalk Construction				
New Concrete	86,750		86,750	
New Subdivision		136,663	136,663	42,600
New Subdivision - 6 Month			-	
Arterial Street	40,000		40,000	
Subtotal	**126,750**	**136,663**	**263,413**	**42,600**
Total	$ 1,032,526	$ 158,228	$ 1,190,754	$ 42,600

CITY OF APPLETON 2007 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	2007	2008	2009	2010	2011	Total
Stormwater **Stormwater Utility**	Construction	6,354,841	8,234,375	6,718,071	11,920,995	8,376,480	$41,604,762
Stormwater **TIF # 6**	Construction	-	729,470	172,950	8,394	163,250	$ 1,074,064
Total - Stormwater Program		$ 6,354,841	$ 8,963,845	$ 6,891,021	$11,929,389	$ 8,539,730	$42,678,826

COST ANALYSIS

Estimated Cash Flows

Components	2007	2008	2009	2010	2011	Total
Planning	375,000	390,000	405,000	300,000	415,000	$ 1,885,000
Land Acquisition	40,000	460,000		170,000		$ 670,000
Construction	5,702,353	7,783,895	6,236,834	11,017,081	7,660,177	$38,400,340
Other	237,488	329,950	249,187	442,308	304,303	$ 1,563,236
Total	$ 6,354,841	$ 8,963,845	$ 6,891,021	$11,929,389	$ 8,379,480	$42,518,576
Operating Cost Impact	$ -	$ -	$ -	$ -	$ -	$ -

CITY OF APPLETON 2007 BUDGET
DEPARTMENT OF PUBLIC WORKS
STORM SEWER CAPITAL CONSTRUCTION PROGRAM

2007	Street	From	To	Storm-water Utility
Labor Pool				237,488
Consulting Services	Conkey Pond	Design & Permitting		75,000
	Construction Services			75,000
	Coop Rd pond phase II	Design & Permitting		60,000
	Land Acquisition Services			10,000
	Midway Rd treatment device	Design & Permitting		30,000
	Northland Ave sidewalk biofiltration	Design & Permitting		25,000
	South Island St	Design & Permitting		100,000
	Subtotal			**375,000**
Land Acquisition	STH "441" / Pershing Pond			40,000
	Subtotal			**40,000**
Miscellaneous Construction	Sump Pump Storm Sewer Program/Backyard Drainage Problems			200,000
	Surface restoration for mini sewer from previous year			75,000
	Storm Laterals, Manholes, Inlets, Mini's Prior to 2007 Asphalt Paving			103,920
	Storm Laterals, Manholes, Inlets, Mini's Prior to 2007 New Concrete Paving			207,640
	Memorial Park northeast pond			1,170,968
	Subtotal			**1,757,528**
New Construction	Memorial Park northeast pond sewer	Capitol Dr	Memorial Park NE pond	400,000
	Midway Rd	Huckleberry La	Lake Park Rd	252,000
	Subtotal			**652,000**
Reconstruction	Atlantic St (liner)	Meade St	Peabody Park	1,154,000
	Seventh St (Jones Park)	Elm St	Olde Oneida St extended	200,000
	Subtotal			**1,354,000**
Reconstruction (on streets to be paved in 2008)	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	14,885
	Oak St	Lawrence St	Kimball St	25,120
	Pine St	Outagamie St	Mason St	17,890
	Rogers Ave	Outagamie St	Mason St	6,355
	Spencer St	Mason St	Badger Ave	888,715
	Spencer St	Whitman Ave	Mason St	231,215
	State St	College Ave	Wisconsin Ave	459,635
	Subtotal			**1,938,825**
Total				$ 6,354,841

CITY OF APPLETON 2007 BUDGET
DEPARTMENT OF PUBLIC WORKS
STORM SEWER CAPITAL CONSTRUCTION PROGRAM

2008	Street	From	To	Storm-water Utility	TIF # 6	Total Cost
Labor Pool				300,480	29,470	329,950
Consulting Services	Apple Creek relocation n/o CTH JJ	Design & Permitting		75,000		75,000
	Construction Services			100,000		100,000
	French Road bridge @ CTH JJ	Design & Permitting		40,000		40,000
	Land Acquisition Services			10,000		10,000
	Lightning Dr bridge @ CTH JJ	Design & Permitting		40,000		40,000
	Memorial Park Northwest Pond	Design & Permitting		75,000		75,000
	Memorial Park south pond	Design & Permitting		10,000		10,000
	Providence Ave bridge @ CTH JJ	Design & Permitting		40,000		40,000
	Subtotal			**390,000**	**-**	**390,000**
Land Acquisition	Conkey pond	land acq		360,000		360,000
	South Island St	Easements		100,000		100,000
	Subtotal			**460,000**	**-**	**460,000**
Miscellaneous Construction	Sump Pump Storm Sewer Program/Backyard Drainage Problems			200,000		200,000
	Surface restoration for mini sewer from previous year			80,000		80,000
	Storm Laterals, Manholes, Inlets, Mini's Prior to 2008 Asphalt Paving			113,640		113,640
	Storm Laterals, Manholes, Inlets, Mini's Prior to 2008 New Concrete Paving			242,328		242,328
	Coop Road Pond				700,000	700,000
	Midway Road Treatment device			50,000		50,000
	Northland sidewalk biofiltration			100,000		100,000
	SE Basin Retrofit			1,754,000		1,754,000
	STH "441" / Pershing Pond			1,125,232		1,125,232
	Wetland Plantings			50,000		50,000
	Subtotal			**3,715,200**	**700,000**	**4,415,200**
New Construction	Lake Park Rd	Plank Rd	Midway Rd	360,000		360,000
	Midway Rd	Lake Park Rd	Eisenhower Dr	300,000		300,000
	Subtotal			**660,000**	**-**	**660,000**
Reconstruction	Atlantic St (liner)	Durkee Street	Meade St	1,100,000		1,100,000
	Subtotal			**1,100,000**	**-**	**1,100,000**
Reconstruction (on streets to be paved in 2009)	Bay St	Marquette St	Pershing St	23,145		23,145
	Clark St	Wisconsin Ave	Glendale Ave	133,095		133,095
	College Ave	Drew St	Bridge (west side)	244,555		244,555
	College Ave	Bridge (east side)	Matthias St	748,227		748,227
	Division St	Parkway Blvd	Glendale Ave	46,090		46,090
	Durkee St	Franklin St	North St	26,955		26,955
	E. South River St	Kernan Ave	John St	7,285		7,285
	Eldorado St	Rankin St (250' w/o)	Catherine St	80,000		80,000
	Harding St	Oneida St	Carpenter St	137,960		137,960
	Heritage Woods Dr	Valley Rd	1390' north	34,750		34,750
	John St (CTH KK)	College Ave	E South River St	56,578		56,578
	Murray Ave	Jackson St	Carpenter St	15,415		15,415
	Packard St	Badger Ave	Richmond St (STH 47)	35,405		35,405
	Washington St	Bennett St	Story St	19,235		19,235
	Subtotal			**1,608,695**	**-**	**1,608,695**
Total				$ 8,234,375	$ 729,470	$ 8,963,845

CITY OF APPLETON 2007 BUDGET
DEPARTMENT OF PUBLIC WORKS
STORM SEWER CAPITAL CONSTRUCTION PROGRAM

2009	Street	From	To	Storm-water Utility	TIF # 6	Total Cost
Labor Pool				248,687	500	249,187
Consulting Services	Apple Creek Erosion	Design & Permitting		75,000		75,000
	Bellaire Ravine Erosion	Design & Permitting		50,000		50,000
	Construction Services			100,000		100,000
	Land Acquisition Services			10,000		10,000
	Mud Creek North pond	Design & Permitting		50,000		50,000
	Opportunity UUFT's ultra urban filtration de	Design & Permitting		50,000		50,000
	Spring St stormceptor	Design		20,000		20,000
	Theodore St storage	Design & Permitting		50,000		50,000
	Subtotal			**405,000**	**-**	**405,000**
Land Acquisition	Apple Creek relocation n/o CTH JJ	French Rd (2200' w/o)	French Rd	125,000		125,000
	Memorial Park south pond	land acq		295,600		295,600
	Subtotal			**420,600**	**-**	**420,600**
Miscellaneous Construction	Sump Pump Storm Sewer Program/Backyard Drainage Problems			200,000		200,000
	Surface restoration for mini sewer from previous year			80,000		80,000
	Storm Laterals, Manholes, Inlets, Mini's Prior to 2009 Asphalt Paving			128,652		128,652
	Storm Laterals, Manholes, Inlets, Mini's Prior to 2009 New Concrete Paving			397,719	2,500	400,219
	Conkey pond			1,564,497		1,564,497
	Memorial Park northwest pond			600,000		600,000
	Wetland Plantings			50,000		50,000
	Subtotal			**3,020,868**	**2,500**	**3,023,368**
New Construction	Daybreak Dr	Lourdes Dr	Lourdes Dr - 200' n/o	18,900		18,900
	Milis Dr	Alliance Dr	Eisenhower Dr		63,250	63,250
	Road H	Vantage Dr	Milis Dr		57,750	57,750
	Vantage Dr	Lakeland Dr	Eisenhower Dr		48,950	48,950
	Subtotal			**18,900**	**169,950**	**188,850**
Reconstruction	Atlantic St (liner)	Division St	Durkee St	1,281,000		1,281,000
	Hancock St	Meade St.	350' west	80,500		80,500
	Subtotal			**1,361,500**	**-**	**1,361,500**
Reconstruction (on streets to be paved in 2010)	Chain Dr	Memorial Dr	300' south	7,180		7,180
	Hancock St	Bateman St (100' w/o)	Lawe St	43,705		43,705
	Hancock St	Rankin St	cds	26,540		26,540
	Lawrence St	Outagamie St	Badger Ave	204,000		204,000
	Olde Oneida St	South Island St (500' s/o)	South Island St (250' n/o)	106,541		106,541
	Pierce Ave	Eighth St	Spencer St	16,800		16,800
	South Island St	Olde Oneida St	Vulcan St	794,000		794,000
	Washington St	Appleton St	Oneida St	43,750		43,750
	Subtotal			**1,242,516**	**-**	**1,242,516**
Total				$ 6,718,071	$ 172,950	$ 6,891,021

CITY OF APPLETON 2007 BUDGET
DEPARTMENT OF PUBLIC WORKS
STORM SEWER CAPITAL CONSTRUCTION PROGRAM

2010	Street	From	To	Storm-water Utility	TIF # 6	Total Cost
Labor Pool				436,414	5,894	442,308
Consulting Services	Apple Creek Aquatic Habitat	Design & Permitting		40,000		40,000
	Calumet Street storage	Design & Permitting		50,000		50,000
	Construction Services			100,000		100,000
	Land Acquisition Services			10,000		10,000
	Opportunity UUFT's ultra urban filtration de	Design & Permitting		50,000		50,000
	Reid Golf Course BMP	Design & Permitting		50,000		50,000
	Subtotal			**300,000**	**-**	**300,000**
Land Acquisition	Mud Creek north pond	land acq		170,000		170,000
	Subtotal			**170,000**	**-**	**170,000**
Miscellaneous Construction	Sump Pump Storm Sewer Program/Backyard Drainage Problems			200,000		200,000
	Surface restoration for mini sewer from previous year			85,000		85,000
	Storm Laterals, Manholes, Inlets, Mini's Prior to 2010 Asphalt Paving			56,952		56,952
	Storm Laterals, Manholes, Inlets, Mini's Prior to 2010 New Concrete Paving			213,325	2,500	215,825
	Apple Creek Erosion			400,000		400,000
	Apple Creek relocation n/o CTH JJ	French Rd (2200' w/o)	French Rd	1,270,000		1,270,000
	Bellaire Ravine Erosion Mitigation			200,000		200,000
	French Road bridge @ CTH JJ	Bridge @	Edgewood Dr (CTH JJ)	210,000		210,000
	Lightning Dr bridge @ CTH JJ	Bridge @	Edgewood Dr (CTH JJ) n/o	210,000		210,000
	Memorial Park south pond			2,300,000		2,300,000
	Opportunity UUFT's			250,000		250,000
	Opportunity UUFT's			250,000		250,000
	Providence Ave bridge @ CTH JJ	Bridge @	Edgewood Dr (CTH JJ) n/o	210,000		210,000
	Theodore St storage			2,446,000		2,446,000
	Wetland Plantings			50,000		50,000
	Subtotal			**8,351,277**	**2,500**	**8,353,777**
New Storm Sewers	French Rd	USH 41	Edgewood Dr (CTH JJ)	660,000		660,000
	Providence Ave	Edgewood Dr (CTH JJ)	Edgewood Dr 1000' n/o	75,000		75,000
	Subtotal			**735,000**	**-**	**735,000**
Reconstruction	Spring St	Drew St	Meade St (70' w/o)	375,000		375,000
	Subtotal			**375,000**	**-**	**375,000**
Reconstruction (on streets to be paved in 2011)	Adams St	Seymour St	Verbrick St - s/o	115,200		115,200
	Franklin St	Rankin St	Catherine St	22,524		22,524
	Glendale Ave	Ballard Rd	Roemer Rd	50,000		50,000
	Lynndale Dr	Spencer St	Everett St	193,500		193,500
	Memorial Dr (STH 47)	Fox River	Lawrence St	347,800		347,800
	Sanders St	Seymour St	Verbrick St	-		-
	Washington St	Rankin St	Catherine St	63,480		63,480
	Wisconsin Ave	Meade St	Ballard Rd (CTH E)	442,800		442,800
	Wisconsin Ave	Richmond St (STH 47)	Meade St	318,000		318,000
	Subtotal			**1,553,304**	**-**	**1,553,304**
Total				$ 11,920,995	$ 8,394	$ 11,929,389

CITY OF APPLETON 2007 BUDGET
DEPARTMENT OF PUBLIC WORKS
STORM SEWER CAPITAL CONSTRUCTION PROGRAM

2011	Street	From	To	Storm-water Utility	TIF # 6	Total Cost
Labor Pool				303,806	500	304,306
Consulting Services	Apple Creek relocation n/o CTH JJ	Design & Permitting		50,000		50,000
	Construction Services			100,000		100,000
	Land Acquisition Services			10,000		10,000
	Opportunity UUFT's ultra urban filtration	Design & Permitting		50,000		50,000
	Pierce Park Pond	Design & Permitting		80,000		80,000
	Valley Fair Mall Pond	Design & Permitting		75,000		75,000
	Valley Road pond retrofit	Design & Permitting		50,000		50,000
	Subtotal			**415,000**	**-**	**415,000**
Miscellaneous Construction	Sump Pump Storm Sewer Program/Backyard Drainage Problems			200,000		200,000
	Surface restoration for mini sewer from previous year			90,000		90,000
	Storm Laterals, Manholes, Inlets, Mini's Prior to 2011 Asphalt Paving			208,580		208,580
	Storm Laterals, Manholes, Inlets, Mini's Prior to 2011 New Concrete Paving			343,914	2,500	346,414
	Apple Creek Acquatic Habitat			250,000		250,000
	Calumet St storage			1,250,000		1,250,000
	Mud Creek North Pond			775,836		775,836
	Northland Creek UUFT's			545,000		545,000
	NR 216 (High-efficiency sweeper)			250,000		250,000
	Opportunity UUFT's			250,000		250,000
	Reid Golf Course BMP			700,000		700,000
	Wetland Plantings			50,000		50,000
	Meade St	Pacific St.	Wis. Ave. (intersections only	38,893		38,893
	Pacific St	Meade St	Vine St (intersections only)	38,893		38,893
	Subtotal			**4,991,116**	**2,500**	**4,993,616**
New Storm Sewers	Apple Creek Rd	Richmond St (STH 47)	Brookshire Dr -125' w/o	210,000		210,000
	Ballard Rd	Edgewood Dr - 400' n/o	Apple Creek Rd - 300' n/o	288,000		288,000
	Quest Dr	s/o Milis Dr	Midway		42,000	42,000
	Road G	Alliance Dr	Eisenhower Dr		118,250	118,250
	Subtotal			**498,000**	**160,250**	**658,250**
Reconstruction	Atlantic St (liner)	Richmond St (STH 47)	Division St	604,500		604,500
	McKinley St (liner)	Lawe St	Jackson St	59,915		59,915
	Subtotal			**664,415**	**-**	**664,415**
Reconstruction (on streets to be paved in 2012)	Alley w/o Perkins	Charles	Perkins St	27,473		27,473
	Hickory Ct	Riverdale Dr	Bartell Dr	37,500		37,500
	Linwood Ave	Glendale Ave	Marquette St	49,600		49,600
	Lynndale Dr	Everett St	south to RR	166,500		166,500
	McDonald St	Byrd St	Service Rd	113,600		113,600
	Morrison St	Atlantic St	Hancock	12,955		12,955
	Oneida St	Skyline Bridge	STH 441	679,515		679,515
	Pershing St	Meade St	Ballard Rd	297,000		297,000
	Riverdale Dr	Prospect Ave	Bartell Dr	120,000		120,000
	Subtotal			**1,504,143**	**-**	**1,504,143**
Total				$ 8,376,480	$ 163,250	$ 8,539,730

CITY OF APPLETON 2007 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	2007	2008	2009	2010	2011	Total
Water Dist. **Water Utility**	Construction	7,246,571	7,392,617	6,498,786	6,600,911	6,499,037	$ 34,237,922
Water Dist. **TIF # 6**	Construction	-	-	259,661	-	202,505	$ 462,166
Total - Watermain Program		$ 7,246,571	$ 7,392,617	$ 6,758,447	$ 6,600,911	$ 6,701,542	$ 34,700,088

COST ANALYSIS

Estimated Cash Flows

Components	2007	2008	2009	2010	2011	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	7,011,276	7,152,300	6,538,775	6,386,330	6,479,272	$ 33,567,953
Other	235,295	240,317	219,672	214,581	222,270	$ 1,132,135
Total	$ 7,246,571	$ 7,392,617	$ 6,758,447	$ 6,600,911	$ 6,701,542	$ 34,700,088
Operating Cost Impact	$ -	$ -	$ -	$ -	$ -	$ -

CITY OF APPLETON 2007 BUDGET
DEPARTMENT OF PUBLIC WORKS
WATERMAIN CONSTRUCTION CAPITAL IMPROVEMENT PROGRAM

2007	Street	From	To	Water Utility
Labor Pool				235,295
Miscellaneous	Permit and Misc. Fees	NOI, Railroad, Water Usage, County		7,500
Construction	Surface Restoration	Due to 2006 Water CIP Excav.		80,085
	Subtotal			**87,585**
New Construction	Easement 1290' w/o French Rd	Broadway Dr	Apple Creek Rd	138,250
	Lake Park Rd	Plank Rd (1400' s/o)	Midway Rd	58,800
	Subtotal			**197,050**
Reconstruction	Kamps St	Outagamie St	Douglas St	114,500
(not related to paving)	Morrison St	Kimball St	Kimball St (100' s/o)	14,500
	Summit St	Frances St	Roberts St	83,500
	Summit St	Wisconsin Ave	Commercial St	86,750
	Victoria St	Spencer St	Eighth St	66,250
	Subtotal			**365,500**
Reconstruction	Coolidge Ave	Oneida St	Jackson St	230,950
(prior to next year's paving)	Division St	Wisconsin Ave	Packard St	423,000
	Gillett St	Brewster St	Taylor St	22,250
	Gillett St	Wisconsin Ave	Brewster St	69,000
	Kimball St	Morrison St	Oak St	31,750
	Lake Park Rd	Plank Rd	Intersection	10,000
	Oak St	Lawrence St	Kimball St	46,000
	Rogers Ave	Prospect	Mason St	103,700
	Spencer St	Linwood Ave	Story St	512,250
	Spencer St	Story St	Badger Ave	258,250
	State St	College Ave	Wisconsin Ave	629,000
	Subtotal			**2,336,150**
Total Water Main Construction				**3,221,580**
Transmission Line - New	Fox River (East Water Trans Line)	Lawe St Bridge	E. South River St	1,284,000
	Midway Rd	Huckleberry La	Lake Park Rd	355,250
	Midway Rd	Kernan Ave	Huckleberry	212,500
	Pine St (West Water Trans Line)	Mason St (Inters w/ Lehmann Dr)	Lehmann St	81,620
	Pine St (West Water Trans Line)	Prospect	Mason St	210,000
	Spencer St	Whitman Ave	Story St	976,700
	West Trans Line (Open cut portion)	Mason St (Inters w/ Lehmann Dr)	Memorial Dr	182,921
	West Trans Line (River portion)	Pierce Park (w/o Lutz Dr)	Veterans Park	722,000
	Subtotal			**4,024,991**
Total Water Construction				$ 7,246,571

CITY OF APPLETON 2007 BUDGET
DEPARTMENT OF PUBLIC WORKS
WATERMAIN CONSTRUCTION CAPITAL IMPROVEMENT PROGRAM

2008	Street	From	To	Water Utility	TIF # 6	Total Cost
Labor Pool				240,317		240,317
Miscellaneous	Permit and Misc. Fees	NOI, Railroad, Water Usage, County		10,000		10,000
Construction	STH 47 & Esmt w/o Moss Rose Lane	PRV Structure & misc valving		65,000		65,000
	Surface Restoration	Due to 2007 Water CIP Excav.		82,000		82,000
	Subtotal			**157,000**	**-**	**157,000**
New Construction	Apple Creek Rd	Meade St (100' east of)	Edgewood Dr (CTH JJ)	191,250		191,250
	Whitman Ave	Spencer St	Second St	285,750		285,750
	Subtotal			**477,000**	**-**	**477,000**
Reconstruction	Carpenter St	Calumet St	Hoover St	297,600		297,600
(not related to paving)	Fairway Ct (easement)	Lawe St	Lawe St (300' e/o)	41,250		41,250
	Herbert Ave	Pine St	Haskell St	95,000		95,000
	Jackman St (Hill)	Water St	Prospect St	70,000		70,000
	Pine St	Bartell Dr	Prospect St	443,000		443,000
	Prospect Ave	Jackman St (Hill)	State St	33,600		33,600
	Rogers Ave	Prospect Ave	Herbert St (500' w/o)	173,250		173,250
	Subtotal			**1,153,700**	**-**	**1,153,700**
Reconstruction	Bay St	Marquette St	Pershing St	120,500		120,500
(prior to next year's paving)	Candee St	Walter St	Walter St (300' w/o)	78,750		78,750
	Clark St	Wisconsin Ave	Glendale Ave	388,000		388,000
	College Ave	Drew St	Bridge (west side)	662,500		662,500
	College Ave	Bridge (east side)	Christine St	691,000		691,000
	College Ave	Christine St	Matthias St - 600' e/o	587,250		587,250
	Division St	Parkway Blvd	Glendale Ave	144,000		144,000
	Durkee St	Washington St	North St	189,000		189,000
	Eldorado St	Meade St	Catherine St	168,500		168,500
	Harding St	Oneida St	Carpenter St	440,250		440,250
	John St	College Ave	E South River St	105,500		105,500
	John St (lower)	Newberry Trail	John St	300,000		300,000
	Murray Ave	Oneida St	Carpenter St	430,500		430,500
	Packard St	Badger Ave	Richmond St (STH 47)	430,100		430,100
	Washington St	Bennett St	Story St	48,750		48,750
	Subtotal			**4,784,600**	**-**	**4,784,600**
Total Water Main Construction				**6,812,617**	**-**	**6,812,617**
Transmission Lines	Edgewood Dr (CTH JJ)	Meade St (840' e/o)	Apple Creek Rd	155,000		155,000
New	Midway Rd	Lake Park Rd	Eisenhower Dr	425,000		425,000
	Subtotal			**580,000**	**-**	**580,000**
Total Water Construction				$ 7,392,617	$ -	$ 7,392,617

CITY OF APPLETON 2007 BUDGET
DEPARTMENT OF PUBLIC WORKS
WATERMAIN CONSTRUCTION CAPITAL IMPROVEMENT PROGRAM

2009	Street	From	To	Water Utility	TIF # 6	Water Utility
Labor Pool				211,261	8,411	219,672
Miscellaneous	Permit and Misc. Fees	NOI, Railroad, Water Usage, County		10,000		10,000
Construction	Surface Restoration	Due to 2008 Water CIP Excav.		150,000		150,000
	Subtotal			**160,000**	**-**	**160,000**
New Construction	Daybreak Dr	Lourdes Dr	Lourdes Dr - 310' n/o	16,775		16,775
	Milis Dr	Alliance Dr	Eisenhower Dr		101,250	101,250
	Road H	Vantage Dr (725' s/o)	Second St		78,750	78,750
	Vantage Dr	Lakeland Dr	Eisenhower Dr		71,250	71,250
	Subtotal			**16,775**	**251,250**	**268,025**
Reconstruction	Badger Ave	Winnebago St	Packard St	363,400		363,400
(not related to paving)	Ballard Rd	Commerce Ct (Esmt 800' n/o Capitol))	Capitol Dr	158,000		158,000
	Berry Dr	Calumet St	Taft Ave	226,000		226,000
	Clover La	Berry Dr	Taft Ave	192,000		192,000
	Coolidge Ave	Jackson St	Carpenter St	170,100		170,100
	Eighth St	Pierce Ave	Badger Ave	53,375		53,375
	Gladys St	Calumet St	Harding St	100,250		100,250
	Hanson Dr	Berry St	Gladys St	53,000		53,000
	Hoover St	Oneida St	Carpenter St	384,750		384,750
	Lawe St	Harding St	Hoover St	151,200		151,200
	Lawe St	S. Island St	S. Navigation Canal	118,125		118,125
	Leonard St	Perkins St	Lynndale Dr	279,500		279,500
	Locust St	Spring St	Commercial St	35,100		35,100
	Perkins St	Everett St	Prospect St	478,710		478,710
	Summit St	Roberts St	Grant St	142,500		142,500
	Washington St	Durkee St	Drew St	80,975		80,975
	Washington St	Linwood Av	Douglas St	83,000		83,000
	Wilke St	Verbrick St	Foster St	33,750		33,750
	Wilson St	Jackson St	Carpenter St	157,275		157,275
	Subtotal			**3,261,010**	**-**	**3,261,010**
Reconstruction	College Ave	bridge over Fox River		485,000		485,000
(prior to next year's paving)	Hancock St	Rankin St	cul-de-sac	48,400		48,400
	Lawrence St	Outagamie St	Badger Ave	300,000		300,000
	Olde Oneida St	Edison St	South Island St (250' n/o)	174,140		174,140
	Pierce Ave	Eighth St	Spencer St	66,000		66,000
	South Island St	Olde Oneida St	Olde Oneida St (800' east)	185,000		185,000
	South Island St	Vulcan St (Canal crossing)	Lawe St	99,750		99,750
	Washington St	Division St	Durkee St	412,775		412,775
	Subtotal			**1,771,065**	**-**	**1,771,065**
Total Water Main Construction				**5,420,111**	**259,661**	**5,679,772**
Transmission Line - New	Apple Creek Rd	Apple Hill Blvd	French Rd	302,500		302,500
	Easement Guardian	Capitol Dr	Ballard - 1950' e/o	370,550		370,550
	Edgewood Dr (CTH JJ)	Richmond St (STH 47)	Haymeadow Ave	405,625		405,625
	Subtotal			**1,078,675**	**-**	**1,078,675**
Total Water Construction				$ 6,498,786	$ 259,661	$ 6,758,447

CITY OF APPLETON 2007 BUDGET
DEPARTMENT OF PUBLIC WORKS
WATERMAIN CONSTRUCTION CAPITAL IMPROVEMENT PROGRAM

2010	Street	From	To	Water Utility	TIF # 6	Total Cost
Labor Pool				214,581		214,581
Miscellaneous	Permit and Misc. Fees	NOI, Railroad, Water Usage, County		10,000		10,000
Construction	Surface Restoration	Due to 2009 Water CIP Excav.		176,062		176,062
	Subtotal			**186,062**	**-**	**186,062**
New Construction	French Rd	Evergreen Dr	Evergreen Dr-1200' n/o (+/-)	61,250		61,250
	Harding St	Greenview St	Clover La	40,500		40,500
	Providence Ave	Edgewood Dr (CTH JJ)	Citrene Pl (120' s/o)	65,000		65,000
	Subtotal			**166,750**	**-**	**166,750**
Reconstruction	Allen St	Lawrence St	Kimball St	40,870		40,870
(not related to paving)	Douglas St	Franklin St	Packard St	85,400		85,400
	Fremont St	Oneida St	Jackson St	361,625		361,625
	Kimball St	Allen St	Morrison St	47,570		47,570
	Lee St	Fremont St	Bluebird La	131,250		131,250
	Nicholas St	Kamps St	Glendale Ave	315,000		315,000
	Outagamie St	Harris St	Packard St	32,500		32,500
	Roosevelt St	Alvin	Clark St	120,250		120,250
	Taylor St	Nicholas St	Gillett St	37,800		37,800
	Subtotal			**1,172,265**	**-**	**1,172,265**
Reconstruction	Adams St	Seymour St	Verbrick St - s/o	92,160		92,160
(prior to next year's paving)	Franklin St	Rankin St	Catherine St	75,000		75,000
	Glendale Ave	Ballard Rd	Roemer Rd (1000' e/o)	345,600		345,600
	Memorial Dr (STH 47)	Front St	Lawrence St	357,750		357,750
	Pershing St (asp overlay only)	Meade St	Ballard Rd	485,208		485,208
	Sanders St (partial asp recon only)	Seymour St	Verbrick St	70,560		70,560
	Washington St	Rankin St	Catherine St	80,975		80,975
	Wisconsin Ave	Meade St	Ballard Rd (CTH E)	1,200,000		1,200,000
	Wisconsin Ave	Richmond St (STH 47)	Meade St	1,315,000		1,315,000
	Subtotal			**4,022,253**	**-**	**4,022,253**
Total Water Main Construction				**5,761,911**	**-**	**5,761,911**
Transmission - New	East St (East Water Trans Line)	E. South River St	Fremont St	369,000		369,000
	East Trans Water Line (Reid G.C.)	Fremont St	Calumet St	470,000		470,000
	Subtotal			**839,000**	**-**	**839,000**
Total Water Main Construction				$ 6,600,911	$ -	$ 6,600,911

CITY OF APPLETON 2007 BUDGET
DEPARTMENT OF PUBLIC WORKS
WATERMAIN CONSTRUCTION CAPITAL IMPROVEMENT PROGRAM

2011	Street	From	To	Water Utility	TIF # 6	Water Utility
Labor Pool				214,760	7,510	222,270
Miscellaneous	Permit and Misc. Fees	NOI, Railroad, Water Usage, County		10,000		10,000
Construction	Surface Restoration	Due to 2010 Water CIP Excav.		181,917		181,917
	Subtotal			**191,917**	**-**	**191,917**
New Construction	Ballard Rd	Apple Creek Rd	Broadway Dr (600' s/o)	137,750		137,750
	Quest Dr	Vantage Dr (725' s/o)	Midway Rd		37,500	37,500
	Road H	Vantage Dr (725' s/o)	Second St		161,250	161,250
	Subtotal			**137,750**	**198,750**	**336,500**
Reconstruction	Bartell Dr	Prospect Ave	Pine St	201,250		201,250
(prior to next year's paving)	Douglas St	Civic St	Pine St	183,750		183,750
	Hickory Ct	Riverdale Dr	Bartell Dr	71,400		71,400
	Jefferson St	Calumet St	Fremont St	364,700		364,700
	Jefferson St	Hoover St	Calumet St	284,200		284,200
	Linwood Ave	Glendale Ave	Marquette St	127,400		127,400
	Lynndale Dr	Fourth St	Carriage La. (Easement)	719,950		719,950
	Madison St	Calumet St	Hoover St	309,400		309,400
	McDonald St	Pershing St	Service Rd	218,790		218,790
	Morrison St	Atlantic St	Wisconsin Ave	332,500		332,500
	Oneida St	Lincoln St	Calumet St	637,875		637,875
	Pacific St	Superior St	Morrison St	203,000		203,000
	Pacific St	Wisconsin Central Ltd.	Ida St	92,400		92,400
	Railroad Ave	Olde Oneida St	S. Island St	306,250		306,250
	Randall St	Viola St / Wisconsin Ave	Ballard Rd	689,500		689,500
	Riverdale Dr	Prospect Ave	Bartell Dr	193,200		193,200
	Union St	Commercial St	College Ave	443,800		443,800
	Subtotal			**5,379,365**	**-**	**5,379,365**
Total Water Main Construction				**5,816,412**	**202,505**	**6,018,917**
Transmission - New	Union St	Commercial St	College Ave	682,625		682,625
	Subtotal			**682,625**	**-**	**682,625**
Total Water Main Construction				$ 6,499,037	$ 202,505	$ 6,701,542

CITY OF APPLETON 2007 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.

The project was begun in 2006, with a water needs analysis and deficiency analysis, the development of a hydraulic model, the identification of engineering improvements, capital planning, and reporting expected to be completed by year-end, at a total cost of $105,000.

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	2007	2008	2009	2010	2011	Total
Water Utility	City Integration of Model	25,000	-	-	-	-	$ 25,000
	System Water Quality Investigation	50,000	-	-	-	-	$ 50,000
Total - Water Treatment Capital Projects		$ 75,000	$ -	$ -	$ -	$ -	$ 75,000

COST ANALYSIS

Estimated Cash Flows

Components	2007	2008	2009	2010	2011	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	-	-	-	$ -
Other	75,000	-	-	-	-	$ 75,000
Total	$ 75,000	$ -	$ -	$ -	$ -	$ 75,000
Operating Cost Impact	$ -	$ -	$ -	$ -	$ -	$ -

CITY OF APPLETON 2007 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION	
Project Title:	Water Plant Lake Intake Improvements

PROJECT DESCRIPTION

Justification:

Icing of the Lake Winnebago intake has historically occurred each year during early winter as frazil ice forms on the intake cones at the bottom of the lake. This occurs just prior to lake freeze-up as surface water at the freezing point passes through the intake cone and freezes on contact in the intake cone. Source water supply is interrupted in these events as the cone "ices up", temporarily reducing or cutting off source water supply. In December 2004, intake icing cut off the source water supply for nearly a full day, significantly limiting water plant supply capacity.

In 2005, the Utility contracted Counser Townsend Engineers to perform a study of the problem to identify potential solutions to prevent or reduce impacts of intake icing. Solutions recommended included: 1) replace sluice gate at the Lake Station with a butterfly valve; 2) add a 3rd intake cone to reduce water entrance velocity; and 3) construct piping improvements at the Lake Station low lift pumps to allow pumping of water out to the cones to dislodge any ice buildup.

Many Lake Michigan and Lake Winnebago surface water supplies of water treatment plants and power plant cooling water stations experience frazil ice problems. The Lake Winnebago intake is the only source of supply for the Appleton Water Plant. These improvements would enhance the reliability of this supply by reducing the risk of ice blockage of the intake cones. Intake icing is unpredictable and installation of improvements in 2007 would reduce the long term risk of water treatment plant supply interruptions.

Discussion of operating cost impact:

There is no operating cost impact to this project.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2007	2008	2009	2010	2011	Total
Water Utility	Engineering (15%)	-	36,000	-	-	-	$ 36,000
	3rd Intake Cone	-	100,000	-	-	-	$ 100,000
	Pump Return Piping	-	105,000	-	-	-	$ 105,000
	Sluice Gate Replacement	-	35,000	-	-	-	$ 35,000
	Contingency (10%)	-	24,000	-	-	-	$ 24,000
Total - Water Treatment Capital Projects Fund		$ -	$ 300,000	$ -	$ -	$ -	$ 300,000

COST ANALYSIS

Estimated Cash Flows

Components	2007	2008	2009	2010	2011	Total
Planning	-	36,000	-	-	-	$ 36,000
Land Acquisition	-	-	-	-	-	$ -
Construction	-	240,000	-	-	-	$ 240,000
Other - 10% contingency	-	24,000	-	-	-	$ 24,000
Total	$ -	$ -	$ -	$ -	$ -	$ 300,000
Operating Cost Impact	$ -	$ -	$ -	$ -	$ -	$ -

CITY OF APPLETON 2007 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: Second Feeder Main from the Lake Pumping Station 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 feeder line will bring redundancy to this step in the process. In order to have complete redundancy at the new water plant to the same level previously accomplished with river and lake sources for the former water plant along the Fox River in Appleton, a second raw water line from the lake to the pumping station would still be necessary.

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 could 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	2007	2008	2009	2010	2011	Total
Water Utility	Design	70,000	-	-	-	-	$ 70,000
	Construction	-	280,000	-	-	-	$ 280,000
Water Filtration Capital Proj.		70,000	280,000	-	-	-	$ 350,000
Public Works	Water Line design	13,103	-	-	-	-	$ 13,103
	Easement & Permits	-	50,000	-	-	-	$ 50,000
	Construction Mgmt	-	-	10,404	-	-	$ 10,404
	Construction	-	-	2,800,000	-	-	$ 2,800,000
Water Distribution Capital Proj.		13,103	50,000	2,810,404	-	-	$ 2,873,507
Total - Water Utility Capital Projects		$ 83,103	$ 330,000	$ 2,810,404	$ -	$ -	$ 3,223,507

COST ANALYSIS

Estimated Cash Flows

Components	2007	2008	2009	2010	2011	Total
Planning		-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	-	280,000	2,800,000	-	-	$ 3,080,000
Other	83,103	50,000	10,404	-	-	$ 143,507
Total	$ 83,103	$ 330,000	$ 2,810,404	$ -	$ -	$ 3,223,507
Operating Cost Impact	$ -	$ -	$ -	$ -	$ -	$ -

CITY OF APPLETON 2007 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	2007	2008	2009	2010	2011	Total
Wastewater **Wastewater Utility**	Construction	$ 4,036,704	$ 5,322,163	$ 3,906,963	$ 4,324,952	$ 4,497,141	$22,087,923
Wastewater **TIF # 6**	Construction	-	-	114,583	-	106,640	$ 221,223
Total - Sanitary Sewer Program		$ 4,036,704	$ 5,322,163	$ 4,021,546	$ 4,324,952	$ 4,603,781	$22,309,146

COST ANALYSIS

Estimated Cash Flows

Components	2007	2008	2009	2010	2011	Total
Planning	-	60,000	-	-	-	$ 60,000
Land Acquisition	-	-	-	-	-	$ -
Construction	3,911,044	5,104,859	3,904,418	4,199,258	4,469,706	$21,589,285
Other	125,660	157,304	117,128	125,694	134,075	$ 659,861
Total	$ 4,036,704	$ 5,322,163	$ 4,021,546	$ 4,324,952	$ 4,603,781	$22,309,146
Operating Cost Impact	$ -	$ -	$ -	$ -	$ -	$ -

CITY OF APPLETON 2007 BUDGET
DEPARTMENT OF PUBLIC WORKS
SANITARY SEWER CAPITAL CONSTRUCTION PROGRAM

2007	Street	From	To	Waste-water Utility
Labor Pool				125,660
Miscellaneous Construction	Sanitary Manhole adjustments and seals Prior To 2007 Asphalt Paving			25,980
	Sanitary Manhole adjustments and seals Prior To 2007 Concrete Paving, new & reconstruct			81,801
	Subtotal			**107,781**
Land				
	Subtotal			**-**
New Construction	Ballard Rd	Applecreek Rd , 400'n/o	Broadway Dr , 650' n/o	224,200
	Easement 1290' w/o French Rd	Broadway Dr	Apple Creek Rd	360,050
	Kurrey forcemain	Broadway Dr, n/o		36,000
	Kurrey Lift Station	Broadway Dr, n/o		500,000
	Midway Rd	Huckleberry La	Lake Park Rd	187,875
	Subtotal			**1,308,125**
Reconstruction	Easement (liner) s/o Edison St	Olde Oneida St	Olde Oneida St (340' w/o)	40,320
	Interceptor - Newberry St	Newberry St	Newberry St (1240' n/o)	906,920
	Interceptor - Post Office (liner)	Packard St - 46' n/o	College Ave	149,376
	Lawrence St (liner)	Victoria St.	Linwood Ave	18,150
	Pierce Park easement	Lehmann St	Lutz Dr	100,000
	Subtotal			**1,214,766**
Reconstruction (on streets to be paved i 2008)	Coolidge Ave	Oneida St	Jackson St	198,189
	Division St	Wisconsin Ave	Atlantic St	104,000
	Gillett St	Brewster St	Taylor St	173,520
	Gillett St	Wisconsin Ave	Brewster St	58,445
	Kimball St	Morrison St	Oak St	13,825
	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)	182,000
	Spencer St	Whitman Ave	Mason St (laterals only)	126,000
	State St	Johnston St	Wisconsin Ave	262,213
	Subtotal			**1,280,372**
Total				$ 4,036,704

CITY OF APPLETON 2007 BUDGET
DEPARTMENT OF PUBLIC WORKS
SANITARY SEWER CAPITAL CONSTRUCTION PROGRAM

2008	Street	From	To	Waste-water Utility
Labor Pool				157,304
Consultants	Interceptor - Fox River south side	Oneida St - w/o (consultant design)	Oneida - e/o	60,000
	Subtotal			60,000
Miscellaneous Construction	Sanitary Laterals & Manholes Prior To 2008 Asphalt Paving			28,410
	Sanitary Laterals & Manholes Prior To 2008 Concrete Paving, new & reconstruct			84,564
	Subtotal			**112,974**
New Construction	Easement-forcemain e/o Richmond S	NW Lift Station	Edgewood Dr (CTH JJ)	226,800
	Easement / Future right-of-way	Garot/Lecker "Temp" Lift Station	NW Lift Station	281,770
	Endeavor Dr	Eisenhower Dr	culdesac	18,500
	Lake Park Rd	Plank Rd (1400' s/o)	Midway Rd	165,875
	Midway Rd	Lake Park Rd	Eisenhower Dr	225,250
	Subtotal			**918,195**
Reconstruction	Easement sw of Pacific St (liner)	Winona Way (259' sw)	Pacific St (150' sw)	9,300
	Easement-Miller Electric (liner)	Melvin St	Second St	42,640
	Fourth St (liner) easement	Outagamie St	Outagamie St (437' e/o)	10,000
	Fourth St (liner) easement	Mason St (100' w/o)	Fourth St	34,960
	Interceptor - Fox River north side	Reid Ct	Hillcrest Dr	690,000
	Interceptor - Paper Valley(liner)	College Ave	Superior St	465,855
	Interceptor - Post Office (liner)	Packard St - 46' n/o	College Ave	862,024
	South River St (liner)	East St, 236' e/o	East St.	11,800
	South River St (liner)	West Ave	West Ave, 91' w/o	6,005
	South River St (liner)	West Ave, 91' w/o	West Ave, 304' w/o	10,600
	Subtotal			**2,143,184**
Reconstruction (on streets to be paved in 2009)	Bay St	Marquette St	Pershing St	27,350
	Clark St	Wisconsin Ave	Glendale Ave	354,505
	College Ave	Drew St	Bridge (west side)	193,853
	College Ave	Bridge (east side)	Matthias St	442,000
	College Ave	Christine St	Matthias St	51,150
	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
	Eldorado St	Rankin St (250' w/o)	Catherine St	92,000
	Harding St	Oneida St	Carpenter St	302,634
	John St (CTH KK)	College Ave	E South River St	73,300
	Murray Ave	Jackson St (laterals only)	Carpenter St	33,675
	Packard St	Badger Ave	Richmond St (STH 47)	117,400
	Washington St	Bennett St	Story St	42,880
	Subtotal			**1,930,506**
Total				$ 5,322,163

CITY OF APPLETON 2007 BUDGET
DEPARTMENT OF PUBLIC WORKS
SANITARY SEWER CAPITAL CONSTRUCTION PROGRAM

2009	Street	From	To	Waste-water Utility	TIF # 6	Waste-water Utility
Labor Pool				113,795	3,333	117,128
Miscellaneous Construction	Sanitary Laterals & Manholes Prior To 2009 Asphalt Paving			32,163		32,163
	Sanitary Laterals & Manholes Prior To 2009 Concrete Paving, new & reconstruct			96,012		96,012
	Subtotal			**128,175**	**-**	**128,175**
Land						
	Subtotal			**-**	**-**	**-**
New Construction	Edgewood Dr (CTH JJ)	Richmond St (STH 47)	Melmar St	318,750		318,750
	Milis Dr	Alliance Dr	Eisenhower Dr		44,400	44,400
	Road H	Vantage Dr	Milis Dr		38,850	38,850
	Vantage Dr	Lakeland Dr	Eisenhower Dr		28,000	28,000
	Subtotal			**318,750**	**111,250**	**430,000**
Reconstruction	Interceptor - Fox River north side	Reid Ct	Hillcrest Dr	1,125,000		1,125,000
	Interceptor - Fox River south side	Oneida St - w/o	Oneida - e/o	1,251,200		1,251,200
	Subtotal			**2,376,200**	**-**	**2,376,200**
Reconstruction (on streets to be paved in 2010)	Chain Dr	Memorial Dr	300' South	10,675		10,675
	Hancock St	Rankin St	cds	44,413		44,413
	Hancock St (laterals only)	Bateman St (100' w/o)	Lawe St	25,000		25,000
	Lawrence St	Outagamie St	Badger Ave	257,152		257,152
	Olde Oneida St	South Island St (500' s/o)	South Island St (250' n/o)	102,238		102,238
	Pierce Ave	Eighth St	Spencer St	10,675		10,675
	South Island St	Oneida St	Lawe St	367,500		367,500
	Washington St	Division St	Durkee St	152,390		152,390
	Subtotal			**970,043**	**-**	**970,043**
Total				$ 3,906,963	$ 114,583	$ 4,021,546

CITY OF APPLETON 2007 BUDGET
DEPARTMENT OF PUBLIC WORKS
SANITARY SEWER CAPITAL CONSTRUCTION PROGRAM

2010	Street	From	To	Waste-water Utility
Labor Pool				125,694
Miscellaneous Construction	Sanitary Laterals & Manholes Prior To 2010 Asphalt Paving			14,238
	Sanitary Laterals & Manholes Prior To 2010 Concrete Paving, new & reconstruct			86,427
Trench Restoration	Edgewood Dr (CTH JJ)	Richmond St (sanitary trench cap)	Melmar St	10,000
	Subtotal			**110,665**
Reconstruction	Interceptor - northeast (liner)	Fox River	STH 441 easement	1,957,800
	Jardin St	Rankin St	Jardin Ct (135 e/o)	189,835
	Meade St	Hancock St	Winnebago St	42,250
	Pacific St	Leminah St	Winona Way	134,150
	Seminole Rd	Prospect Ave	Cherokee Dr	50,355
	Subtotal			**2,374,390**
Reconstruction (on streets to be paved in 2011)	Adams St	Seymour St	Verbrick St - s/o	179,200
	Franklin St	Rankin St (laterals only)	Catherine St	33,100
	Glendale Ave	Ballard Rd	Roemer Rd	117,853
	Lynndale Dr	Spencer St	Everett St	129,000
	Memorial Dr (STH 47)	Fox River	Lawrence St (laterals)	126,000
	Washington St	Rankin St	Catherine St	87,450
	Wisconsin Ave	Meade St	Ballard Rd (CTH E)	723,600
	Wisconsin Ave	Richmond St (STH 47)	Meade St (laterals)	318,000
	Subtotal			**1,714,203**
Total				$ 4,324,952

CITY OF APPLETON 2007 BUDGET
DEPARTMENT OF PUBLIC WORKS
SANITARY SEWER CAPITAL CONSTRUCTION PROGRAM

2011	Street	From	To	Waste-water Utility	TIF # 6	Waste-water Utility
Labor Pool				130,985	3,090	134,075
Miscellaneous Construction	Sanitary Laterals & Manholes Prior To 2011 Asphalt Paving			40,950		40,950
	Sanitary Laterals & Manholes Prior To 2011 Concrete Paving, new & reconstruct			124,806		124,806
	Subtotal			**165,756**	**-**	**165,756**
New Construction	Ballard Rd (Laterals only)	Edgewood Dr - 400' n/o	Apple Creek Rd - 300' n/o	32,000		32,000
	Northwest Lift Station	2970' north of Edgewood Dr	1200' east of STH "47"	288,960		288,960
	Quest Dr	s/o Milis	Midway Rd		24,000	24,000
	Road G	Alliance Dr	Eisenhower Dr		79,550	79,550
Reconstruction	**Subtotal**			**320,960**	**103,550**	**424,510**
	Easement w/o STH 441	Glendale Ave	Winslow Ave	1,360,800		1,360,800
	Interceptor - northeast (liner)	Fox River	STH 441 easement	1,890,100		1,890,100
	Lawe St (liner)	Spring	Wisconsin Ave	66,000		66,000
	Subtotal			**3,316,900**	**-**	**3,316,900**
Reconstruction (on streets to be paved in 2012)	Hickory Ct	Riverdale Dr	Bartell Dr	37,500		37,500
	Jefferson St	Calumet St	Maple St - 350' S/O	168,000		168,000
	Linwood Ave	Grant St	Marquette St	77,850		77,850
	Lynndale Dr	Everett St	south to RR tracks	111,000		111,000
	McDonald St	Byrd St	Service Rd	113,600		113,600
	Morrison St	Atlantic St	Hancock	41,403		41,403
	Riverdale Dr (asp overlay only)	Prospect Ave	Bartell Dr	13,187		13,187
	Subtotal			**562,540**	**-**	**562,540**
Total				$ 4,497,141	$ 106,640	$ 4,603,781

CITY OF APPLETON 2007 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: Security System

PROJECT DESCRIPTION

Justification:

All fire stations are currently secured with a lock system that utilizes a fob and electronic reader for entry. In 2009, the parts will no longer be available for repairs to this system and the software will not be supported. It will be necessary to replace the door locks and hardware at that time. In an effort to maintain consistency among City buildings, the department plans to convert the fire stations over to the same electronic access control system utilized at City Hall and other City facilities. This request includes replacing the electronic access control system at Stations #1, 2, and 6 with a phasing approach.

Discussion of operating cost impact:

Since this represents the replacement of the existing security system, there is no expected operating cost impact.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2007	2008	2009	2010	2011	Total
Fire	Equipment	-	-	-	37,500	37,500	$ 75,000
Total - Public Safety Capital Projects Fund		$ -	$ -	$ -	$ 37,500	$ 37,500	$ 75,000

COST ANALYSIS

Estimated Cash Flows

Components	2007	2008	2009	2010	2011	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	-	-	-	$ -
Other			-	37,500	37,500	$ 75,000
Total	$ -	$ -	$ -	$ 37,500	$ 37,500	$ 75,000
Operating Cost Impact	$ -	$ -	$ -	$ -	$ -	$ -

CITY OF APPLETON 2007 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION	
Project Title:	Land for Future Stations and/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 boundaries 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 of the stations will result in reduced response times and better utilization of staffing resources. Both current and potential City growth indicate that citizens 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 of two sites.

Station # 7:
It is anticipated that the City will continue to grow to the north. The growth will eventually require an additional fire station to serve the area. Land acquisition is expected to precede construction by two to three years.

Discussion of operating cost impact:

There will be no cost impact until the development of the facilities. New construction will entail additional maintenance expense but be offset by more efficient HVAC systems, modern materials, etc. Actual cost impacts will not be quantifiable until any facilities to be constructed have been designed.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2007	2008	2009	2010	2011	Total
Fire	Land - Relocations	300,000	-	-	-	-	$ 300,000
	Land - Station # 7	-	-	50,000	-	-	$ 50,000
	Design/site prep	-	200,000	-	-	-	$ 200,000
	Construction	-	-	1,500,000	-	-	$ 1,500,000
Total - Public Safety Capital Projects Fund		$ 300,000	$ 200,000	$ 1,550,000	$ -	$ -	$ 2,050,000

COST ANALYSIS

Estimated Cash Flows

Components	2007	2008	2009	2010	2011	Total
Planning	-	200,000	-	-	-	$ 200,000
Land Acquisition	300,000	-	50,000	-	-	$ 350,000
Construction	-	-	1,500,000	-	-	$ 1,500,000
Other	-	-	-	-	-	$ -
Total	$ 300,000	$ 200,000	$ 1,550,000	$ -	$ -	$ 2,050,000
Operating Cost Impact	N/Q*	N/Q*	N/Q*	N/Q*	N/Q*	N/Q*

N/Q = Not Quantifiable

CITY OF APPLETON 2007 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 expected to continue functioning for not longer than the next year or two. The replacement unit is essential for public use of the building. Additionally, a new unit would be more energy efficient and would reflect a savings in energy use throughout the years.

Very recently the existing unit and library's HVAC needs were assessed by the Director of Facilities Management. It is with his strong recommendation that this CIP is submitted.

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	2007	2008	2009	2010	2011	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	2008	2009	2010	2011	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 *	N/Q *	N/Q *

N/Q * = Not Quantifiable

CITY OF APPLETON 2007 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: Branch library

PROJECT DESCRIPTION

Justification:

Build a branch library to meet increased needs for library services by a growing community. Costs are rough estimates. One possibility is on the northside of Appleton, preferably using land donated by the YMCA, but there are other possible locations. This is a request to anticipate future costs; funding a facilities study will help refine both the need and costs.

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 may be minimized if the YMCA were to make land available and provide for a jointly operated building with some common spaces and shared utilities. We would anticipate looking for community contributions to help allay cost of furnishings, and possibly construction.

DEPARTMENT COST SUMMARY

DEPARTMENT PHASE	2007	2008	2009	2010	2011	Total
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	2007	2008	2009	2010	2011	Total
Planning	-	-	-	50,000	250,000	$ 300,000
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	-	-	-	$ -
Other	-	-	-	-	-	$ -
Total	$ -	$ -	$ -	$ 50,000	$ 250,000	$ 300,000
Operating Cost Impact	$ -	$ -	$ -	$ 50,000	$ 250,000	$ 300,000

CITY OF APPLETON 2007 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 200 6, 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 39% and monthly door count has increased by 40%. Growth in technology and collections have reduced seating available for reading.

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 2008. Aspects of the study would focus on various alternatives to space and building issues such as completing the second floor of the current building, remodeling the existing building with a focus on security and circulation needs, and/or the option for construction or lease of branch library facilities. This would include space needs analysis, study of usage patterns, security concerns, 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. The Director of Facilities would be involved in all phases of the study.

The Appleton Library Foundation has agreed to supplement our request with a grant of up to $10,000 to ensure a thorough study of all possible options be included; this would reduce the cost to Appleton to a total of $25,000.

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	2007	2008	2009	2010	2011	Total
Library	Consultant facility study	-	35,000	-	-	-	$ 35,000
Total - Library Capital Projects Fund		$ -	$ 35,000	$ -	$ -	$ -	$ 35,000

COST ANALYSIS

Estimated Cash Flows

Components	2007	2008	2009	2010	2011	Total
Planning	-	35,000	-	-	-	$ 35,000
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	-	-	-	$ -
Other	-	-	-	-	-	$ -
Total	$ -	$ 35,000	$ -	$ -	$ -	$ 35,000
Operating Cost Impact	$ -	$ -	$ -	$ -	$ -	$ -

CITY OF APPLETON 2007 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. The use of meeting rooms has increased and is a key service facet of the library. The ability to separate the single large room into three smaller units is essential to continuing that service to the public.

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	2007	2008	2009	2010	2011	Total
Library	Replace folding wall	-	-	27,000	-	-	$ 27,000
Total - Library Capital Projects Fund		$ -	$ -	$ 27,000	$ -	$ -	$ 27,000

COST ANALYSIS

Estimated Cash Flows

Components	2007	2008	2009	2010	2011	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 *	$ -

N/Q * = Not Quantifiable

CITY OF APPLETON 2007 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: Parking Utility Maintenance and Equipment

PROJECT DESCRIPTION

Justification:

Consultant - Parking Ramp Structural Evaluations - Between 2003 and 2006, each of the four City-owned parking ramps were inspected by Structural Engineering consultants. Written reports were prepared by the consultants, including detailed recommendations for short-term and long-term maintenance activities. Beginning in 2009, we will consolidate these inspections to include all ramps within the same year, and inspect them on a 3-year basis. Recommended repairs to each facility will be incorporated into the Parking Division's 5-year Capital Improvements Program in an effort to prolong the useful life of each facility. 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 budge 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 Entry Machine Upgrades - Replacement of the "pay as-you enter" (Hamilton) machines at each of the City's four parking ramps. These machines would be upgraded to allow for the use of credit and/or debit cards as well as cash. We will also continue to investigate options for providing coin change in the event that the City would adopt an entry rate other than even-dollar increments. These potential upgrades will provide a greater level of customer service and more user-friendly facilities. Regardless of the degree of upgrade, we will need to replace these machines as they become outdated and more costly to maintain.

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. This is an alternating year program budgeted over several years and is part of the City's overall security enhancements.

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.

Parking Lot Repairs- We anticipate the need for asphalt surface repairs to existing City-owned parking lots (Library Plaza, Lot 9) beginning in approximately 2011 with a second project in approximately 2013. These repairs will prolong the useful life of the facilities as well as limit liability exposure for the City.

Discussion of operating cost impact:

Additional banking fees will be incurred due to the acceptance of credit/debit cards at ramp entry machines.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2007	2008	2009	2010	2011	Total
Parking	Ramp Structural Evaluation	-	-	40,000	-	-	$ 40,000
	Ramp Structural Maint. (from evaluation)	75,000	75,000	75,000	75,000	75,000	$ 375,000
	Ramp Security Cameras	-	25,000	-	25,000	-	$ 50,000
	Ramp entry machine Upgrades		80,000				$ 80,000
	Repl. Handhelds	35,000	-	-	-	-	$ 35,000
	Ramp Deck Sealer	-	28,000	-	-	30,000	$ 58,000
	Lot Repairs	-	-	-	-	35,000	$ 35,000
Total - Parking Utility Capital Projects		$ 110,000	$ 208,000	$ 115,000	$ 100,000	$ 140,000	$ 673,000

COST ANALYSIS

Estimated Cash Flows

Components	2007	2008	2009	2010	2010	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	75,000	75,000	75,000	75,000	110,000	$ 410,000
Other	35,000	133,000	40,000	25,000	30,000	$ 263,000
Total	$ 110,000	$ 208,000	$ 115,000	$ 100,000	$ 140,000	$ 673,000
Operating Cost Impact	$ -	$ 250	$ 750	$ 750	$ 750	$ 2,500

CITY OF APPLETON 2007 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: City owned lot at Appleton/Packard

PROJECT DESCRIPTION

Justification:

In 2000, Bank One gave the City of Appleton the lot at the southwest corner of Appleton Street and Packard Street. The City currently uses the lot for snow storage and dumpster space. The lot is in very poor condition.

This project would improve the lot in a manner that would provide parking on the west end between Superior Street and Union Street, and snow storage and dumpster storage on the east end between Union Place and Appleton Street.

This plan includes:

* Paving the west end with asphalt and striping for angled parking (by DPW staff)
* Placing crushed stone on the east end for improved snow storage capabilities (by DPW staff)
* Building berms as a way to dispose of a portion of the rubble pile at MSB instead of paying for landfill disposal and improving the overall appearance of the lot (by DPW staff)
* Removing the existing guardrail (by DPW staff)
* Plantings by Community Development as part of the downtown beautification project

Discussion of operating cost impact:

There will be minimal increases in the following operational areas:
*Meter maintenance and revenue
*Snow removal
*Parking enforcement
*Lot maintenance

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2007	2008	2009	2010	2011	Total
DPW	Lot restoration & repair	25,000	-	-	-	-	$ 25,000
Comm. Devel.	Plantings	3,000	-	-	-	-	$ 3,000
Total - Parking Utility Capital Projects		$ 28,000	$ -	$ -	$ -	$ -	$ 28,000

COST ANALYSIS

Estimated Cash Flows

Components	2005	2006	2007	2008	2009	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	28,000	-	-	-	-	$ 28,000
Other	-	-	-	-	-	$ -
Total	$ 28,000	$ -	$ -	$ -	$ -	$ 28,000
Operating Cost Impact	$ -	$ -	$ -	$ -	$ -	$ -

CITY OF APPLETON 2007 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: New Police Station Project

PROJECT DESCRIPTION

Justification:

During 2006 Zimmerman Associates was selected to provide design services for the remodeling and/or new construction of a Police Station and associated parking structure. Zimmerman will perform programming and will present options and costs for a selection to made by the Common Council. Initial decisions made by the Facilities Committee were presented to Safety and Licensing on September 27, 2006. Upon selection and approval by the Common Council, design will continue and it is anticipated that the project will be ready for bid during the fall of 2007 with construction during 2008/2009.

Project Costs anticipated during 2007:

$	675,000	Architectural Fees
	45,269	Construction Management - Facilities Director
	10,000	Permits
	40,000	Utility Costs
	400,000	Administrative (Including Contingencies)
$	1,170,269	Total 2006 expense

The estimated project cost reflects architectural fees and project expenses anticipated during 2007. The total project cost, including expenditures to-date, is currently capped at $11,812,500, consisting of $8,822,500 in construction cost and $2,990,000 in other project costs and with a maximum of 65,000 square feet. In addition, 40% of the Facilities Director's salary is allocated to this project in 2007 to account for the City's cost of construction management.

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	2007	2008	2009	2010	2011	Total
Police	Planning	1,170,269	514,000	-	-	-	$ 1,684,269
	Construction	-	7,186,000	2,267,500	-	-	$ 9,453,500
Total - Public Safety Capital Projects Fund		$ 1,170,269	$ 7,700,000	$ 2,267,500	$ -	$ -	$ 11,137,769

COST ANALYSIS

Estimated Cash Flows

Components	2007	2008	2009	2010	2011	Total
Planning	675,000	1,145,000	-	-	-	$ 1,820,000
Land Acquisition	-	-	-	-	-	$ -
Construction	-	6,555,000	2,267,500	-	-	$ 8,822,500
Other	495,269	-	-	-	-	$ 495,269
Total	$ 1,170,269	$ 7,700,000	$ 2,267,500	$ -	$ -	$ 11,137,769
Operating Cost Impact	N\Q *	N\Q *	N\Q *	N\Q *	N\Q *	$ -

* N/Q = Not Quantifiable

CITY OF APPLETON 2007 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, public safety channels are intermingled among and adjacent to commercial channels causing overcrowding in the radio spectrum and not providing for expansion in the VHF and UHF frequencies. This inefficiency 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 2010 and 2011 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	2007	2008	2009	2010	2011	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	2007	2008	2009	2010	2011	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 2007 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 2011 for that storage facility, with construction anticipated for 2012.

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		2007	2008	2009	2010	2011	Total
Parks & Rec.	Plans & Specs	-	-	-	-	40,000	$ 40,000
Total - Parks and Recreation Capital Projects Fund		$ -	$ -	$ -	$ -	$ -	$ 40,000

COST ANALYSIS

Estimated Cash Flows

Components	2007	2008	2009	2010	2011	Total
Planning	-	-	-	-	40,000	$ 40,000
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	-	-	-	$ -
Other	-	-	-	-	-	$ -
Total	$ -	$ -	$ -	$ -	$ 40,000	$ 40,000
Operating Cost Impact	$ -	$ -	$ -	$ -	$ -	$ -

CITY OF APPLETON 2007 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 portions. 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 and Fence:
The final project will be based on a City wide security upgrade needs assessment.

Replacement Hoist:
Replacement of an 18-year old hoist in the Maintenance Shop at the Municipal Service Building. Unit is starting to have failures of the transition rod that keeps the hoist beam level. Jack system does not slide easily and the electrical motors are getting weak. This is one of two hoists that 9 mechanics and 2 servicemen share and use frequently throughout the day.

Replace Infrared Heaters:
Replacement of all of the infrared heaters, which are used to heat the parking garage at the Municipal Service Building. The infrared heaters are 13-years old and after years of use the heating tubes and control mechanisms burn out and it is difficult to get replacement parts for the units.

Whitman Avenue Yard Site Building:
We currently have a 6'x8' structure for the Site Attendant with no indoor plumbing facilities that an employee works at 8-hours per day, 7-days per week from April through mid November. It has very limited space inside, just enough room for a desk, chair and shelf.

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	2007	2008	2009	2010	2011	Total
Public Works	Perimeter Road	-	100,000	-	-	-	$ 100,000
	Building Security	-	40,000	100,000	-	-	$ 140,000
	Replacement Fence	-	39,500	-	-	-	$ 39,500
	Add'l parking MSB	-	-	-	-	200,000	$ 200,000
	Replacement Hoist	-	110,000	-	-	-	$ 110,000
	Replace Infrareds	-	150,000	-	-	-	$ 150,000
	Building Whitman Site	-	25,000	-	-	-	$ 25,000
Total - Public Works General/ Capital Projects Fund		$ -	$ 464,500	$ 100,000	$ -	$ 200,000	$ 764,500

COST ANALYSIS

Estimated Cash Flows

Components	2007	2008	2009	2010	2011	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	-	204,500	100,000	-	200,000	$ 504,500
Other	-	260,000	-	-	-	$ 260,000
Total	$ -	$ 464,500	$ 100,000	$ -	$ 200,000	$ 764,500
Operating Cost Impact	$ -	$ -	$ -	$ -	$ -	$ -

CITY OF APPLETON 2007 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.

The Facilities Director has hired a roofing consultant to conduct an assessment of roof conditions Citywide. The results of the assessment, which will be known later this year, may change the scope and/or timing of this request.

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 $400,000 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	2007	2008	2009	2010	2011	Total
Valley Transit Roof	$ 400,000	$ -	$ -	$ -	$ -	$ 400,000
Total - Valley Transit Capital Projects	$ 400,000	$ -	$ -	$ -	$ -	$ 400,000

COST ANALYSIS

Estimated Cash Flows

Components	2007	2008	2009	2010	2011	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	400,000	-	-	-	-	$ 400,000
Other	-	-	-	-	-	$ -
Total	$ 400,000	$ -	$ -	$ -	$ -	$ 400,000
Operating Cost Impact	$ (500)	$ (500)	$ (500)	$ (500)	$ (500)	$ (2,500)

CITY OF APPLETON 2007 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: Lake Station Permanganate Storage Addition

PROJECT DESCRIPTION

Justification:

Potassium permanganate is an essential chemical for pretreatment at the Water Treatment Facility and is fed at the Lake Station as a dry chemical. Potassium permanganate is fed into chemical feeder systems that make up a permanganate solution that is fed to the intake for zebra mussel control. Potassium permanganate is fed from two ton totes that are placed on the chemical feed stations. When totes are empty, they are removed by a forklift and replaced with a full tote on the chemical feed station. There is insufficient space in the existing permanganate room for tote storage and moving totes as needed. The existing room was designed for chlorine addition by ton cylinders and required a much smaller footprint. The space requirements for potassium permanganate handling are significantly greater and require building expansion to properly handle this chemical. Currently the space limitations cause excessive operator time to handle totes multiples times and moving them to the outdoors in order to make room to maneuver the forklift. The chemical is also a strong oxidant and safety hazard, and additional handling problems increase the risk for accidents in this residential area.

The building addition is planned for the east side of the building where there is room for expansion. The expansion is planned as a brick construction similar to the existing structure of approximately 20ft x 60 ft. The existing east wall would be removed in this expansion area, creating a large permanganate storage room with proper temperature and humidity control for this chemical.

The costs for this project have increased from the amount submitted in the Rate Study due to additional costs for design, contingency and labor.

Discussion of operating cost impact:

Additional operating expenses not quantifiable at this time.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2007	2008	2009	2010	2011	Total
Water	Construction	-	-	300,000	-	-	$ 300,000
	Architectural	-	-	30,000	-	-	$ 30,000
Total - Water Treatment Capital Projects		$ -	$ -	$ 330,000	$ -	$ -	$ 330,000

COST ANALYSIS

Estimated Cash Flows

Components	2007	2008	2009	2010	2011	Total
Planning	-	-	30,000	-	-	$ 30,000
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	300,000	-	-	$ 300,000
Other	-	-	-	-	-	$ -
Total	$ -	$ -	$ 330,000	$ -	$ -	$ 330,000
Operating Cost Impact	$ -	$ -	N/Q *	N/Q *	N/Q *	$ -

* = Not Quantifiable

CITY OF APPLETON 2007 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION
Project Title: Construction of Water Plant Capacity Expansion

PROJECT DESCRIPTION

Justification:

The Water Treatment Plant requires an upgrade in capacity to meet design rates of production during cold water conditions due to limited membrane capacity. Studies done in 2005 and 2006 have determined that the membrane reliable capacity is approximately 10 million gallons per day (MGD) compared to the 18 MGD design capacity. The design capacity was meant to provide reliable supply to current and future customer service projections. The deficiency can be eliminated and capacity restored by a combination of membrane system expansion and other supporting plant improvements. The cost for these improvements is estimated at $270,000 in 2007 ($180,000 capital budget below and $90,000 operating budget, see page 515) and $5,000,000 in 2008.

The water treatment plant was constructed with space for up to five membrane stages in addition to the existing eleven stages. 2007 will be a year of enhancing immediate capacity needs, demonstration of new membrane technology, and an engineering evaluation of other supporting improvements in 2008 with the goal of restoring plant capacity and reliability under all conditions. 2008 will be a year where the full plant expansion of enhancements are constructed.

One membrane stage will be added in 2007 that will be evaluated throughout the year for performance. Improvements studied in 2007 will include recommendations for membrane expansion, piping modifications, membrane backwashing capabilities, membrane feed wetwell capacity, carbon contactor pre-treatment improvements, and any other necessary improvements. Design, bidding, and construction of improvements will occur in 2008, that include expansion of two to four additional stages, pending study recommendations. Other improvements include equipment and facility modifications that total approximately $4,200,000, including membrane stages.

Discussion of operating cost impact:

DEPARTMENT COST SUMMARY

DEPARTMENT PHASE	2007	2008	2009	2010	2011	Total
One membrane stage	180,000	-	-	-	-	$ 180,000
Three membrane stages	-	810,000	-	-	-	$ 810,000
Valves and appurtances	-	30,000	-	-	-	$ 30,000
Plant Facility Modfications	-	3,536,000	-	-	-	$ 3,536,000
Engineering and CRS (15%)	-	624,000	-	-	-	$ 624,000
Total - Water Treatment Capital Projects Fund	$ 180,000	$ 5,000,000	$ -	$ -	$ -	$ 5,180,000

COST ANALYSIS

Estimated Cash Flows

Components	2007	2008	2009	2010	2011	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	180,000	4,376,000	-	-	-	$ 4,556,000
Other - Engineering		624,000		-	-	$ 624,000
Total	$ 180,000	$ 5,000,000	$ -	$ -	$ -	$ 5,180,000
Operating Cost Impact	$ -	$ -	$ -	$ -	$ -	$ -

CITY OF APPLETON 2007 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:

2007	Sludge storage building (V-building)	120,000
2008	Maintenance building (S-building)	129,000
2009	Buildings A, T, H, J, F1	94,700
2010	Sludge thickener building (L-building)	98,000

Discussion of operating cost impact:

Repair and maintenance costs should be eliminated for some years on each roof replaced, as warranties should cover any needed repairs, however these savings are not currently quantifiable.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2007	2008	2009	2010	2011	Total
Wastewater	Roofs	120,000	129,000	94,700	98,000	-	$ 441,700
Total - Wastewater Capital Projects		$ 120,000	$ 129,000	$ 94,700	$ 98,000	$ -	$ 441,700

COST ANALYSIS

Estimated Cash Flows

Components	2007	2008	2009	2010	2011	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	120,000	94,700	107,000	93,000	-	$ 414,700
Other	-	-	-	-	-	$ -
Total	$ 120,000	$ 94,700	$ 107,000	$ 93,000	$ -	$ 414,700
Operating Cost Impact	N/Q*	N/Q*	N/Q*	N/Q*	N/Q*	$ -

*N/Q = Not Quantifiable

CITY OF APPLETON 2007 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: Waste Gas Study

PROJECT DESCRIPTION

Justification:

The Wastewater Treatment Plant's anaerobic digesters are a sludge stabilizing process that produce digester gas. The digester gas is made up of approximately 65% methane gas along with a variety of "contaminant gases" and materials. The Wastewater facility produces over 200,000 ft^3 of digester gas daily. The gas has an energy value of 600 btu per cubic foot. Currently, the plant does not have a process to capture that energy value. It is difficult to determine the impact of this loss because of fluctuating energy values. However, the current trend appears to be an increase in unit cost for all energy products. Historically, the cost and energy inputs to recover and clean digester gases for use have always been offsets to the beneficial value of utilizing this gas product. At this time it appears advantageous to utilize the digester gas in some, as yet to be defined, process.

A study would assess the energy value of our particular digester gas and define the best end-use. Other treatment facilities have used their gas for the following alternatives: cogeneration, boiler to building heat, reciprocating engine coupled to an aeration blower, microturbines for generating electricity and the off-site sale of gas. Each of these processes has different capital and operating costs. The study would assess the digester gas' content and production. Applicability and cost recovery models would be identified in an alternatives comparison.

Discussion of operating cost impact:

The operating cost impact of this project will include maintenance of all waste gas recovery equipment, offset by reduced energy costs from use of captured gas or by revenues from it's sale. The actual impacts will not be quantifiable until the study is complete.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2007	2008	2009	2010	2011	Total
Wastewater	Study	-	60,000	-	-	-	$ 60,000
Total - Wastewater Capital Projects		$ -	$ 60,000	$ -	$ -	$ -	$ 60,000

COST ANALYSIS

Estimated Cash Flows

Components	2007	2008	2009	2010	2011	Total
Planning	-	60,000	-	-	-	$ 60,000
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	-	-	-	$ -
Other	-	-	-	-	-	$ -
Total	$ -	$ 60,000	$ -	$ -	$ -	$ 60,000
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: Folder / Inserter

PROJECT DESCRIPTION

Justification:

The current folder/inserter is at the end of it's life expectancy and will cost the city between $3,500 and $5,875 just to give the equipment an overhaul and pay for the 2007 annual maintenance fee. Because the equipment has never completely served us as expected, it is not cost-effective to devote any money towards an outdated piece of equipment.

The folder/inserter is housed in the Mail/Copy Center and is expected to service all departments in the city. The types of jobs processed on this equipment include water bills, assessment notices, payroll statements, Parks and Recreation program receipts, Human Resources brochures, and public hearing notices, only to name a sampling of the type of work for which this equipment is used.

Currently many departments revert to hand folding or contracting these services to a local printer instead of asking us to "fight" with the current piece of equipment and it's inefficiencies. This is unproductive and not at all cost effective.

A new folder/inserter should be purchased to properly meet the volume and service needs of the city. The recommended replacement can be purchased for $25,000. To enhance the user capabilities, a maxi feeder is included, at an additional cost of $2,100. The maxi feeder is a larger bin which allows a greater number of envelopes to be loaded in the feeder which reduces the amount of down time during print jobs. This greatly reduces the chance of paper jams or misfeeds allowing us to complete jobs in a more timely manner.

Discussion of operating cost impact:

Maintenance on this equipment is $3,000 annually. However, due to the product warranty, there should be no maintenance costs in 2007.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2007	2008	2009	2010	2011	Total
City Clerk	Equipment	9,033	-	-	-	-	$ 9,033
City Center Capital Projects Fund							
City Clerk	Equipment	6,022	-	-	-	-	$ 6,022
Water Utility Capital							
City Clerk	Equipment	6,022	-	-	-	-	$ 6,022
Wastewater Utility Capital							
City Clerk	Equipment	6,023	-	-	-	-	$ 6,023
Stormwater Utility Capital							
Total - Folder / Inserter Capital Project		$ 27,100	$ -	$ -	$ -	$ -	$ 27,100

COST ANALYSIS

Estimated Cash Flows

Components	2007	2008	2009	2010	2011	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	-	-	-	$ -
Other	27,100	-	-	-	-	$ 27,100
Total	$ 27,100	$ -	$ -	$ -	$ -	$ 27,100
Operating Cost Impact	$ -	$ 3,000	$ 3,000	$ 3,000	$ 3,000	$ 12,000

CITY OF APPLETON 2007 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 ongoing discussion with the FVTC staff and 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	2007	2008	2009	2010	2011	Total
Fire	Equipment	-	-	-	210,000	-	$ 210,000
Total - Public Safety Capital Projects Fund		$ -	$ -	$ -	$ 210,000	$ -	$ 210,000

COST ANALYSIS

Estimated Cash Flows

Components	2007	2008	2009	2010	2011	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	-	-	-	$ -
Other	-	-	-	210,000	-	$ 210,000
Total	$ -	$ -	$ -	$ 210,000	$ -	$ 210,000
Operating Cost Impact	$ -	$ -	$ -	$ 1,500	$ 1,500	$ 3,000

CITY OF APPLETON 2007 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: Pumper Replacement

PROJECT DESCRIPTION

Justification:

The 1989 Pierce Arrow pumper will be nineteen years old in 2008. In order to maintain our current 20-year replacement cycle, this pumper will need to be replaced. The vehicle is not currently in the CEA.

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	2007	2008	2009	2010	2011	Total
Fire	Equipment	-	435,000	-	-	-	$ 435,000
Total - Public Safety Capital Projects Fund		$ -	$ 435,000	$ -	$ -	$ -	$ 435,000

COST ANALYSIS

Estimated Cash Flows

Components	2007	2008	2009	2010	2011	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	-	-	-	$ -
Other	-	435,000	-	-	-	$ 435,000
Total	$ -	$ 435,000	$ -	$ -	$ -	$ 435,000
Operating Cost Impact	$ -	$ 25,118	$ 25,118	$ 25,118	$ 25,118	$ 100,472

CITY OF APPLETON 2007 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: Additional Vehicle 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 and equipment is required to meet expected response times for the **minimum** initial response staffing of emergency incidents. To maintain response capability, a response vehicle is 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	2007	2008	2009	2010	2011	Total
Fire	Equipment	-	-	578,815	-	-	$ 578,815
Total - Public Safety Capital Projects Fund		$ -	$ -	$ 578,815	$ -	$ -	$ 578,815

COST ANALYSIS

Estimated Cash Flows

Components	2007	2008	2009	2010	2011	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	-	-	-	$ -
Other	-	-	578,815	-	-	$ 578,815
Total	$ -	$ -	$ 578,815	$ -	$ -	$ 578,815
Operating Cost Impact	$ -	$ -	$ 724,843	$ 709,843	$ 709,843	$ 2,144,529

CITY OF APPLETON 2007 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 on our citizens should always be our goal.

The City has began 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 in 2007 is to include GPS/GIS capability for ten fire response units, follwed by forty-four intensive use and one-to-one marked police response units in 2008 and another sixteen units for unmarked police units in 2009.

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	2007	2008	2009	2010	2011	Total
Fire	Equipment	30,000	-	-	-	-	$ 30,000
Police	Equipment	-	190,575	69,300	-	-	$ 259,875
Total - Public Safety Capital Projects Fund		$ 30,000	$ 190,575	$ 69,300	$ -	$ -	$ 289,875

COST ANALYSIS

Estimated Cash Flows

Components	2007	2008	2009	2010	2011	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	-	-	-	$ -
Other	30,000	190,575	69,300	-	-	$ 289,875
Total	$ 30,000	$ 190,575	$ 69,300	$ -	$ -	$ 289,875
Operating Cost Impact	N/Q*	N/Q*	N/Q*	N/Q*	N/Q*	N/Q*

N/Q = Not Quantifiable

CITY OF APPLETON 2007 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION
Project Title: Self-Contained Breathing Apparatus

PROJECT DESCRIPTION

Justification:

The Appleton Fire Department has established a 10-year replacement cycle for the inventory of self-contained breathing apparatus (SCBA's). Since the current inventory of SCBA's was purchased in 2000, they will be due for replacement in 2011. The department has approximately 60 units currently in service. The replacement cost is $3,500 per unit. The department may be able to take advantage of a minimal trade-in for the units to offset this cost.

Discussion of operating cost impact:

This equipment will replace existing equipment, therefore there is no expected operating cost impact.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2007	2008	2009	2010	2011	Total
Fire	Equipment		-	-	-	210,000	$ 210,000
Total - Public Safety Capital Projects Fund		$ -	$ -	$ -	$ -	$ 210,000	$ 210,000

COST ANALYSIS

Estimated Cash Flows

Components	2007	2008	2009	2010	2011	Total
Planning	-	-	-	-	210,000	$ 210,000
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	-	-	-	$ -
Other	-	-	-	-	-	$ -
Total	$ -	$ -	$ -	$ -	$ 210,000	$ 210,000
Operating Cost Impact	$ -	$ -	$ -	$ -	$ -	$ -

CITY OF APPLETON 2007 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. Inventory control will be substantially enhanced and shelving delays reduced.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2007	2008	2009	2010	2011	Total
Library	conversion equip	-	-	-	-	48,000	$ 48,000
Library	staff to convert	-	-	-	-	7,300	$ 7,300
Library	tags for materials	-	-	-	-	238,000	$ 238,000
Total - Library Capital Projects Fund		$ -	$ -	$ -	$ -	$ 293,300	$ 293,300

COST ANALYSIS

Estimated Cash Flows

Components	2007	2008	2009	2010	2011	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	-	-	-	$ -
Other	-	-	-	-	293,300	$ 293,300
Total	$ -	$ -	$ -	$ -	$ 293,300	$ 293,300
Operating Cost Impact	$ -	$ -	$ -	$ -	$ -	$ -

CITY OF APPLETON 2007 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION
Project Title: Security Camera Upgrade

PROJECT DESCRIPTION

Justification:

The use of electronic surveillance equipment is becoming increasingly important, not only for internal library security but also for Appleton Police Department use. Electronic surveillance has been used increasingly by both library and Police personnel, not only for theft but in situations of questionable conduct and propriety.

Our current equipment is several generations old, which makes it increasingly problematic to locate replacement parts and effect necessary repairs. Moreover, the current equipment will not allow for additional cameras necessary to cover exterior entrances and exits. Large areas on first and second floors, including study areas and change machines, are not adequately covered or are not covered at all.

This update will include 16 indoor cameras and 3 outdoor cameras with a potential expansion of up to 32 cameras, double our current capacity, and will enable use of higher resolution cameras and additional image storage to cover a longer time period than is currently available. Additionally this proposal includes using the same vendor as Technology Services, allowing for centralized support, as well as equipment to connect exterior cameras to the City network for ready access by Police.

The issue of public safety and security is a rising concern to patrons according to recent surveys. The addition of a more up-to-date surveillance system will address those concerns and greatly contribute to a safer public environment.

Discussion of operating cost impact:

Existing wiring can be used in the camera upgrade and additional wiring can be run by library maintenance staff. Due to recent camera upgrades it will not be necessary to replace existing cameras.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2007	2008	2009	2010	2011	Total
Library	equipment	38,500	-	-	-	-	$ 38,500
Total - Library Capital Projects Fund		$ 38,500	$ -	$ -	$ -	$ -	$ 38,500

COST ANALYSIS

Estimated Cash Flows

Components	2006	2007	2008	2009	2010	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	-	-	-	$ -
Other	38,500	-	-	-	-	$ 38,500
Total	$ 38,500	$ -	$ -	$ -	$ -	$ 38,500
Operating Cost Impact	$ -	$ -	$ -	$ -	$ -	$ -

CITY OF APPLETON 2007 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION
Project Title: Portable Radios

PROJECT DESCRIPTION

Justification:

As the radio spectrum becomes more congested there has been a significant increase with interference between repeaters and radio communications, as well as a decrease in roaming capacity and channel reuse. To improve spectrum efficiency and to provide secure communication for public safety, the Federal Communications Commission (FCC) has mandated that all public safety users migrate to narrowband technology by 2013.

The communications study completed by Elert & Associates recommended 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.

Additionally, recognizing the need for common standards for public safety and emergency response professionals, the Association of Public Safety Communications Officials (APCO) Project 25 (P25) coalition, in collaboration with the Telecommunications Industry Association (TIA), developed standards for digital two-way wireless communications products and systems for public safety users. The P25 standards will meet the unique radio system needs of the public safety environment; provide coverage reliability and interoperability digitally across P25 networks. Phase 1 of the P25 project is completed with manufacturers ensuring equipment is compliant with the standards for radio-to-radio digital signal compatibility and interoperation.

Although the P25 standards enable changes from existing analog systems to narrowband public safety digital P25 systems, the existing wideband portable radios used extensively by the Police Department have exceeded their life expectancy and cannot be improved through modifications. We will need to replace our radios to comply with FCC mandates and P25 standards. 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. Our request is to replace all Patrol portable radios in 2007 and the remainder of sworn staff portable radios in 2008 at an estimated cost of $150,000.

The Fire Department's portable radios will need to be brought into compliance with APCO 25 by 2012. Therefore it is requested they be replaced in 2011.

Discussion of operating cost impact:

Since we currently include maintenance of portable radios in our budget, no additional operating cost will be incurred.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2007	2008	2009	2010	2011	Total
Police	Portable Radios	100,000	50,000	-	-	-	$ 150,000
Fire	Portable Radios	-	-	-	-	100,000	$ 100,000
Total - Public Safety Capital Projects Fund		$ 100,000	$ 50,000	$ -	$ -	$ 100,000	$ 250,000

COST ANALYSIS

Estimated Cash Flows

Components	2007	2008	2009	2010	2011	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	-	-	-	$ -
Other	100,000	50,000	-	-	100,000	$ 250,000
Total	$ 100,000	$ 50,000	$ -	$ -	$ 100,000	$ 250,000
Operating Cost Impact	$ -	$ -	$ -	$ -	$ -	$ -

CITY OF APPLETON 2007 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: Engineering Administration

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 ($40,000) provides all of the functionality of a standard Total Station instrument ($10,000) with an added benefit of single-user operation in those situations where workload or staffing levels dictated. Our current robotic station has provided numerous opportunities for one-person survey work, which has allowed us to reduce our survey backlog as well as reduce our need for overtime. 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 spacially 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.

Large Format Printer/Scanner Replacement (2011) - This machine would be a replacement for our current Large format Oce Printer/Scanner, which was purchased in 2001. This machine receives heavy annual use for production of Engineering construction plans and bidding documents as well as the printing of numerous maps and exhibits on a daily basis by Engineering Staff. This machine is also regularly used by staff from other City Departments. As our current machine ages, its reliability will progressively decline and maintenance costs will increase. Without this machine, we would be forced to use an outside printer for large volume runs and would not have an efficient method to meet the daily large format printing needs of staff.

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	2007	2008	2009	2010	2011	Total
DPW	Robotic Total Station	40,000	-	-	-	-	$ 40,000
	GPS Survey Instruments	-	-	40,000	-	-	$ 40,000
	Large Format Printer	-	-	-	-	40,000	$ 40,000
Total - Public Works Capital Projects Fund		$ 40,000	$ -	$ 40,000	$ -	$ 40,000	$ 120,000

COST ANALYSIS

Estimated Cash Flows

Components	2007	2008	2009	2010	2011	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	-	-	-	$ -
Other	40,000	-	40,000	-	40,000	$ 120,000
Total	$ 40,000	$ -	$ 40,000	$ -	$ 40,000	$ 120,000
Operating Cost Impact	$ -	$ -	$ -	$ -	$ -	$ -

CITY OF APPLETON 2007 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION
Project Title: Technology Upgrades

PROJECT DESCRIPTION

Justification:

AS400 - Our computer network is a core part of every department's business functions and the overall operation of the City. The AS400 is the main system that provides access, processing, maintenance, storage and reporting of virtually every critical component of City operational data. We currently have one AS400 and it is imperative that this system be kept up to date and reliable. The current AS400 was installed in 2000 and had a planned life of five to seven years. This request is to move forward with the replacement of this very critical mainframe computer system. The costs involve the purchase of hardware, software and consulting to procure and implement the new unit, along with migrating all current data and operations in a way to have the least negative impact on daily operations. IBM has discontinued support and upgrade path for our current model and considers it obsolete.

AutoCAD - We utilize AutoCAD as the main City drafting program for DPW engineers as well as in other City departments. Our current version (AutoCAD 2000) will no longer be supported by the vendor beginning in early 2007 as we will be several releases out of date. We do not purchase annual subscriptions for this product as we have determined it would be more costly to do so. However, we analyze the need and request an upgrade when it is beneficial (or mandatory, as in this case) for the City. DPW has outlined a need to increase the program level of several seats of this license they have installed due to increased needs of staff to utilize more advanced functions. This request will incorporate the costs to upgrade the current seats to the latest available version as well as increase the functionality of those installations required by DPW. This upgrade would be anticipated to sustain the City for another three to four years at which time the next upgrade would likely be required. This upgrade method reduces annual operational costs that would otherwise be incurred through a subscription program.

Data Backup - The backup process for the City's data files is in need of an overhaul to ensure complete protection and recovery of all critical data. While we have a process in place now that is marginally adequate, there has been a strong push in the industry to streamline and consolidate this process to guarantee data protection for day to day reasons as well as disaster recovery situations. This process would be anticipated to remove the need for a part time night backup operator for the AS400 and thus have a cost recovery component as well.

Discussion of operating cost impact:

These items requested are all upgrades to current hardware, software and processes we have in place. They occur only every several years and have minimal impact to our operational budget, but a very major impact on how we provide services that are efficient and reliable. As mentioned above, the data backup revisions are expected to eliminate the need for the part time night backup AS400 operator.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2007	2008	2009	2010	2011	Total
Tech. Services	AS400	216,000	-	-	-	-	$ 216,000
	AutoCAD	70,500	-	-	-	-	$ 70,500
	Backup	84,000	-	-	-	-	$ 84,000
Total - Technology Capital Projects Fund		$ 370,500	$ -	$ -	$ -	$ -	$ 370,500

COST ANALYSIS

Estimated Cash Flows

Components	2007	2008	2009	2010	2011	Total
Planning	12,000	-	-	-	-	$ 12,000
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	-	-	-	$ -
Other	358,500	-	-	-	-	$ 358,500
Total	$ 370,500	$ -	$ -	$ -	$ -	$ 370,500
Operating Cost Impact	$ (6,000)	$ (13,700)	$ (14,000)	$ (14,200)	$ (14,200)	$ (62,100)

CITY OF APPLETON 2007 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION
Project Title: New Technology Enhancements

PROJECT DESCRIPTION

Justification:

E-mail Archive - Several regulatory mandates have been recently introduced, and even more recently clarified, that require all government agencies to be more vigilant in the security of critical data as well as archiving that data. As an example, there is a requirement that all records related email be archived and retrievable for a minimum period of seven years. That places a huge burden on system and storage requirements that has never been required before. A number of hardware and software solutions are available to meet this legal requirement. Currently, we do not have a method or process in place to fully address this and we need to move ahead with a method to comply.

Remote Access - For a number of years, we have been investigating the concept of providing remote access into the City's network systems by employees for administrative as well as teleworking purposes. Recent events such as September 11 and the potential for Avian flu outbreaks only add an exclamation point to the advantages this access could provide. City Hall struggles with office space issues and cases exist where remote access could allow part-time help to increase efficiency. While some methods have been tried in past years, they have all been far too cumbersome and slow to be useful. In order to provide a viable method of access, additional hardware would need to be put in place that would consider the security and speed requirements to make the remote working experience as close as possible to working within a City building. This request includes costs to research and implement a secure, reliable and useful method for remote access by City employees.

Wireless Access - A great number of City employees have responsibilities that take them outside a City building to complete their work. Often this involves field work. This work generally requires that records and information be printed on paper to take along in the field, new information hand-written and brought back to a City building where it is re-entered into appropriate records software. A great benefit could be seen in implementing a wireless network that would allow City employees to have wireless remote access to perform these functions as well as providing real time access while the staff member is at a work site. This request is to begin the process of researching and piloting this technology to allow for fuller implementation through a partnership with INFOCIS (City of Appleton, Outagamie County, Grand Chute, FVTC and Appleton Area Schools).

Discussion of operating cost impact:

Operating cost impact for these projects are expected to be minimal and limited to the maintenance of any systems put in place. It is also expected that these enhancements will result in an increase in labor efficiency but that the impact is not currently quantifiable.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2007	2008	2009	2010	2011	Total
Tech. Services	Email archive	39,000	-	-	-	-	$ 39,000
	Remote Access	46,000	-	-	-	-	$ 46,000
	Wireless Access	50,000	80,000	-	-	-	$ 130,000
Total - Technology Capital Projects Fund		$ 135,000	$ 80,000	$ -	$ -	$ -	$ 215,000

COST ANALYSIS

Estimated Cash Flows

Components	2007	2008	2009	2010	2011	Total
Planning	25,000	-	-	-	-	$ 25,000
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	-	-	-	$ -
Other	110,000	80,000	-	-	-	$ 190,000
Total	$ 135,000	$ 80,000	$ -	$ -	$ -	$ 215,000
Operating Cost Impact	N/Q*	N/Q*	N/Q*	N/Q*	N/Q*	N/Q*

*N/Q - Not quantifiable

CITY OF APPLETON 2007 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: Lake Station Traveling Screen Replacement

PROJECT DESCRIPTION

Justification:

The Lake Station traveling screen removes large objects from the raw water intake such as logs, fish, and other debris. It is also important in straining out ice buildup that is brought in from the intake during the winter freeze-up period. These materials are screened out of the water so they do not enter and damage the low lift pumps that pump water from the Lake Station to the Water Treatment Facility. The existing traveling screen was installed in 1969 and has a thirty year life expectancy. The traveling screen is planned for replacement to provide reliability for this essential component of the raw water intake system.

The costs for this project have increased from the amount submitted in the Rate Study due to additional costs related to bid and engineering documents.

Discussion of operating cost impact:

This equipment will replace existing equipment, therefore there is no expected operating cost impact.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2007	2008	2009	2010	2011	Total
Water Utility	Equipment	-	-	-	235,000	-	$ 235,000
Total - Water Treatment Capital Projects		$ -	$ -	$ -	$ 235,000	$ -	$ 235,000

COST ANALYSIS

Estimated Cash Flows

Components	2007	2008	2009	2010	2011	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	-	-	-	$ -
Other - Equipment	-	-	-	235,000	-	$ 235,000
Total	$ -	$ -	$ -	$ 235,000	$ -	$ 235,000
Operating Cost Impact	$ -	$ -	$ -	$ -	$ -	$ -

CITY OF APPLETON 2007 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: Lime Slaker Improvements

PROJECT DESCRIPTION

Justification:

The plant lime slakers No. 1 through 3 were designed to feed either quick lime or hydrated lime. Slaker No. 4 is a carry over from the Water Street Water Plant that is not compatible with hydrated lime. The hydrated lime has advantages in ease of use, both in feeding the product and mixing. Hydrated lime has been used since the beginning of 2005 in slakers No. 1 through 3, which has significantly improved process reliability, reduced mechanical repairs, and has improved safety since high temperature slaking is not needed with hydrated lime. Replacement of No. 4 slaker is proposed to facilitate completion of conversion to hydrated lime.

The proposed slaker No. 4 installation is a detention tank type process that is only compatible with hydrated lime. Improved hydrated lime efficiency is expected with this system compared to the slakers, with greater detention time, mixing, and dosing accuracy. Lower maintenance is also anticipated with this system that may reduce the need for weekly acid cleanings of system and feed lines. The estimate has been developed from engineer input and Ron Plank from Conseco Company. This is a hydrated lime mix tank system that is in service at many large utilities including Fort Collins, Kansas City, and will be installed at the new Neenah Water Plant.

Discussion of operating cost impact:

Maintenance is expected to be reduced, increasing labor efficiency.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2007	2008	2009	2010	2011	Total
Water Utility	Engineering	10,000	-	-	-	-	$ 10,000
	Construction	45,000	-	-	-	-	$ 45,000
	Contingency (10%)	5,000	-	-	-	-	$ 5,000
Total - Water Treatment Capital Projects		$ 60,000	$ -	$ -	$ -	$ -	$ 60,000

COST ANALYSIS

Estimated Cash Flows

Components	2007	2008	2009	2010	2011	Total
Planning	10,000	-	-	-	-	$ 10,000
Land Acquisition	-	-	-	-	-	$ -
Construction	45,000	-	-	-	-	$ 45,000
Other - Contingency	5,000	-	-	-	-	$ 5,000
Total	$ 60,000	$ -	$ -	$ -	$ -	$ 60,000
Operating Cost Impact	$ -	$ -	$ -	$ -	$ -	$ -

CITY OF APPLETON 2007 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: Membrane Coagulant Feed System

PROJECT DESCRIPTION

Justification:

A coagulant, ferric sulfate, has been added to the membrane feed on a demonstration basis since the summer of 2005. The demonstration has shown that ferric sulfate feed has been successful in enhancing performance of Koch membranes. The membrane manufacturer, Koch Membranes, has endorsed the use of this product as a beneficial enhancement. Use of this chemical has generally resulted in reduced fiber breakage and better capacity from the Koch membranes, especially under cold water conditions. Currently a temporary system is in place that meets short term needs. Construction of a permanent membrane coagulant feed system is necessary to provide accurate, reliable, and centralized chemical feed for this enhancement. The proposed system would consist of day tanks and pumps for each of the two membrane trains. Coagulant would be fed at the lower membrane room prior to the membrane pre-strainers.

Discussion of operating cost impact:

Routine maintenance costs will be minimal and will have no overall impact on operating costs.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2007	2008	2009	2010	2011	Total
Water Utility	Engineering	30,000	-	-	-	-	$ 30,000
	Construction	134,000	-	-	-	-	$ 134,000
	Contingency (10%)	16,000	-	-	-	-	$ 16,000
Total - Water Treatment Capital Projects Fund		$ 180,000	$ -	$ -	$ -	$ -	$ 180,000

COST ANALYSIS

Estimated Cash Flows

Components	2007	2008	2009	2010	2011	Total
Planning	30,000	-	-	-	-	$ 30,000
Land Acquisition	-	-	-	-	-	$ -
Construction	134,000	-	-	-	-	$ 134,000
Other - Contingency	16,000	-	-	-	-	$ 16,000
Total	$ 180,000	$ -	$ -	$ -	$ -	$ 180,000
Operating Cost Impact	$ -	$ -	$ -	$ -	$ -	$ -

CITY OF APPLETON 2007 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: Total Organic Carbon Instrumentation

PROJECT DESCRIPTION

Justification:

The Water Utility would benefit from the purchase of a Total Organic Carbon (TOC) Analyzer for rapid, on-site analysis of source, process, and finished water.

Total Organic Carbon process monitoring has proven to be an essential tool for water treatment in the past few years. TOC testing results are used at the Water Treatment facility to monitor raw water organic content, membrane pretreatment efficacy, and disinfection-by-product precursors in the treatment train. Using TOC analysis to monitor membrane performance on a routine basis can extend membrane runtimes and capacity by anticipating source water changes and pretreatment problems before they impact the membranes. Timely TOC results are important in order to make decisions on a variety of operational changes in the plant. The data can also be used to monitor TOC during the semi-annual lake turn-over and lessen the challenges of producing water. The instrument would also provide monthly compliance monitoring required by the Wisconsin Department of Natural Resources.

This instrumentation would also provide another valuable testing option for evaluating process upsets at the Wastewater Plant. At the Wastewater Treatment Plant, rapid-result process monitoring of TOC can quickly identify changes in the plant influent.

Discussion of operating cost impact:

Currently all TOC process and compliance monitoring is outsourced to a commercial laboratory or done at no charge by our plant's design engineer, Carollo, for process evaluations. Carollo was only providing this service on a temporary basis to our plant. All testing would have to be out-sourced without this instrument. Having the capability to do this testing in-house has the equivalent financial benefit of approximately $20,000 annually to the Utility.

Analyst time would be covered by existing staff.

Consumables for this testing procedure will cost approximately $2,000 annually.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2007	2008	2009	2010	2011	Total
Water Utility	Equipment	-	28,775	-	-	-	$ 28,775
Total - Water Treatment Capital Projects		$ -	$ 28,775	$ -	$ -	$ -	$ 28,775

COST ANALYSIS

Estimated Cash Flows

Components	2007	2008	2009	2010	2011	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	-	-	-	$ -
Other - Equipment	-	28,775	-	-	-	$ 28,775
Total	$ -	$ 28,775	$ -	$ -	$ -	$ 28,775
Operating Cost Impact	$ -	$ 2,000	$ 2,000	$ 2,000	$ 2,000	$ 8,000

CITY OF APPLETON 2007 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	2007	2008	2009	2010	2011	Total
Wastewater	Equipment	-	205,115	-	-	-	$ 205,115
Total - DNR Replacement Fund		$ -	$ 205,115	$ -	$ -	$ -	$ 205,115

COST ANALYSIS

Estimated Cash Flows

Components	2007	2008	2009	2010	2011	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 *

* N/Q = Not Quantifiable

CITY OF APPLETON 2007 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 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	2007	2008	2009	2010	2011	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	2007	2008	2009	2010	2011	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 2007 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	2007	2008	2009	2010	2011	Total
Wastewater	Boiler	-	-	122,821	-	-	$ 122,821
Total - Wastewater Capital Projects		$ -	$ -	$ 122,821	$ -	$ -	$ 122,821

COST ANALYSIS

Estimated Cash Flows

Components	2007	2008	2009	2010	2011	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 *

* N/Q = Not Quantifiable

CITY OF APPLETON 2007 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	2007	2008	2009	2010	2011	Total
Wastewater	Lift Station	-	-	-	150,000	-	$ 150,000
Total - DNR Replacement Fund		$ -	$ -	$ -	$ 150,000	$ -	$ 150,000

COST ANALYSIS

Estimated Cash Flows

Components	2007	2008	2009	2010	2011	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	-	150,000	-	$ 150,000
Other	-	-	-	-	-	$ -
Total	$ -	$ -	$ -	$ 150,000	$ -	$ 150,000
Operating Cost Impact	$ -	$ -	$ -	$ -	$ -	$ -

CITY OF APPLETON 2007 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 2009 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	2007	2008	2009	2010	2011	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	2007	2008	2009	2010	2011	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction		-	25,000	-	-	$ 25,000
Other	-	-	-	-	-	$ -
Total	$ -	$ -	$ 25,000	$ -	$ -	$ 25,000
Operating Cost Impact	$ -	$ -	$ 250	$ 250	$ 250	$ 750

CITY OF APPLETON 2007 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.

The projects listed below have been combined together to allow for additional funding sources to be explored. It is anticipated a grant of approximately $100,000 could be secured for the development planned for 2007. Additional funding sources for capital projects include team surcharges for capital improvements, field and/or scoreboard sponsorships, and wireless communication leases. These funding sources would be approximately $25,000-50,000 per year.

This project request identifies the various projects outlined below:

2007 Upgrade of lighting and electrical systems, scoreboards, and spectator seating
2008 Develop plans and specifications for restroom/concession building, irrigation and walkways
2009 Construct restroom/concession building, irrigation, and walkways
2011 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	2007	2008	2009	2010	2011	Total
Parks & Rec.	Plans and specs	35,000	-	-	-	-	$ 30,000
	Diamond upgrades	495,000	-	-	-	-	$ 495,000
	Plans and specs	-	30,000	-	-	-	$ 30,000
	Bldg, walks, irrig.	-	-	400,000	-	-	$ 400,000
	Parking constr.	-	-	-	-	250,000	$ 250,000
Total - Parks & Recreation Capital Projects Fund		$ 530,000	$ 30,000	$ 400,000	$ -	$ 250,000	$ 1,210,000

COST ANALYSIS
Estimated Cash Flows

Components	2007	2008	2009	2010	2011	Total
Planning	35,000	30,000	25,000	-	-	$ 90,000
Land Acquisition	-	-	-	-	-	$ -
Construction	495,000	-	375,000	-	250,000	$ 1,120,000
Other	-	-	-	-	-	$ -
Total	$ 530,000	$ 30,000	$ 400,000	$ -	$ 250,000	$ 1,210,000
Operating Cost Impact	$ 10,000	$ 10,000	$ 13,000	$ 13,000	$ 15,500	$ 61,500

CITY OF APPLETON 2007 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 Gardens of the Fox Cities, developed a master plan for Appleton Memorial Park in 2005. The plan 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:

2009 Development of plans and specifications for tennis courts
2010 Construction of tennis courts
2010 Develop specifications for park pavilion/restrooms
2011 Construction of park pavilion/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	2007	2008	2009	2010	2011	Total
Parks & Rec							
	Tennis plans/specs	-	-	25,000	-	-	$ 25,000
	Tennis construction	-	-	-	250,000	-	$ 250,000
	Pavilion specs	-	-	-	30,000	-	$ 30,000
	Pavilion constr.	-	-	-	-	300,000	$ 300,000
Total - Parks & Recreation Capital Projects Fund		$ -	$ -	$ 25,000	$ 280,000	$ 300,000	$ 605,000

COST ANALYSIS

Estimated Cash Flows

Components	2007	2008	2009	2010	2011	Total
Planning	-	-	25,000	30,000	-	$ 55,000
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	-	250,000	300,000	$ 550,000
Other	-	-	-	-	-	$ -
Total	$ -	$ -	$ 25,000	$ 280,000	$ 300,000	$ 605,000
Operating Cost Impact	$ -	$ -	$ -	$ 2,000	$ 4,000	$ 6,000

CITY OF APPLETON 2007 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: Vosters Park

PROJECT DESCRIPTION

Justification:

This involves the development of a neighborhood park in the Apple Creek Estates subdivision, a new development area located south of Highway JJ and east of French Road.

The initial development of this park occurred in the latter part of 2006 and included general landscaping, utilities, etc. Funding in 2007 will allow for the installation of playground equipment in accordance with the Master Plan adopted in 2006 by the Council. A pavilion/restroom is also scheduled for 2011, with planning to begin in 2010.

Discussion of operating cost impact:

Will require additional resources from Park and Forestry Operations.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2007	2008	2009	2010	2011	Total
Parks & Rec	Playground equip.	75,000	-	-	-	-	$ 75,000
	Design services	-	-	25,000	25,000	-	$ 50,000
	Pavilion/restroom	-	-	-	-	225,000	$ 225,000
Total - Parks & Recreation Capital Projects Fund		$ 75,000	$ -	$ 25,000	$ 25,000	$ 225,000	$ 350,000

COST ANALYSIS

Estimated Cash Flows

Components	2007	2008	2009	2010	2011	Total
Planning	-	-	-	25,000	-	$ 25,000
Land Acquisition	-	-	-	-	-	$ -
Construction	75,000	-	-	-	225,000	$ 300,000
Other	-	-	-	-	-	$ -
Total	$ 75,000	$ -	$ -	$ 25,000	$ 225,000	$ 325,000
Operating Cost Impact	$ 2,000	$ 2,000	$ 2,000	$ 2,000	$ 4,000	$ 12,000

CITY OF APPLETON 2007 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: Apple Hill Trail

PROJECT DESCRIPTION

Justification:

The Apple Hill Farms Development recently annexed to the City of Appleton includes the corridor for the development of the Apple Hill Trail. This trail segment will eventually connect with a segment to the west that will lead into Plamann Park. The Apple Hill Trail will extend on the east end to the Town of Freedom and is scheduled to connect with trails leading to Green Bay.

With the current development of the Apple Hill Farms Development, the Apple Hill Trail is scheduled for construction in 2010. The trail is approximately 4,000 linear feet and extends from Ballard Road to French Road.

Discussion of operating cost impact:

Additional maintenance costs will be incurred because of the trail. Maintenance includes mowing, litter, signage, etc.

DEPARTMENT COST SUMMARY

DEPARTMENT PHASE	2007	2008	2009	2010	2011	Total
Parks and Rec Trail construction	-	-	-	150,000	-	$ 150,000
Total - Parks & Recreation Capital Projects Fund	$ -	$ -	$ -	$ 150,000	$ -	$ 150,000

COST ANALYSIS

Estimated Cash Flows

Components	2007	2008	2009	2010	2011	Total
Planning	-	-	-	15,000	-	$ 15,000
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	-	135,000	-	$ 135,000
Other	-	-	-	-	-	$ -
Total	$ -	$ -	$ -	$ 150,000	$ -	$ 150,000
Operating Cost Impact	$ -	$ -	$ -	$ 1,500	$ 1,500	$ 3,000

CITY OF APPLETON 2007 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	2007	2008	2009	2010	2011	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	2007	2008	2009	2010	2011	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	$ 500	$ 1,500

CITY OF APPLETON 2007 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 landscaped and 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 street 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	2007	2008	2009	2010	2011	Total
Parks & Rec	Walkway and lighting	40,000	-	-	-	-	$ 40,000
Total - Parks & Recreation Capital Projects Fund		$ 40,000	$ -	$ -	$ -	$ -	$ 40,000

COST ANALYSIS

Estimated Cash Flows

Components	2007	2008	2009	2010	2011	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	40,000	-	-	-	-	$ 40,000
Other	-	-	-	-	-	$ -
Total	$ 40,000	$ -	$ -	$ -	$ -	$ 40,000
Operating Cost Impact	$ 750	$ 750	$ 750	$ 750	$ 750	$ 3,750

CITY OF APPLETON 2007 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	2007	2008	2009	2010	2011	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	2007	2008	2009	2010	2011	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	-	50,000	-	$ 50,000
Other	-	-	-	-	-	$ -
Total	$ -	$ -	$ -	$ 50,000	$ -	$ 50,000
Operating Cost Impact	$ -	$ -	$ -	$ -	$ -	$ -

CITY OF APPLETON 2007 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 2008 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. The reconfiguration of the parking areas and the renovation of the pavilion and construction of a new restroom building are the primary developments noted in the earlier master plan. Construction of the parking lot and walkways throughout the park are scheduled in 2009. 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 2011, along with renovations to the pavilion.

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	2007	2008	2009	2010	2011	Total
Parks & Rec	Master plan, restroom/ shelter study	-	35,000	-	-	-	$ 35,000
	Parking and walks	-	-	200,000	-	-	$ 200,000
	Restroom building	-	-	-	-	250,000	$ 250,000
	Pavilion renovation	-	-	-	-	50,000	$ 50,000
Total - Parks & Recreation Capital Projects Fund		$ -	$ 35,000	$ 200,000	$ -	$ 300,000	$ 535,000

COST ANALYSIS

Estimated Cash Flows

Components	2007	2008	2009	2010	2011	Total
Planning	-	35,000	10,000	-	25,000	$ 70,000
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	190,000	-	275,000	$ 465,000
Other	-	-	-	-	-	$ -
Total	$ -	$ 35,000	$ 200,000	$ -	$ 300,000	$ 535,000
Operating Cost Impact	$ -	$ -	$ 1,000	$ 1,000	$ 5,500	$ 7,500

CITY OF APPLETON 2007 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 27 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 major mechanical 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 2008 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 2011 and it is anticipated the remodeling would provide similar facilities and experiences as Mead Pool. Funding scheduled for 2010 would provide design services for remodeling in 2011.

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	2007	2008	2009	2010	2011	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	2007	2008	2009	2010	2011	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 2007 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 in 2011.

Discussion of operating cost impact:

The walkways and central plaza will have a minimal impact on the operating budget. Additional costs will include snow removal and general maintenance.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2007	2008	2009	2010	2011	Total
Parks & Rec.	Walkways, plaza and open air shelte	-	-	-	-	75,000	$ 75,000
Total - Parks & Recreation Department		$ -	$ -	$ -	$ -	$ 75,000	$ 75,000

COST ANALYSIS

Estimated Cash Flows

Components	2007	2008	2009	2010	2011	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	-	-	75,000	$ 75,000
Other	-	-	-	-	-	$ -
Total	$ -	$ -	$ -	$ -	$ 75,000	$ 75,000
Operating Cost Impact	$ -	$ -	$ -	$ -	$ 750	$ 750

CITY OF APPLETON 2007 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 is serving as 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.

Funding was provided in 2006 to renovate the corner of Appleton Street and College Avenue. This renovation includes items such as the installation of a flagpole, benches, paving stones, kiosk, planters, etc. Funding from ADI and other organizations will assist with this project. A master plan was developed in 2006 in anticipation of the renovations to Houdini Plaza to provide the long term direction for the plaza. The master plan identified the following needs:

- 2008 Renovation of utility area behind the Appleton Art Center, Bazil's and Zuelke Building
- 2009 Renovations to areas immediately north of Appleton Center
- 2010 Renovations to main plaza area.

Discussion of operating cost impact:

Operational costs will be minimal.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2007	2008	2009	2010	2011	Total
Houdini Plaza	Utility Area	-	150,000	-	-	-	$ 150,000
	Area north of Appleton Center	-	-	150,000	-	-	$ 150,000
	Main Plaza	-	-	-	200,000	-	$ 200,000
Total - Parks & Recreation Capital Projects Fund		$ -	$ 150,000	$ 150,000	$ 200,000	$ -	$ 500,000

COST ANALYSIS

Estimated Cash Flows

Components	2007	2008	2009	2010	2011	Total
Planning	-	10,000	10,000	15,000	-	$ 35,000
Land Acquisition	-	-	-	-	-	$ -
Construction	-	140,000	140,000	185,000	-	$ 465,000
Other	-	-	-	-	-	$ -
Total	$ -	$ 150,000	$ 150,000	$ 200,000	$ -	$ 500,000
Operating Cost Impact	$ -	$ 1,000	$ 1,000	$ 1,000	$ 1,000	$ 4,000

CITY OF APPLETON 2007 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 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 develop 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 develop 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, the addition of a serving kitchen, other improvements to the pavilion and the continuation of planting trees in the park.

Partnerships with the Neighborhood Revitalization Program to seek out alternative funding sources for improvements will be pursued to minimize the financial impact on the general fund.

Discussion of operating cost impact:

Measurable operational impacts will be relatively small.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2007	2008	2009	2010	2011	Total
Parks & Rec	Walks and lights	50,000	-	-	25,000	-	$ 75,000
	Pavilion renovation	-	-	-	-	50,000	$ 50,000
Total - Parks & Recreation Capital Projects Fund		$ 50,000	$ -	$ -	$ 25,000	$ 50,000	$ 125,000

COST ANALYSIS

Estimated Cash Flows

Components	2007	2008	2009	2010	2011	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	50,000	-	-	25,000	50,000	$ 125,000
Other	-	-	-	-	-	$ -
Total	$ 50,000	$ -	$ -	$ 25,000	$ 50,000	$ 125,000
Operating Cost Impact	$ 500	$ 500	$ 500	$ 500	$ 500	$ 2,500

CITY OF APPLETON 2007 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.

In early September, the City was notified of the award of a Wisconsin Department of Natural Resources (DNR) Urban Waters Grant of $285,015 to fund work on the boat landing and shoreline restoration. 50% of that amount may be drawn in advance, with the balance receivable after completion of the project. Other grant opportunities exist and are being pursued and the Lutz Park Trust Fund is available to assist with the funding of the balance of these projects.

The renovations to Lutz Park are being phased in over several years. Plans, specifications and construction documents were completed in 2005 with construction originally scheduled for 2006. Delays in obtaining the necessary DNR permits, notification of grant awards and negotiations with the Appleton Yacht Club has moved anticipated construction to 2007. Funding that was originally requested in 2006 for this project has been moved to 2007.

A tentative plan for renovations follows:

2007 Boat landing, shoreline stabilization and parking lot upgrades
2008 Design service for building and park improvements
2009 Construction of pavilion/restroom building 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	2007	2008	2009	2010	2011	Total
Parks & Rec.	Shoreline stabilization and boat launch	420,000	-	-	-	-	$ 420,000
	Plans & specifications	-	30,000	-	-	-	$ 30,000
	Pavilion restroom construction	-	-	300,000	-	-	$ 300,000
Total - Lutz Park Trust Fund		$ 420,000	$ 30,000	$ 300,000	$ -	$ -	$ 750,000

COST ANALYSIS

Estimated Cash Flows

Components	2007	2008	2009	2010	2011	Total
Planning	-	30,000	-	-	-	$ 30,000
Land Acquisition	-	-	-	-	-	$ -
Construction	420,000	-	300,000	-	-	$ 720,000
Other	-	-	-	-	-	$ -
Total	$ 420,000	$ 30,000	$ 300,000	$ -	$ -	$ 750,000
Operating Cost Impact	$ 3,000	$ 3,000	$ 5,500	$ 5,500	$ 5,500	$ 22,500

CITY OF APPLETON 2007 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 was originally anticipated the park would develop in concert with the construction of the elementary school. However, the AASD does not have any definite plans for the development of the school property and the rapid development of the residential neighborhood necessitates moving this park development forward.

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 2010 and complete the park development. The development of this park has been adjusted to reflect potential development of the school site.

2008 Initial site work and development
2010 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	2007	2008	2009	2010	2011	Total
Parks & Rec.	Initial development	-	60,000	-	-	-	$ 60,000
	Construction of playground equip. and landscaping	-	-	-	125,000	-	$ 125,000
Total - Parks & Recreation Capital Projects Fund		$ -	$ 60,000	$ -	$ 125,000	$ -	$ 185,000

COST ANALYSIS

Estimated Cash Flows

Components	2007	2008	2009	2010	2011	Total
Planning	-	5,000	-	10,000	-	$ 15,000
Land Acquisition	-	-	-	-	-	$ -
Construction	-	55,000	-	115,000	-	$ 170,000
Other	-	-	-		-	$ -
Total	$ -	$ 60,000	$ -	$ 125,000	$ -	$ 185,000
Operating Cost Impact	$ -	$ 2,000	$ 2,000	$ 2,000	$ 2,000	$ 8,000

CITY OF APPLETON 2007 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.

2007 project will address the playground in Telulah 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	2007	2008	2009	2010	2011	Total
Parks & Rec	Playground equip.	70,000	70,000	75,000	80,000	85,000	$ 380,000
Total - Parks & Recreation Capital Projects Fund		$ 70,000	$ 70,000	$ 75,000	$ 80,000	$ 85,000	$ 380,000

COST ANALYSIS

Estimated Cash Flows

Components	2007	2008	2009	2010	2011	Total
Planning	12,500	8,000	8,000	8,500	9,000	$ 46,000
Land Acquisition	-	-	-	-	-	$ -
Construction	57,500	62,000	67,000	71,500	76,000	$ 334,000
Other	-	-	-	-	-	$ -
Total	$ 70,000	$ 70,000	$ 75,000	$ 80,000	$ 85,000	$ 380,000
Operating Cost Impact	$ 500	$ 500	$ 500	$ 500	$ 500	$ 2,500

CITY OF APPLETON 2007 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 will be removed from Telulah Park in the near future when the lower level of the park is developed. The equipment would be reconfigurable, easily upgraded over the years, and able to be moved to different locations. A private group is currently working within the community to develop an indoor facility to replace the skatepark that was recently closed at the Valley Fair Mall. This equipment would provide an entry and beginner level experience that would compliment the proposed indoor facility.

2010 Planning and developing specifications
2011 Construction/installation of equipment

Discussion of operating cost impact:

Skate park equipment will require a rigorous inspection and repair program.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2007	2008	2009	2010	2011	Total
Parks & Rec	Develop plans	-	-	-	20,000	-	$ 20,000
	Construction	-	-	-	-	100,000	$ 100,000
Total - Parks & Recreation Department		$ -	$ -	$ -	$ 20,000	$ 100,000	$ 120,000

COST ANALYSIS

Estimated Cash Flows

Components	2007	2008	2009	2010	2011	Total
Planning	-	-	-	20,000	-	$ 20,000
Land Acquisition	-	-	-	-	-	
Construction	-	-	-	-	100,000	$ 100,000
Other	-	-	-	-	-	$ -
Total	$ -	$ -	$ -	$ 20,000	$ 100,000	$ 120,000
Operating Cost Impact	$ -	$ -	$ -	$ -	$ 5,000	$ 5,000

CITY OF APPLETON 2007 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 all renovations to the pavilion have been completed. The final work on the pavilion includes the replacement of the roof on the pavilion, planned for 2008

Other projects include a pedestrian bridge over the railroad tracks to access the southern portion of the park.

Discussion of operating cost impact:

Proposed improvements will have minimal impact on operational costs.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2007	2008	2009	2010	2011	Total
Parks & Rec.	Roof and stage	-	80,000	-	-	-	$ 80,000
	Bridge construction	-	-	-	-	-	$ -
Total - Parks & Recreation Capital Projects Fund		$ -	$ 80,000	$ -	$ -	$ -	$ 80,000

COST ANALYSIS

Estimated Cash Flows

Components	2007	2008	2009	2010	2011	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	-	80,000	-	-	-	$ 80,000
Other	-	-	-	-	-	$ -
Total	$ -	$ 80,000	$ -	$ -	$ -	$ 80,000
Operating Cost Impact	$ -	$ 500	$ 500	$ 500	$ 500	$ 2,000

CITY OF APPLETON 2007 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.

Initial development in 2004 included grading and landscaping of the site. Additional landscaping and the installation of playground equipment followed in 2005.

This project includes the final development of walkways, lighting and an open-air shelter in 2010. The development is scheduled to correspond with the concrete paving of Providence Avenue.

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	2007	2008	2009	2010	2011	Total
Parks & Rec.	Walkways/shelter	-	-	-	85,000	-	$ 85,000
Total - Parks & Recreation Capital Projects Fund		$ -	$ -	$ -	$ 85,000	$ -	$ 85,000

COST ANALYSIS

Estimated Cash Flows

Components	2007	2008	2009	2010	2011	Total
Planning	-	-	-	-	-	$ -
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	-	85,000	-	$ 85,000
Other	-	-	-	-	-	$ -
Total	$ -	$ -	$ -	$ 85,000	$ -	$ 85,000
Operating Cost Impact	$ -	$ -	$ -	$ 2,500	$ 2,500	$ 5,000

CITY OF APPLETON 2007 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	2007	2008	2009	2010	2011	Total
Parks and Rec	Complete Providence Trail	65,000	-	-	-	-	$ 65,000
Total - Parks & Recreation Capital Projects Fund		$ 65,000	$ -	$ -	$ -	$ -	$ 65,000

COST ANALYSIS

Estimated Cash Flows

Components	2007	2008	2009	2010	2011	Total
Planning	10,000	-	-	-	-	$ 10,000
Land Acquisition	-	-	-	-	-	$ -
Construction	55,000	-	-	-	-	$ 55,000
Other	-	-	-	-	-	$ -
Total	$ 65,000	$ -	$ -	$ -	$ -	$ 65,000
Operating Cost Impact	$ 1,500	$ 1,500	$ 1,500	$ 1,500	$ 1,500	$ 7,500

CITY OF APPLETON 2007 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: Riverfront Initiatives

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. This project request includes funding for the development along the Fox River to address the strategies and objectives of the Riverfront Master Plan and the Riverfront Trail Connection Study.

The plan and study identify opportunities for trail development along the entire river corridor, redevelopment of the old Water Treatment Plant site and the adjacent WE Energies property that is scheduled to be reacquired in 2007, and connectivity to the downtown and surrounding neighborhoods through Jones Park. Significant momentum has developed along the Fox River with the development of Vulcan Heritage Park, Fratellos Restaurant, Paper Discovery Center, Trolley Square and the renovations to the four (4) navigational locks in Appleton. The development of a master plan for the Jones Park/WE Energies/old Water Treatment Plant properties, was completed in 2006 and will provide direction for future development opportunities. 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.

This CIP request also includes the following elements:

2007 Engineering services for phase I of Jones Park/WE Energies/Water Treatment Plant site
2007 Demolition of the former Water Treatment Plant structures and foundations, including pre-demolition engineering and specifications work related to the stability of West Water Street
*2007 Construction of riverfront trail from Vulcan Heritage Park to Lutz Park
2008 Construction of phase I for Jones Park/WE Energies/Water Treatment Plant
2008 Engineering Services for Trestle Trail project
2009 Engineering services for phase II of Jones Park/WE Energies/Water Treatment Plant site
2009 Construction of Trestle Trail project
2010 Construction of phase II of Jones Park/WE Energies/Water Treatment Plant site
2011 Engineering services for phase III of Jones Park/WE Energies/Water Treatment Plant site

The development of the individual segments may need to be re-prioritized depending on other riverfront development opportunities, funding sources, etc. The request in 2007 for engineering services is related to the development opportunities identified in the Jones Park/WE Energies/old Water Treatment Plant properties master plan.

*The riverfront trail development between Vulcan Heritage Park and Lutz Park has been re-budgeted in 2007. This project was originally included in the 2006 Parks and Recreation Department Capital Project Budget, but the grant funding that is being pursued to leverage City of Appleton funds will not be available in 2006, so the project is being delayed to 2007.

Discussion of operating cost impact:

Until a detailed development plan for Jones Park and the riverfront property that currently consists of the old Water Treatment Plant and the WE Energies property has been created, 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. Additional trail development will incur additional operational costs such as regular inspections, mowing, lighting, waste collection, maintenance, etc.

DEPARTMENT COST SUMMARY

DEPARTMENT	PHASE	2007	2008	2009	2010	2011	Total
Park & Rec	WE Energies site acquisition	107,000	-	-	-	-	$ 107,000
Park Open Space Fund							
	Engineering	20,000	-	-	-	-	$ 20,000
	Old water treatment plant demolition	500,000	-	-	-	-	$ 500,000
	Trail Development	$ 750,000	$ -	$ -	$ -	$ -	$ 750,000
	Engineering Svcs	100,000	40,000	50,000		50,000	$ 240,000
	Phase I Develop.	-	750,000	-	-	-	$ 750,000
	Phase II Develop.	-	-	-	750,000	-	$ 750,000
	Trail Development	-	-	500,000	-	-	$ 500,000
Park & Rec Capital Projects		1,370,000	790,000	550,000	750,000	50,000	$ 3,510,000
Total - Riverfront Initiatives Capital Projects		$ 1,477,000	$ 790,000	$ 550,000	$ 750,000	$ 50,000	$ 3,617,000

COST ANALYSIS

Estimated Cash Flows

Components	2007	2008	2009	2010	2011	Total
Planning	120,000	40,000	50,000	-	50,000	$ 260,000
Land Acquisition	107,000	-	-	-	-	$ 107,000
Construction/Demolition	1,250,000	750,000	500,000	750,000	-	$ 3,250,000
Other	-	-	-	-	-	$ -
Total	$ 1,477,000	$ 790,000	$ 550,000	$ 750,000	$ 50,000	$ 3,617,000
Operating Cost Impact	$ 5,000	$ 8,500	$ 8,500	$ 9,000	$ 9,000	$ 40,000

CITY OF APPLETON 2007 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 is reaching the end of its intended useful life. This project would include a feasibility study, design and building specifications, and appropriate bid documents in 2010. Renovation and/or construction would take place in 2011.

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	2007	2008	2009	2010	2011	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	2007	2008	2009	2010	2011	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 2007 BUDGET CAPITAL IMPROVEMENTS PROGRAM
PROJECT REQUEST

IDENTIFICATION

Project Title: Telulah Park Improvements

PROJECT DESCRIPTION

Justification:

A master plan for Telulah Park was adopted by the City Council in 2004. 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 that was 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.

The first phase of the redevelopment of Telulah Park was completed in 2006 with the reconstruction of the parking lots adjacent to the large pavilion that was renovated in 2004. Additional projects are noted below that continue to address the other components of the master plan. The timing of the projects will need to be flexible to correspond with the anticipated development of the MI site. Any development in Telulah Park needs to be coordinated very closely with the MI site development because the sites are closely related and interconnected.

Project requests are as follows:

2009 Develop plans and specifications for river and upper level development
2010 Upper level development (access, picnic areas, lighting, storm water, erosion control, creating connections between upper and river levels, upgrade utilities, etc.)
2011 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	2007	2008	2009	2010	2011	Total
Parks & Rec	Design services	-	-	30,000	-	-	$ 30,000
	Development	-	-	-	200,000	200,000	$ 400,000
Total - Parks & Recreation Capital Projects Fund		$ -	$ -	$ 30,000	$ 200,000	$ 200,000	$ 430,000

COST ANALYSIS

Estimated Cash Flows

Components	2007	2008	2009	2010	2011	Total
Planning	-	-	30,000	-	-	$ 30,000
Land Acquisition	-	-	-	-	-	$ -
Construction	-	-	-	200,000	200,000	$ 400,000
Other	-	-	-	-	-	$ -
Total	$ -	$ -	$ 30,000	$ 200,000	$ 200,000	$ 430,000
Operating Cost Impact	$ -	$ -	$ -	$ 2,500	$ 2,500	$ 5,000

CITY OF APPLETON 2007 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 final phase of development for Vulcan Heritage Park as outlined in the master plan includes the development of an open area on the west side of the park. This development includes an open-air shelter with visual access to the water, walkways and signage that connects to the current walkways and connection to the trail segment between Vulcan Heritage Park and Lutz Park. This development is scheduled for 2009.

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	2007	2008	2009	2010	2011	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	2007	2008	2009	2010	2011	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

CITY OF APPLETON 2007 BUDGET
CAPITAL IMPROVEMENTS PROGRAM

NOTES