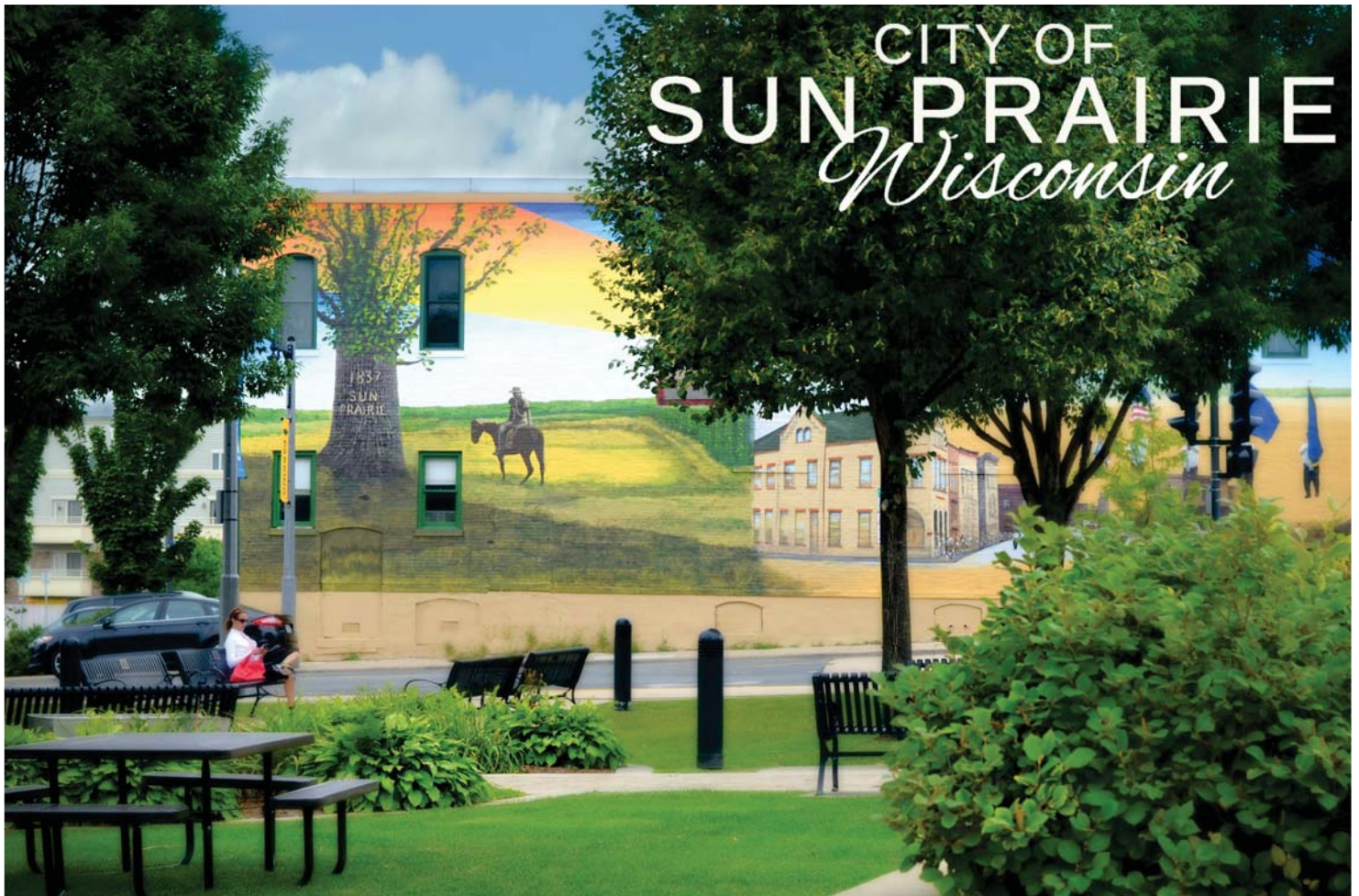


2017 Approved Budget City of Sun Prairie





Mission Statement

To provide valuable, responsive, and cost-effective services that enable residents to enjoy a high quality of life.

Vision Statement

We want to coordinate the development of a modern community that understands and has pride in its roots to the past. We want to help develop “homes” for the residents that live here, through the creation and maintenance of neighborhoods. Each neighborhood will be equal in importance but separate in its identity. Our school system will play a major factor in the development of the neighborhoods and will serve as the community center.

We want to help create harmony amongst all residents, where race and socio economic differences play no factor. We want everyone to feel that their personal safety is not at risk, whether they are at home or walking down the street.

**CITY OF SUN PRAIRIE
DIRECTORY OF OFFICIALS
2016-2017**

MAYOR

Paul Esser



COUNCIL MEMBERS



Russell Fassbender
Aldermanic District 1



Steve Stocker
Aldermanic District 1



Bill Connors
Aldermanic District 2



Jon Freund
Aldermanic District 2



Michael Jacobs
Aldermanic District 3



Maureen Crombie
Aldermanic District 3



Mary Polenske
Aldermanic District 4



Al Guyant
Aldermanic District 4



CITY OF SUN PRAIRIE

2015-2016

ADMINISTRATION

City Administrator	Aaron Oppenheimer
Director of Administrative Services	Connie DeKemper
City Treasurer	Kristin Vander Kooi
City Assessor	Debbie Mason
City Clerk	Diane Hermann-Brown
City Engineer	Daryl Severson
City Attorney	Mark Leonard
Director of Community Development	Scott Kugler
Sun Prairie Media Center Director	Jeffrey Robbins
Director of Building Inspection	Brian Flannery
Director of Public Works	Lee Igl
Director of Economic Development	Neil Stechschulte
EMS Director	Kep Anderson
Human Resources Director	Brenda Sukenik
Information Technology Director	Paul Watkins
Library Director	Svetha Hetzler
Recreation Director	Jana Stephens
Police Chief	Pat Anhalt
Fire Chief	Christopher Garrison
WWTP Superintendent	John Krug
Sun Prairie Utilities Manager	Rick Wicklund

Sun Prairie Community Profile



Population - 32,613

Source: WI Dept of Administration est for 2016

Median Age - 34.0

Source: Census Bureau ACS 2010-2014

Age Breakdown

Source: Census Bureau ACS 2010-2014

- 35% Under 24
- 32% Age 25-44
- 24% Age 45-64
- 9% Over 65

Housing

Source: Census Bureau ACS 2010-2014

- 59% Owner Occupied
- 41% Renter Occupied

Acres of Parks - 425

Miles of Trails - 34.7 paved off-street

Median Household Income - \$66,956

Source: Census Bureau ACS 2010-2014

Top Employers

- 1,141 Sun Prairie Schools
- 781 QBE
- 330 Prairie Athletic Club
- 268 Continental ContiTech
- 250 Frontier
- 250 Walmart
- 238 Wisconsin Distributors
- 235 Royle Printing
- 226 Woodman's Food Market
- 212 City of Sun Prairie



Sun Prairie Community Profile

Government and Organization

The City operates under a Mayor – Council form of government. The Mayor is elected for two years and eight council members representing four districts are elected for staggered two-year terms. The city Council appoints the City Administrator who has the responsibility for carrying out Council policies and administering City operations. The City Council appoints the City department heads as specified in the City's ordinances.

Education

Primary and Secondary Education

- 1 Public High School (grades 10-12)
- 1 Upper Middle School (grades 8 & 9)
- 2 Middle Schools (grades 6 & 7)
- 7 elementary schools (grades K-5)

Community Comparisons (Cities in Dane County)

Population

	2016 Estimate	2010 Census
Madison	247,207	233,209
Sun Prairie	32,613	29,364
Fitchburg	27,635	25,260
Middleton	19,317	17,442
Stoughton	12,819	12,611
Verona	12,100	10,619
Monona	7,864	7,533
Edgerton*	5,545	5,461

General Fund Operating Budget 2017

	General Fund	
Madison	299,499,799	Ex Bdgt
Sun Prairie	22,798,311	
Fitchburg	19,143,458	
Middleton	20,680,335	
Stoughton	Not Available	
Verona	8,124,377	
Monona	6,519,175	
Edgerton*	3,456,228	

Property Tax Rate

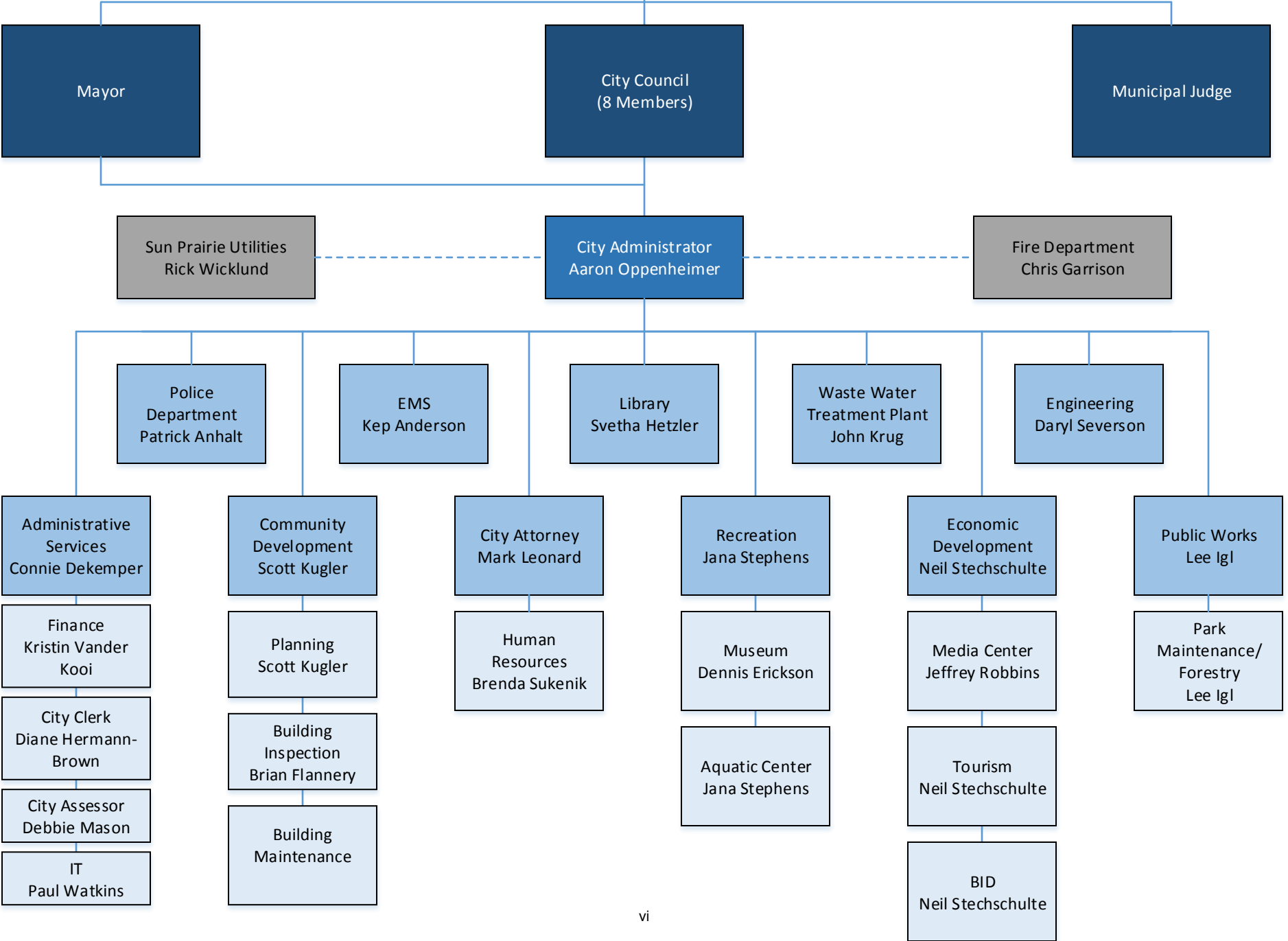
	Rate Per \$1,000
Madison	9.5000
Stoughton	8.0700
Sun Prairie	8.4800
Fitchburg	8.5400
Edgerton*	8.2400
Verona	6.0300
Middleton	6.5900
Monona	6.3100

City Limits

	Square Miles
Madison	77.80
Fitchburg	35.20
Sun Prairie	12.10
Middleton	9.30
Verona	6.80
Stoughton	6.10
Edgerton*	0.50 (Dane County)
Monona	3.30

*- Edgerton is in both Rock County and Dane County

Citizens of Sun Prairie
Population: 32,613



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CITY OF SUN PRAIRIE
2017 APPROVED BUDGET
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CITY OF SUN PRAIRIE
2017 BUDGET INITIATIVES
2017 Budget Initiative Summary

Dept	Description	Total	Other Revenues	Building Maint. Fund	Total Special Revenue Funds	TIF	Total Enterprise Funds	Department Requested	Council Approved	Council Approved Tax Levy
Financial Management Plan										
1	Community Schools	60,000			-		-	60,000	60,000	60,000
2	PT Maintenance Worker	14,658			-		-	14,658	14,658	14,658
3	P&R Family Oriented Special Events	2,000			-		-	2,000	-	-
4	Increase Annual Senior Program Funding	10,000			-		-	10,000	10,000	10,000
5	Update Financial Management Plan	10,000			-		1,600	10,000	10,000	8,400
6	Increase Taxi Contract by 3,000 hours	15,000			-		-	15,000	-	-
7	Transportation Study	25,000	20,000	-	-	-	-	25,000	25,000	5,000
		\$ 136,658	\$ 20,000	\$ -	\$ -	\$ -	\$ 1,600	\$ 136,658	\$ 119,658	\$ 98,058
Clerk's Office/Elections										
1	Receptionist Position (75% Clerk/25% Building Inspection)- Delayed to 12-31-17	53,894			-		-	53,894	15,000	15,000
2	2 Year Election Cycle Budgeting	47,393			-		-	47,393	-	-
		\$ 101,287	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 101,287	\$ 15,000	\$ 15,000
Administration										
1	Administrative Intern- 1000 hours	16,338	2,000	-	-	-	-	16,338	8,169	6,169
		\$ 16,338	\$ 2,000	\$ -	\$ -	\$ -	\$ -	\$ 16,338	\$ 8,169	\$ 6,169
Human Resources										
1	On Call Pay Increase	10,812			-		4,400	10,812	10,812	6,412
		\$ 10,812	\$ -	\$ -	\$ -	\$ -	\$ 4,400	\$ 10,812	\$ 10,812	\$ 6,412
Finance										
1	Actuarial Services	5,000			-		-	5,000	5,000	5,000
		\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ 5,000
Assessing										
1	.25 Admin Assistant	15,519			-		-	15,519	-	-
2	Assessing Intern	9,643			-		-	9,643	-	-
		\$ 25,162	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,162	\$ -	\$ -
Information Technology										
1	Cyber Security Improvements	14,705			-		-	14,705	14,705	14,705
2	IT Strategic Plan	10,000	10,000		-		-	10,000	10,000	-
3	LTE IT Support	16,148			-		-	16,148	-	-
4	Council Chamber Technology	78,000		40,520	25,000		12,480	78,000	78,000	-
		\$ 118,853	\$ 10,000	\$ 40,520	\$ 25,000	\$ -	\$ 12,480	\$ 118,853	\$ 102,705	\$ 14,705
Building Maintenance										
1	Fire Sprinkler Inspections	9,828		9,828	-		-	9,828	9,828	-
2	Small Tools Budget Increase	1,100			-		-	1,100	1,100	1,100
3	FD East Step Replacement	5,000		5,000	-		-	5,000	5,000	-
4	City Hall Hdcp Doors	10,000		10,000	-		-	10,000	10,000	-
5	On Call Pay	11,468			-		-	11,468	11,468	11,468
6	Snow Plowing ATV	14,800			-		14,800	14,800	14,800	-
7	Seasonal LTE	8,612			-		-	8,612	8,612	8,612
8	FD East AHU	2,500		2,500	-		-	2,500	2,500	-
9	City Hall Chair Replacemet	62,310		28,610	-		-	62,310	28,610	-
10	City Hall Stairwells	5,000		5,000	-		-	5,000	5,000	-
		\$ 130,618	\$ -	\$ 60,938	\$ -	\$ -	\$ 14,800	\$ 130,618	\$ 96,918	\$ 21,180
Police Department										
1	Dispatch Logging Recorder	18,240			-		-	18,240	18,240	18,240
2	County Court Lease Vehicle	5,000			-		-	5,000	5,000	5,000
3	Community Services Officer- July Start	36,523			-		-	36,523	36,523	36,523
4	Police Chaplain Program	2,500			-		-	2,500	2,000	2,000
5	One Squad Car	61,440			-		-	61,440	61,440	61,440
		\$ 123,703	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 123,703	123,203	123,203
Fire Department (78%)										
1	Administrative Assistant (July 1 Start)	29,465	6,482		-		-	29,465	29,465	22,982
2	Staffing of Station 2	131,507	28,932		-		-	131,507	131,507	102,575
3	Emergency Medical Responder Licensing	29,390	6,466		-		-	29,390	29,390	22,924
4	Office Chairs- Station 1	4,200	924		-		-	4,200	4,200	4,200
		\$ 194,562	\$ 42,804	\$ -	\$ -	\$ -	\$ -	\$ 194,562	\$ 194,562	\$ 152,681
Emergency Medical Service										
1	Airway Training Mannequin	5,000			-		-	5,000	5,000	5,000
2	Ballistic Helmets	3,200			-		-	3,200	3,200	3,200
3	Drivers License Scanners	900			-		-	900	900	900
4	Station Furniture	5,400			-		-	5,400	5,400	5,400
		\$ 14,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14,500	\$ 14,500	\$ 14,500
Building Inspection										
1	Plumbing Inspector	90,889	38,613		-		-	90,889	90,889	52,276
2	Building Inspection Shelving	1,600		1,600	-		-	1,600	1,600	-
3	Training/Professional Development Budget Increase	1,550			-		-	1,550	1,550	1,550
		\$ 3,150	\$ 38,613	\$ 1,600	\$ -	\$ -	\$ -	\$ 94,039	\$ 94,039	\$ 53,826
Public Works										
1	Public Works Needs Assessment	15,000			-		-	15,000		
2	LTE Snow & Ice	11,303			-		-	11,303	11,303	11,303
3	Contracted Mowing Increase	35,000			-		17,500	35,000	17,500	8,750
4	Electronic Message Board	18,000	7,000		-		11,000	18,000	18,000	-
5	Gas Powered Post Pounder	3,800			-		3,800	3,800	3,800	-
6	Progress Way/Wilburn Rd. Bikepath	315,000			-	80,000	-	80,000	315,000	-
7	Median Beautification	15,000			-		-	15,000	-	-
8	Traffic Count Software	3,500			-	1,750	-	3,500	3,500	1,750
9	Color Concrete Sealant	50,000			-		-	50,000	50,000	50,000
		\$ 466,603	\$ 7,000	\$ -	\$ -	\$ 81,750	\$ 32,300	\$ 231,603	\$ 419,103	\$ 71,803

CITY OF SUN PRAIRIE
2017 BUDGET INITIATIVES
2017 Budget Initiative Summary

Dept	Description	Total	Other Revenues	Building Maint. Fund	Total Special Revenue Funds	TIF	Total Enterprise Funds	Department Requested	Council Approved	Council Approved Tax Levy
Engineering										
1	Robotic Total Station	38,000	-	-	-	-	12,540	38,000	38,000	25,460
2	Engineering Equipment Replacement Fund	5,000	-	-	-	-	-	5,000	-	-
3	O'Keeffe-Linnerud Traffic Study	2,250	-	-	-	-	-	2,250	2,250	2,250
		\$ 45,250	\$ -	\$ -	\$ -	\$ -	\$ 12,540	\$ 45,250	\$ 40,250	\$ 27,710
Library										
1	LAI Increased Hours	35,202	-	-	-	-	-	35,202	35,202	35,202
2	FT Adult Services Librarian	25,124	-	-	-	-	-	25,124	25,124	25,124
3	Adult Services Intern	15,932	-	-	-	-	-	15,932	-	-
4	Assistant Circulation Manager	2,367	-	-	-	-	-	2,367	2,367	2,367
5	Library Collection	7,500	-	-	-	-	-	7,500	7,500	7,500
6	ALA & WLA Conferences	1,000	-	-	-	-	-	1,000	1,000	1,000
7	ALA & WLA Membership	1,400	-	-	-	-	-	1,400	1,400	1,400
		\$ 88,525	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 88,525	\$ 72,593	\$ 72,593
Parks Maintenance										
1	ADA Compliance Improvements	10,000	-	-	-	-	-	10,000	10,000	10,000
2	Mowing Trailer	14,000	3,000	-	-	-	11,000	14,000	14,000	-
3	Basketball Court Sealing	8,000	-	-	8,000	-	-	8,000	8,000	-
4	Bike Path Signage	4,000	-	-	-	-	-	4,000	-	-
5	Camera Upgrades- does not include connectivity back to City Network	6,000	-	-	-	-	-	6,000	-	-
		\$ 42,000	\$ 3,000	\$ -	\$ 8,000	\$ -	\$ 11,000	\$ 42,000	\$ 32,000	\$ 10,000
Parks & Recreation										
1	Museum Staffing	60,668	-	-	-	-	-	60,668	-	-
2	Increase Seasonal Wages	3,359	3,359	-	-	-	-	3,359	-	-
		\$ 64,027	\$ 3,359	\$ -	\$ -	\$ -	\$ -	\$ 64,027	\$ -	\$ -
Family Aquatic Center										
1	Patron Lounge Chairs	4,500	-	-	4,500	-	-	4,500	4,500	-
2	Kia Vac	4,500	-	-	-	-	4,500	4,500	4,500	-
3	Increase FAC Wages	14,533	14,533	-	-	-	-	14,533	14,533	-
		\$ 23,533	\$ 14,533	\$ -	\$ 4,500	\$ -	\$ 4,500	\$ 23,533	\$ 23,533	\$ -
Forestry										
1	EAB Treatment Plan	55,000	-	-	-	-	-	55,000	-	-
2	Street & Park Tree Inventory	12,000	-	-	-	-	-	12,000	-	-
3	Street Tree Replacement	20,000	-	-	-	-	-	20,000	-	-
4	EAB Treatment Plan	25,000	-	-	-	-	-	25,000	25,000	25,000
		\$ 112,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 112,000	\$ 25,000	\$ 25,000
Planning										
1	Comprehensive Plan Update	65,000	-	-	-	-	-	65,000	35,000	35,000
2	Planning Intern	7,751	-	-	-	-	-	7,751	-	-
		\$ 72,751	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 72,751	\$ 35,000	\$ 35,000
Economic Development										
1	Tourism Marketing	5,000	5,000	-	-	-	-	5,000	5,000	-
2	BID Manager	76,308	76,308	-	-	-	-	76,308	76,308	-
3	TID 12 Site Certification	40,000	-	-	-	40,000	-	40,000	40,000	-
		\$ 121,308	\$ 81,308	\$ -	\$ -	\$ 40,000	\$ -	\$ 121,308	\$ 121,308	\$ -
Sun Prairie Taxi										
1	Sedan for Taxi Fleet	25,000	-	-	-	-	25,000	25,000	-	-
		\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ 25,000	\$ -	\$ -
Sun Prairie Media Center										
1	ACM Conference	2,000	-	-	2,000	-	-	2,000	2,000	-
2	2017 Equipment Purchase	25,600	-	-	25,600	-	-	25,600	25,600	-
3	PT Promotion Coordinator	24,341	-	-	24,341	-	-	24,341	24,341	-
		\$ 51,941	\$ -	\$ -	\$ 51,941	\$ -	\$ -	\$ 51,941	\$ 51,941	\$ -
Refuse & Recycle										
1	Carts	30,000	-	-	30,000	-	-	30,000	30,000	30,000
		\$ 30,000	\$ -	\$ -	\$ 30,000	\$ -	\$ -	\$ 30,000	\$ 30,000	\$ 30,000
Wastewater Treatment Plan										
1	Clean North Digester	70,000	-	-	-	-	70,000	70,000	70,000	-
2	Sewer Rehab	755,000	-	-	-	-	755,000	755,000	755,000	-
3	Phosphorus Treatment	7,700	-	-	-	-	7,700	7,700	7,700	-
4	Facility Plan	100,000	-	-	-	-	100,000	100,000	100,000	-
5	Repair Plant Roads	15,000	-	-	-	-	15,000	15,000	15,000	-
6	Replace Waukesha Generator	350,000	-	-	-	-	350,000	350,000	350,000	-
7	Replace HVAC Software & Equipment	25,000	-	-	-	-	25,000	25,000	25,000	-
8	WWTP Seasonal to GPS Map Sanitary Sewers	18,271	-	-	-	-	18,271	18,271	18,271	-
9	Copier Lease	2,470	-	-	-	-	2,470	2,470	2,470	-
		\$ 1,343,441	\$ -	\$ -	\$ -	\$ -	\$ 1,343,441	\$ 1,343,441	\$ 1,343,441	\$ -
Stormwater										
1	Stormwater Employee	61,964	-	-	-	-	61,964	61,964	61,964	-
2	Grapple Bucket	5,000	-	-	-	-	5,000	5,000	5,000	-
3	Stormwater Intern	11,767	-	-	-	-	11,767	11,767	11,767	-
		\$ 78,731	\$ -	\$ -	\$ -	\$ -	\$ 78,731	\$ 78,731	\$ 78,731	\$ -
GRAND TOTAL - ALL INITIATIVES		\$ 3,445,753	\$ 222,617	\$ 103,058	\$ 119,441	\$ 121,750	\$ 1,540,792	\$ 3,301,642	\$ 3,057,466	\$ 782,840

City of Sun Prairie
2017 Budget
Summary of Budget Amendments

	Expenditures	Revenues	Fund Balance	Tax Levy	ERP	NOTES
Amendment 1						
Mayors Budget						
Amendment 2						
Add FT Adult Services Librarian	25,124			25,124	yes	
Add Assistant Circulation Manager Hours	2,367			2,367	yes	
Amendment 3						
Reduce the Thompson Brooks Project not to exceed \$1.2 million	(1,055,398)				no	Capital Projects Fund
Amendment 4						
Add \$35,000 to the Comprehensive Plan	35,000		35,000		yes	
Amendment 5						
Remove Full Time Museum Curator	(29,061)			(29,061)	yes	
Amendment 6						
Remove the Union and Maynard Sidewalks	(100,000)				no	Capital Projects Fund
Amendment 7						
Add Color Concrete Sealant	50,000		50,000		yes	
Add EAB Treatment	25,000			25,000	yes	
Add purchase of the Sedan for Transit	25,000		25,000		yes	
Amendment 8						
Reduce Chair Replacement	(33,700)		(33,700)		yes	
Amendment 9						
Add EAB Treatment	25,000			25,000	yes	
Amendment 10						
Increase Ambulance Revenues		80,000			no	
Increase Other Bus. Licensing		1,000			no	
Increase Plumbing Permits		5,000			no	
Increase HVAC Permits		3,000			no	
Increase Tax Levy		2,000		2,000	no	
Decrease Comprehensive Plan	(30,000)		(30,000)		yes	
Decrease EAB Treatment	(25,000)			(25,000)	yes	
Increase Fire Department Budget as proposed	14,220			14,220	yes	
Add Transfer to Fleet Fund	49,780		49,780		yes	
Amendment 11						
Remove Tree Inventory from Street Tree Fund	(12,000)				no	Street Tree Fund
Remove Tree Replacement from the Street Tree Fund	(20,000)				no	Street Tree Fund
Amendment 12						
Add Sidewalks to Union Street from West Elm to Windsor	75,000				no	Capital Projects Fund
Amendment 13						
Increase replacement of bike paths in the Business Park Area	235,000				no	Capital Projects Fund
Amendment 14						
Remove family oriented special events	(2,000)			(2,000)	yes	
Remove planning intern	(7,751)			(7,751)	yes	
Add Transfer to Fleet Fund	9,751	-	-	9,751	yes	
Subtotal Amendments	(743,668)	91,000	96,080	39,650		
10/4/2016 Budget Amendment						
Change the BID/Tourism funding from Tourism to TIF	76,309	76,309			no	Chand
		(22,893)			no	Tourism Funds
	-	22,893	-	-	no	TIF Funds
Subtotal Amendments	76,309	76,309	-	-		
11/15/2016 Budget Amendments						
Amendment 1						
Delay Hiring Receptionist to 12/31/2017	(53,894)			(53,894)	yes	
Amendment 2						
Remove Sedan for Transit	(25,000)		(25,000)		yes	
Amendment 3						
Fund Repairs to Library from Replacement fund instead of borrowing	50,000		50,000		no	Library Special Revenue Fund
	(50,000)	(50,000)			no	Capital Projects Fund
Amendment 4						
Remove Contract Mowing from General Fund	(8,750)	-	-	(8,750)	yes	
Amendment 5						
Add LTE Receptionist	15,000			15,000	yes	
Amendment 5						
Add transfer to Fleet Fund	62,644	-	62,644	-	yes	
TOTAL AMENDMENTS	\$ (677,359)	\$ 117,309	\$ 183,724	\$ (7,994)		

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City of Sun Prairie, Wisconsin

**A RESOLUTION APPROVING THE
LEVYING OF PROPERTY TAXES
FOR CITY PURPOSES**

Presented: November 15, 2016

Adopted: November 15, 2016

Resolution No.: 16/227

RESOLUTION

WHEREAS, on Tuesday, November 15, 2016, the Committee of the Whole met to consider the 2017 City of Sun Prairie Recommended Budget; and

WHEREAS, after careful review and consideration, the Committee moved to recommend that City Council adopt a resolution approving the budget of the City of Sun Prairie, Dane County, Wisconsin, for the year 2017; and

WHEREAS, the amounts set forth in the 2017 budget require total property taxes to be levied in the amount of \$20,930,522.

NOW THEREFOR BE IT RESOLVED, by the Common Council of the City of Sun Prairie, Dane County, Wisconsin, hereby approves the amounts set forth in the 2017 budget and that the same be placed on the tax roll for the year 2016, collectible in 2017, and that the total levy is hereby determined to be \$20,930,522.

APPROVED:



Paul T. Esser, Mayor

Date Approved: November 15, 2016

Date Signed: November 28, 2016

This is to certify that the foregoing resolution was approved by the Common Council of the City of Sun Prairie at a meeting held on the 15th day of November, 2016, and submitted for signatures on the 22 day of November, 2016.


Diane J. Hermann-Brown, City Clerk

City of Sun Prairie, Wisconsin

**A RESOLUTION APPROVING
THE 2017 CITY OF
SUN PRAIRIE BUDGET**

Presented: November 15, 2016

Adopted: November 15, 2016

Resolution No.: 16/226

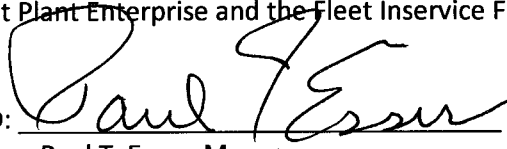
RESOLUTION

WHEREAS, on Tuesday, November 15, 2016 the Committee of the Whole held a public hearing to consider the 2017 City of Sun Prairie Executive Budget; and

WHEREAS, the Committee has carefully examined the same and various items therein and found them to be true and correct and to properly represent the income anticipated and the required expenditures of the City and all funds and departments as set forth in said budget; and

WHEREAS, after careful review and discussion, on November 15, 2016, the Committee of the Whole moved to recommend that City Council adopt a resolution approving the budget of the City of Sun Prairie, Dane County, Wisconsin, for the year 2017 as set forth in the attached schedule and made a part hereof inclusive of all funds including the General Fund, Capital Projects Funds, Special Revenues Funds, Debt Service Funds, the Stormwater Utility, the Water and Light Utility, the Waste Water Treatment Plant Enterprise Funds and the Fleet Inservice Fund.

NOW THEREFOR BE IT RESOLVED, by the Common Council of the City of Sun Prairie, Dane County, Wisconsin, hereby approves the budget of the City of Sun Prairie, Dane County, Wisconsin, for the year 2017 as set forth in the attached schedule and made a part hereof inclusive of all funds including the General Fund, Capital Projects Funds, Special Revenues Funds, Debt Service Funds, the Stormwater Utility, the Water and Light Utility, the Waste Water Treatment Plant Enterprise and the Fleet Inservice Funds.

APPROVED: 

Paul T. Esser, Mayor

Date Approved: November 15, 2016

Date Signed: November 28, 2016

This is to certify that the foregoing resolution was approved by the Common Council of the City of Sun Prairie at a meeting held on the 15th day of November 2016, and submitted for signatures on the 22nd day of November, 2016.


Diane J. Hermann-Brown, City Clerk

CITY OF SUN PRAIRIE 2017 APPROVED SUMMARY ALL FUND TYPES

<u>FUND TYPE</u>	Projected 2017 Beginning <u>Fund Balance</u>	2017 APPROVED BUDGET		Projected 2017 Ending <u>Fund Balance</u>	Property Tax Levy <u>Contribution</u>
		<u>Revenues</u>	<u>Expenditures</u>		
GENERAL FUND	\$ 10,559,631	\$ 22,823,771	\$ 22,823,771	\$ 10,559,633	\$ 14,310,884
SPECIAL REVENUE FUNDS					
Park Improvement Fund	872,575	144,048	122,288	894,335	-
Street Tree Fund	104,878	95,100	95,100	104,878	-
WDF-Revolving Loan Fund	129,799	16,626	-	146,425	-
Grants and Donations Fund	128,064	1,041,960	1,015,744	154,280	-
Sun Prairie Media Fund	368,429	367,869	425,934	310,364	-
Transportation Impact Fee Fund	2,001,921	117,000	1,356,128	762,793	-
Sanitation Fund	131,588	1,315,746	1,315,746	131,588	-
Library Fund	-	1,948,595	1,948,595	-	-
SPECIAL REVENUE FUNDS	3,737,254	5,046,944	6,279,535	2,504,663	-
CAPITAL PROJECTS FUNDS					
Capital Projects	92,764	9,245,003	9,245,003	92,764	-
TIF No. 7	2,416,519	980,816	932,152	2,465,183	-
TIF No. 8	(1,103,026)	1,718,629	1,911,278	(1,295,675)	-
TIF No. 9	(1,117,596)	1,065,657	1,174,569	(1,226,508)	-
TIF No. 11	(69,620)	52,352	113,821	(131,089)	-
TIF No. 12	(8,002)	3,899,444	4,056,506	(165,064)	-
Development Projects	(110,262)	40,000	40,000	(110,262)	-
CAPITAL PROJECTS FUNDS	100,777	17,001,901	17,473,329	(370,651)	-
DEBT SERVICE FUNDS					
Debt Service Fund	31,980	6,661,284	6,661,284	31,980	6,619,638
TIF No. 6	(114,416)	163,308	163,645	(114,753)	-
DEBT SERVICE FUNDS	(82,436)	6,824,592	6,824,929	(82,773)	6,619,638
PERMANENT FUNDS					
Ashley Trust Fund	1,000	1	1	1,000	-
Library Trust Fund	385,244	10,000	10,000	385,244	-
	386,244	10,001	10,001	386,244	-
ENTERPRISE FUNDS					
Fleet Inservice	4,677,063	2,264,724	2,833,767	4,108,020	-
Water Pollution Control	42,551,051	4,438,297	6,372,681	40,616,667	-
Stormwater Utility	40,141,672	3,644,658	5,498,657	38,287,673	-
Water & Light	68,817,898	34,762,733	32,070,096	71,510,535	-
ENTERPRISE FUNDS	151,510,621	45,110,412	46,775,201	150,414,875	-
COMPONENT UNITS					
Business Improvement District	35,988	128,266	128,266	35,988	-
Community Development Authority	457,567	316,618	316,618	457,567	-
COMPONENT UNITS	493,555	444,884	444,884	493,555	-
GRAND TOTALS	\$ 166,433,818	\$ 97,252,504	\$ 100,621,649	\$ 163,634,055	\$ 20,930,522
COUNTY SPECIAL CHARGES					-
City of Sun Prairie 2017 Approved Budget					
TOTAL CITY PROPERTY TAX LEVY CONTRIBUTION					\$ 20,930,522

CITY OF SUN PRAIRIE
2017 BUDGET DOCUMENT
2017 APPROVED BUDGET - GENERAL FUND

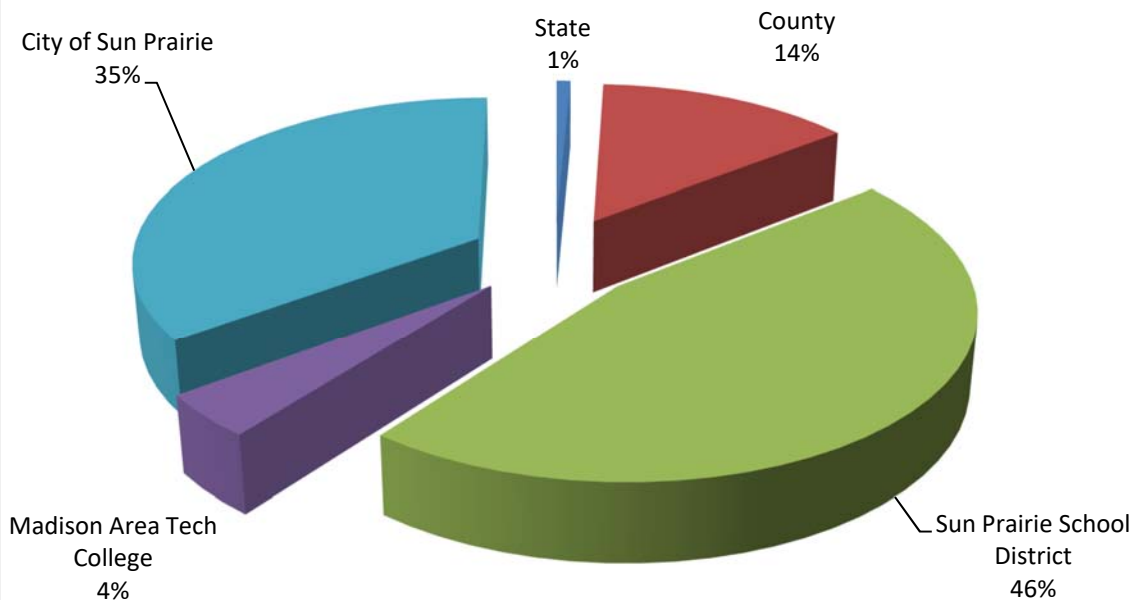
	2016 ESTIMATED	2016 BUDGET	2017 APPROVED	% CHANGE INCREASE (DECREASE)
REVENUES				
Taxes (Other than Property)	\$ 128,499	\$ 125,150	\$ 128,015	
Special Assessments	4,393	11,000	3,500	
Intergovernmental Revenues	3,784,555	3,907,300	3,401,445	
Licenses & Permits	503,045	536,300	542,500	
Fines, Forfeitures & Penalties	182,700	200,000	190,000	
Public Charges for Services	1,429,044	1,302,550	1,395,219	
Interest & Miscellaneous	452,184	431,848	229,463	
Other Financing Sources	2,156,479	2,130,244	2,350,395	
TOTAL REVENUES	8,640,899	8,644,392	8,240,537	-4.67%
EXPENDITURES				
General Government	4,366,818	4,389,549	4,406,941	
Public Safety	10,477,439	10,503,284	11,151,187	
Public Works	2,865,315	2,998,215	2,775,585	
Health & Human Services	226,110	227,170	267,327	
Culture, Recreation and Culture	3,122,760	3,276,093	1,687,628	
Conservation	744,528	764,535	605,998	
Transfers to Other Funds	355,815	338,165	175,000	
Contingency Fund	-	19,699	1,606,104	
TOTAL EXPENDITURES	22,158,784	22,516,710	22,675,771	0.71%
Excess (Deficiency) of Revenues				
Over Expenditures	(13,517,885)	(13,872,318)	(14,435,234)	
Surplus Funds Applied	-	85,553	163,758	
Local Property Taxes	13,536,448	13,546,268	14,271,476	5.35%
NET SURPLUS (DEFICIT)	18,563	(240,497)	-	
Fund Balance-Beginning of Year	10,529,670	10,529,670	10,548,233	
Fund Balance-End of Year (*Est.)	\$ 10,548,233	\$ 10,289,173	\$ 10,548,233	



**Residents of Sun Prairie School District
Tax Levy**

	Apportioned Levy	Rate Per Thousand	% Change From 2014
State	470,467	0.1796320	0.80%
County	8,656,974	3.3053764	4.70%
Sun Prairie School District	34,453,685	13.1711287	0.30%
Madison Area Tech College	2,677,270	1.0222261	0.10%
City of Sun Prairie	22,204,039	8.4778709	-1.70%
	68,462,435	26.156234	-0.20%
Less: State School Credit	5,377,123	2.053075	7.20%
Net Rate	63,085,312	24.103159	-0.80%

2016-2017 Property Tax Distribution

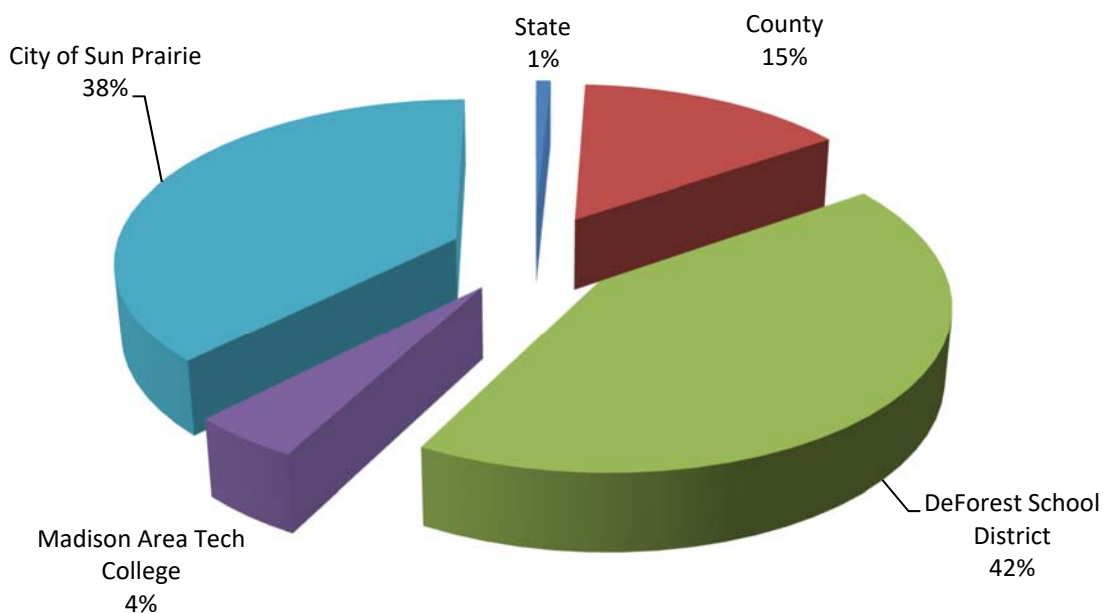




Residents of DeForest School District Tax Levy

	Apportioned Levy	Rate Per Thousand	% Change From 2014
State	470,467	0.1796320	0.80%
County	8,656,974	3.3053764	4.70%
DeForest School District	37,219	11.5973608	0.30%
Madison Area Tech College	2,677,270	1.0222261	0.10%
City of Sun Prairie	22,204,039	8.4778709	-1.70%
	34,045,969	24.582466	-0.20%
Less: State School Credit	5,323,041	2.053075	7.20%
Net Rate	28,722,928	22.529391	-0.80%

2016-2017 Property Tax Distribution



**CITY OF SUN PRAIRIE
2017 APPROVED BUDGET
CITY FUND LIST**

GENERAL FUND

GENERAL GOVERNMENT

<u>DEPT #</u>	<u>DEPARTMENT</u>
110	MAYOR
115	COUNCIL
120	MUNICIPAL COURT
130	CITY ATTORNEY
140	CITY CLERK
150	ADMINISTRATION
155	HUMAN RESOURCES
160	FINANCE
165	RISK MANAGEMENT
170	ASSESSING
180	INFORMATION TECHNOLOGY
185	BUILDING MAINTENANCE

PUBLIC SAFETY

<u>DEPT #</u>	<u>DEPARTMENT</u>
210	POLICE DEPARTMENT
220	FIRE DEPARTMENT
230	EMERGENCY MEDICAL SERVICE
240	BUILDING INSPECTION
250	EMERGENCY MANAGEMENT

PUBLIC WORKS

<u>DEPT #</u>	<u>DEPARTMENT</u>
310	PUBLIC WORKS
330	ENGINEERING

CULTURE, RECREATION, CONSV, DEVELOPMENT

<u>DEPT #</u>	<u>DEPARTMENT</u>
530	MUSEUM
541	SENIOR CITIZEN PROGRAM
542	YOUTH & FAMILIES
545	YOUTH PROGRAMS
549	CEMETERY
550	PARKS & RECREATION
255	FAMILY AQUATIC CENTER
610	PLANNING
620	ECONOMIC DEVELOPMENT
650	FORESTRY

SPECIAL REVENUE FUNDS

<u>FUND #</u>	<u>FUND</u>
200	GRANTS AND DONATIONS FUND
210	TRANSPORTATION IMPACT FEE FUND
220	SUN PRAIRIE MEDIA CENTER FUND
230	REFUSE & RECYCLE FUND
240	REVOLVING LOAN FUND
250	PARK FUND
251	STREET TREE FUND
260	LIBRARY FUND

COMPONENT UNITS

<u>FUND #</u>	<u>FUND</u>
810	BUSINESS IMPROVEMENT DISTRICT
850	COMMUNITY DEVELOPMENT AUTHORITY

CAPITAL PROJECT FUNDS

<u>FUND #</u>	<u>FUND</u>
400	CAPITAL PROJECTS FUND
490	DEVELOPMENT PROJECTS FUND
507	TIF DISTRICT NO. 7 FUND
508	TIF DISTRICT NO. 8 FUND
509	TIF DISTRICT NO. 9 FUND
511	TIF DISTRICT NO. 11 FUND
512	TIF DISTRICT NO. 11 FUND

DEBT SERVICE FUNDS

<u>FUND #</u>	<u>FUND</u>
300	DEBT SERVICE FUND
506	TIF DISTRICT NO. 6 FUND

ENTERPRISE FUNDS

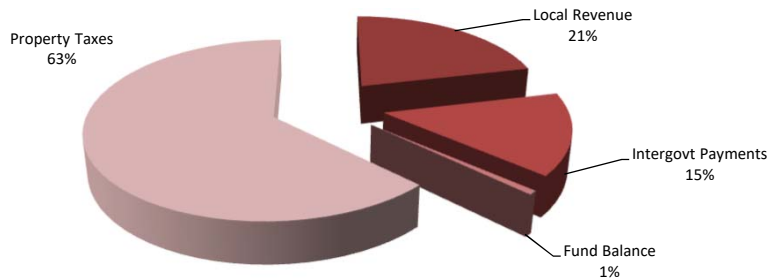
<u>FUND #</u>	<u>FUND</u>
610	WASTEWATER UTILITY
650	STORMWATER UTILITY
699	SUN PRAIRIE UTILITIES
700	FLEET INSERVICE FUND

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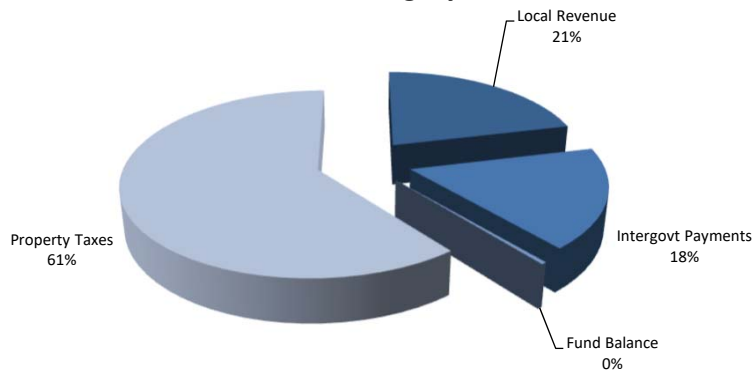
CITY OF SUN PRAIRIE
2017 APPROVED BUDGET
GENERAL FUND REVENUES BY FUNCTION

	2013 ACTUALS	2014 ACTUALS	2015 ACTUALS	2016		2017 EXECUTIVE BUDGET	2017 APPROVED BUDGET
				PROJECTED	AMENDED BUDGET		
TAXES (EXCLUDING LEVY)	115,660	128,670	128,652	128,499	125,150	128,015	128,015
SPECIAL ASSESSMENTS	14,539	39,359	19,500	4,393	11,000	3,500	3,500
LICENSES AND PERMITS	497,035	554,216	482,874	503,045	536,300	542,500	581,500
FINES, FORFEITS & PENALTIES	214,561	212,879	192,788	182,700	200,000	190,000	190,000
PUBLIC CHARGES FOR SERVICES	1,676,580	2,437,079	1,271,252	1,429,044	1,302,550	1,395,219	1,487,219
INVESTMENT INCOME	23,346	12,962	28,648	40,000	40,000	40,000	40,000
MISCELLANEOUS REVENUE	539,792	524,716	895,347	412,184	391,848	189,463	189,463
OTHER FINANCING SOURCES	1,771,886	1,924,204	2,255,511	2,156,479	2,130,244	2,350,395	2,350,395
LOCAL REVENUES	4,853,399	5,834,085	5,274,572	4,856,344	4,737,092	4,839,092	4,970,092
INTERGOVERNMENTAL REVENUE	3,586,067	3,744,368	3,836,072	3,784,555	3,907,300	3,401,445	3,249,363
TOTAL REVENUES	8,439,466	9,578,453	9,110,644	8,640,899	8,644,392	8,240,537	8,219,455
USE OF FUND BALANCE	-	-	-	-	85,553	163,758	293,432
TOTAL REVENUE & FUND BALANCE	8,439,466	9,578,453	9,110,644	8,640,899	8,729,945	8,404,295	8,512,887
GENERAL PROPERTY TAX LEVY	12,475,499	12,741,648	12,890,432	13,536,448	13,546,268	14,271,476	14,310,884
TOTAL SOURCES	20,914,965	22,320,101	22,001,076	22,177,347	22,276,213	22,675,771	22,823,771

2017 Approved Budget - Funding Sources by Major Category



2016 Amended Budget - Funding Sources by Major Category



CITY OF SUN PRAIRIE
2017 APPROVED BUDGET
GENERAL FUND REVENUES

			8/31/2016						
		2014	2015	2016	2016	2016	2017	2017	INCREASE
		ACTUAL	ACTUAL	ACTUAL	PROJECTED	BUDGET	EXECUTIVE	APPROVED	(DECREASE)
PROPERTY TAXES									
GENERAL PROPERTY TAXES	10004000-401000	\$ 12,741,648	\$ 13,008,194	\$ 13,546,267	\$ 13,546,267	\$ 13,546,268	\$ 14,271,476	\$ 14,310,884	\$ 764,616
ILLEGAL TAXES	10004000-401500	-	(118,331)	(10,521)	(10,358)	-	-	-	-
PROPERTY TAX CHARGEBACKS	10004000-403000	-	569	539	539	-	-	-	-
	SUB-TOTAL	12,741,648	12,890,432	13,536,284	13,536,448	13,546,268	14,271,476	14,310,884	764,616
OTHER TAXES									
PUBLIC ACCOMMODATION TAX	10004100-414000	18,846	21,472	17,350	20,599	17,150	19,000	19,000	1,850
PAYMENTS IN LIEU OF TAXES	10004100-415000	109,109	105,058	106,794	106,500	106,500	107,515	107,515	1,015
INTEREST AND PENALTY ON TAXES	10004100-418000	715	2,122	1,341	1,400	1,500	1,500	1,500	-
	SUB-TOTAL	128,670	128,652	125,486	128,499	125,150	128,015	128,015	2,865
SPECIAL ASSESSMENTS									
INTEREST SPECIAL ASSESSMENTS	10004200-428000	1,279	875	1,107	1,050	1,000	1,000	1,000	-
DELQ SA HELD BY COUNTY	10004200-429000	38,081	18,625	1,976	2,000	10,000	1,500	1,500	(8,500)
	SUB-TOTAL	39,359	19,500	4,425	4,393	11,000	3,500	3,500	(7,500)
INTERGOVERNMENTAL REVENUE									
FEDERAL GRANTS - POLICE	10004300-432205	-	2,980	-	-	-	-	-	-
STATE SHARED REVENUE	10004300-434100	694,715	688,629	691,403	670,423	690,658	688,496	688,496	(2,162)
STATE EXPENDITURE RESTRAINT	10004300-434200	584,773	569,947	570,852	570,852	570,852	582,872	582,872	12,020
STATE AID - EXEMPT COMPUTERS	10004300-434300	292,309	373,372	289,632	289,632	370,000	294,000	294,000	(76,000)
STATE FIRE INSURANCE TAX	10004300-434400	93,388	89,386	103,188	103,188	89,000	103,000	103,000	14,000
STATE GRANTS - GENERAL	10004300-435000	-	4,870	-	-	-	-	-	-
STATE GRANTS - POLICE	10004300-435210	10,450	9,904	20,831	10,205	22,855	10,000	10,000	(12,855)
STATE GRANTS - PUBLIC WORKS	10004300-435220	9,747	9,747	-	-	-	-	-	-
STATE GRANTS - EMS	10004300-435230	4,617	4,644	-	-	4,000	-	-	(4,000)
STATE AID - ROAD ALLOTMENT	10004300-435310	1,414,562	1,479,150	1,513,602	1,513,602	1,514,344	1,515,000	1,362,242	(152,102)
STATE AID - CONNECTING STREETS	10004300-435330	53,755	54,117	53,960	53,960	54,509	54,000	54,676	167
STATE GRANTS - RECYCLING	10004300-435450	47,104	-	-	-	-	-	-	-
COUNTY AID - LIBRARY	10004300-437520	399,292	406,576	424,164	424,164	424,118	-	-	(424,118)
SCHOOL DISTRICT - PD LIASION	10004300-438210	139,657	139,545	148,529	148,529	166,964	152,077	152,077	(14,887)
MISCELLANEOUS GRANTS	10004300-438215	-	3,205	-	-	-	2,000	2,000	2,000
	SUB-TOTAL	3,744,368	3,836,072	3,816,161	3,784,555	3,907,300	3,401,445	3,249,363	(657,937)
LICENSES AND PERMITS									
LIQUOR & MALT BEV. LICENSES	10004400-441100	28,149	32	47,152	48,000	28,000	59,000	59,000	31,000
BARTENDER LICENSES	10004400-441150	10,793	12,805	18,227	18,935	13,360	20,000	20,000	6,640
CIGARETTE LICENSES	10004400-441200	920	1,060	2,750	2,829	3,040	3,000	3,000	(40)
OTHER BUSINESS LICENSES	10004400-441900	6,332	7,083	10,503	8,695	6,000	7,500	8,500	2,500
DOG LICENSES	10004400-442200	9,502	8,371	11,167	10,885	9,000	9,500	9,500	500
BUILDING PERMITS	10004400-443100	146,377	123,770	118,098	112,064	155,000	130,000	142,000	(13,000)
OCCUPANCY PERMITS	10004400-443150	9,225	11,700	8,925	8,408	8,000	10,000	10,000	2,000
PLUMBING PERMITS	10004400-443200	70,915	57,327	57,082	50,743	65,000	57,000	67,000	2,000
ELECTRICAL PERMITS	10004400-443300	75,959	67,466	64,572	59,047	70,000	62,000	70,000	-
HVAC PERMITS	10004400-443400	74,420	63,653	64,458	61,255	70,000	63,000	70,000	-
STREET OPENING PERMITS	10004400-443500	21,600	23,400	18,100	22,177	15,000	19,000	20,000	5,000
STORMWATER EROSION CONT FEE	10004400-443852	35,954	36,950	37,615	44,137	30,000	38,000	38,000	8,000
ZONING AND PLAT APPROVAL FEES	10004400-444100	39,095	41,935	43,110	33,443	35,000	32,000	32,000	(3,000)
OTHER PERMITS AND FEES	10004400-449300	24,976	21,761	20,428	16,000	22,400	26,500	26,500	4,100
WEIGHTS & MEASURES	10004400-449400	-	5,561	6,426	6,426	6,500	6,000	6,000	(500)
	SUB-TOTAL	554,216	482,874	528,613	503,045	536,300	542,500	581,500	45,200
FINES, FOREFEITS, AND PENALTIES									
COURT PENALTIES AND COSTS	10004500-451100	164,101	140,066	136,298	136,200	150,000	140,000	140,000	(10,000)
PARKING VIOLATIONS	10004500-451300	48,778	52,722	48,530	46,500	50,000	50,000	50,000	-
	SUB-TOTAL	212,879	192,788	184,828	182,700	200,000	190,000	190,000	(10,000)
PUBLIC CHARGES FOR SERVICES									
CLERK FEES	10004600-461400	35,023	43,279	41,168	45,000	35,000	39,500	39,500	4,500
INFORMATION TECHNOLOGY FEES	10004600-461800	40	120	38	19	100	50	50	(50)
POLICE DEPARTMENT FEES	10004600-462100	14,329	20,664	16,919	20,300	14,000	17,000	17,000	3,000
POLICE ANIMAL POUND FEES	10004600-462105	360	150	120	140	250	150	150	(100)
AMBULANCE FEES	10004600-462300	869,939	923,347	776,806	854,714	775,000	800,000	880,000	105,000
EMS TOWNSHIPS CHARGES	10004600-462305	54,239	53,900	58,020	58,020	58,020	62,913	62,913	4,893
BUILDING INSPECTION CHARGES	10004600-462400	8,002	4,635	4,977	6,000	7,500	4,000	6,000	(1,500)
SEWER INSPECTION CHARGES	10004600-462405	4,650	4,855	5,700	4,900	4,000	4,500	4,500	500
PUBLIC WORKS MISC CHARGES	10004600-463100	7,495	13,270	26,690	14,500	7,180	8,000	18,000	10,820
RECYCLING CHARGES	10004600-463200	415,601	-	-	-	-	-	-	-
REFUSE CHARGES	10004600-463205	637,406	(117)	-	-	-	-	-	-
ENGINEERING MISC CHARGES	10004600-463300	1,706	24	-	-	1,000	-	-	(1,000)
ENGINEERING REVIEW FEES	10004600-463305	8,878	13,455	11,051	12,811	8,000	8,000	8,000	-
PARKS MISCELLANEOUS CHARGES	10004600-465500	15,285	14,743	16,475	15,500	15,000	24,800	24,800	9,800
FAMILY AQUATIC CENTER FEES	25504600-465502	184,095	-	210,241	210,236	192,000	206,762	206,762	14,762
SUMMER RECREATION FEES	10004600-465503	125,309	101,977	100,339	100,304	125,000	136,484	136,484	11,484
WINTER RECREATION FEES	10004600-465504	53,211	76,950	69,881	86,600	60,500	66,060	66,060	5,560
DOG PARK USE FEES	10004600-465505	-	-	-	-	-	17,000	17,000	17,000
PLANNING MISC CHARGES	10004600-466100	410	-	-	-	-	-	-	-
ECONOMIC DEVEL MISC CHARGES	10004600-466200	1,100	-	-	-	-	-	-	-
	SUB-TOTAL	2,437,079	1,271,252	1,338,424	1,429,044	1,302,550	1,395,219	1,487,219	184,669

CITY OF SUN PRAIRIE
2017 APPROVED BUDGET
GENERAL FUND REVENUES

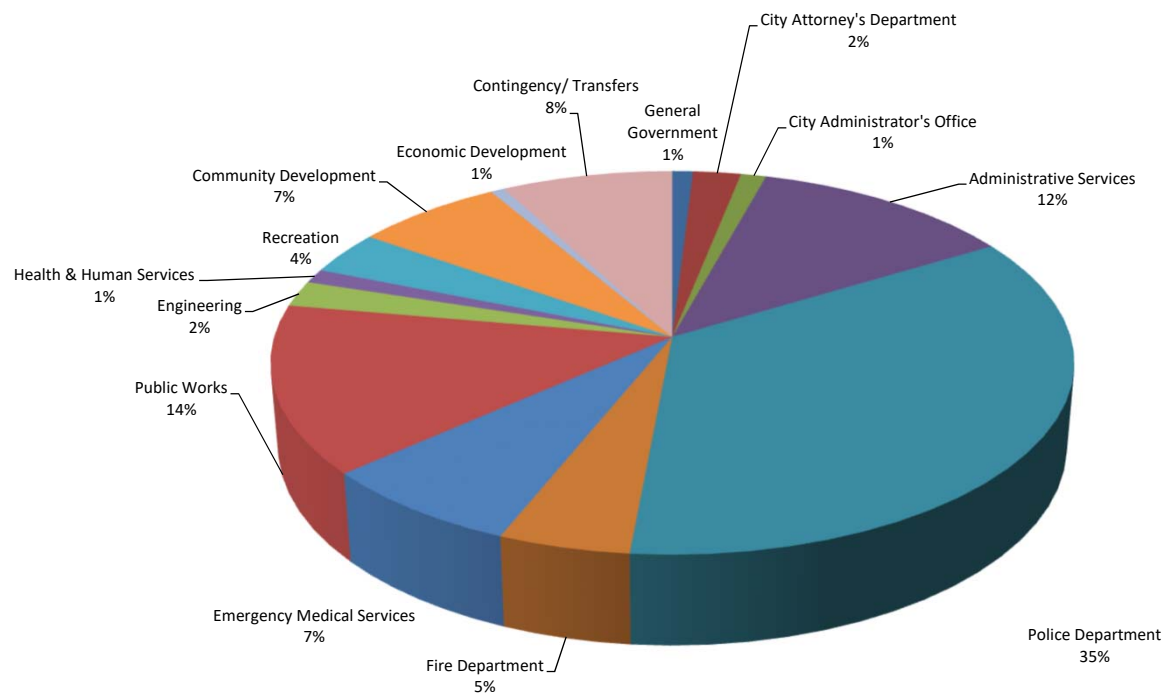
		2014	2015	8/31/2016	2016	2016	2017	2017	INCREASE
		ACTUAL	ACTUAL	2016	PROJECTED	BUDGET	EXECUTIVE	APPROVED	(DECREASE)
INVESTMENT INCOME									
INVESTMENT INCOME	10004700-471000	12,962	28,648	52,484	40,000	40,000	40,000	40,000	-
	SUB-TOTAL	12,962	28,648	52,484	40,000	40,000	40,000	40,000	-
MISCELLANEOUS REVENUE									
MISCELLANEOUS RENTS	10004800-482100	25,064	25,115	25,724	25,000	25,000	25,000	25,000	-
SALE OF CITY PROPERTY	10004800-483000	4,300	-	-	-	-	-	-	-
POLICE AUCTION	10004800-483100	-	3,170	-	-	-	-	-	-
SALE OF MATERIAL AND EQUIPMENT	10004800-483200	130,938	29,464	23,002	32,660	-	20,000	20,000	20,000
PUBLIC WORKS CHARGEBACKS	10004800-483400	15	-	-	-	-	-	-	-
INSURANCE DIVIDEND & RECOVERY	10004800-484000	78,244	77,276	74,441	13,940	35,000	55,163	55,163	20,163
DONATIONS - GENERAL	10004800-485000	1,946	-	-	-	-	-	-	-
DONATIONS - MUSEUM	10004800-485530	-	5,000	-	-	-	-	-	-
DONATIONS - PARKS & RECREATION	10004800-485550	25	-	-	-	-	-	-	-
DONATIONS - CONCERTS IN THE PA	10004800-485552	1,120	1,262	1,906	1,906	1,000	1,200	1,200	200
CAMERA REPLACEMENT	10004800-488102	3,825	4,000	3,425	4,689	3,000	4,100	4,100	1,100
PAYMENT FROM CATV	10004800-488510	11,177	9,054	13,789	13,789	13,789	-	-	(13,789)
PAYMENT FROM WWTP UTILITY	10004800-488810	73,098	75,300	80,953	80,953	80,953	-	-	(80,953)
PAYMENT FROM STORMWATER UTILITY	10004800-488850	110,000	142,000	153,106	153,106	153,106	-	-	(153,106)
MISCELLANEOUS REVENUES	10004800-489000	73,073	502,515	39,858	80,000	80,000	80,000	80,000	-
AG USE PENALTIES	10004800-489200	11,892	21,191	2,878	6,141	-	-	-	-
	SUB-TOTAL	524,716	895,347	419,083	412,184	391,848	189,463	189,463	(202,385)
OTHER FINANCING SOURCES									
CITY ATTORNEY CHARGEBACKS	10004900-481300	1,435	-	-	-	-	-	-	-
HUMAN RESOURCES CHARGEBACKS	10004900-481550	5,000	5,000	5,000	5,000	5,000	5,000	5,000	-
FINANCE CHARGEBACKS	10004900-481600	2,000	-	-	-	-	-	-	-
FLEET LABOR CHARGEBACKS	10004900-483110	20,593	-	-	-	-	-	-	-
ENGINEERING CHARGEBACKS	10004900-483300	270,338	334,707	214,149	220,000	85,360	382,525	382,525	297,165
TRANSFER IN	10004900-492100	6,000	199,534	185,332	185,332	185,332	80,844	80,844	(104,488)
TRANSFER IN - PARK FUND	25504900-492100	-	-	11,644	11,644	20,900	2,189	2,189	(18,711)
TRANSFER IN - W&L PILOT	10004900-492199	1,618,838	1,716,270	-	1,734,503	1,833,652	1,879,837	1,879,837	46,185
	SUB-TOTAL	1,924,204	2,255,511	416,125	2,156,479	2,130,244	2,350,395	2,350,395	220,151
FUND BALANCE APPLIED									
REPLACEMENT FUND		-	-	-	-	85,553	163,758	293,432	207,879
	SUB-TOTAL	-	-	-	-	85,553	163,758	293,432	207,879
GENERAL FUND REVENUES		\$ 22,320,101	\$ 22,001,076	\$ 20,421,913	\$ 22,177,347	\$ 22,276,213	\$ 22,675,771	\$22,823,771	\$ 547,559

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**CITY OF SUN PRAIRIE
2017 APPROVED BUDGET
GENERAL FUND EXPENDITURES**

	2014 ACTUAL EXPENDITURES	2015 ACTUAL EXPENDITURES	2016		2017 EXECUTIVE BUDGET	2016 APPROVED BUDGET
			PROJECTED EXPENDITURES	BUDGET		
General Government	194,143	199,642	210,038	210,818	214,065	214,065
City Attorney's Department	514,168	533,664	551,303	533,068	498,010	498,011
City Administrator's Office	261,255	264,846	250,593	250,593	262,272	279,220
Administrative Services	2,404,982	2,235,177	2,866,529	2,908,969	2,744,063	2,714,973
Police Department	6,542,788	7,082,481	7,451,455	7,522,716	7,953,812	7,936,183
Fire Department	694,734	807,006	1,049,075	952,161	1,062,950	1,117,846
Emergency Medical Services	1,578,418	1,554,793	1,563,164	1,610,107	1,664,207	1,666,917
Public Works	4,721,609	3,217,609	3,116,550	3,276,385	3,226,093	3,304,746
Engineering	564,123	649,678	620,022	616,946	490,199	515,918
Health & Human Services	187,099	190,254	226,110	227,170	267,327	267,327
Recreation	643,778	745,855	743,460	776,571	823,573	792,524
Community Development	1,042,260	1,171,672	1,232,357	1,269,460	1,542,158	1,491,330
Economic Development	110,659	174,603	206,308	201,664	145,937	145,971
	21,142,383	20,434,932	21,791,571	22,158,846	20,894,666	20,945,031
Contingency/Fund Balance	517	17	-	19,699	175,000	175,000
Transfers	89,780	817,158	355,815	338,165	1,606,104	1,703,739
Total General Expenses	21,232,680	21,252,107	22,147,386	22,516,710	22,675,771	22,823,771

**2017 APPROVED BUDGET - GENERAL FUND
EXPENDITURES BY FUNCTION**



CITY OF SUN PRAIRIE
2017 APPROVED BUDGET
GENERAL FUND EXPENDITURES BY DEPARTMENT

		8/31/2016							INCREASE (DECREASE)
		2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	2016 PROJECTED	2016 BUDGET	2017 EXECUTIVE	2017 APPROVED	
GENERAL GOVERNMENT	DEPT								
MAYOR	110	38,951	38,690	38,007	39,001	38,837	39,130	39,130	293
COUNCIL	115	58,832	61,565	65,671	68,683	68,001	68,694	68,694	693
MUNICIPAL COURT	120	96,360	99,387	100,022	102,354	103,980	106,241	106,241	2,261
SUB-TOTAL		194,143	199,642	203,701	210,038	210,818	214,065	214,065	3,247
CITY ATTORNEY'S DEPARTMENT									
CITY ATTORNEY	130	244,654	241,925	257,208	247,041	228,366	207,355	207,355	(21,011)
HUMAN RESOURCES	155	269,514	291,739	270,676	304,262	304,702	290,655	290,656	(14,046)
SUB-TOTAL		514,168	533,664	527,883	551,303	533,068	498,010	498,011	(35,057)
CITY ADMINISTRATOR'S OFFICE	DEPT								
ADMINISTRATION	150	261,255	264,846	246,400	261,991	250,593	262,272	279,220	28,627
SUB-TOTAL		261,255	264,846	246,400	261,991	250,593	262,272	279,220	28,627
ADMINISTRATIVE SERVICES DEPARTMENT									
CITY CLERK	140	207,298	211,518	268,121	282,702	284,710	310,740	281,573	(3,137)
ELECTIONS	140	60,412	24,203	118,059	126,477	131,472	49,040	49,040	(82,432)
FINANCE	160	511,952	541,669	564,542	570,494	556,465	509,144	509,163	(47,302)
RISK MANAGEMENT	165	346,993	364,036	386,845	382,424	388,512	428,580	428,580	40,068
ASSESSING	170	296,678	339,831	339,427	368,553	399,100	378,842	378,889	(20,211)
INFORMATION TECHNOLOGY	180	981,649	753,920	1,093,645	1,135,879	1,148,710	1,067,717	1,067,728	(80,983)
SUB-TOTAL		2,404,982	2,235,177	2,770,638	2,866,529	2,908,969	2,744,063	2,714,973	(193,997)
POLICE DEPARTMENT	DEPT								
POLICE DEPARTMENT	210	6,542,788	7,074,631	7,007,345	7,445,355	7,515,716	7,946,312	7,928,683	412,967
EMERGENCY MANAGEMENT	250	-	7,850	977	6,100	7,000	7,500	7,500	500
SUB-TOTAL		6,542,788	7,082,481	7,008,322	7,451,455	7,522,716	7,953,812	7,936,183	413,467
FIRE DEPARTMENT									
FIRE DEPARTMENT	220	694,734	807,006	941,906	1,049,075	952,161	1,062,950	1,117,846	165,686
SUB-TOTAL		694,734	807,006	941,906	1,049,075	952,161	1,062,950	1,117,846	165,686
EMERGENCY MEDICAL SERVICE									
EMERGENCY MEDICAL SERVICE	230	1,578,418	1,554,793	1,483,734	1,563,164	1,610,107	1,664,207	1,666,917	56,810
SUB-TOTAL		1,578,418	1,554,793	1,483,734	1,563,164	1,610,107	1,664,207	1,666,917	56,810
PUBLIC WORKS	DEPT								
PUBLIC WORKS DEPARTMENT	310	2,737,249	2,375,331	1,988,743	2,245,293	2,381,269	2,285,386	2,335,748	(45,521)
REFUSE & RECYCLING	320	1,418,394	-	-	-	-	-	-	-
PARKS AND MAINTENANCE	550	525,144	748,708	575,904	674,692	697,306	864,055	867,346	170,040
FORESTRY	650	40,822	93,570	197,111	196,565	197,811	76,652	101,652	(96,159)
SUB-TOTAL		4,721,609	3,217,609	2,761,758	3,116,550	3,276,385	3,226,093	3,304,746	28,361
ENGINEERING	DEPT								
ENGINEERING	330	564,123	649,678	579,106	620,022	616,946	490,199	515,918	(101,028)
SUB-TOTAL		564,123	649,678	579,106	620,022	616,946	490,199	515,918	(101,028)
LIBRARY	DEPT								
LIBRARY	520	1,682,367	1,607,652	1,668,454	1,704,608	1,802,217	-	-	(1,802,217)
SUB-TOTAL		1,682,367	1,607,652	1,668,454	1,704,608	1,802,217	-	-	(1,802,217)
HEALTH & HUMAN SERVICES	DEPT								
SENIOR CITIZENS PROGRAM	541	160,000	160,000	170,000	170,000	170,000	180,000	180,000	10,000
YOUTH & FAMILY COMMISSION	542	4,099	6,754	2,250	1,610	2,670	2,827	2,827	157
YOUTH PROGRAMS	545	15,000	15,000	45,000	45,000	45,000	75,000	75,000	30,000
CEMETERY	549	8,000	8,500	9,500	9,500	9,500	9,500	9,500	-
SUB-TOTAL		187,099	190,254	226,750	226,110	227,170	267,327	267,327	40,157

CITY OF SUN PRAIRIE
2017 APPROVED BUDGET
GENERAL FUND EXPENDITURES BY DEPARTMENT

		2014	2015	8/31/2016 2016	2016	2016	2017	2017	INCREASE
		<u>ACTUAL</u>	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>PROJECTED</u>	<u>BUDGET</u>	<u>EXECUTIVE</u>	<u>APPROVED</u>	<u>(DECREASE)</u>
RECREATION	DEPT								
MUSEUM	530	28,658	26,537	34,693	47,303	47,647	72,883	43,821	(3,826)
RECREATION PROGRAMS	550	366,710	396,926	413,198	429,914	448,324	464,482	462,495	14,171
FAMILY AQUATIC CENTER	550	248,410	322,392	271,375	266,243	280,600	286,208	286,208	5,608
	SUB-TOTAL	643,778	745,855	719,266	743,460	776,571	823,573	792,524	15,953
COMMUNITY DEVELOPMENT	DEPT								
PLANNING	610	325,540	380,945	338,555	341,655	365,060	383,409	375,664	10,604
BUILDING MAINTENANCE	320	360,956	438,940	412,782	476,957	486,100	688,531	654,904	168,804
BUILDING INSPECTION	330	355,764	351,787	402,569	413,745	418,300	470,218	460,762	42,462
	SUB-TOTAL	1,042,260	1,171,672	1,153,906	1,232,357	1,269,460	1,542,158	1,491,330	221,870
ECONOMIC DEVELOPMENT	DEPT								
ECONOMIC DEVELOPMENT	620	110,659	174,603	191,625	206,308	201,664	145,937	145,971	(55,693)
	SUB-TOTAL	110,659	174,603	191,625	206,308	201,664	145,937	145,971	(55,693)
TRANSFERS & CONTINGENCY	DEPT								
TRANSFERS	690	89,780	817,158	355,815	355,815	338,165	1,606,104	1,703,739	1,365,574
PERSONNEL CONTINGENCY	150	517	17	-	-	5,000	15,000	15,000	10,000
GENERAL CONTINGENCY	160	-	-	-	-	14,699	160,000	160,000	145,301
	SUB-TOTAL	90,297	817,175	355,815	355,815	357,864	1,781,104	1,878,739	1,520,875
GENERAL FUND EXPENDITURES		21,232,680	21,252,107	20,839,265	22,158,784	22,516,710	22,675,771	22,823,771	307,061

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CITY OF SUN PRAIRIE
2017 EXECUTIVE BUDGET
PERSONNEL COSTS

DEPARTMENT		STAFFING			SALARIES, WAGES & BENEFITS													
					2016	2017												
	ORG	2016 FTE	2017 FTE	Change		General Fund	SPMC	Refuse and Recycle	Library	TIF Districts	Sun Prairie Utilities	WPCF	Stormwater	Fleet	BID	Total	Change	
MAYOR & COUNCIL		*	*	*	81,281	81,274										81,274	(7)	
MUNICIPAL COURT		1.00	1.00	-	91,840	95,001										95,001	3,161	
CITY ATTORNEY	10013000	2.00	2.00	-	196,141	175,831	2,032					10,162	15,243			203,268	7,127	
CITY CLERK & ELECTIONS	10014014	3.25	4.00	0.75	310,843	285,553										285,553	(25,290)	
ADMINISTRATION	10015000	2.00	2.00	-	224,081	250,145	1,293					10,950	6,335			268,723	44,642	
HUMAN RESOURCES	10015500	2.50	2.90	0.40	236,959	223,713	5,622					13,688	8,310			251,333	14,374	
FINANCE	10016000	4.50	4.50	-	405,937	344,462	4,235					21,593	27,518			397,808	(8,129)	
ASSESSING	10017000	4.75	4.75	-	367,433	344,435										344,435	(22,998)	
INFORMATION TECHNOLOGY	10018000	4.63	4.63	-	492,192	471,797	11,373					13,289	10,897			507,356	15,164	
BUILDING MAINTENANCE	10018500	2.00	2.00	-	132,150	164,945										164,945	32,795	
POLICE DEPARTMENT	10021000	72.90	72.90	-	6,420,891	6,731,490										6,731,490	310,599	
EMERGENCY MEDICAL SERVICE	10023000	14.50	14.50	-	1,283,764	1,343,441										1,343,441	59,677	
BUILDING INSPECTION	10024000	4.00	5.25	1.25	384,436	424,059										424,059	39,623	
PUBLIC WORKS	10031000	9.70	9.70	-	790,421	752,944							67,031			819,975	29,554	
PARKS MAINTENANCE	10055055	6.00	6.00	-	501,228	548,465										548,465	47,237	
FORESTRY	10065000	1.00	1.00	-	66,444	70,102										70,102	3,658	
ENGINEERING	10033000	6.25	6.25	-	561,936	459,860						16,858	95,073			571,791	9,855	
ECONOMIC DEVELOPMENT	10062000	2.00	3.00	1.00	172,701	116,912				20,495					53,416	190,823	18,122	
MUSEUM	10053000	*	*	*	21,192	17,096										17,096	(4,096)	
YOUTH AND FAMILIES	10054200	*	*	*	1,920	2,067										2,067	147	
RECREATION PROGRAMS	10055051	3.00	3.00	-	306,838	317,912										317,912	11,074	
FAMILY AQUATIC CENTER	25555052	*	*	*	156,725	171,258										171,258	14,533	
PLANNING	10061000	3.75	3.75	-	351,326	331,724										331,724	(19,602)	
SUN PRAIRIE MEDIA CENTER	22051000	4.7	5.2	0.5	258,073		332,199									332,199	74,126	
REFUSE & RECYCLE FUND	23032000	0.7	0.5	(0.2)	14,204			18,731								18,731	4,527	
LIBRARY	10042100	22.64	23.00	0.36	1,206,414				1,367,712							1,367,712	161,298	
SUN PRAIRIE UTILITIES		30.5	32.0	1.5	1,437,530											-	(1,437,530)	
WASTEWATER UTILITY		10.0	10.0	-	781,476							879,673				879,673	98,197	
STORMWATER UTILITY		4.3	6.3	2.0	275,493								359,066			359,066	83,573	
FLEET INSERVICE FUND		4.0	3.6	(0.4)	295,731									279,711		279,711	(16,020)	
TOTAL ALL FUNDS		72.8	77.0	3.7	17,827,600	13,724,486	356,754	18,731	1,367,712	20,495	-	966,213	589,473	279,711	53,416	17,376,991	(1,031,829)	

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Mayor Paul Esser



Mission:

The Mayor strives to provide Sun Prairie residents and businesses with a high level of city services and quality infrastructure in a fiscally responsible manner. He strives to seek a balance between the representation of the citizens of the City of Sun Prairie as divided by Aldermanic districts and as an entire municipality.

Department Description:

The mayor serves as the Chief Executive Officer of the City of Sun Prairie and provides general supervision to the City Administrator. The mayor is elected by the registered voters of the city and serves a two year term. The mayor appoints members/liaisons/chairs to various committees, boards and commissions and ensures that city ordinances and state statutes are observed and enforced. Annually, the Mayor presents a balanced budget outlining his mission for the future. The mayor also serves as a voting chairperson of the plan commission and chairs and represents the city on the community development authority.

2017 Budget Highlights:

The 2017 budget focuses on establishing a long-term vision for the City of Sun Prairie. The City will accomplish this goal by investing in the strategic tools to ensure Sun Prairie is prepared for the future and continues to grow responsibly.

- Update the Comprehensive Plan for the City of Sun Prairie to provide the guidance the City requires in these times of high activity and rapid change.
- Begin the study of Sun Prairie's transportation needs by engaging a transportation professional to study how the City satisfies the needs identified by the Transportation Summit committee.
- Balance significant budget needs against the much smaller needs of the Colonial Club so the Colonial Club remains able to meet the needs of our aging population.
- Continue to support Community Schools as it addresses the needs of families in Sun Prairie.
- Support emergency services, especially the fire department, as the City grows.
- Recognize the Public Works Department and the Recreation Department are being called on to provide service to an increasing area and population and the department's needs associated with the increase.
- Start a determined effort to make the City's public library the best library in Dane County as measured by collection, services and facilities.



Financial Summary:

	2015 ACTUAL	2016 PROJECTED	2016 BUDGET	2017 EXECUTIVE	2017 APPROVED	INCREASE (DECREASE)
MAYOR (110-00)						
Personnel Services	\$ 21,928	\$ 21,530	\$ 21,530	\$ 21,530	\$ 21,530	\$ -
Materials & Supplies	662	400	400	400	400	\$ -
Contracted Services	894	1,200	1,200	1,200	1,200	\$ -
Professional Development	15,206	15,871	15,707	16,000	16,000	\$ 293
Total	\$ 38,690	\$ 39,001	\$ 38,837	\$ 39,130	\$ 39,130	\$ 293

Staffing Analysis and Expenses:

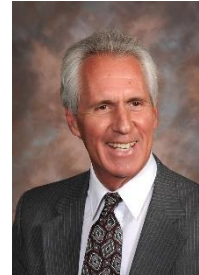
Position Title	Staffing			Personnel Costs		
	2015 FTE	2016 FTE	Change	2016	2017	Change
Mayor	elected	elected	-	21,530	21,530	-



Council Members



Russell Fassbender
Council Vice President
Aldermanic District 1



Steve Stocker
Aldermanic District 1



Bill Connors
Aldermanic District 2



Jon Freund
Aldermanic District 2



Michael Jacobs
Aldermanic District 3



Maureen Crombie
Aldermanic District 3



Mary Polenske
Aldermanic District 4



Al Guyant
Council President
Aldermanic District 4

**Mission:**

To represent the citizens of the City of Sun Prairie and exercise legislative powers convenient and necessary for the governance of the City.

Department Description:

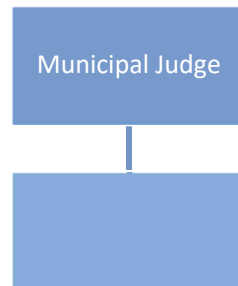
The City is divided into four aldermanic districts, each with two alderpersons who serve two-year terms. The Common Council has the responsibility for the management and control of City property, finances, highways, navigable waters, and public services; and has the power to act for the government and the good order of the City, for its commercial benefit and for the health, safety, and welfare of the public.

Financial Summary:

	2015 ACTUAL	2016 PROJECTED	2016 BUDGET	2017 EXECUTIVE	2017 FINAL	INCREASE (DECREASE)
CITY COUNCIL (115-00)						
Personnel Services	\$ 56,177	\$ 59,751	\$ 59,751	\$ 59,744	\$ 59,744	\$ (7)
Materials & Supplies	503	750	750	750	750	\$ -
Contracted Services	3,917	6,000	6,000	6,000	6,000	\$ -
Professional Development	968	2,182	1,500	2,200	2,200	\$ 700
Total	\$ 61,565	\$ 68,683	\$ 68,001	\$ 68,694	\$ 68,694	\$ 693

Staffing Analysis:

Position Title	Staffing			Personnel Costs		
	2015 FTE	2016 FTE	Change	2016	2017	Change
Council	elected	elected	-	59,751	59,744	(7)

**Mission:**

To provide fair and impartial administration of justice for those accused of violating the City of Sun Prairie ordinances. To provide the timely resolution of citizen concerns, safeguard the rights of individuals, protect the public interest and enhance public safety.

Department Description:

The citizens of Sun Prairie elect the municipal court judge to a four-year term. The municipal court judge adjudicates guilt and innocence during court proceedings and educates staff regarding changes in appropriate law.

2017 Budget Highlights:

There are no notable changes in the 2017 budget.

Financial Summary:

	2015 ACTUAL	2016 PROJECTED	2016 BUDGET	2017 EXECUTIVE	2017 APPROVED	INCREASE (DECREASE)
Personnel Services	\$ 90,476	\$ 91,870	\$ 91,840	\$ 95,001	\$ 95,001	\$ 3,161
Contracted Services	7,540	9,034	10,000	9,100	9,100	(900)
Professional Development	1,371	1,450	2,140	2,140	2,140	-
Total	\$ 99,387	\$ 102,354	\$ 103,980	\$ 106,241	\$ 106,241	\$ 2,261

**Municipal Court****City of Sun Prairie 2017 Annual Budget****Staffing Analysis:**

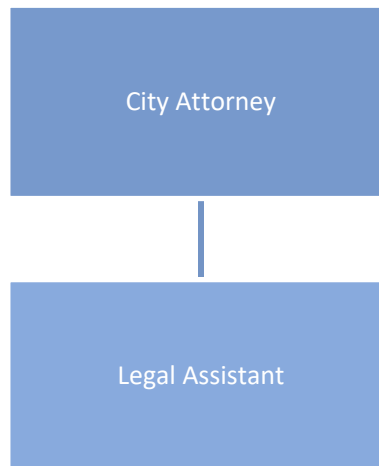
Position Title	Staffing			Personnel Costs		
	2016 FTE	2017 FTE	Change	2016	2017	Change
Municipal Judge	elected	elected	-	31,313	31,613	300
Municipal Court Clerk	1.0	1.0	-	60,522	63,388	2,866
Overtime	-	-	-	-	-	-
Total	-	-	-	91,835	95,001	3,166

Measurements:

Item	2013	2014	2015	YTD 2016
Number of Traffic Citations processed	1,500	1,467	1,359	1,089
Number of Ordinance Citations processed	920	862	787	514
Number of Court Trials	19	25	20	15

Achievements:

The municipal court clerk helped to create and implement a municipal writ program. An accomplishment that included the development of an Access data base, police procedure, and payment processing procedures.



Mission:

It is the mission of the City Attorney's Office to provide accurate, complete legal advice and defense on matters affecting the City of Sun Prairie. The primary responsibility of the City Attorney is to provide legal advice to the Common Council, the City Administrator, and Department Managers. The City Attorney drafts and reviews resolutions, ordinances, contracts, pleadings, and other legal documents. The City Attorney prosecutes all ordinance violations and defends the City and its officers if sued. Legal services required under the City Charter requires full-time in house counsel and additional expertise of outside contractual legal services. This ensures that the office is able to effectively anticipate and avoid risk and actionable legal problems.

Department Description:

The legal department is called upon on a daily basis to assist in multiple ways with implementation of policy and to address a myriad of legal issues. The staff of two individuals provides full time legal services and collection support for all of the other departments, boards, City Council, and the Mayor. The Office of the City Attorney relies by necessity on outside counsel to assist with expertise and the large volume of work as needed.

2017 Budget Highlights

The office is charged with providing the highest quality legal services as befit the needs of the City of Sun Prairie. Increase in funds for outside counsel reflect the ever-growing volume and complexity of legal services required by the community. The city's increase in economic and residential growth comes with a parallel increase in demands for service. Due to the ever-increasing demands for service, it is essential to have and maintain the ability to acquire outside counsel.

**Financial Summary:**

	2015 ACTUAL	2016 PROJECTED	2016 BUDGET	2017 EXECUTIVE	2017 FINAL	INCREASE (DECREASE)
Personnel Services	\$ 191,287	\$ 196,141	\$ 196,141	\$ 175,830	\$ 175,830	\$ (20,311)
Materials & Supplies	1,294	1,500	1,500	1,500	1,500	\$ -
Contracted Services	42,849	39,100	20,350	19,000	19,000	\$ (1,350)
Professional Development	6,495	9,800	9,875	10,525	10,525	\$ 650
Capital Items	-	500	500	500	500	\$ -
Total	\$ 241,925	\$ 247,041	\$ 228,366	\$ 207,355	\$ 207,355	\$ (21,011)

Note: The figures above reflect the amounts in the general fund.

Staffing Analysis and Expenses:

Position Title	Staffing			Personnel Costs		
	2016 FTE	2017 FTE	Change	2016	2017	Change
City Attorney	1.0	1.0	-	115,785	119,768	3,983
Legal Secretary	1.0	1.0	-	80,356	83,500	3,144
Overtime	-	-	-	-	-	-
TOTAL	2.0	2.0	-	196,141	203,268	7,127

Note: The General Fund, Stormwater, Wastewater, and Cable TV fund the City Attorney and Legal Secretary positions beginning in 2017. The staffing analysis reflects all fund sources.

Performance Measures:**Measurements:**

Municipal Court	2013	2014	2015	2016 YTD
OWI	91	87	57	46
Retail Theft	157	220	180	88
THC	130	107	81	53



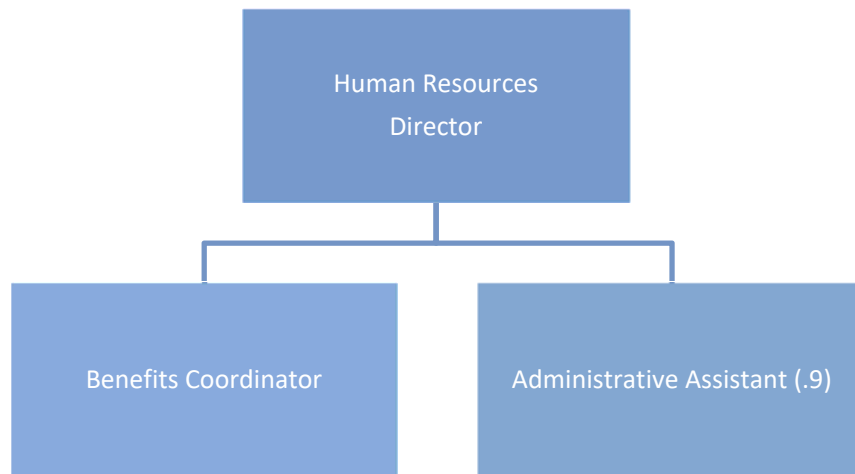
					2016
Pretrial Statistics		2013	2014	2015	YTD
Pretrial Conferences		141	173	130	106
Forfeitures from Pretrial Stage		31,442	47,188	33,107	31,584
All forfeitures		339,924	353,770	303,637	203,679

					2016
Collections		2013	2014	2015	YTD
EMS/Court		40,719/ 75,825	56,122/ 139,310	43,015/ 139,310	33,784/ 93,099
EMS 4/8/2003 to date					523,799
Forfeitures 5/13/02 to date					1,065,712

2016 Achievements:

- Through July 2016, the City Attorney's Office has prosecuted 116 municipal court cases. Forfeitures have been assessed for \$31,584.
- All assessed forfeitures including pretrial cases through July 27, 2016, amount to \$203,679.
- Collections through July 27, 2016 amount to \$93,100 with an additional \$33,784 for ambulance collections.
- Since 2002, the City Attorney's Office has collected \$1,589,511 for the general fund.
- Drafted eight major development agreements through July 2016 and played a significant advisory role in agreements drafted with the assistance of outside counsel. Eleven agreements were consummated in 2015. Each agreement, whether drafted solely in house or with the assistance of outside counsel, is discussed, argued, drafted and edited under the supervision of the City Attorney's office.
- The City Attorneys' Office amended or drafted 14 City ordinances through the first seven months of 2016. Fifteen amendments/drafts were required in 2015. Numerous contracts, leases and memoranda of understanding have been crafted along with continued day-to-day service to every City department.

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Mission:

To provide assistance in attracting and retaining a diverse and highly qualified workforce.

Department Description:

The Human Resources Division is comprised of the Director, Benefits Coordinator and one part-time administrative support position. Personnel costs including wages, benefits, and liability insurance coverage comprise approximately 60% of the city's budget. It is this division's responsibility to administer the full range of Human Resources activities including policy development, salary administration, recruitment/selection, employee evaluation, training and development, personnel record retention and automation benefit administration, coordination of discrimination/equal opportunity issues, participation in labor negotiations/employee relations, evaluation of risk and improving employee safety and wellness.

Although Human Resources is a division focused on internal service delivery, the department also has significant contact with the public for general information relating to public records requests, employment inquiries, and general city service delivery issues.

2017 Budget Highlights

The Human Resources Division will attempt to conduct services in the same manner and expense as 2016. Budget allocation moved from the Advertising line item to Recruitment to reflect our strategy to attract qualified candidates. Our effort is to create a constant contact and online presence. Attendance at job fairs and coordination with other agencies continually places the City of Sun Prairie in the main stream. We no longer expect applicants to find us after placing an advertisement but actively reach out to possible candidates.

**Financial Summary:**

	2015 ACTUAL	2016 PROJECTED	2016 BUDGET	2017 EXECUTIVE	2017 FINAL	INCREASE (DECREASE)
Personnel Services	\$ 231,117	\$ 237,377	\$ 236,959	\$ 223,713	\$ 223,713	\$ (13,246)
Materials & Supplies	76	800	800	857	858	\$ 58
Contracted Services	55,934	60,800	61,658	60,800	60,800	\$ (858)
Professional Development	4,612	5,285	5,285	5,285	5,285	\$ -
Total	\$ 291,739	\$ 304,262	\$ 304,702	\$ 290,655	\$ 290,656	\$ (14,046)

Staffing Analysis and Expenses:

Position Title	Staffing			Personnel Costs		
	2016 FTE	2017 FTE	Change	2016	2017	Change
Human Resources Director	1.0	1.0	-	114,555	118,405	3,850
Employee Benefits Coordinator	1.0	1.0	-	86,698	89,789	3,091
Confidential Secretary	0.5	0.9	0.4	35,706	43,139	7,433
TOTAL	2.5	2.9	0.4	236,959	251,333	14,374

Performance Measures:**Measurements:**

1. Improve recruitment efforts and fill vacancies in a timely manner.

Item	2012	2013	2014	2015	2016 ¹
Positions filled (PT/FT)	28	28	35	38	28
Average number of days to fill positions	New measure	44	54	40	41
Applications received (% minority applicants)	963 (8%)	1479 (7%)	1709 (14%)	1478 (15%)	1040 (14%)

¹ Estimate as of August 19, 2016.



2. Promote safety and wellness in the workplace.

Item	2012	2013	2014	2015	2016 ¹
Worker's compensation claims filed (Cost of claims)	24 (148,981)	25 (240,046)	18 (102,356)	20 (216,180)	10 (29,041)
Lost days due to Workers Compensation injuries/illnesses	101	225	34	185	117
Participation rate in biometric testing	New measure				91%
Percentage of employees who rate their general health as Good, Very Good, or Excellent	New measure				93%

3. Retain well-qualified and productive employees by providing essential benefits in a fiscally responsible manner.

Item	2012	2013	2014	2015	2016 ¹
Annual Turnover rate non-seasonal (FT Turnover rate)	7% (6.9%)	8% (5.7%)	29% (16%)	19% (13%)	11% (11%)
FMLA Requests (Hours Used)	70 (5514)	67 (6602)	47 (6250)	55 (6797)	38 (2708)
Increase in Health Plan	4.9%	3.65%	4.6%	2.5%	TBD
No. authorized FT positions (No. authorized PT positions)	170 (33)	170 (33)	171 (33)	178 (39)	180 (37)

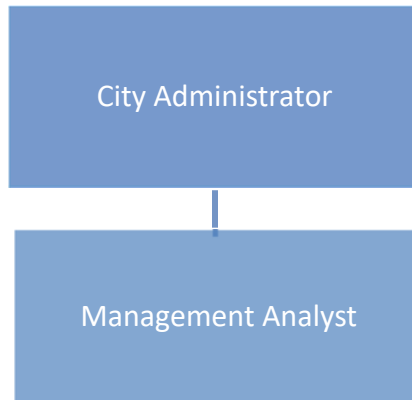
4. Continually update policies to promote management best practices and reduce organizational risk.

Item	2012	2013	2014	2015	2016 ¹
Policies or Ordinances revised/drafted	1	3	6	4	4
Job descriptions updated	7	8	16	20	21
Positions reviewed by job evaluation system	5	5	29	17	20



2016 Achievements:

- Implemented significant changes in the health plan design in order to contain costs and address employee expectations.
- The division continues to work through the selection of Wisconsin Retirement System for all employees.
- HR assisted in negotiating a voluntary agreement for 2016-2018 with IAFF #311.
- Implemented an online Material Safety Sheet system for all departments.
- Issued the new IRS-required 1095 forms to all employees eligible for Health Insurance by the deadline.
- Conducted a data security audit and implemented changes.
- Reviewed physical requirements on job descriptions and we will consult with an Occupational Therapist regarding changes.
- Organized a contractual risk transfer class for staff to increase staff awareness of risk when contracting out work on behalf of the city.
- City employees sponsored a meal at the Sunshine Supper.
- Conducted active shooter training.
- Staff participated in Diversity Committee meetings, gathering valuable information.

**Mission:**

To carry out the policies and implement the goals established by the Mayor and City Council. Provide services to citizens in the most effective and economical manner while promoting awareness and understanding of services, policies, information, programs, and priorities that result in an informed and participative community.

Department Description:

The City Administrator's office works with the City's governing body, the community and the City staff to professionally implement City Council policy decisions and efficiently direct the City's operations and activities in accordance with sound management principles.

2017 Budget Highlights:

The City Administrator's office added funding for an intern.

Financial Summary:

	2015 ACTUAL	2016 PROJECTED	2016 BUDGET	2017 EXECUTIVE	2017 APPROVED	INCREASE (DECREASE)
CITY ADMINISTRATOR (150)						
Personnel Services	\$ 244,911	\$ 229,624	\$ 224,081	\$ 233,197	\$ 250,145	\$ 26,064
Materials & Supplies	341	1,220	1,200	3,390	3,390	2,190
Contracted Services	8,866	13,000	13,000	5,000	5,000	(8,000)
Professional Development	10,199	17,647	11,812	20,185	20,185	8,373
Capital Items	546	500	5,500	15,500	15,500	10,000
Total	\$ 264,863	\$ 261,991	\$ 255,593	\$ 277,272	\$ 294,220	\$ 38,627

Note: The figures above reflect the amounts in the general fund.

**Staffing Analysis:**

Position Title	Staffing			Personnel Costs		
	2016 FTE	2017 FTE	Change	2016	2017	Change
City Administrator	1.0	1.0	-	159,522	179,079	19,557
Management Analyst	1.0	1.0	-	64,559	81,616	17,057
Intern	-	-	-	-	8,074	8,074
Total	2.0	2.0	-	224,081	268,769	44,688

Note: The General Fund, Stormwater, Wastewater, and Cable TV fund the City Administrator and Management Analyst positions beginning in 2017. The staffing analysis reflects all fund sources.

Objectives:

- Continue the development of a “customer-driven” organizational culture among the staff.
- Strengthen the relationship between the City Council and staff – building bridges in communication to facilitate the relationship.
- Continue the informative, cooperative endeavor of providing the best available information for the City Council to remain effective and successful in their offices.
- Meet the citizen’s service provision and service level demand while ensuring the most cost effective delivery of those services.
- Continue efforts toward more effective communication strategies with citizens through enhanced public awareness and public education programs.
- Anticipate future population and area growth of the city as a result of continued development, ensuring staff meet the expectations of existing and new residents.

Activities:

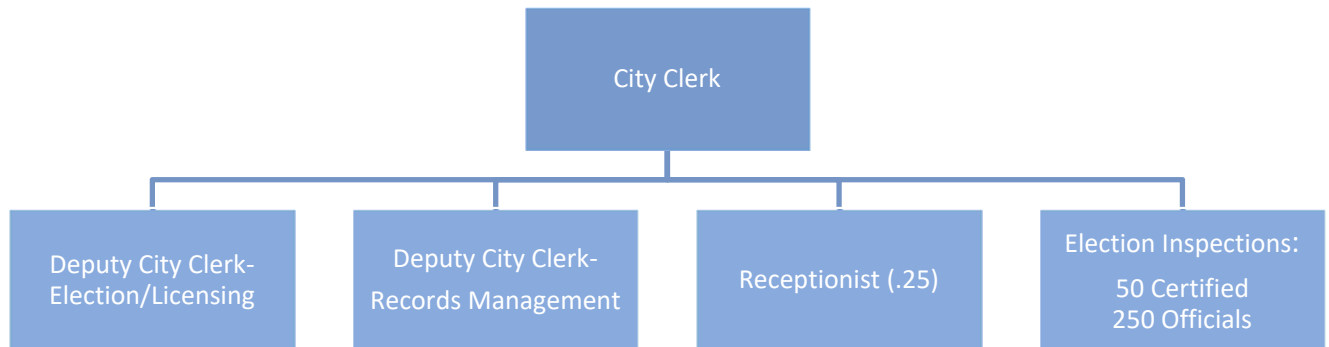
- Direct the effective and efficient performance of all city employees. Coordinate and expedite city services, functions and programs.
- Carry out all directives approved by the common council which require administrative implementation through the active direction and coordination of the various city departments.
- Direct, coordinate and expedite the activities of all city departments, except for such authority vested by Wisconsin Statutes in certain boards and commissions. Make or direct studies as are necessary to ensure the most economical and efficient operation of all city departments, to maximize and comply with funding sources, and administer city programs.
- Administer all day-to-day operations and services provided by the city government including supervision of all departments in the enforcement of all city ordinances, resolutions, state statutes and council directives.
- Establish and implement administrative procedures to increase the effectiveness and efficiency of the city government.
- Facilitate communication between citizens and city government to assure that complaints, grievances, recommendations and other matters receive prompt attention. Assure that all such matters are expeditiously resolved.
- Promote the economic well-being and growth of the city through public and private sector cooperation.



2016 Achievements:

- The Office staffed the Ad Hoc Steering Committee on Diversity, helped complete its 6-month progress report, and presented it to the City Council
- The state legislature passed special legislation which allowed the City to become a Wisconsin Retirement System community
- Successfully negotiated a land purchase agreement for the acquisition of over 64 acres from the Renk Family.

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**Mission:**

The City Clerk's Office is dedicated to serving the public and representing democracy by ensuring the integrity of open government and the election process by enhancing open, fair, impartial and trusted government, which is in compliance with statutory, and ordinance requirements.

Department Description:

To perform the duties required by the City Clerk's Office to serve as the custodian of official records, serve as election administrator, and issue all license and permits as required by City Ordinance and State Statutes.

2017 Budget Highlights

The 2017 Budget has several initiatives for elections, including:

- Lease mail machine
- Addition of .75 FTE Receptionist position

The mail machine is at the end of its life and will no longer be serviced. In the past, the City has purchased the machine; this request is to lease the machine. This will provide the opportunity to review and address the needs of the machine more regularly.

The Clerk's office will add .75 FTE receptionist to the existing .25 FTE position effective December 31, 2017.

**Administrative Services (City Clerk)****City of Sun Prairie 2017 Annual Budget****Financial Summary:**

City Clerk	2015 ACTUAL	2016 PROJECTED	2016 BUDGET	2017 EXECUTIVE	2017 APPROVED	INCREASE (DECREASE)
Personnel Services	\$ 184,191	\$ 209,932	\$ 215,690	\$ 281,733	\$ 252,563	\$ 36,873
Materials & Supplies	922	1,645	1,445	1,102	1,105	(340)
Contracted Services	23,541	39,500	35,000	23,000	23,000	(12,000)
Professional Development	2,864	3,625	4,575	4,905	4,905	330
Capital Items	-	28,000	28,000	-	-	(28,000)
Total	\$ 211,518	\$ 282,702	\$ 284,710	\$ 310,740	\$ 281,573	\$ (3,137)

Elections	2015 ACTUAL	2016 PROJECTED	2016 BUDGET	2017 EXECUTIVE	2017 APPROVED	INCREASE (DECREASE)
Personnel Services	\$ 11,745	\$ 100,745	\$ 105,553	\$ 32,990	\$ 32,990	\$ (72,563)
Materials & Supplies	6,186	13,160	13,190	8,750	8,750	(4,440)
Contracted Services	1,890	8,000	8,070	7,000	7,000	(1,070)
Professional Development	23	213	300	300	300	-
Capital Items	4,359	4,359	4,359	-	-	(4,359)
Total	\$ 24,203	\$ 126,477	\$ 131,472	\$ 49,040	\$ 49,040	\$ (82,432)

Staffing Analysis and Expenses:

Position Title	Staffing			Personnel Costs		
	2016 FTE	2017 FTE	Change	2016	2017	Change
City Clerk	1.00	1.00	-	\$ 93,457	\$ 96,535	\$ 3,078
Deputy Clerk	2.00	2.00	-	101,574	126,533	24,959
Administrative Assistant	0.25	0.25	-	14,912	15,430	518
Receptionist	-	0.75	0.75	-	11,251	11,251
Overtime	-	-	-	4,056	650	(3,406)
Boards & Committees	-	-	-	2,691	2,814	123
Election Officials	-	-	-	104,553	32,340	(72,213)
Total	3.25	4.00	0.75	\$ 321,243	\$ 285,553	\$ (35,690)



Administrative Services (City Clerk)

City of Sun Prairie 2017 Annual Budget

Performance Measures:

ELECTION YEAR	PRESIDENTIAL 1996	PRESIDENTIAL 2008	Gubernatorial 2010	PRESIDENTIAL 2012	Gubernatorial 2014
NUMBER OF ELECTIONS	5	4	3	6	3
REGISTERED VOTERS	11,873	14,837	16,286	18,341	18,036
NOVEMBER ELECTION					
# OF VOTERS	7,811	14,835	10,903	16,238	12,944
VOTER TURNOUT	58%	84%	68%	89%	72%
ABENTEES	411	5,956		6,015	3,435
SPECIAL VOTING FACILITIES	4			8	8 + 4 new
ABSENTEE %	5.30%	38.60%		37%	
ELECTION DAY REGISTRATIONS	1,478	2,059		1,978	1,840
LATE REGISTRATIONS		799		707	541
ACTUAL EXPENSES INCURRED	\$13,720	\$75,778		\$113,202	\$56,097
ANNUAL COST PER REGISTERED VOTER	\$1.16			\$6.17	\$3.11
COST PER REGISTERED VOTER	\$0.23			\$1.03	\$1.04
CLERKS OFFICE STAFF	2 FT			3 FTE + 400 LTE Hrs	3 FTE + 516.6 LTE Hrs



Administrative Services (City Clerk)

City of Sun Prairie 2017 Annual Budget

	2016	2015	2014	2013	2012	2011	2010
Council & Special Meetings	18	27	21	31	31	30	32
Committee of the Whole	18	49	40	55	50	50	55
TOTAL	36	76	61	86	81	80	87

	8/2016	2015	2014	2013	2012	2011	2010
CARNIVAL PERMIT	1	1	1	1	1	1	1
CIGARETTE LICENSES	27	28	31	26	24	27	25
DOG LICENSES	1283	1299	1,251	1,152	1,151	1,062	1,105
PET PARK PERMITS	707	680	628	547			
LIQUOR ESTABLISHMENT LICENSES	102	93	93	77	83	91	89
OPERATOR LICENSES	393	392	478	392	361	296	310
TEMPORARY NIGHTCLUB LICENSES	1	1	1	1	1	1	1
NIGHTCLUB LICENSES	7	6	6	5	6	8	7
SECONDHAND LICENSES	9	7	4	4	4	4	4
SOLICITORS PERMITS		25	29	57	29	54	29
PICNIC/TEMP. B PERMIT (\$10/event)	13	14	13	12	10	8	8
SPECIAL EVENT PERMITS	4	6	5	3	2	4	2
STREET USE PERMITS	29	30	23	20	17	18	24
TAXI DRIVERS	18	19	26	10	21	30	30
VENDING MACHINES		118	108	129	122	248	210
REAL ESTATE SPECIAL ASSESSMENTS	782	1069	867	997	765	554	569

**2016 Achievements:**

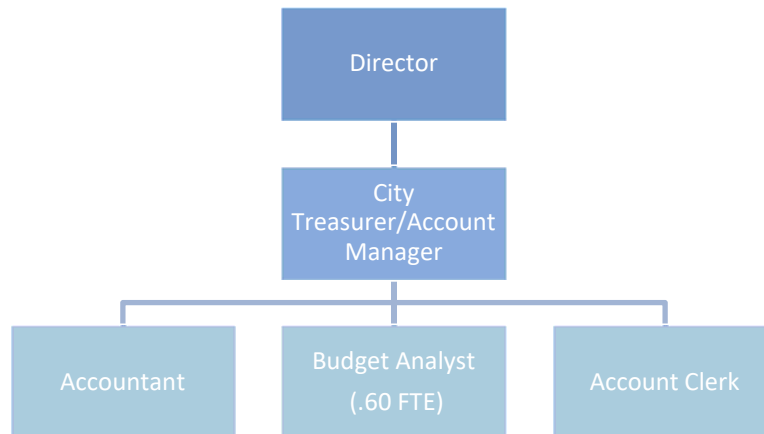
The City Clerk's Office faced the challenge of an unprecedented number of election law changes over the past years, along with Voter ID. Many of which have been held in injunction, stayed, and overturned. This required training and retraining of the department staff, election workers and the public. Presidential elections face high levels of scrutiny by the public and are a Constitutional Right held in high regard. The department takes its responsibility of maintaining every voter's rights very seriously.

The City Clerk's Office worked with IT to develop the ability to deploy a Records Management and Minute Module.

Dog-Licensing software will be deployed by the end of the year. The department worked with Finance on the new receipting system and cash management system.

The conversion of the statewide data system also posed a significant challenge to the department. The Government Accountability Board mandated this change statewide and required the conversion of data, quality control checks and training on the new system.

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**Mission:**

To ensure the City's long-term fiscal sustainability by implementing sound budgetary accounting practices in accordance with Generally Accepted Accounting Standards. Promote financial stewardship and safekeeping of City assets and ensure a sound relationship with adjoining governmental agencies. Continuously provide excellent financial support and consultant services to City departments.

Department Description:

The Finance Department is under the direction of the Administrative Services Department and provides financial management and operational support to the Mayor, City Council, City Administrator and City departments. Services provided by the Finance Department include accounting, cash management, purchasing review, payroll, tax collection, capital and asset management, and annual budget and financial statement presentation. The City Treasurer/Account manager resides in the Finance Department and is an appointed position.

2017 Budget Highlights:

- Includes the biannual cost of actuarial services for post-employment healthcare costs.
- Includes the second half of the installation of the Accounting Software upgrade.
- Includes the update of the City's financial management plan.

**Administrative Services (Finance)****City of Sun Prairie 2017 Annual Budget****Financial Summary:**

	2015 ACTUAL	2016 PROJECTED	2016 BUDGET	2017 EXECUTIVE	2017 APPROVED	INCREASE (DECREASE)
FINANCE DEPARTMENT (160-00)						
Personnel Services	\$ 392,935	\$ 390,355	\$ 371,722	\$ 344,462	\$ 344,462	\$ (27,260)
Materials & Supplies	65,113	88,501	88,289	95,082	95,101	\$ 6,812
Contracted Services	70,065	84,550	91,274	64,300	64,300	\$ (26,974)
Professional Development	2,694	4,020	5,180	5,300	5,300	\$ 120
Bad Debt	10,862	3,068	-	-	-	\$ -
Contingency	-	-	14,699	160,000	160,000	145,301
Total	\$ 541,669	\$ 570,494	\$ 571,164	\$ 669,144	\$ 669,163	\$ 97,999

Note: The figures above reflect the amounts in the general fund.

Staffing Analysis and Expenses:

Position Title	Staffing			Personnel Costs		
	2016 FTE	2017 FTE	Change	2016	2017	Change
Finance Director	1.00	1.00	-	123,262	127,316	4,054
Treasurer/Accounting Management	1.00	1.00	-	97,701	101,012	3,311
Accountant I	1.00	1.00	-	63,106	75,681	12,575
Account Clerk	1.00	1.00	-	74,658	75,910	1,252
Budget Analyst	0.60	0.60	-	34,926	43,656	8,730
Overtime/Holiday/Seasonal	-	-	-	-	3,232	3,232
Vacancy/Turnover	-	-	-	(34,407)	(29,000)	5,407
Total	4.60	4.60	-	394,172	397,807	3,635

Note: Finance Department positions are funded by General Fund, Stormwater, Wastewater, and Cable TV funds beginning in 2017. The staffing analysis reflects all fund sources.

**Performance Measures:****Measurements:**

Item	2012	2013	2014	2015	2016 YTD
Amount paid by EFT	0	0	0	\$862,559	\$4,737,165
Amount paid by Procurement Card	\$504,001	\$715,029	\$1,844,879	\$3,190,276	\$2,586,111

Item	2012	2013	2014	2015	2016 YTD
Credit Card/e-Check Cash Collected	0	0	\$17,012	\$184,956	\$140,470
Taxes Paid by Credit Card/e-Check	0	0	\$325,122	\$636,247	\$270,361

Item	2011	2012	2013	2014	2015	2016
City of Sun Prairie Unqualified Audit Opinion	Yes	Yes	Yes	Yes	Yes	n/a
City of Sun Prairie GO Bond Rating	N/A	Aa2	Aa2	Aa2	Aa2	Aa2

2016 Achievements:

The Finance Department has implemented several software enhancements to the City's general ledger/accounting system (Munis) as follows:

- Upgrade of the Munis system. This allows for mobile app use for managers and employees who do significant work in the field.
- Completion of the Munis analysis process. This process has reviewed the City's use of Munis and identified efficiencies the City can achieve with respect to Munis. Several options have already been implemented.
- Implementation of Tyler Cashiering to enhance the options for payment to the City and bring the City into compliance with Payment Card Industry standards.
- The City has purchased Animal License and Munis Business License. Implementation of this software will occur in November and December respectively.

Completion of a Financial Management plan. This plan has identified potential financial challenges the City faces in the next five years as well as options available to the City to mitigate the effect of these challenges.

Reclassified a .5 FTE administrative assistant position to a .6 FTE budget analyst.

**Mission:**

Provide a comprehensive risk management program to minimize the City's property and casualty liabilities and to ensure the health and safety of employees, residents and guests utilizing City services and facilities.

Department Description

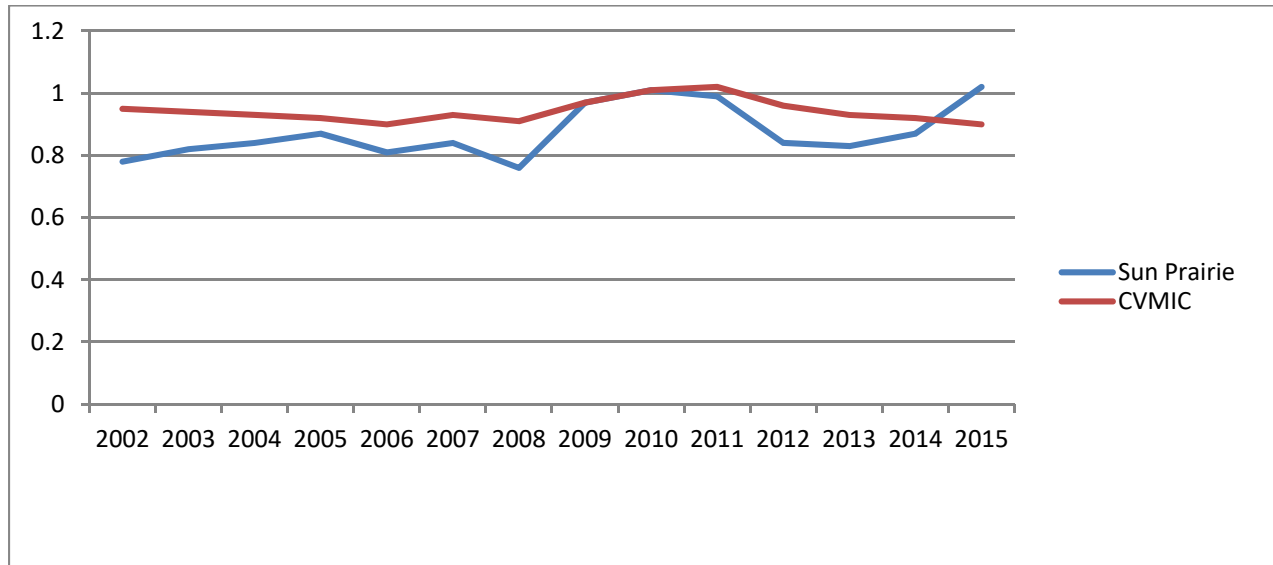
The City uses a combination of insurance programs, including self-insurance and commercial insurance, to minimize adverse effects from unplanned events. The Finance Department leads the administration of the City's general liability, auto liability, property insurance, and other miscellaneous insurance programs and investigates the appropriateness of claims against the City. The Department also manages the implementation, administration and continued enhancement of the Worker's Compensation program.

Financial Summary:

	2015 ACTUAL	2016 PROJECTED	2016 BUDGET	2017 EXECUTIVE	2017 APPROVED	INCREASE (DECREASE)
Insurance	\$ 364,036	\$ 382,424	\$ 408,362	\$ 428,430	\$ 428,430	\$ 20,068
Professional Development	-	-	150	150	150	-
Total	\$ 364,036	\$ 382,424	\$ 408,512	\$ 428,580	\$ 428,580	\$ 20,068

Measurements:**Workers Compensation Losses by Year**

<u>Year</u>	<u>Claims</u>	<u>Paid</u>	<u>Reserve</u>	<u>Recovery</u>	<u>Incurred</u>
2006	44	\$105,875		\$0	\$105,875
2007	48	\$425,722		\$0	\$425,722
2008	43	\$33,776		\$1,097	\$32,679
2009	33	\$106,525		\$5,148	\$101,377
2010	17	\$78,061		\$550	\$77,510
2011	30	\$61,236		\$1,036	\$60,200
2012	24	\$149,924		\$942	\$148,981
2013	25	\$214,681	\$114,387	\$2,267	\$326,802
2014	18	\$69,192	\$56,261	\$0	\$125,452
2015	8	\$59,852	\$112,026	\$0	\$171,878
2016	4	\$8,717	\$20,324	\$0	\$29,041

**Worker's Compensation Experience Modification Factor****Auto-Physical Damage Loss Report**

Year	Total Claims	Reserve	Paid	Collection	Incurred
2007	10	\$ -	\$ 32,590.24	\$ 3,375.00	\$ 29,215.24
2008	10	\$ -	\$ 11,920.73	\$ 5,067.69	\$ 6,853.04
2009	16	\$ -	\$ 59,016.26	\$ 12,769.44	\$ 46,246.82
2010	3	\$ -	\$ 8,817.75	\$ -	\$ 8,817.75
2011	3	\$ -	\$ 19,434.10	\$ 14,211.45	\$ 5,222.65
2012	5	\$ -	\$ 3,787.42	\$ 3,499.43	\$ 287.99
2013	4	\$ -	\$ 8,523.32	\$ -	\$ 8,523.32
2014	2	\$ -	\$ 4,579.24	\$ 2,146.77	\$ 2,432.47
2015	3	\$ -	\$ 8,317.99	\$ -	\$ 9,211.75
Total	56	\$ -	\$ 156,987.05	\$ 41,069.78	\$ 107,599.28



General Liability Loss Report

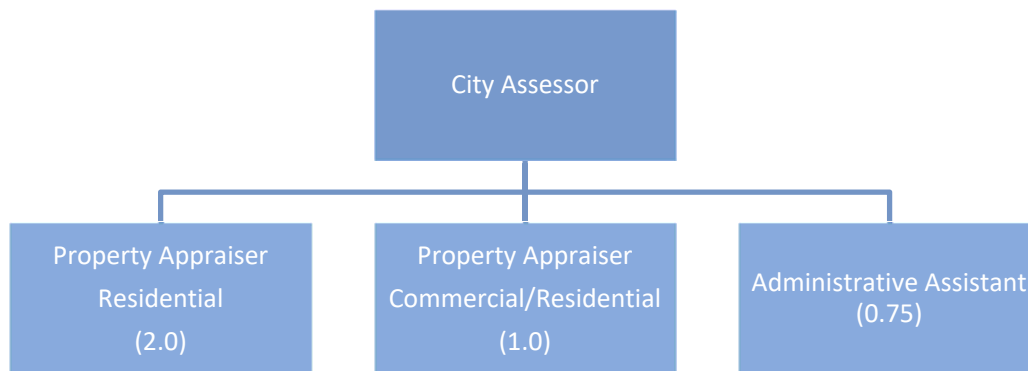
Year	Total Claims	Reserve	Paid	Collection	Incurred
2007	23	\$ -	\$ 21,025.52	\$ -	\$ 21,025.52
2008	30	\$ -	\$ 6,737.70	\$ -	\$ 6,737.70
2009	25	\$ -	\$ 13,157.24	\$ -	\$ 13,157.24
2010	17	\$ -	\$ 18,568.09	\$ -	\$ 18,568.09
2011	19	\$ -	\$ 7,735.53	\$ -	\$ 7,735.53
2012	11	\$ 50,000.00	\$ 1,469.42	\$ -	\$ 51,469.42
2013	18	\$ 43,276.62	\$ 359,468.53	\$ -	\$ 402,745.15
2014	14	\$ 10,000.00	\$ 4,389.11	\$ -	\$ 14,389.11
2015	4	\$ -	\$ 3,970.54	\$ -	\$ 3,970.54
	161	\$ 103,276.62	\$ 436,521.68	\$ -	\$ 535,827.76

2016 Achievements:

The City continues to provide strategies to manage risk (uncertainties with negative consequences) which typically includes transferring the risk to another party, avoiding the risk, reducing the negative effect or probability of the risk, or even accepting some or all of the potential or actual consequences of a particular risk.

The City has implemented a standard RFP and Contract program to centralize contracts and provide guidance for indemnification and insurance requirements for companies that provide goods and/or services to the City.

The City took advantage of the Cities and Villages Mutual Insurance Company's (CVMIC) \$7,000 matching grant to re-engineer a significant confined space hazard at the pool and purchase safety items for multiple departments.

**Mission:**

To assess all taxable real and personal property fairly and accurately in accordance with Wisconsin State Statutes and the Wisconsin Property Assessment Manual. It is our responsibility to provide valuable, responsive, and cost-effective services to the citizens of Sun Prairie.

Department Description:

- It is the assessor's duty to discover, list and value all taxable real and personal property within the taxation district and annually report such information in an assessment roll for the city. The department is also charged with explaining and defending those assessments, reporting assessment results to the City and the State of Wisconsin Department of Revenue (DOR). This is accomplished following guidelines in the Wisconsin Property Assessment Manual and Wis. Stat. Ch. 70.
- Discovery and Listing
 - Accomplished through reviewing permits, sales, and conducting interior and/or exterior inspections of properties to confirm or update property data.
- Valuation
 - Statistical analysis of data on a mass appraisal basis after consideration of market conditions, neighborhood analysis, physical, economic, governmental and social factors.
- Explain and Defend
 - Open Book is conducted immediately following the publishing of the initial annual Assessment Roll. There is time dedicated to meeting with property owners to explain valuation methods and listening to their concerns regarding property valuation. The Board of Review completes official hearings where the assessor formally defends a property's assessment.
- Reporting
 - File all required reports to the City and the DOR in a timely manner.



Administrative Services (Assessing)

City of Sun Prairie 2017 Annual Budget

2017 Budget Highlights

All city properties will be reassessed for 2017.

Financial Summary:

	2015 ACTUAL	2016 PROJECTED	2016 BUDGET	2017 EXECUTIVE	2017 APPROVED	INCREASE (DECREASE)
ASSESSING DEPARTMENT (170-00)						
Personnel Services	\$ 275,808	\$ 340,107	\$ 367,433	\$ 344,435	\$ 344,435	\$ 4,328
Materials & Supplies	9,395	8,171	8,967	10,156	10,203	1,985
Contracted Services	51,792	13,500	12,300	15,250	15,250	1,750
Professional Development	2,836	6,775	10,400	9,001	9,001	2,226
Minor Capital	-	-	-	-	-	-
Total	\$ 339,831	\$ 368,553	\$ 399,100	\$ 378,842	\$ 378,889	\$ 10,289

Staffing Analysis and Expenses:

Position Title	Staffing			Personnel Costs		
	2016 FTE	2017 FTE	Change	2016	2017	Change
City Assessor	1.00	1.00	-	99,962	103,952	3,990
Property Appraiser	3.00	3.00	-	137,239	211,695	74,456
Administrative Assistant	0.75	0.75	-	44,727	46,290	1,563
Overtime/Misc	-	-	-	1,200	(17,502)	(18,702)
Total	4.75	4.75	-	283,128	344,435	61,307

Performance Measures:

Level of Assessment	Item	2012 Non-Reval	2013 Reval	2014 Non-Reval	2015 Reval	2016 Non-Reval
	Level of Assessment	102.13%	100.08%	99.59%	99.23%	92.40%*

The Level of Assessment measures how close the total assessed value of the city is to market value. The goal in a revaluation year is to be as close to 100% as possible. If the Level of Assessment is above 100% the assessments as a whole are greater than market value. If the Level of Assessment is below 100%, the assessments as a whole are less than market value. While individual properties will vary, they typically fall within a reasonable range of the Level of Assessment. An acceptable Level of Assessment is 90% - 110% for any given year.

* Estimated



	Item	2012	2013	2014	2015	2016
		Non-Reval	Reval	Non-Reval	Reval	Non-Reval
Parcel and PP Accounts Managed	Total Real Estate Parcels	11,383	11,387	11,335	11,422	11,471
	Total Personal Property (PP) Accounts	1,181	1,184	1,183	1,201	1,194
Work Completed	Interior Inspections	514	749	521	756	636
	Other On-site Visits	242	513	451	684	557
	Drive-by Reviews	102	129	196	1,148	162
	Ag Reviews	487	555	395	477	533
	Office Reviews	332	1,549	706	1,516	784
	Real Estate Transfers Reviewed	817	1,131	1,460	1,199	1,156
	Permits Reviewed	1,771	1,510	1,512	1,402	1,445

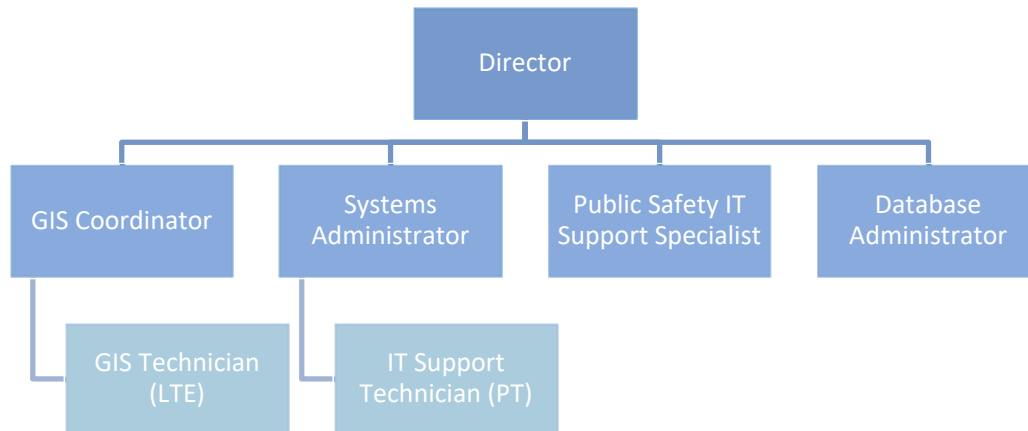
	Item	2012 ~	2013	2014	2015	2016
		Non-Reval	Reval	Non-Reval	Reval	Non-Reval
Open Book Adjustments	Parcels or Personal Property Accounts Reviewed	560	81	96	81	22
	Number of Adjustments	N/A	N/A	33	61	20
	Net \$ Adjustments (-)	N/A	9,173,000	2,918,100	3,184,300	\$313,700

~ Includes approximately 450 Veridian vacant land parcels

2016 Achievements:

- There were no Excessive Assessment claims related to the 2015 assessments.
- The number of Open Book meetings with property owners and Board of Review hearings remained low.
- Integrated new commercial assessor into staff.
- DOR's review of our 2015 Annual Assessment Report (AAR) included the following note:
"Great notes overall one of the best AARs I have reviewed great analysis trends, etc..."
- DOR asked permission to use our 2016 AAR for Board of Review class preparation.

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**Mission:**

To provide secure, reliable, accessible, modern, and efficient systems and services enabling the success of all City departments and a digital avenue to citizen interaction with City services.

Department Description:

The Information Technology Department performs traditional responsibilities of enabling the storage, processing, and accessibility of City data. In addition, the department is responsible for providing secure and effective technology equipment and solutions to enable the success of City departments and enable efficient City operations. The GIS team provides spatial and geographical data analysis and visualization services to City departments. The Information Technology Department is actively working to modernize the City technology landscape and provide increased opportunities for transparency and citizen self-service.

2017 Budget Highlights

The 2017 budget includes normally scheduled replacement of equipment based on the City's predetermined lifecycle as well as the following initiatives:

- Cybersecurity – One-time and recurring funding to increase ITs ability to mitigate existing vulnerabilities and proactively stop potential future vulnerabilities.
- IT Strategic Plan – Funds from the IT fund balance will be used to develop a long-term strategic plan to guide technology decisions and initiatives in the City.
- Technology Update for the Council Chambers – funds will be used to update the projector, screen, cameras and broadcasting technology to provide a better viewable experience for both television audience and the live audience.

**Administrative Services (Information Technology)****City of Sun Prairie 2017 Annual Budget****Financial Summary:**

	2015 ACTUAL	2016 PROJECTED	2016 BUDGET	2017 EXECUTIVE	2017 APPROVED	INCREASE (DECREASE)
INFORMATION TECHNOLOGY (180-00)						
Personnel Services	\$ 358,732	\$ 490,097	\$ 492,192	\$ 471,797	\$ 471,797	\$ (20,395)
Materials & Supplies	105,403	189,438	188,860	189,106	189,117	\$ 257
Contracted Services	92,310	106,494	108,414	98,104	98,104	\$ (10,310)
Professional Development	3,582	13,100	21,215	12,710	12,710	(8,505)
Capital Items	193,893	336,750	338,029	296,000	296,000	(42,029)
Total	\$ 753,920	\$ 1,135,879	\$ 1,148,710	\$ 1,067,717	\$ 1,067,728	\$ (80,982)

Note: The figures above reflect the amounts in the general fund.

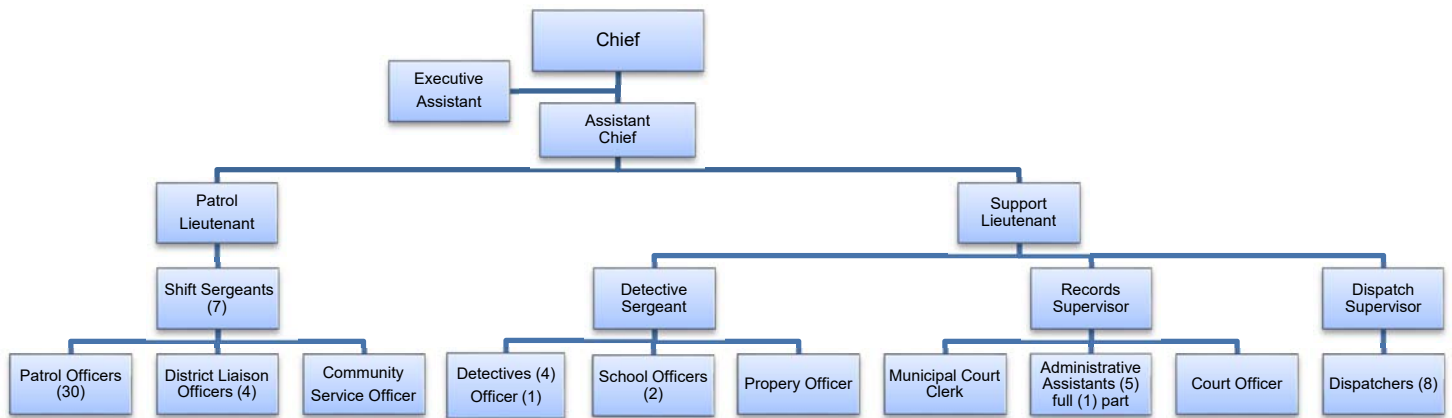
Staffing Analysis and Expenses:

Position Title	Staffing			Personnel Costs		
	2016 FTE	2017 FTE	Change	2016	2017	Change
Information Tech Director	1.00	1.00	-	124,385	123,758	(627)
Database Administrator	1.00	1.00	-	91,792	92,625	833
IT Systems Administrator	1.00	1.00	-	77,785	81,320	3,535
Computer Technician	0.63	0.63	-	31,761	28,882	(2,879)
GIS Coordinator	1.00	1.00	-	70,778	76,323	5,545
Public Safety Support Specialist	1.00	1.00	-	74,656	78,892	4,236
GIS Intern	0.50	0.50	-	13,435	14,554	1,119
Overtime/Holiday/Seasonal	-	-	-	21,035	11,002	(10,033)
Total	6.13	6.13	-	505,627	507,356	1,729

Note: The General Fund, Stormwater, Wastewater, and Cable TV fund IT Department positions beginning in 2017. The staffing analysis reflects all fund sources.

2016 Achievements:

- Cybersecurity Risk Assessment Complete
- Transition of City cell provider to Verizon
- Introduction of iPhones and iPads into the City's technology environment
- Replacement of server infrastructure
- Upgrade of Munis to version 11
- Introduction of OnBase Agenda Manager
- Upgrade of Police MDC's
- Implementation of new IT ticketing system and knowledge base



Mission:



**Department Description:**

Administration	Four command level officers that lead the police department. The police chief is responsible for directing the operations of the organization with the help of the assistant police chief. A lieutenant leads patrol operations and a lieutenant leads support services. An executive assistant provides support.
Patrol	Around the clock policing carried out by 30 officers, four district liaison officers, seven sergeants, and a community service officer. A lieutenant leads the division.
District Liaison Officer	Four officers assigned to each patrol district that focus on neighborhood problem solving and community engagement, crime prevention services, mental health intervention, and drug and gang activity.
Detective Bureau	Four detectives supervised by the detective sergeant that provide police response to complex, time consuming, and serious investigations. Detectives collect evidence at crime scenes, conduct intensive interviews, make complicated legal charging decisions, and work closely with the district attorney's office. A civilian property officer is housed in this bureau.
School Liaison Officer	One officer assigned to the high school / alternative school and one to the upper middle school / lower middle school. These officers are charged with proactive problem solving and relationship building in the schools.
Dispatch	Eight dispatchers that provide 24-hour dispatching services for police staff and answering services for citizens wishing to reach city government. The communications center accomplishes several tasks related to the city's public safety function, including monitoring alarms and cameras, supporting the emergency operations center, and accessing local databases. The work unit is led by a dispatch supervisor.
Records	A staff of six full-time and one part-time led by a records supervisor. The group is charged with processing police related records. Staff also assists in carrying out a variety of tasks, including open records processing, social media management, citizen fingerprinting, license and permit processing, and staffing two service windows. One bureau member is dedicated to court officer duties.
Community Policing	A section of the department's budget intended to provide the resources required for community policing. The funds allow for the purchase of equipment used in assignments that serve the community, like the honor guard and chaplains. Funds are used to support the Citizen Academy, National Night Out, and other outreach activities. A 2017 budget initiative will provide further support for the chaplaincy program.
Crossing Guards	The city contracts with All City Management Services for 13 crossing guards stationed throughout the community to ensure student safety.

2017 Budget Highlights:

Purchase a dispatch logging recorder to capture recordings of all radio traffic and telephone activity. This will ensure that records are available for public records, as an investigatory resource, and evidentiary recordings.

Lease a vehicle for use by the county court officer.

Hire a second shift community support officer.

Provide funding for police chaplains' membership in the International Association of Police Chaplains and attend the Basic Police Chaplain training conference.

Purchase an additional squad car.



Financial Summary:

	2015 ACTUAL	2016 PROJECTED	2016 BUDGET	2017 EXECUTIVE	2017 APPROVED	INCREASE (DECREASE)
POLICE ADMINISTRATION (210-21)						
Personnel Services	\$ 580,554	\$ 596,113	\$ 593,717	\$ 612,283	\$ 612,283	\$ 18,566
Materials & Supplies	30,332	35,029	34,658	35,029	35,029	371
Contracted Services	183,374	193,113	267,313	201,835	201,835	(65,478)
Professional Development	9,105	8,397	8,245	9,135	9,135	890
Capital Items	-	-	-	-	-	-
TOTAL	\$ 803,365	\$ 832,652	\$ 903,933	\$ 858,282	\$ 858,282	\$ (45,651)
POLICE PATROL (210-22)						
Personnel Services	\$ 3,494,450	\$ 3,753,359	\$ 3,744,428	\$ 3,663,069	\$ 3,663,069	\$ (81,359)
Materials & Supplies	71,509	65,200	63,050	57,100	57,100	(5,950)
Contracted Services	28,735	30,000	21,860	29,045	29,045	7,185
Professional Development	40,716	48,720	46,530	49,693	49,693	3,163
Capital Items	39,970	29,000	29,630	31,073	31,073	1,443
TOTAL	\$ 3,675,380	\$ 3,926,279	\$ 3,905,498	\$ 3,829,980	\$ 3,829,980	\$ (75,518)
POLICE INVESTIGATION (210-23)						
Personnel Services	\$ 534,928	\$ 600,074	\$ 551,419	\$ 679,561	\$ 679,561	\$ 128,142
Materials & Supplies	12,597	15,450	14,600	20,450	20,450	5,850
Contracted Services	3,359	4,536	3,550	4,465	4,465	915
Professional Development	2,444	4,787	4,250	4,745	4,745	495
TOTAL	\$ 553,328	\$ 624,847	\$ 573,819	\$ 709,221	\$ 709,221	\$ 135,402
POLICE COMMUNICATIONS (210-24)						
Personnel Services	\$ 605,220	\$ 618,060	\$ 655,057	\$ 645,393	\$ 645,393	\$ (9,664)
Materials & Supplies	4,494	2,250	1,500	1,750	1,750	250
Contracted Services	101,990	121,043	118,240	121,043	121,043	2,803
Professional Development	1,021	2,749	2,518	2,749	2,749	231
Capital Items	-	29,990	30,000	18,240	18,240	(11,760)
TOTAL	\$ 712,725	\$ 774,092	\$ 807,315	\$ 789,175	\$ 789,175	\$ (18,140)
POLICE RECORDS (210-25)						
Personnel Services	\$ 422,154	\$ 439,273	\$ 443,021	\$ 462,649	\$ 462,649	\$ 19,628
Materials & Supplies	856	1,000	1,000	1,000	1,000	-
Contracted Services	-	-	-	-	-	-
Professional Development	1,061	1,650	1,500	1,650	1,650	150
TOTAL	\$ 424,071	\$ 441,923	\$ 445,521	\$ 465,299	\$ 465,299	\$ 19,778
DISTRICT LIAISON OFFICERS (210-26)						
Personnel Services	\$ 422,882	\$ 442,190	\$ 445,197	\$ 463,125	\$ 463,125	\$ 17,928
Materials & Supplies	3,004	4,450	4,150	3,800	3,800	(350)
Contracted Services	1,564	2,500	2,500	2,500	2,500	-
Professional Development	3,236	3,800	3,650	4,016	4,016	366
TOTAL	\$ 430,686	\$ 452,940	\$ 455,497	\$ 473,441	\$ 473,441	\$ 17,944
POLICE VEHICLES (210-27)						
Materials & Supplies	\$ 380,182	\$ 284,197	\$ 315,779	\$ 502,601	\$ 484,972	\$ 169,193
TOTAL	\$ 380,182	\$ 284,197	\$ 315,779	\$ 502,601	\$ 484,972	\$ 169,193
COMMUNITY POLICING (210-28)						
Materials & Supplies	\$ 6,182	\$ 6,700	\$ 6,200	\$ 6,700	\$ 6,700	\$ 500
Contracted Services	-	-	600	600	600	-
Professional Development	-	225	-	-	-	-
TOTAL	\$ 6,182	\$ 6,925	\$ 6,800	\$ 7,300	\$ 7,300	\$ 500



Police

City of Sun Prairie 2017 Annual Budget

	2015 ACTUAL	2016 PROJECTED	2016 BUDGET	2017 EXECUTIVE	2017 APPROVED	INCREASE (DECREASE)
CROSSING GUARDS (210-29)						
Contracted Services	\$ 88,712	\$ 101,500	\$ 101,554	\$ 101,553	\$ 101,553	\$ (1)
TOTAL	\$ 88,712	\$ 101,500	\$ 101,554	\$ 101,553	\$ 101,553	\$ (1)
SCHOOL LIAISON OFFICERS (210-30)						
Personnel Services	\$ -	\$ -	\$ -	\$ 205,410	\$ 205,410	\$ 205,410
Materials & Supplies	-	-	-	1,400	1,400	1,400
Contracted Services	-	-	-	1,000	1,000	1,000
Professional Development	-	-	-	1,650	1,650	1,650
TOTAL	\$ -	\$ -	\$ -	\$ 209,460	\$ 209,460	\$ 209,460
TOTAL POLICE DEPARTMENT	\$ 7,074,631	\$ 7,445,355	\$ 7,515,716	\$ 7,946,312	\$ 7,946,312	\$ 430,596

Staffing Analysis:

Position Title	Staffing			Personnel Costs		
	2016 FTE	2017 FTE	Change	2016	2017	Change
Police Chief	1.00	1.00	-	133,451	137,330	3,879
Assistant Police Chief	1.00	1.00	-	132,010	134,313	2,303
Lieutenant	2.00	2.00	-	244,706	251,772	7,066
Sergeant	8.00	8.00	-	882,088	924,233	42,145
Detective	4.00	4.00	-	403,140	409,294	6,154
Evidence Officer	1.00	1.00	-	60,852	63,357	2,505
Police Officer	37.00	37.00	-	3,102,077	3,262,776	160,699
Records Supervisor	1.00	1.00	-	87,035	90,230	3,195
Dispatch Supervisor	1.00	1.00	-	82,250	84,951	2,701
Dispatcher	8.00	8.00	-	520,870	493,599	(27,271)
Community Service Officer	1.00	1.00	-	69,442	71,934	2,492
Court Officer	1.00	1.00	-	63,539	67,382	3,843
Administrative Assistant	1.00	1.00	-	83,650	86,127	2,477
Records Secretary	6.40	6.40	-	289,347	301,266	11,919
Holiday/Misc/Prem Pay	-	-	-	104,528	119,812	15,284
Overtime	-	-	-	236,292	217,827	(18,465)
Seasonal(Dispatch)	-	-	-	13,995	13,995	-
Boards & Commissions	-	-	-	1,292	1,292	-
Total	73.40	73.40	-	6,510,564	6,731,490	220,926

**Performance Measures:**

Crime and accident rates
 Problem solving results
 Community's sense of safety
 Community's level of trust and engagement
 Department members' motivation, satisfaction, and performance.

2015 Outputs:

POLICE SCHOOL LIAISON OFFICER PROGRAM						
PRO-ACTIVE CONTACT TYPES	S.P.H.S.	P.P.A.	C.H.U.M.S.	P.M.M.S.	P.V.M.S.	OTHER
Classroom Presentations	9	4	24	7	5	10
Staff / Parent Presentations	3	0	5	2	0	12
Home Visits	9	11	1	3	3	1
Parent Behavioral Contacts	70	20	46	19	9	9
Parent Victimization Contacts	35	8	15	0	3	0
Parent Positive Contacts	97	36	32	18	6	7
Behavioral Interventions	120	93	119	50	25	14
Student Problem Solving	95	78	147	57	32	11
Positive Student Contacts	303	206	356	206	220	145
Follow-Up / Relationship Contacts	100	69	240	146	108	27
TOTALS	841	525	985	508	411	236

DETECTIVE BUREAU	
Homicide	1
Death Investigation	5
Child Abuse	6
Sexual Assault	28
Robbery	6
Battery	1
Burglary	5
Fraud	8

TASK FORCE	
Presentations	4
Search Warrants	1
Abatement Letters	2
Security Surveys	8
Sex Offender Home Visits	36



COMMUNICATIONS CENTER	
Non-Emergency Calls	32,127
Emergency 911 Calls	2,997
Incoming Internal Calls (within city)	8,465
Outgoing Calls	7,568
Calls for Service Created	30,029

COMMUNITY OUTREACH	
Tours and Presentations	42
Ride-Alongs	41

MENTAL HEALTH RESPONSE TEAM	
Total Consumers Since Inception	110
Active Consumers	81
MHRT Members	12

MED DROP	
Pounds Disposed	1,968

EVIDENCE AND PROPERTY SERVICES	
Pieces of Property Taken In	1,842
Number of Items Disposed	1,490
Pounds of Drugs Destroyed	84
Bicycles Donated to St. Vincent de Paul	35
Bicycles Donated to Sun Prairie Elementary Schools	130
Adult D.A. Intakes	559
Juvenile D.A. Intakes	66

SOCIAL MEDIA	
Facebook Posts	221
Nixle Communications	29
Media Releases	23



Police

City of Sun Prairie 2017 Annual Budget

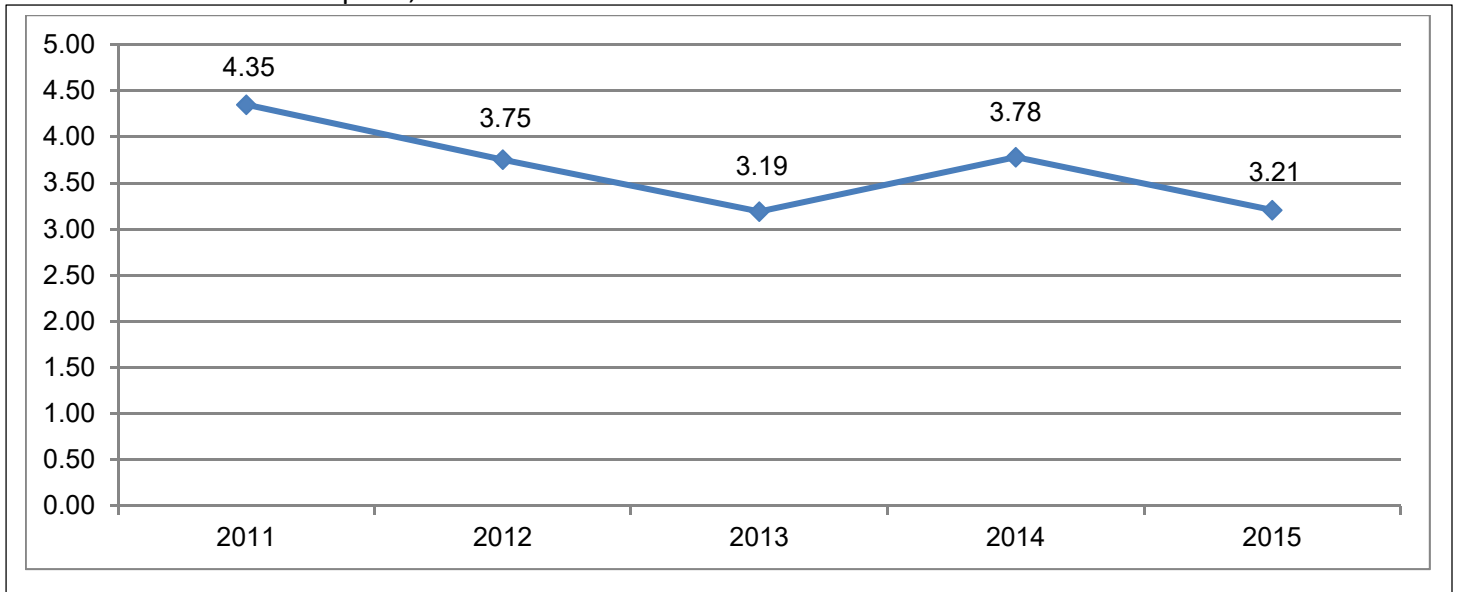
OUTPUTS				
CALLS FOR SERVICE				
	2015	2014	% CHANGE	2013
Officer Initiated	5,860	6,850	-14.5%	6,276
Public Initiated	13,167	13,032	1.0%	13,279
Total Incidents	19,027	19,882	-4.3%	19,555
TOP 15 CALLS FOR SERVICE TYPES (NON-TRAFFIC)				
	2015	2014	% CHANGE	2013
Motorist / Citizen Assist	1,526	1,668	-8.5%	1,571
911 Disconnect	1,695	1,470	15.3%	1,429
Disturbance	1,628	1,595	2.1%	1,708
Suspicious Activity	763	809	-5.7%	798
Welfare Check	746	626	19.2%	604
EMS Assist	705	629	12.1%	569
Alarm	383	338	13.3%	294
Animal Complaint	472	533	-11.4%	484
Theft	263	253	4.0%	292
Retail Theft	272	326	-16.6%	240
Found Property	309	270	14.4%	301
Assist Other Department	300	298	.07%	337
Uniform Controlled Substance	177	173	2.3%	211
Fraud	159	136	16.9%	144
Damage to Property	218	179	21.8%	230
TRAFFIC SAFETY				
	2015	2014	% CHANGE	2013
Parking Enforcement / Complaint	1,920	1,725	11.3%	2,106
Traffic Stop	2,212	2,868	-22.9%	2,946
Traffic Complaint	1,103	1,282	-14.0%	952
Crash	875	722	21.2%	710
TOP FOUR CRASH LOCATIONS (OCTOBER 1, 2015 - DECEMBER 31, 2015)				
Crash totals only for accidents resulting in injury, death or at least \$1,000 of damage to a vehicle or \$200 in damage to government property				
	2015	2014	% CHANGE	2013
W. Main St. at N. Thompson Dr.	11	6	83%	14
N. Bird St. at Windsor St.	10	3	233%	7
N. Grand Ave. at Windsor St.	7	6	17%	6
S. Grand Ave. at Prairie Lakes Dr.	13	5	160%	4
ENFORCEMENT ACTION				
	2015	2014	% CHANGE	2013
Criminal Traffic Citation	215	186	15.6%	177
Municipal Ordinance Citation	886	926	-4.3%	1,063
Municipal Traffic Citation	1,499	1,533	-2.2%	1,576
Parking Citation	1,165	860	35.5%	1,317
Warning	2,864	3,594	-20.3%	3,458
OWI Arrest	164	146	12.3%	144
Criminal Arrest	501	692	-27.6%	692
MISSION DRIVEN STRATEGIES				
	2015	2014	% CHANGE	2013
Neighborhood Improvement				
Landlord Contacts	431	420	3.0%	482
Community Relations				
Community Connections	471	526	-10.5%	459
Community Relations	116	211	-45.0%	176
Fingerprinting	161	115	40.0%	76
Open Record Requests	2,034	1,114	83.0%	N/A
Crime Prevention				
Permit Reviews	18	N/A	0.0%	N/A
Background Reviews	152	N/A	0.0%	N/A
License Reviews	176	N/A	0.0%	N/A
Alcohol Compliance Checks	267	227	17.6%	162

**2015 Outcomes:**

OUTCOMES				
UNIFORM CRIME REPORTS (UCR) INCIDENTS				
	2015	2014	% CHANGE	2013
Murder	1	0	100%	2
Rape	11	3	267%	4
Robbery	10	5	100%	6
Aggravated Assault	15	21	-29%	15
Simple Assault	65	86	-24%	69
Assault	80	107	-25%	84
Burglary	44	58	-24%	92
Retail Theft	231	256	-10%	146
Theft from Auto	54	63	-14%	133
Theft	561	670	-16%	688
Auto Theft	15	8	88%	14
Arson	0	1	-100%	3
TOTAL INCIDENTS	724	855	-15.3%	895
PROBLEM SOLVING DATABASE				
	ENTERED CONCERNS	CLEARED CONCERNS	ACTIVE CONCERNS	
Abatement	2	1	1	
Directed Patrol	110	105	5	
Drug Enforcement	40	28	12	
Frequent Address	11	9	2	
Frequent Contact	8	5	3	
Reactive – Long Term	8	7	1	
Traffic Safety	34	34	0	
Warrant	82	71	11	
TOTALS	295	260 (88%)	35 (12%)	

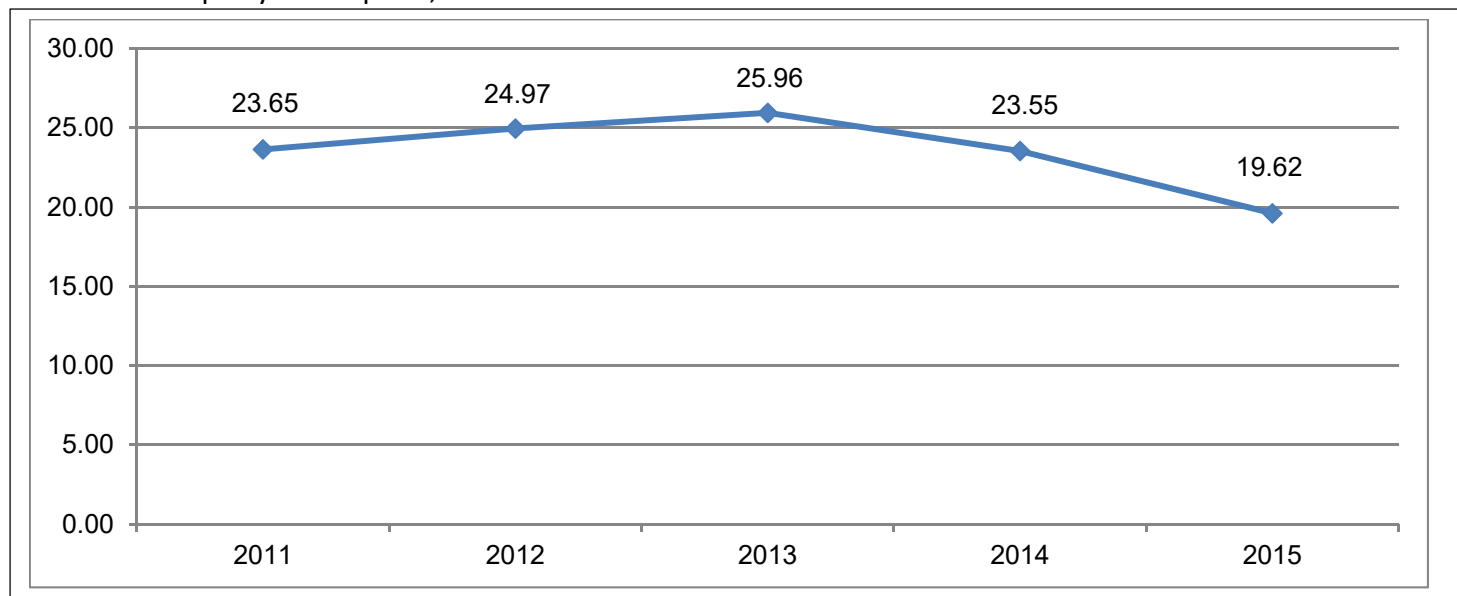


Total Violent Crime per 1,000 Residents



Uniform Crime Reporting Part I Offenses – Violent: Murder, Rape, Robbery, Aggravated Assault, Simple Assault

Total Property Crime per 1,000 Residents

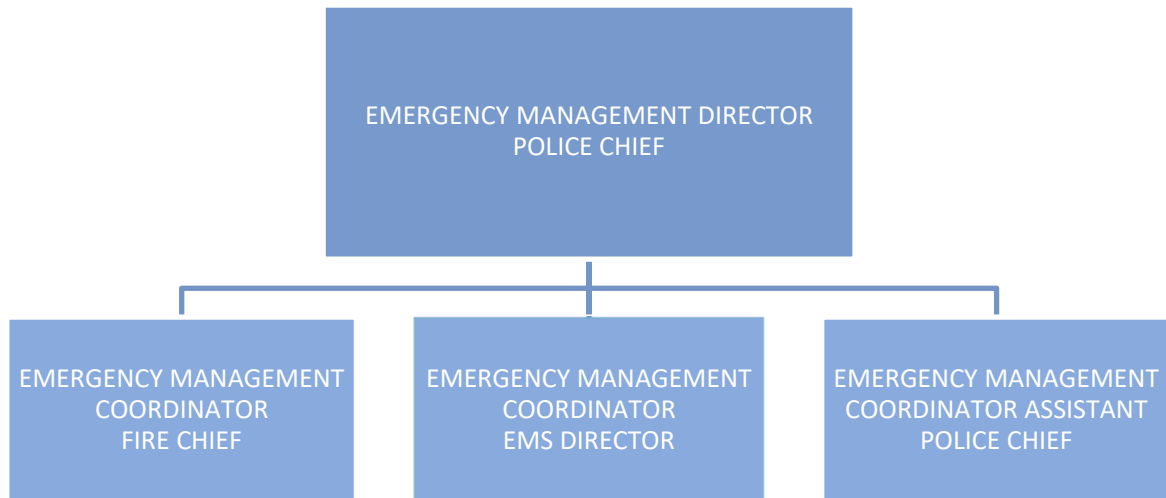


Uniform Crime Reporting Part II Offenses – Property: Burglary, Theft, Motor Vehicle Theft, Arson



2016 Achievements:

ACHIEVEMENT	PERTINENT GOAL(S)		
	CREATE A SAFE COMMUNITY	BUILD COMMUNITY TRUST	CARE FOR OUR MEMBERS
Active Threat Integrated Response Training (Police, Fire, EMS)	☒	☒	☒
Active Threat Community Education	☒	☒	
Property Room Expansion and Upgrade	☒	☒	
K-9 Deployment	☒	☒	
Click It or Ticket Safety Initiative	☒	☒	
Restorative Justice Program	☒	☒	
Project REACH Internship		☒	
College Internship		☒	
Diversity Committee	☒	☒	
Community Survey Instrument	☒	☒	
Publish Trust-Based Initiatives		☒	
Amigos en Azul (Friends in Blue) Program	☒	☒	
"Safety Ticket" Initiative	☒	☒	
"Friday Nights at the Y" Program	☒	☒	
Wellness Education	☒	☒	☒
Personal Leadership & Best Backup Training	☒	☒	☒
Physical Fitness Incentive Program	☒	☒	☒
Wills for Heroes Program			☒
Chaplaincy Program		☒	☒

**Mission:**

The Sun Prairie Emergency Management Team pledges to plan, prepare, and respond to disasters so that our community can most effectively protect lives and property.

Department Description:

The city has established an Emergency Management Team consisting of the police chief, fire chief, emergency medical services director, and the assistant police chief. This group is working toward achieving disaster preparedness, with an emphasis on a functional Emergency Operations Center (EOC) for protective services leaders, city administration, and city department leaders to use during emergency events and planned large-scale events.

2017 Budget Highlights:

Funding for staff training.

Operating monies will fund minor upgrades and equipment, especially related to the EOC.

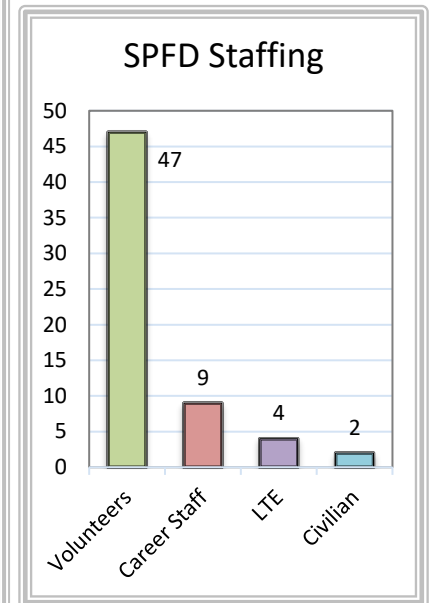
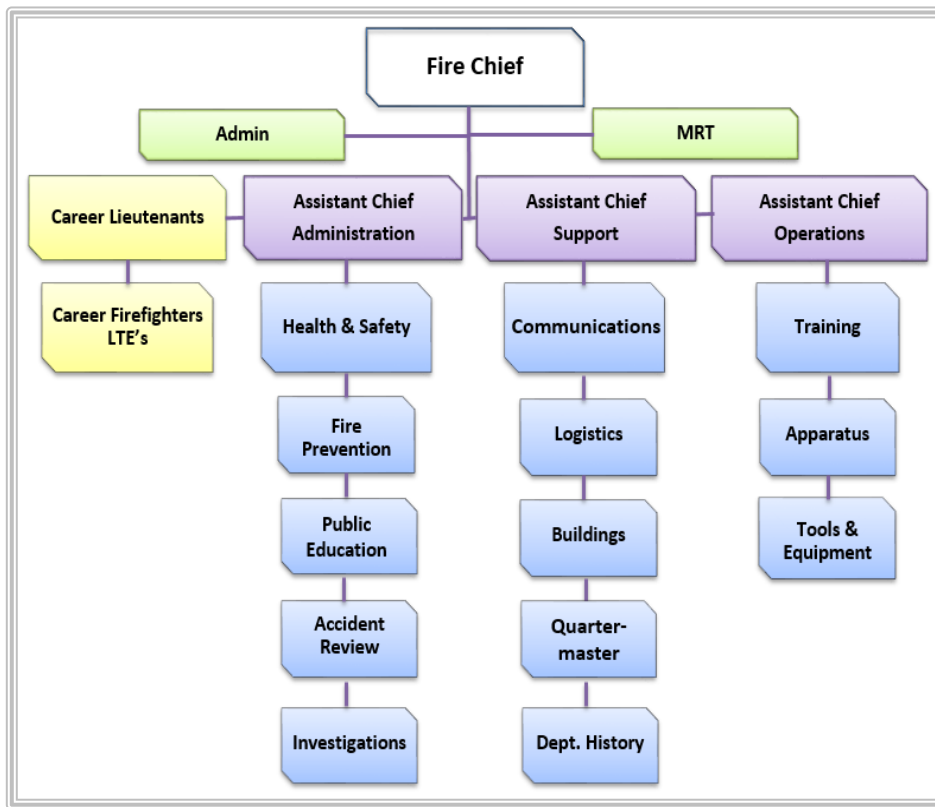
Financial Summary:

	2015 ACTUAL	2016 PROJECTED	2016 BUDGET	2017 EXECUTIVE	2017 APPROVED	INCREASE (DECREASE)
EMERGENCY MANAGEMENT (250-00)						
Materials & Supplies	\$ 1,261	\$ 4,100	\$ 5,000	\$ 5,000	\$ 5,000	\$ -
Professional Development	233	2,000	2,000	2,500	2,500	500
Capital Items	6,356	-	-	-	-	-
TOTAL	\$ 7,850	\$ 6,100	\$ 7,000	\$ 7,500	\$ 7,500	\$ 500



2016 Achievements:

- The EOC opened in July 2016; it gives decision makers, including the fire chief, police chief and emergency medical services director, a location to jointly command the city's response to a bomb threat.
- The EMT group completed a hazard mitigation plan as a part of an overall countywide effort. The plan addresses steps the City can take to help limit damage from natural disasters. Dane County Emergency Management will incorporate the hazard mitigation plan into a countywide plan.



Mission:

Deliver the highest professional service to our community by protecting life, property, and the environment. Carry out these functions by providing courteous and effective responses through quality training with the highest standards of integrity and performance. In partnership with our community, strive for excellence through prevention and education.

Department Description:

The Sun Prairie Fire Department is contracted by the City of Sun Prairie to deliver round-the-clock fire service in the community. Services include emergency response, fire prevention, fire education, and assistance to the Sun Prairie Emergency Medical Services Department (SP EMS) and the Sun Prairie Police Department (SPPD). The SPFD district covers the City of Sun Prairie, and Townships of Burke, Bristol, and Sun Prairie. With an annual call volume of over 1,000 calls, a service district of approximately 96 square miles and over 42,000 residents, the SPFD operates out of two stations located within the City.

The SPFD consistently staffs Station 1 with a minimum of four firefighters, with a combination of career and volunteer staff. Career staff work from 6:00 am until 6:00 pm daily, when a crew of volunteers comes in to staff until 6:00 am the next morning.

The SPFD continues to implement the recommendations for future fire protection from McGrath Consulting's 2014 Fire Department Review & Assessment. The 2014, Implementation and continuance of high-priority recommendations occur in this 2017 budget.

**2017 Budget Highlights:**

- Personnel will continue to be trained at both the EMR and EMT level to enhance service to the communities.
- Four new FTE Firefighter positions to staff Station 2 (days) starting mid-year 2017.
- Reinstatement of an Administrative position to assist the Chief with daily duties, beginning July 1.
- The Department will apply for the 2016 Assistance to Firefighters Grant to replace all self-contained breathing apparatus (SCBA) at one time. If the Department does not receive the grant, the City & Towns have three choices:
 1. Meet the match of the grant award, if awarded. ~\$32,000
 2. Replace 3 expiring cylinders. ~\$2,850
 3. Replace ½ of the SCBA in 2017, and the remainder in 2018. ~\$168,238 each year.
- Office chairs will be replaced at Station 1.
- POP staff to work on weekends, to hire an additional LTE/add LTE hours, and to purchase computers, phones, tablets, and software for the new staff. The new tablets and software will support additional crew fire inspection completion.
- The SPVFD applied for the Fall 2016 Firehouse Subs Public Safety Foundation grant for \$14,500 to purchase these bags, which is part of the EMR initiative.

Financial Summary:

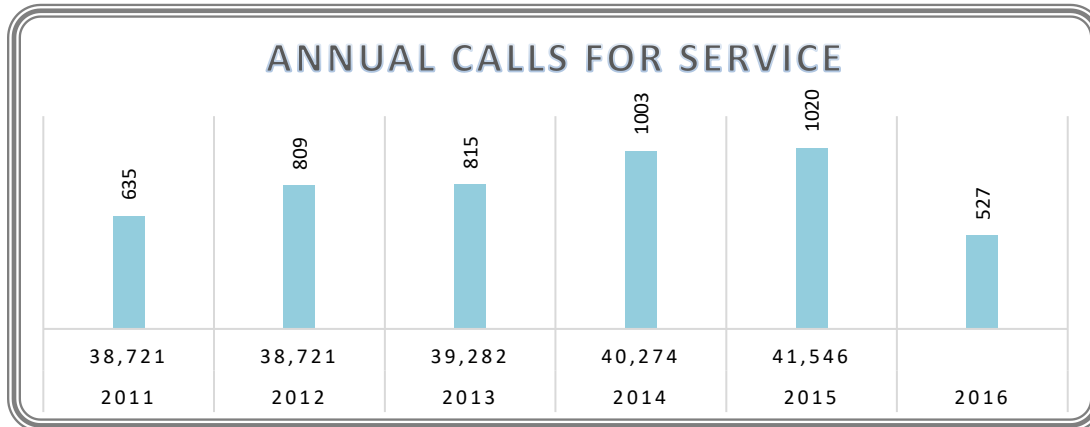
	2015 <u>ACTUAL</u>	2016 <u>PROJECTED</u>	2016 <u>BUDGET</u>	2017 <u>EXECUTIVE</u>	2017 <u>APPROVED</u>	INCREASE (DECREASE)
Materials & Supplies	\$ 5,409	\$ 48,353	\$ 41,391	\$ 10,000	\$ 10,000	\$ (31,391)
Contracted Services	791,956	987,412	897,460	997,750	1,053,570	156,110
Capital Items	9,641	13,310	13,310	55,200	54,276	40,966
Total	\$807,006	\$1,049,075	\$ 952,161	\$ 1,062,950	\$ 1,117,846	\$ 165,685



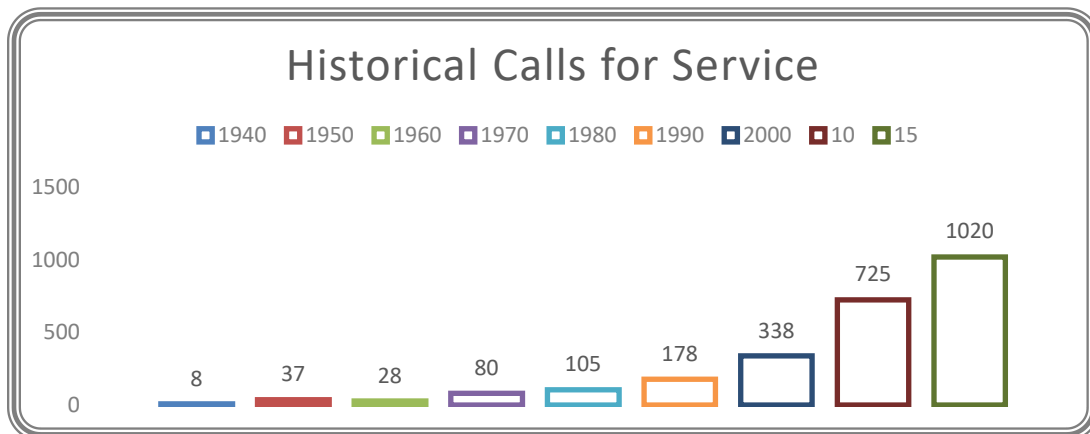
Performance Measures:

Measurements:

Annual Call Volume

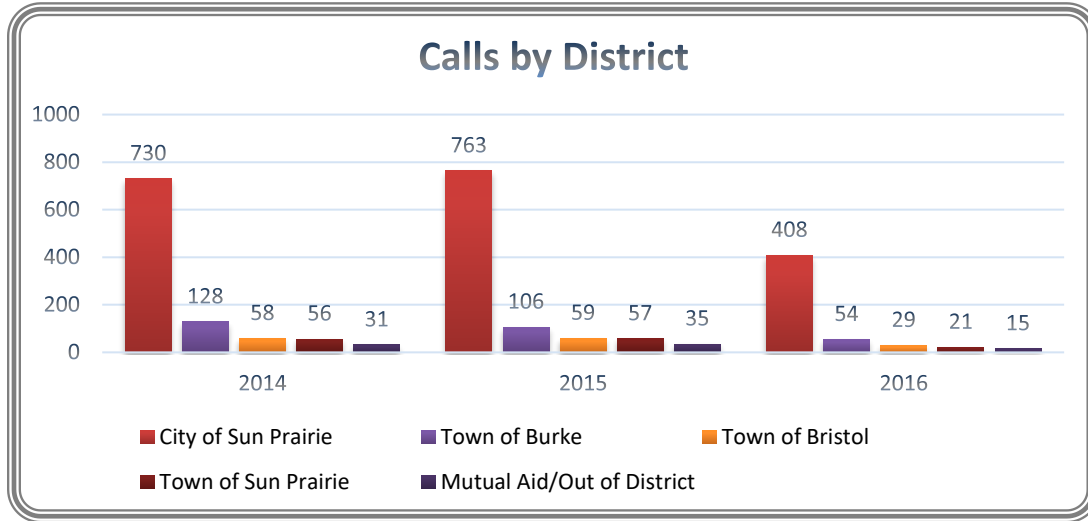


Historical Calls for Service



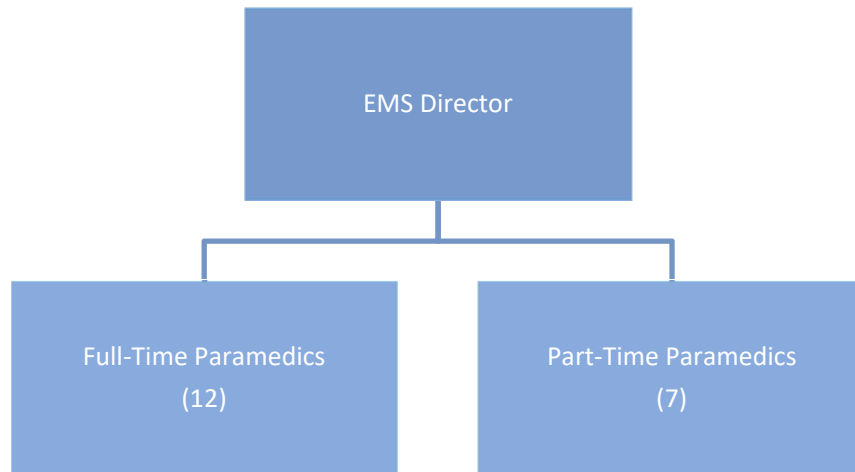


Call Volume by District Served



2016 Achievements:

- Renewed Public Safety relationships in the City of Sun Prairie.
- Increased Public Education programming to include delivery of meals on wheels incorporating a home safety inspection, a Citizen's Fire Academy, and Friday Nights at the Y.
- Implementation of numerous priority 1 and 2 recommendations of the McGrath study.
- Wages for existing staff were increased to bring their salary to a competitive range.



Mission:

Provide prompt, compassionate, clinically excellent care to all residents and visitors to the City of Sun Prairie.

Department Description:

As the mobile arm of emergency health service, our main role is to respond to emergency 911 calls and get medical help to patients who have serious or life-threatening injuries and/or illnesses quickly.

With primary responsibility of emergency 911 response, many subsequent responsibilities ensue. These include mutual aid agreements to ensure adequate response regardless of Sun Prairie Emergency Medical Services (SPEMS) availability, emergency preparedness and training, providing a presence for specific events such as charity runs or athletics, and community education.

2017 Budget Highlights

Station Furniture Improvements

\$1,400: New office chairs for all workstations at both stations. Most of the current office chairs the paramedic staff are using are worn beyond repair and have been in service since 2002.

\$4,000: Replacement of mattresses in station bedrooms. Most of the mattresses, which are used nightly, have been in the stations since 2004 and are well beyond their useful life. This has been a primary complaint by department staff.

Airway Mannequin Replacement

\$5,000: Replacement of airway training mannequin. This is a critical training tool as the skillsets of airway management techniques and procedures are the cornerstone of paramedic care. The current training mannequins are either broken beyond repair or worn beyond usefulness.

Ballistic/Rescue Helmets

\$3,200: Ballistic vests were procured in 2015. To complete the initiatives of outfitting paramedics with comprehensive gear for response to, and training for, active-shooter type incidents, head protection is imperative. Additionally, these helmets also serve to replace the current fire helmets that paramedics use for situations such as auto extrications.

Computer Driver's License Scanners

\$900: This is a piece of technology that attaches to the current patient care computers the paramedics use on all calls. It allows for the scanning of drivers licenses to import key pieces of information such as name and date of birth. The return on investment for these devices is immediate with reduction in spelling errors or incorrect patient identification, which aids in accurate and timely billing for service.

Financial Summary:

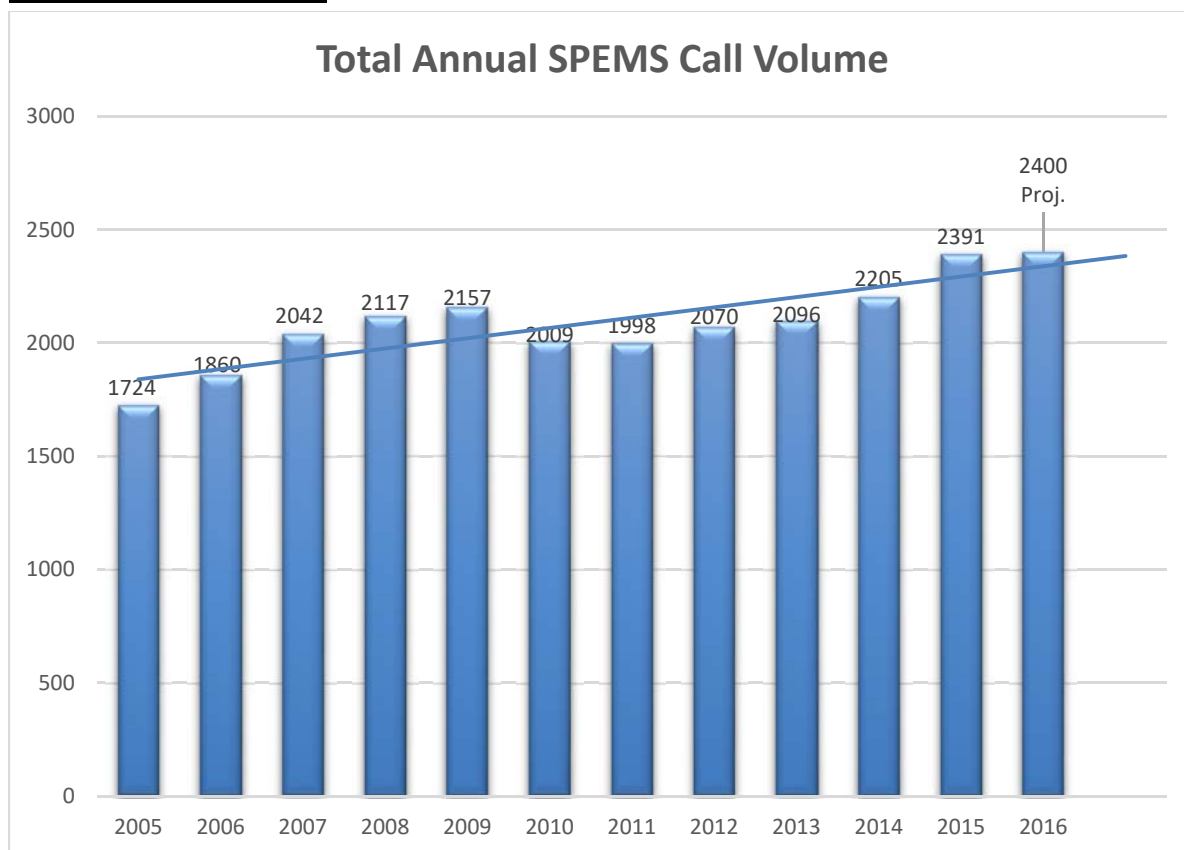
	2015 ACTUAL	2016 PROJECTED	2016 BUDGET	2017 EXECUTIVE	2017 APPROVED	INCREASE (DECREASE)
EMS (230-00)						
Personnel Services	\$ 1,244,832	\$ 1,277,783	\$ 1,318,490	\$ 1,343,441	\$ 1,343,441	\$ 24,951
Materials & Supplies	205,060	183,686	183,743	210,036	212,746	29,003
Contracted Services	102,002	96,300	101,979	85,580	85,580	(16,399)
Professional Development	2,899	5,395	5,895	10,650	10,650	4,755
Capital Items	-	-	-	14,500	14,500	14,500
Total	\$ 1,554,793	\$ 1,563,164	\$ 1,610,107	\$ 1,664,207	\$ 1,666,917	\$ 56,810

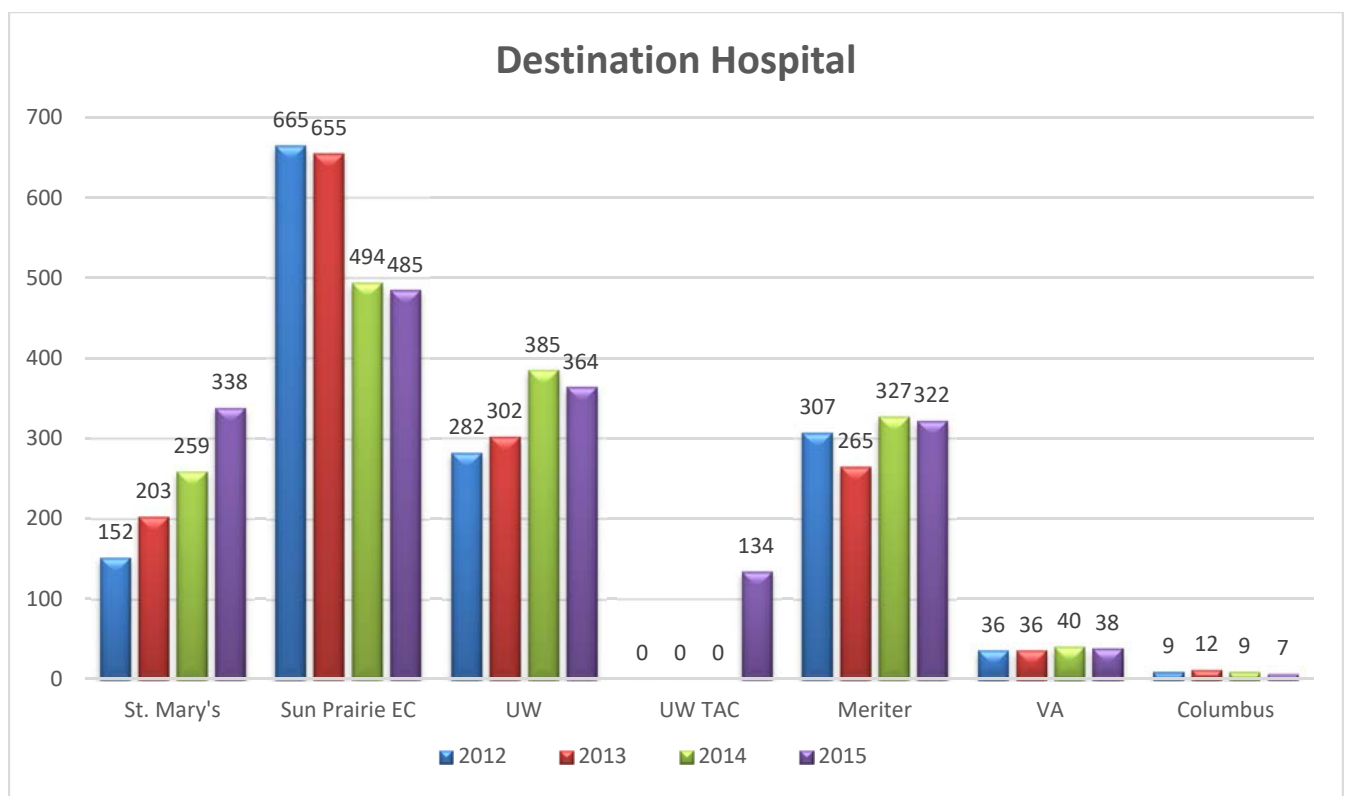
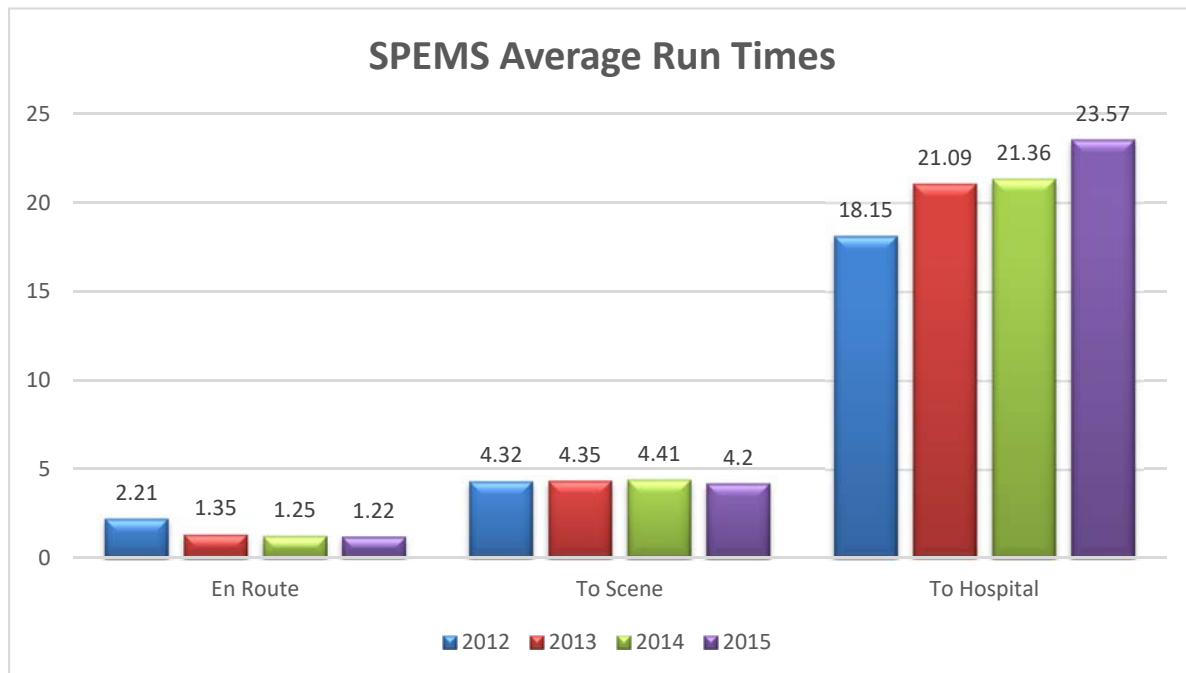


Staffing Analysis and Expenses:

Position Title	Staffing			Personnel Costs		
	2016 FTE	2017 FTE	Change	2016	2017	Change
EMS Director	1.00	1.00	-	110,776	114,671	3,895
Paramedics	12.00	12.00	-	784,319	816,454	32,135
LTE Paramedics	7.00	6.00	(1.00)	59,493	58,765	(728)
Holiday/Training/Pager Pay	-	-	-	29,463	31,828	2,365
Overtime / Temporary	-	-	-	334,439	321,723	(12,716)
Unemployment Compensation	-	-	-	-	-	-
Total	20.00	19.00	-	1,318,490	1,343,441	24,951

Performance Measures:





**2016 Achievements:**

A new labor agreement was negotiated with Local IAFF 311 and the City. This agreement is in effect until December 2018.

The EMS Department was able to integrate multiple new pieces of equipment into the ambulance to help reduce the amount and volume of physical lifting. This includes power cots that work in concert with a load system that eliminates any lifting during the loading and unloading of patients.

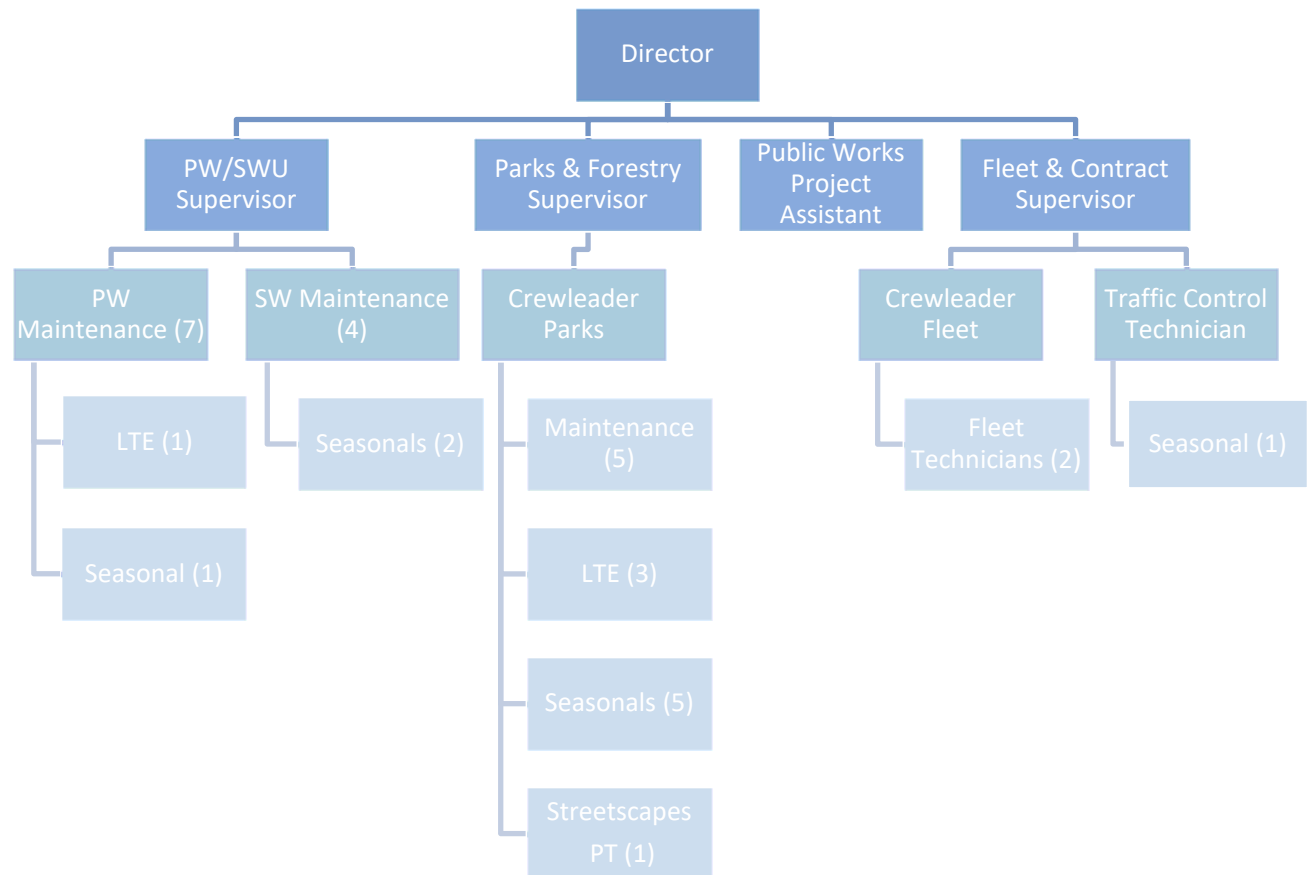
With the introduction of the Sun Prairie Fire Department full-time fire chief, the City's Public Safety Departments (Police, Fire, and EMS) have made incredible strides in public safety, improving the services and capabilities for the visitors and citizens of Sun Prairie. The EMS Department is proud to be a part of this evolving and positive environment through continued training and service collaboration.

Ballistic vests able to accommodate most body sizes were placed on each ambulance. A total of two vests are on each ambulance, effectively allowing any duty paramedic to don the vest if necessary for any type of call involving a high index of risk/suspicion for bodily harm. Additionally, EMS is actively working with the Sun Prairie Police Department to implement a standard approach of response and rapid patient extrication from an active shooter incident; commonly referred to as warm zone operations. It is well documented that these new approaches to warm zone operations save lives.

The EMS Department has successfully completed an entire revision of our EMS Protocols. This document defines all aspects of patient care in regards to medications, procedures, and care decisions.

Dr. Ben Hecht from the Madison Emergency Physician Group started as the Department's EMS Medical Director in January 2016. The Director has been integral to quality improvement initiatives.

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Mission:

To provide a clean and safe environment for Sun Prairie residents by providing refuse and recycling solutions, street maintenance, snow and ice removal, traffic control, storm water facility maintenance, affording safe and reliable maintenance of City fleet and equipment, and ensuring residents receive accurate and timely service information.

Financial Summary:

The Public Works Administration summary is included in the financial summary for all of Public Works that follows the budget narratives.

2016 Achievements:

Public Works restructured the department over the last two years. The department returned to a Parks and Forestry Supervisor and a Streets and Storm Water Supervisor. Public Works also eliminated the Streets and Storm Water Crew leader position, allowing an additional person to complete daily job tasks. This transition has gone well and staff morale is improving.



Public Works (Administration)

City of Sun Prairie 2017 Annual Budget

The department worked through the multiple changes in the Ash Tree removal and treatment plan, addressing resident concerns with understanding and compassion.

The department adjusted and hired multiple new employees in 2015 and 2016 and has been working to train them on department processes and to build cohesiveness among all staff.

**Mission:**

To provide a clean and safe environment for residents by providing refuse and recycling solutions, street maintenance, snow and ice removal for City streets, traffic control, storm water facility maintenance, affording safe and reliable maintenance of the City fleet and equipment, and ensuring residents receive accurate and timely information about services.

Department Description:

Staff work in functional division areas of snow and ice, traffic control, street maintenance, refuse and recycling and are paid from labor pool wages. Equipment includes patrol trucks, front-end loaders, chippers, pick-up trucks and skid loaders. Equipment enables staff to complete service functions.

2017 Budget Highlights

The 2017 budget allocates staff time between multiple funds to reflect work effort.

Financial Summary:

The Public Works Operations summary is included in the financial summary for all of public works that follows the Public Works budget narratives.

Performance Measures:

Item	2012	2013	2014	2015	2016
Lane Miles of Streets			335	340	350

2016 Achievements:

As the City continues to grow, the number of street miles increase and the existing infrastructure continues to age, increasing the maintenance needs. Public Works continues to look for new technology and better equipment to maintain more, while not increasing the number of staff.

Public Works changed the type of work staff completes versus contracting to private vendors. Instead of City employees completing small amounts of cutouts and repaving, which is very labor intensive and inefficient, public Works entered a contract for that service. This allowed Public Works staff to increase focus on crack filling and spray patching, resulting in the completion of about 25% more work per year for about the same cost.

**Mission:**

Provide snow and ice control for safe vehicle and pedestrian winter travel.

Department Description:

- Perform anti-icing in advance of storms.
- Plow streets, bike paths and sidewalks during and after storm events
- Deicing, sidewalk clearing, parking lot snow removal and cleaning of streets following street clearing operations.
- Provide storage for additional accumulation.
- Maintain traffic movement on all snow route streets during storms.
- Plow streets within 12 hours of snow storm ending.
- Maintain bare pavement on snow route streets.
- Use combination of City and contracted services as necessary to maintain service levels.
- Use anti and deicing products to maximize effectiveness of melting and reduce bonding of ice to pavement.
- Provide secondary efforts to clear pedestrian walk ways and public parking facilities.

2017 Budget Highlights

The material and supplies reduction is the result of a mild winter in the prior year. The mild weather allowed the City to stock pile rock salt. Currently, both salt sheds are holding 1600 tons each.

The contractual/professional services budget includes a transfer of \$5,000 from the City Administrator's budget for the rental of snow storage space at Angel Park.

The budget includes \$11,300 for a LTE to assist with snow and ice cleanup, particularly related to sidewalks. Under current operations, staff clear roads and then clear sidewalks. The additional LTE will allow current staff to focus on roads while the LTE position will simultaneously work to clear sidewalks.

Financial Summary:

The Public Works Snow & Ice summary is included in the financial summary for all of Public Works that follows the budget narratives.

Performance Measures:

Item	2009	2010	2011	2012	2013	2014	2015	2016 TD
Inches of Snow	72	51	73	50	72	34	32	24
Hours to plow all city streets						7.5	8.25	9.0
No. of contract assisted plowings		13	18	7	19	16	9	4
De-icing salt used (tons)			1635	1800	2400	1600	1200	800



2016 Achievements:

The department was able to preserve salt in 2016, allowing the snow and ice division to reduce its budgetary needs in 2017.

The mild winter allowed Streets staff to help the Parks staff with pruning and tree removal projects, reducing costs in forestry.



Mission:

To provide a clean and safe environment for Sun Prairie residents by providing refuse and recycling solutions, street maintenance, snow and ice removal, traffic control, storm water facility maintenance, affording safe and reliable maintenance of City fleet and equipment, and ensuring residents receive accurate and timely service information.

Department Description:

- Use a neighborhood traffic management program to resolve concerns and complaints.
- Work with Police Department, Engineering, and Safe Routes to School representatives to communicate and resolve traffic control issues of infrastructure and non- infrastructure nature.
- Paint pavement markings to include centerline, pavement edge-line, stop bar, crosswalks, curbs and parking areas.
- Ensure traffic sign materials, painted lines and traffic signals are visible in day and night.
- Install and replace signs in accordance with prescribed manuals and guidelines.
- Install or replace damaged traffic signs in development reconstruction area as necessary.
- Repair malfunctioning and or damaged traffic signals.
- Conduct neighborhood meetings to increase education and understanding of department practices.

2017 Budget Highlights

The 2017 budget includes \$3,500 to purchase traffic count software. The software will allow Public Works staff to conduct traffic studies efficiently and accurately, rather than using an external vendor for this activity.

Financial Summary:

The Public Works Traffic Control summary is included in the financial summary for all of public works that follows the Public Works budget narratives.

2016 Achievements:

- Fifth year traffic sign reflectivity replacement.
 - Systematic approach to keeping signs current.
- Started crew leader in-house training of traffic signals and attended short conference learning sessions.
- Performed maintenance on 17 traffic light intersections.



Mission:

- Provide a planned approach to street, sidewalk, parking lot and bike path maintenance.
- Maintain street infrastructure at the lowest cost and longest possible pavement life cycle.
- Provide for the safe use of multi-modal transportation systems.
- Provide reasonably-lit safe streets and pedestrian path ways through a rental lighting agreement with Sun Prairie Utilities.

Department Description:

- Conduct a bi-annual pavement condition and assessment review to meet transportation aid requirements and forecast annual funding needs.
- Conduct a targeted annual sidewalk assessment and make necessary repairs.
- Relay lighting outages to Sun Prairie Utilities.
- Forecast, develop specifications and contract for sealcoating treatments such as chip and/or slurry seal.
- Conduct spray injection patching, pavement routing, crack filling and asphalt patching to streets as indicated in assessment.
- Spot mill pavement and conduct patching of small failed pavement and potholes.
- Remove, replace, saw or grind hazardous sidewalk segments.
- Conduct roadside mowing and shouldering of non –curb streets.
- Provide mowing and maintenance of medians, right-of-ways and roundabouts.
- Work with the Parks Division on the median and city entrance beautification program.
- Work with the Forestry Division to remove diseased, hazardous or dead street trees.

2017 Budget Highlights

The 2017 budget provides an increase for contracted mowing services. The contractor mows medians, storm water ponds, city buildings, and the entrances to the City. This cost is allocated between the Street Maintenance and Stormwater budgets.

The 2017 budget includes \$50,000 for color concrete sealant to the turn lanes, crosswalks, and sidewalks east of Thompson Road. This sealant is applied approximately every seven years.

Financial Summary:

The Public Works Streets summary is included in the financial summary for all of public works that follows the Public Works budget narratives.

**Performance Measures:**

Item	2012	2013	2014	2015	2016
Lane Miles of Streets			335	340	350
Tons of Crack Filling Material		28,800	43,200	43,200	86,400
Square yards of Streets Slurry sealed	40,383	69,764	25,915	37,638	18,750
Square yards of Streets Chip Sealed	64,687	55,535	85,969	113,900	107,400
Square Yards of Sidewalks repaired	2,089	2,099	2,305	600	876
Linear Feet of the Curb and Gutter repaired	642	396	189	1177	312
Sink hole repairs	2	9	18	17	21 TD

2016 Achievements:

As the City continues to grow, the number of street miles increase and the existing infrastructure continues to age, which increases the maintenance needs. Public Works continues to look for new technology and better equipment to maintain more, while not increasing the number of staff in over 9 years.

Public Works has switched the amount of Chip sealing completed and reduced the amount of slurry seal as chip sealed streets are proving to last approximately four to seven years longer than slurry sealed streets. The result is delayed street reconstruction.



Public Works Department

City of Sun Prairie 2017 Annual Budget

Financial Summary:

	2015 ACTUAL	2016 PROJECTED	2016 BUDGET	2017 EXECUTIVE	2017 APPROVED	INCREASE (DECREASE)
PUBLIC WORKS ADMINISTRATION (310-31)						
Personnel Services	\$ 170,453	\$ 161,010	\$ 161,010	\$ 191,330	\$ 191,330	\$ 30,320
Materials & Supplies	1,425	1,300	1,300	1,300	1,300	-
Contractual Services	12,063	8,800	8,800	8,000	8,000	(800)
Professional Development	1,075	1,062	900	1,325	1,325	425
Total	\$ 185,016	\$ 172,172	\$ 172,010	\$ 201,955	\$ 201,955	\$ 29,945
PUBLIC WORKS OPERATIONS (310-33)						
Personnel Services	\$ 518,388	\$ 592,411	\$ 574,666	\$ 518,016	\$ 518,016	\$ (56,650)
Materials & Supplies	336,215	325,372	327,562	368,479	377,591	50,029
Contractual Services	29,475	29,200	28,200	31,438	31,438	3,238
Professional Development	467	1,900	1,900	3,000	3,000	1,100
Capital Items	-	-	-	-	-	-
Total	\$ 884,545	\$ 948,883	\$ 932,328	\$ 920,933	\$ 930,045	\$ (2,283)
SNOW AND ICE CONTROL (310-34)						
Personnel Services	\$ 71,476	\$ 60,000	\$ 54,748	\$ 43,598	\$ 43,598	\$ (11,150)
Materials & Supplies	275,296	248,135	250,218	227,500	227,500	(22,718)
Contracted Services	81,100	44,500	84,815	81,600	81,600	(3,215)
Total	\$ 427,872	\$ 352,635	\$ 389,781	\$ 352,698	\$ 352,698	\$ (37,083)
TRAFFIC CONTROL (310-35)						
Materials & Supplies	\$ 8,072	\$ 24,006	\$ 24,450	\$ 25,900	\$ 25,900	\$ 1,450
Contractual Services	29,235	30,000	33,000	33,000	33,000	-
Professional Development	150	1,300	1,500	1,650	1,650	150
Capital Items	52,257	38,000	42,000	33,750	33,750	(8,250)
Total	\$ 89,714	\$ 93,306	\$ 100,950	\$ 94,300	\$ 94,300	\$ (6,650)
STREET MAINTENANCE (310-36)						
Materials & Supplies	\$ 35,103	\$ 85,588	\$ 90,000	\$ 90,000	\$ 90,000	\$ -
Contractual Services	753,081	592,708	696,200	625,500	666,750	(29,450)
Capital Items	-	-	-	-	-	-
Total	\$ 788,184	\$ 678,296	\$ 786,200	\$ 715,500	\$ 756,750	\$ (29,450)
TOTAL PUBLIC WORKS	\$ 2,375,331	\$ 2,245,292	\$ 2,381,269	\$ 2,285,386	\$ 2,335,748	\$ (45,521)

Note: The figures above reflect the amounts in the general fund.

**Staffing Analysis:**

Position Title	Staffing			Personnel Costs		
	2016 FTE	2017 FTE	Change	2016	2017	Change
Public Works Director	1.00	1.00	-	117,148	121,332	4,184
PW Supervisor	1.00	0.50	(0.50)	84,165	87,710	3,545
Maintenance Crewleader	0.70	-	(0.70)	53,410	-	(53,410)
Traffic Control Crewleader	1.00	1.00	-	72,962	81,744	8,782
Maintenance Worker	5.00	6.50	1.50	331,488	346,783	15,295
Secretary	1.25	1.00	(0.25)	58,374	49,739	(8,635)
Seasonal Pay	-	-	-	32,295	41,303	9,008
Overtime/Miscellaneous	-	-	-	40,582	48,636	8,054
Total	9.95	10.00	0.05	790,424	777,247	(13,177)

Notes:

Fund sources for select Public Works Department positions are the General and Stormwater funds. The staffing analysis reflects all fund sources.

The Fleet Supervisor position is not included in this chart; it is partially (40%) funded with Public Works general funds and primarily (60%) funded by Stormwater. The FTE and cost of the Fleet Supervisor are included in the Stormwater position summary.

**Mission:**

Improve residents' quality of life by providing high quality services, parks, open spaces, facilities and a variety of programs and special events.

Department Description:

- Provide labor, supplies and utilities for the upkeep of park infrastructure.
 - o Includes shelters, play equipment, sports fields, maintenance shop
- Provide park, park facility and playground maintenance.
- Ensure parks and facilities are inviting, safe places for recreation.
- Utilize best management practices.
- Work in functional sub-division areas:
 - o Snow and ice, parks maintenance, Family Aquatic Center (FAC) maintenance, winter recreation.
- Regularly inspect and repair play equipment, sports fields, shelter paths, bridges, and lawns.

2017 Budget Highlights

The budget provides \$10,000 to make improvements to Parks and Park shelters to bring them into compliance with ADA requirements.

The Department will replace an existing mowing trailer. The trailer is used daily as department workload increases; the estimated cost is \$14,000.

The budget provides \$8,000 to perform seal coating and crack filling of park basketball courts. This action is expected to extend the courts' life by eight to ten years.

Financial Summary:

	2015 ACTUAL	2016 PROJECTED	2016 BUDGET	2017 EXECUTIVE	2017 APPROVED	INCREASE (DECREASE)
PARKS MAINTENANCE (550-55)						
Personnel Services	\$ 452,965	\$ 485,415	\$ 501,228	\$ 548,465	\$ 548,465	\$ 47,237
Materials & Supplies	265,527	153,175	159,633	266,455	269,746	110,113
Contracted Services	29,206	32,685	33,435	45,575	45,575	12,140
Professional Development	1,010	3,010	3,010	3,560	3,560	550
Capital Items	-	407	-	-	-	-
Total	\$ 748,708	\$ 674,692	\$ 697,306	\$ 864,055	\$ 867,346	\$ 170,040



**Staffing Analysis:**

Position Title	Staffing			Personnel Costs		
	2016 FTE	2017 FTE	Change	2016	2017	Change
Parks Maintenance Supervisor	0.50	0.50	-	40,452	42,511	2,059
Maintenance Crewleader	1.00	1.00	-	77,906	80,839	2,933
Maintenance Worker	4.50	4.50	-	280,460	293,499	13,039
Maintenance Assistant	-	0.50	0.50	-	30,378	
Seasonal Wages	-	-	-	75,355	76,970	1,615
Unemployment Compensation	-	-	-	15,500	10,000	(5,500)
Overtime/Miscellaneous	-	-	-	11,555	14,268	2,713
Total	6.00	6.50	0.5	501,228	548,465	16,859

2016 Achievements:

- The Parks Division focused heavily on pool maintenance, ash tree replacement and treatment, and daily upkeep of parks and shelters.
- Added a part-time position, which improved the upkeep of street and building landscapes.
- Installed a shelter at Fox Point Park.
- Five staff members mow over 500 acres of property every week, which includes parks, athletic fields, medians and storm water facilities.
- Began working on the Park and Open Space Comprehensive Plan. The project should be completed by April 2017.

**Mission:**

To improve quality of life through provision of high quality services, parks, open spaces, facilities and a variety of programs and special events.

Department Description:

To provide a healthy, managed urban forest for the community to enhance City aesthetic and recreational value, and assist in cooling.

- Keep current on tree health issues.
- Provide information about forestry health while protecting current trees.
- Ensure tree inventory currency.
- Enforce City tree ordinances

2017 Budget Highlights:

- Funding for the continuation of the treatment/removal of Ash trees due to Emerald Ash Borer.

Financial Summary:

	2015 ACTUAL	2016 PROJECTED	2016 BUDGET	2017 EXECUTIVE	2017 APPROVED	INCREASE (DECREASE)
FORESTRY (650-00)						
Personnel Services	\$ 57,810	\$ 65,042	\$ 66,444	\$ 70,102	\$ 70,102	\$ 3,658
Materials & Supplies	7,029	4,280	4,124	4,250	4,250	126
Contractual Services	27,247	122,413	122,413	75	25,075	(97,338)
Professional Development	-	2,330	2,330	2,225	2,225	(105)
Capital Items	1,484	2,500	2,500	-	-	(2,500)
Total	\$ 93,570	\$ 196,565	\$ 197,811	\$ 76,652	\$ 101,652	\$ (96,159)

Staffing Analysis and Expenses:

Position Title	Staffing			Personnel Costs		
	2016 FTE	2017 FTE	Change	2016	2017	Change
Forestry Supervisor	0.50	0.50	-	40,498	42,485	1,987
Maintenance Worker	0.50	0.50	-	25,434	26,657	1,223
Seasonal Wages	-	-	-	-	-	-
Miscellaneous Compensation	-	-	-	512	730	218
Overtime	-	-	-	-	230	230
Total	1.00	1.00	-	66,444	70,102	3,658



Performance Measures:

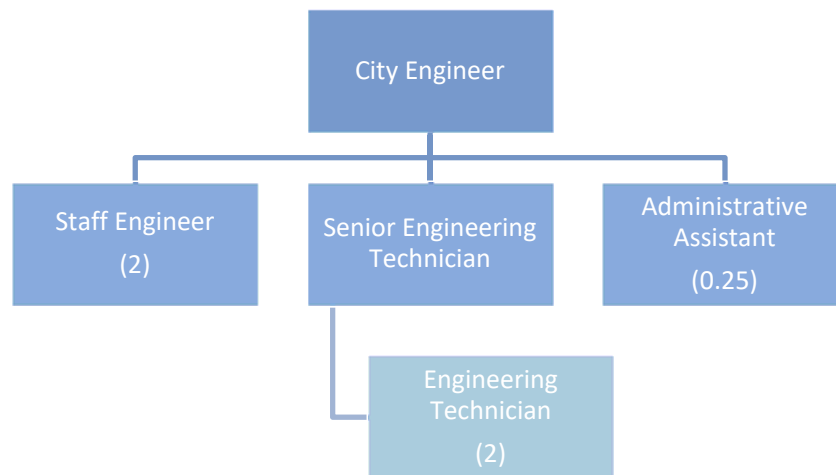
Measurements:

Item	2016
Removed Ash trees	734
Replaced Ash trees – any not replaced were by request from residents	698
Treated Ash Trees	576

2016 Achievements:

Staff:

- Oversaw the contract to remove over 700 ash trees
- Found almost 700 trees to replace the ash trees
- Oversaw the contract to treat nearly 600 ash trees
- Handled hundreds of phone calls and emails regarding changes to the ash tree plan
- Stayed within budget for the ash tree removal and replacement plan

**Mission:**

The mission of the City Engineering Department is to manage the development and maintenance of the City's infrastructure in a fiscally prudent and professional manner.

Department Description:

The Engineering Department provides a wide array of municipal engineering services. Department members are required to be well diversified in both office and field related responsibilities. The following is a description of some of the services provided by our Department.

- Develop construction schedules and cost estimates for Total Street Reconstruction, Pavement Rehabilitation, Sidewalk Installation Program, and the Storm Sewer Extension Programs. This allows the City to plan for the timing and financing of these projects.
- Design and develop construction documents for the City's Total Street Reconstruction, Pavement Rehabilitation, Sidewalk Installation Program, and the Storm Sewer Extension Programs. Properly designed and constructed projects can result in a longer life for improvements and lower maintenance costs.
- Review designs and coordinate construction inspection of public improvements in private developments and subdivisions.
- Collect, distribute, report, and maintain records of public infrastructure improvements.
- Provide engineering support for other City Departments.
- Provide engineering oversight and assist in the management of the City's Stormwater Utility.
- Review and approve Street Opening, Driveway, and Erosion Control/Stormwater Management Permits.

**Engineering Department****City of Sun Prairie 2017 Annual Budget****2017 Budget Highlights**

The 2017 Engineering Department budget includes an initiative to replace an aging Robotic Total Station. This piece of surveying equipment is 10 years old, which means it lacks the latest technology available in newer models. Extending the use of this equipment beyond 10 years could lead to repairs that could be cost-prohibitive and could leave the Department without a vital piece of equipment.

In the Capital Improvement Plan, the Engineering Department recommended \$7.4 million in street reconstruction in 2017. This proposal addresses the reconstruction of approximately 18,000 lineal feet of public street. This amount is greater than the linear feet completed in prior years but falls short of the average of approximately 25,000 lineal feet required to keep pace with the street reconstruction responsibilities of the City. Engineering staff and contractor effort are required to support these street projects.

Additionally, the engineering department will be conducting a traffic study at the O'Keeffe and Linnerud intersection to determine if signals should be installed.

Financial Summary:

	2015 ACTUAL	2016 PROJECTED	2016 BUDGET	2017 EXECUTIVE	2017 APPROVED	INCREASE (DECREASE)
ENGINEERING (330-00)						
Personnel Services	\$ 554,677	\$ 562,960	\$ 561,936	\$ 459,860	\$ 459,860	\$ (102,076)
Materials & Supplies	41,502	47,407	45,235	19,674	\$ 19,933	(25,302)
Contracted Services	28,209	5,400	5,400	7,650	7,650	2,250
Professional Development	2,250	2,845	2,875	3,015	3,015	140
Capital Items	23,040	1,410	1,500	-	25,460	23,960
Total	\$ 649,678	\$ 620,022	\$ 616,946	\$ 490,199	\$ 515,918	\$ (101,028)

Staffing Analysis and Expenses:

Position Title	Staffing			Personnel Costs		
	2016 FTE	2017 FTE	Change	2016	2017	Change
City Engineer	1.00	1.00	-	124,035	128,332	4,297
Staff Engineer	2.00	2.00	-	183,989	185,349	1,360
Senior Engineering Technician	1.00	1.00	-	94,997	98,196	3,199
Engineering Technician	2.00	2.00	-	138,948	145,672	6,724
Administrative Assistant	0.25	0.25	-	14,967	13,180	(1,787)
Overtime/Misc.	-	-	-	5,000	1,060	(3,940)
Total	6.25	6.25	0.00	561,936	571,789	9,853

**Performance Measures:**

Goal: Long-term Financial Stability: Provide engineering services for City sponsored Capital Improvement Projects that result in the construction of well-designed projects at a competitive cost.

Strategies:

1. To enhance the opportunity for competitive bidding, advertise for bids on as many contracts as possible by March 31st.
2. Provide project designs and construction oversight that extends the life of the infrastructure improvements and provides for an enhanced quality of life for the general public.
3. Continue to monitor new technology and materials to ensure construction of new infrastructure at the highest industry standards and meet or exceed the City's Standard Specifications.

Item	2014	2015	2016
Total Contracts/Contracts advertised prior to March 31 st	8/5	*7/5	13/12
Total Contracts/Contracts Inspected by Engineering Dept.	8/7	7/7	13/13

**Two grant- funded projects were advertised for bids in December of 2014.*

2. Designs & Construction Oversight Measurements:

Properly designed projects should result in an expected life expectancy that meets or exceeds industry standards. Improperly designed projects will provide fewer years of service, and most will likely have higher maintenance costs associated with them. The City is consistently seeing streets lasting 25 to 30 years. An example of this is Wilburn Road between N. Bristol Street and Corporate Center Drive. This segment was originally constructed in 1988. The 2017 capital improvement plan proposes to include this street as a Pavement Rehabilitation project. This street is subjected to truck traffic as well as passenger car traffic and the pavement life has extended to 29 years. This serves a good example of the benefits of a quality design backed up by good construction oversight.

3. Technology & Materials Measurements:

Staying up to date on the latest technology and materials introduced each year can have significant benefits. Newly introduced design software provides benefits in providing faster applications, as well as increased accuracy. Newer construction materials provide extended life as compared to older versions of the same. The Engineering Department reviews the latest software and materials to confirm that they are a good fit for our City.

The Engineering Department has made good use of the technology upgrades. The Department now utilizes surveying equipment that offers time saving and accuracy benefits.



The Engineering Department has had productive discussions with Sun Prairie Utilities (SPU) regarding potential changes in water main installation specifications. The Engineering Department is encouraging SPU to consider the use of plastic water main as a pilot project. Currently SPU only allows ductile iron pipe for use in public applications. The Engineering Department is also discussing the concept of requiring all ductile watermain to be encased in a polyethylene wrap. The wrap is intended to protect the pipe from corrosive soils that can cause pipes to fail prematurely. The cost for the polyethylene wrap is quite minimal, so it serves as an added safeguard at a reasonable price. Adding this provision to the SPU watermain specifications should provide added assurance that the product will reach its anticipated life span.

Goal: Continue to update the City's Street Reconstruction Program to include the streets in greatest need of repair while considering utility upgrade needs.

Strategies:

- Continue to work with the utility owners to assure that their needs are incorporated in Street Reconstruction Schedules. Meet with the utility owners annually to assure long-term plans reflect their needs.
- Complete field ratings of street conditions to categorize existing streets as either Total Street Reconstruction or Pavement Rehabilitation projects. Revisit street evaluations periodically to account for any changes in their conditions.
- Overlay pedestrian needs with the proposed street and utility needs of each project considered for construction.

Measurements:

Item	2014	2015	2016
Street Projects with component requested by a Utility Owner	2	2	2
Street Projects with Pedestrian component	3	6	9

The 2016 Capital Improvement Projects included the requested utility upgrades to the wastewater treatment plant (WWTP) and Sun Prairie (SP) Utilities. Again in 2016 the S. Bird Street Reconstruction Project included the replacement of an undersized interceptor sewer that existed within the project limits. The Total Reconstruction project on E. Klubertanz Drive and Werner Court included the replacement of an old cast iron water main that had been subject to frequent breaks. By jointly planning the replacement of street and utility improvements the public can enjoy fewer interruptions in service and reduced construction costs.

The City recognizes the need for providing pedestrian accommodations and values their importance. In 2016 there were nine street construction projects that included pedestrian components. Sidewalks and/or bike path improvements were components of the S. Bird Street, E. Klubertanz Drive, Harvest Lane, Hanley Drive, Park Street, Market Street, Sunfield Street, CTH C, and Clarmar Drive construction projects. These improvements link neighborhoods and provide travel alternatives to city residents.



Goal: Play a prominent role in the management of the City's Storm Water Utility (SWU). In 2016 the City invested in a Five Year Financial Management Plan. The SWU also funded a Rate Case Study, providing additional guidance for the management of the Utility. In 2017 the Engineering Department will use the Financial Management Plan and Rate Case Study to help steer the SWU into long-term financial stability.

Strategies:

- Continue with regular scheduled staff meetings attended by the Public Works, Finance, and Administration Departments.
- Increase the regularity in which financial reports are provided to the Public Works Committee.
- Increase Elected Officials awareness of issues that impact the SWU. Use the City's website, local media, and the Clock Tower News, and other avenues to connect with the public on Utility related issues.

Item	2014	2015	2016
Number of SWU Staff Meetings	8	6	7
Presentation of quarterly SWU updates to the PWC	0	2	1

Phosphorus reduction in stormwater runoff is the newest challenge facing municipalities, and this challenge will require significant financial commitments. Staff needs to get this message out to the public in a manner that is easily understood and appreciated. The City's participation in the adaptive management program sponsored by the Yahara Watershed Improvement Network (WINs) is a long-term project to meet the phosphorus reduction requirement.

The City's discharge of stormwater is a permitted right by the State DNR. The City's Stormwater Permit is issued through our participation in the MAMSWaP (Madison Area Municipal Stormwater Partnership) group which has an extensive Information & Education program. Through this affiliation, the promotion and sale of rain barrels is offered, along with training opportunities for the proper use and allocation of road salt. In 2017 staff will explore options for adding to the outreach program with the intentions of promoting the importance of proper stormwater management.

**2016 Achievements:**

Activity	2012	2013	2014	2015	2016 As of August 2 nd
Public Works Meetings	17	17	19	19	13
Street Opening Permits	107	179	217	234	128
Driveway Permits	85	151	174	194	104
Erosion Control/ Stormwater Permits	16	17	26	15	6
TRC Reviews	26	10	20	11	10
City's Capital Improvement Projects	7@ \$2,890,912	4@ \$3,183,926	6@ \$7,119,368	8@ \$5,436,874	13@ \$6,987,139
New Private Development Project Costs	6@ \$1,165,870	2@ \$628,085	10@ \$3,314,394	8@ \$4,995,698	6@ \$4,082,224

2016 Capital Improvement Projects

- Market & Park St. Reconstruction and Uplands Lift Station Abandonment
- Clarmar Dr. Pavement Rehab/Storm Sewer & Sunfield St. Reconstruction
- Hanley Dr. & Harvest Lane Reconstruction
- Laura St. & E. Klubertanz Dr./Werner Ct. Reconstruction
- Steven St. Storm/Pavement Rehab, S. Bird St. Reconstruction, & Fox Point Surfacing Paving
- Liberty Square Basin Expansion
- City Hall Parking Lot Repaving

2016 Private Development Projects

- Menard's
- Ironwood Estates Phase 4
- Liberty Square Phase 16-5
- F.C. Land, LLC/Prairie Lakes
- Providence Phase 2B
- Smith's Crossing Phase 16



To: City of Sun Prairie

From: Colonial Club Senior Activity Center
Bob Power, Executive Director

Date: September 29, 2015

Re: Request for Municipal Support

On behalf of the Colonial Club Senior Activity Center, I respectfully submit the enclosed request for funding for 2016. As in past years, we appreciate the support you have given to the Colonial Club and hope you will look favorably on our request.

The year of service for 2014 again shows demand for services and support for older adults and their families steadily increasing as the chart below spells out. We saw big increases in the Adult Day Center and Supportive Home Care usage. In two areas, there were slight decreases – case management and transportation. With the recent addition of the Aging & Disability Resource Center of Dane County, officials expected our case management numbers to be impacted, as the ADRC took on the role of information and referrals specialists for Dane County. The ADRC does short term (90 days or less) support and refers the more challenging, longer term support to our case managers. With transportation, we were forced to park one of our buses because it was no longer safe to drive. Consequently, we had one less vehicle to provide this service.

Total Colonial Club Service Report Comparison 2009-2014

Year	Case Management (hours)	Adult Day Care (hours)	Meals	Supportive Home Care (hours)	Transportation (miles)
2014	2,258	16,887	21,379	5,197	26,109
2013	2,325	14,956	21,284	4,547	32,726
2012	2,669	15,648	21,234	3,756	31,346
2011	2,606	14,001	22,722	3,294	33,810
2010	2,353	13,534	22,727	2,983	35,335
2009	1,077	13,390	13,031	1,320	21,058

Programs, Services & Activities utilized by 324 City of Sun Prairie residents

Benefits Received in Hours	2012	2013	2014
Case Management	1,640	1,389	1,557
Adult Day Center	5,556	5,861	5,758
Supportive Home Care/Respite Care	3,009	2,758	3,436

Benefits Received in Numbers	2012	2013	2014
Meals @ Colonial Club	6,478	6,330	7,209
Meals Delivered	6,884	7,725	6,073

Benefits Received in Miles	2012	2013	2014
Transportation	8,625	9,190	5,913

As in years past, we cannot always fully explain the reason(s) behind service delivery increases or decreases. However, we do know, for example, that in 2014 we received a small special one-time grant to focus on improvements with our on-site congregate meal. It's safe to assume that those efforts increased our overall meal numbers by nearly 900. Similarly, with one bus parked due to safety concerns, we did not have the same amount of vehicles to transport people, so it's not surprising to see transportation miles decrease.

With aging vehicles and an aging building we are currently facing multiple capital improvement needs for 2016. We came up with an extensive list of projects and prioritized the following three items:

- Restrooms – Since our building (all three sections) was built prior to 1992 and the Americans with Disabilities Act, none of the restrooms are fully ADA compliant. We simply cannot go any longer without bathroom renovations. **Estimated costs: \$45,000**
- Insulation – The oldest front two sections of the building are in dire need of insulation. Since 1970, the insulation has simply fallen away due to age, leaks, and installation of various types of wiring for phones, computers, etc. On the coldest days of the year, office temperatures fall to 45 degrees overnight. **Estimated costs: \$80,000**

A grant was written to the Dane County Community Block Development Commission for \$87,931 to help support the restroom/insulation project. It was recommended for full funding and awaits final approval from the Dane County Board of Supervisors. We will still need over \$37,000 to complete these projects.

- Vehicles – We currently own 2 buses & 1 mini-van for our transportation services. One of the buses, as mentioned earlier, has been parked. The other bus has over 143,000 miles and the van over 188,000. Both are in the shop on a regular basis. **Estimated costs for two vehicles (1 bus, 1 minivan, both handicap accessible): \$95,000**

We also recently submitted a grant to the Madison Area Transportation Planning Board. This “5310” grant would allow us to purchase a vehicle through their inventory with the grant paying for 80% and we would have to come up with the remaining 20% or about \$10,800. We received word on September 16 that our request has been initially approved for \$43,200. We would still need \$10,800 to complete the bus purchase and another \$45,000 for a mini-van.

While the Colonial Club is a private 501c3 organization, we operate like a community center, serving people of all ages and groups of all size. In 2014, 868 people swiped their cards upon entry into the Colonial Club to register for classes, activities and events a total of 20,839 times. This only includes people who take the time to get a card and use it; many people either don’t get a card or forget to register. This also does not include all the many meetings, activities and events that aren’t official Colonial Club events such as:

- ✓ We serve as host site for the weekly Sun Prairie Rotary Club meetings
- ✓ We serve as host site for the annual Optimist breakfast
- ✓ Christ Fellowship Church utilizes our building every Sunday
- ✓ We offer MATC courses to people of all ages
- ✓ We are an anonymous safe site for a domestic violence program
- ✓ We host an annual holiday breakfast for a group of developmentally challenged youth
- ✓ We work with Sun Prairie Parks & Recreation to host classes here
- ✓ Multiple groups meet here weekly, including Weight Watchers, Alcoholics Anonymous & Overeaters Anonymous
- ✓ We have served as a summer location for the YMCA
- ✓ We are a Sun Prairie voting site
- ✓ We host a variety of support groups (grief, Parkinson’s, Alzheimer’s, etc.)

(None of the people attending these events show up on our usage information data).

This is not a complete list, but it’s fair to say we’re a busy center that must make these capital improvement projects happen in 2016. Without your support of the Colonial Club and the services that we provide to the residents of the City of Sun Prairie, we would not be able to sustain the level of service provision that we do.

We are requesting level funding for next year, along with a one-time increase of \$25,000 to help with our 2016 capital improvement projects.

2015 Request/Funding: \$160,000
2016 Request: \$185,000

	2015 ACTUAL	2016 PROJECTED	2016 BUDGET	2017 EXECUTIVE	2017 APPROVED	INCREASE (DECREASE)
SENIOR CITIZEN PROGRAM						
Contractual Services	<u>\$160,000</u>	<u>\$170,000</u>	<u>\$170,000</u>	<u>\$180,000</u>	<u>\$180,000</u>	<u>\$10,000</u>
Total	\$160,000	\$ 170,000	\$170,000	\$ 180,000	\$ 180,000	\$ 10,000

SUN PRAIRIE CEMETERY

August 26 2016

Aaron Oppenheimer
City Administer of Sun Prairie

Dear Aaron:

On behalf of the members of the Sun Prairie Cemetery Association (SPCA), we would once again like to express our appreciation for the past 15 years of annual grants. These grants have enabled the SPCA to maintain the appearance and accessibility of this historic and beautiful cemetery. We are also grateful for all the other assistance from the Public Works Department, such as trimming and taking down some damaged trees last summer plus chipping trees and the brush from this year's annual May cleanup.

For the upcoming 2017 Fiscal Year we are requesting that our annual grant be \$9,500—the same as 2016. We did combine last years \$1000.00 increase with our In Kind Contribution of \$1800.00 (equipment & labor) to complete both the southbound driveway extension and to build and landscape the two separation berms that has both defined the cemetery's southern boundary and now prevents vehicular intrusions from happening during events staged at Angell Park. The landscaped berms have led to many favorable comments from numerous visitors because they have replaced the rusty and damaged fence line and the additional driveway has increased the accessibility to the cemetery's southwest quadrant during funeral services. The following is an explanation of our expenses and what we anticipate spending to continue improving the cemetery's appearance, grave accessibility and convenience and satisfaction of the plot owners of SPCA.

Again the largest portion of the City of Sun Prairie grant will be used on whatever maintenance expenses (mowing, snowplowing, weed control and grass trimming) that the SPCA can't entirely cover from our traditional income sources - plot sales, burial fees, etc. Our maintenance cost may increase by \$ 400 - \$600 this year and we will be purchasing some grass trimmers and leaf blowers to enhance our ability to efficiently do all the necessary miscellaneous cleanup work during the five annual cleanup events with volunteer help.

Our maintenance costs will also increase due to the necessity of removing a badly damaged spruce tree in the northwest quadrant that can't be done by using the Public Works Department's equipment. We expect that this will cost about \$300.00.

Now that the Park Street project has been completed we are developing long term plans to beautify the long neglected northern boundary of the Sun Prairie Cemetery. We are looking forward to working cooperatively with the City of Sun Prairie to accomplish this goal so that the end result of this effort matches the quality of the Park Street reconstruction.

Finally we will again spend a minimum of \$1500.00 on this year's phase of our annual Headstone Repair Plan. To date SPCA has spent \$8250.00 on repairing headstones.

Thanks for your consideration on all these items.

Regards,


Ron Miller

Treasurer Sun Prairie Cemetery Association



Cemetery

City of Sun Prairie 2017 Annual Budget

	2015 ACTUAL	2016 PROJECTED	2016 BUDGET	2017 EXECUTIVE APPROVED	2017 APPROVED	INCREASE (DECREASE)
CEMETERY						
Professional Services	<u>\$8,500</u>	<u>\$9,500</u>	<u>\$9,500</u>	<u>\$9,500</u>	<u>\$9,500</u>	<u>\$0</u>
Total	\$ 8,500	\$ 9,500	\$ 9,500	\$ 9,500	\$ 9,500	\$ -

CITY OF SUN PRAIRIE
2017 APPROVED BUDGET
HEALTH & HUMAN SERVICES

		2014	2015	8/31/2016	2016	2016	2017	2017	INCREASE
		<u>ACTUAL</u>	<u>ACTUAL</u>	<u>2016</u> <u>ACTUAL</u>	<u>PROJECTED</u>	<u>BUDGET</u>	<u>EXECUTIVE</u>	<u>APPROVED</u>	<u>(DECREASE)</u>
YOUTH PROGRAMS									
CONTRACTUAL SERVICES									
10054500-544000	PROFESSIONAL SERVICES	\$ 15,000	\$ 15,000	\$ 45,000	\$ 45,000	\$ 45,000	\$ 75,000	\$ 75,000	\$ 30,000
	SUB-TOTAL	15,000	15,000	45,000	45,000	45,000	75,000	75,000	30,000
TOTAL YOUTH PROGRAMS		\$ 15,000	\$ 15,000	\$ 45,000	\$ 45,000	\$ 45,000	\$ 75,000	\$ 75,000	\$ 30,000

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Mission:

The mission of the Sun Prairie Youth and Families Commission is to enhance the quality of life for the residents of the Sun Prairie school district. The Youth and Families Commission seeks to promote healthy behaviors, lifestyles, and community conditions that empower people to be self-sustaining, contributing members of their families, schools, work places, and community.

Department Description:

The Youth and Families Commission's duty is to increase the community's awareness of the positive contributions made to the community by the City's youth and families. The Youth and Families Commission helps groups within the city to make Sun Prairie a better place for the City's youth and families.

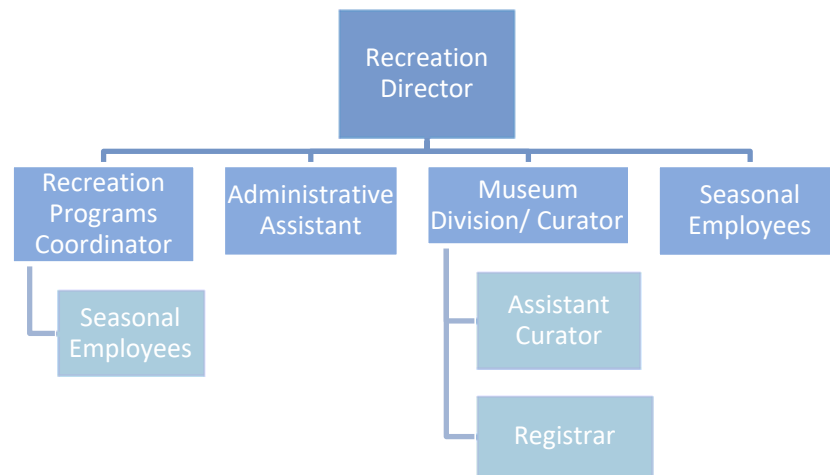
Chapter 2.60 in the City's municipal code of Ordinances establishes the Youth and Families Commission. This section of the code provides information on how commission members are selected and the composition of the committee, term limits, procedures, compensation, meetings and duties.

Financial Summary:

	2015 <u>ACTUAL</u>	2016 <u>PROJECTED</u>	2016 <u>BUDGET</u>	2017 <u>EXECUTIVE</u>	2017 <u>APPROVED</u>	INCREASE (DECREASE)
YOUTH & FAMILY COMMISSION (542-00)						
Personnel Services	\$ 578	\$ 1,300	\$ 1,920	\$ 2,067	\$ 2,067	\$ 147
Materials & Supplies	10	10	-	10	10	10
Contracted Services	5,565	-	-	-	-	-
Professional Development	601	300	750	750	750	-
Total	\$ 6,754	\$ 1,610	\$ 2,670	\$ 2,827	\$ 2,827	\$ 157

YOUTH & FAMILY COMMISSION: CARRYOVER BALANCE					
BEGINNING FUND BALANCE	2,395	2,641	2,641	2,471	2,471
ADDITIONS	7,000	7,000	2,500	-	-
EXPENSES	6,754	1,610	2,670	2,827	2,827
ENDING FUND BALANCE	2,641	8,031	2,471	(356)	(356)

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**Mission:**

The City of Sun Prairie's Recreation Department, in conjunction with the Parks & Forestry Division, are committed to providing quality services, a variety of programs, special events, and facilities, in addition to parks and open spaces.

Department Description:

The Recreation Department consists of four divisions: Administration, Recreation Services, Family Aquatic Center and the Historical Museum.

The Administration Division is responsible for coordinating, monitoring and managing these components to form a system of services that is responsive to the recreational, cultural and preservation needs of the community.

Recreation Services are managed by the Recreation Director and Recreation Programs Coordinator, with administrative support from the Recreation Department Administrative Assistant. Programs are generally operated utilizing part-time seasonal labor as well as vendors.

Programs are generally offered under one of the following categories: adult fitness & enrichment, adult sports, aquatic programs, preschool enrichment, special events, concerts, trips, youth sports, and youth enrichment.

The Recreation Department also works in cooperation with the Parks and Forestry Division to develop and maintain quality parks and recreational facilities for the community. Total park acreage is 370 acres and includes neighborhood parks, community parks, a citywide park and special use areas such as the Family Aquatic Center and the Pet Exercise Area.



2017 Budget Highlights:

The Recreation Department will work to provide the same level of programming and services at a similar cost to 2016. We will continue to implement changes to policies and procedures that maximize our resources.

New Programming:

1. Continue to develop online registration policies and procedures to encourage increased customer use of online registration capabilities.
2. Explore technology changes/additions to enable customers to reserve park shelters online.
3. Continue to offer programs for a variety of ages and interests and seek opportunities to offer new programs to meet the needs and interests of the community. Family and preschool programs are two specific areas that we will continue developing in 2017 due to interest.
4. Develop partnerships with others to more effectively serve the community's recreational needs and optimize resources.



Recreation Department

City of Sun Prairie 2017 Annual Budget

Financial Summary:

	2015 ACTUAL	2016 PROJECTED	2016 BUDGET	2017 EXECUTIVE	2017 APPROVED	INCREASE (DECREASE)
RECREATION ADMINISTRATION (550-51)						
Personnel Services	\$ 200,340	\$ 211,238	\$ 211,238	\$ 222,312	\$ 222,312	\$ 11,074
Materials & Supplies	18,398	20,811	19,812	21,066	21,079	1,267
Contracted Services	7,348	7,300	7,300	7,300	7,300	-
Professional Development	2,130	3,810	4,610	4,610	4,610	-
Capital Items	-	-	-	-	-	-
Total	\$ 228,216	\$ 243,159	\$ 242,960	\$ 255,288	\$ 255,301	\$ 12,341

SUMMER RECREATION (550-53)

Personnel Services	\$ 61,815	\$ 57,201	\$ 75,940	\$ 75,940	\$ 75,940	\$ -
Materials & Supplies	10,062	16,026	17,044	17,044	17,044	-
Contracted Services	32,950	33,393	43,500	43,500	43,500	-
Professional Development	-	-	-	-	-	-
Total	\$ 104,827	\$ 106,620	\$ 136,484	\$ 136,484	\$ 136,484	\$ -

WINTER RECREATION (550-54)

Personnel Services	\$ 22,463	\$ 30,150	\$ 19,660	\$ 19,660	\$ 19,660	\$ -
Materials & Supplies	3,713	6,200	6,200	6,200	6,200	-
Contracted Services	34,657	39,200	40,200	40,200	40,200	-
Total	\$ 60,833	\$ 75,550	\$ 66,060	\$ 66,060	\$ 66,060	\$ -

CONCERTS IN THE PARK (550-57)

Materials & Supplies	\$ -	\$ 61	\$ 150	\$ 150	\$ 150	\$ -
Contracted Services	3,050	4,525	2,670	6,500	4,500	1,830
Total	\$ 3,050	\$ 4,586	\$ 2,820	\$ 6,650	\$ 4,650	\$ 1,830

Total	\$ 396,926	\$ 429,915	\$ 448,324	\$ 464,482	\$ 462,495	\$ 14,171
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Staffing Analysis and Expenses:

Position Title	Staffing			Personnel Costs		
	2016 FTE	2017 FTE	Change	2016	2017	Change
Recreation Supervisor	1.00	1.00	-	94,619	98,812	4,193
Recreation Coordinator	1.00	1.00	-	77,814	81,990	4,176
Secretary	1.00	1.00	-	37,905	40,540	2,635
Summer Rec Wages	-	-	-	75,940	75,940	-
Winter Rec Wages	-	-	-	19,660	19,660	-
Boards & Commissions	-	-	-	900	970	70
Total	3.00	3.00	-	306,838	317,912	11,074



Goal: To provide for the overall direction, coordination and support of all activities of the Recreation Department.

Strategies:

1. Develop and implement a program of services that effectively meet the recreational, cultural and preservation needs of the community.
2. Establish an effective community relations program that will both communicate the availability of current services and promote the importance of recreation and parks services within the community.
3. Conduct general administrative functions; including personnel management, risk and safety management, performance measurement, purchasing and budget preparation/management.
4. Evaluate all operations in order to improve efficiency and effectiveness and to prepare reports as necessary.
5. Manage program registration and facility reservations for park shelters, gazebos, athletic fields and the Westside Community Services Building community room.
6. Initiate, develop and carry out special projects, as required.

Measurements: Facility Reservations

Item	2012	2013	2014	2015	2016*
Shelter/Gazebo Reservations	321	309	301	308	261
Athletic Field Reservations	866	894	621	452	439
Westside Community Services Building Community Room Reservation	619	836	914	917	579
Totals	1,806	2,039	1,836	1,677	1,279

*As of 8/9/2016

Goal:

To implement a program of services and activities that effectively meets the recreational, cultural and leisure needs of the community.

Strategies:

1. Provide recreational opportunities for youth, adults, and families to participate in such as enrichment, sports, aquatics, fitness, special events, and cultural programs.
2. Develop and facilitate programs and activities that will improve and promote individual social, cognitive, physical, and emotional skills.
3. Develop programs that encourage participants to be active outdoors.
4. Ensure the full schedule of programs either meet or exceed direct operating costs.

**Recreation Department****City of Sun Prairie 2017 Annual Budget****Measurements: Program Enrollments**

Item	2012	2013	2014	2015	2016*
Adult Enrichment	48	16	27	53	24
Adult Sports	944	1,010	963	987	894
Aquatic Programs	1,820	1,691	1,561	1,363	1,295
Fitness Programs	1,054	1,031	990	768	443
Preschool Programs	1,119	882	713	517	409
Special Events & Concerts	2,068	2,274	1,340	1,250	1,452
Trips	186	152	134	116	31
Youth Sports	1,159	1,412	1,282	992	1,261
Youth Enrichment	427	828	1,061	1,004	826
Youth/Adult Programs	N/A	86	109	91	77
Totals	8,825	9,296	8,180	6,841	6,712

*As of 8/9/2016

**Measurements: Cost Recovery****Summer Recreation Revenue and Expense Comparison**

(Totals include all direct expenses for summer recreation programs.)

Year	Revenue Actuals	Expense Actuals	Recovery %	Community Investment
2015	\$101,977	\$104,827	97	\$2,850*
2014	\$125,300	\$110,118	114	0
2013	\$129,771	\$111,535	116	0
2012	\$82,376	\$89,812	92	\$7,436
2011	\$119,732	\$117,296	102	0

*Expense was greater than revenue in 2015 due to no fees charged for Camp Buena Vista program.

Spring, Fall and Winter Recreation Revenue and Expense Comparison

(Totals include all direct expenses for spring, fall and winter recreation programs.)

Year	Revenue Actuals	Expense Actuals	Recovery %	Community Investment
2015	\$76,950	\$60,639	127	0
2014	\$53,211	\$47,839	111	0
2013	\$55,776	\$43,351	129	0
2012	\$46,950	\$46,782	100	0
2011	\$63,431	\$50,548	125	0

2016 Achievements: Recreation Administration

- Internet registrations for recreation programs have increased from 42% to 80% in the past five year period due to changes initiated by the Recreation Department.
- We restructured the registration process for adult softball in 2016. In addition to making the process more convenient for our customers, the change created efficiencies for the department.
- We collaborated with the Piranhas Parent Booster Club again this year to make the swim team registration process easier and more efficient for participants, the Booster Club and the Department.
- We continued to use electronic surveys to evaluate programs. The addition of electronic surveys has increased evaluation response rate significantly, which assists us greatly with program planning and development.
- We continue to use a variety of venues to promote our programs, services and facilities, including social media, the City's website, local news outlets, email communications to our Activenet customer database, the Sun Prairie Cable Access Channel and more.

2016 Achievements: Recreation Services

- The Recreation Department offered a wide variety of recreational opportunities in 2016. Program enrollment and participant satisfaction continues to be high as measured by written participant program evaluations, electronic program evaluations, verbal feedback, observation of staff and high enrollment numbers.
- Participation in youth and adult sports programs continues to be strong. Our Basic Archery Instruction program introduced in 2015 grew in 2016. In addition to fee based programming, we offered two free youth baseball opportunities including the MLB Pitch, Hit, and Run program and a Madison Mallards



Baseball Clinic. Partnering with these organizations, as well as the Sun Prairie High School Boys Baseball Team and Girls Softball Team enabled us to provide these opportunities at no cost to participants. Both programs were well attended, with 30 youth participating in the Pitch, Hit & Run event and 250 youth participating in the Mallards Baseball Clinic. The Mallards Baseball organization reported that the clinic hosted in Sun Prairie attracted more participants than any other clinic in 2016.

- A number of enrichment programs ranging from art classes to science programs were offered, with strong enrollment levels. We strive to offer programs for a variety of ages and interests and continually seek opportunities to offer new programs, as demonstrated by new enrichment offerings in 2016. Examples include Painter's Palette classes for youth, adults and families, Bricks 4 Kids camps and nature education programs.
- We continued our fitness class offerings for both youth and adults with excellent participation. A few of our new classes include WERQ and TRX Blend.
- Concerts in the Park were a great success again this year. A program format that includes family activities and food vendors, in addition to the concerts, appeals to a wide range of people and encourages multi-generational participation. Additional funding from sponsors was secured to help fund these events.
- We continued to offer daytime, evening and weekend activities, to accommodate peoples' varied schedules.

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**Description:**

Thousands of individuals participate in aquatics programs at the Family Aquatics Center annually. Aquatics programs include swimming lessons, swim team, lap swimming, water fitness classes, specialty classes, special events and private group rentals.

The Family Aquatic Center is managed by the Recreation Director, with the assistance of three part-time seasonal managers. Administrative support is provided by the Recreation Department Secretary and a seasonal office assistant. Programs are generally operated utilizing part-time seasonal labor.

2017 Budget Highlights:

The Family Aquatic Center base budget is similar to the adopted 2016 budget. Challenges for the Family Aquatic Center include inconsistent weather and increased competition.

The budget includes \$4,500 for new patron lounge chairs.

The FAC will purchase a Kia Vac Cleaning System to efficiently remove all soils, bacteria, and cleaning solution, leaving floors clean, dry, and ready for immediate use. The system will decrease staff time spent on cleaning large floors in the locker rooms, bathhouse, and concession stand areas.

FAC seasonal wages will be increased for the first time in seven years in order to attract well qualified applicants.

Financial Summary:

	2015 ACTUAL	2016 PROJECTED	2016 BUDGET	2017 EXECUTIVE	2017 APPROVED	INCREASE (DECREASE)
Personnel Services	146,946	150,683	156,725	171,258	171,258	14,533
Materials & Supplies	112,930	55,094	55,350	60,850	60,850	5,500
Contracted Services	41,074	39,800	47,025	49,000	49,000	1,975
Professional Development	-	315	600	600	600	-
Capital Items	21,442	20,351	20,900	4,500	4,500	(16,400)
Total	\$ 322,392	\$ 266,243	\$ 280,600	\$ 286,208	\$ 286,208	\$ 5,608

Goal: To provide aquatics facilities, programs and services that effectively meets the needs of the community.

Strategies:

1. Provide opportunities for youth, adults, and families to participate in aquatics programs such as swimming lessons, swim team, open swim and special events.
2. Provide clean, attractive, and aesthetically pleasing aquatics facilities.
3. Develop programs that encourage participants to be active outdoors.
4. Develop and facilitate programs and activities that will improve and promote individual social, cognitive, physical, and emotional skills.

**Performance Measures:****Measurements:** Aquatics Program Enrollments

Item	2012	2013	2014	2015	2016
Swim Lessons	1,533	1,402	1,263	1,303	1,243
Swim Team	245	239	232	207	188
Mini Swim Team	42	50	50	55	52

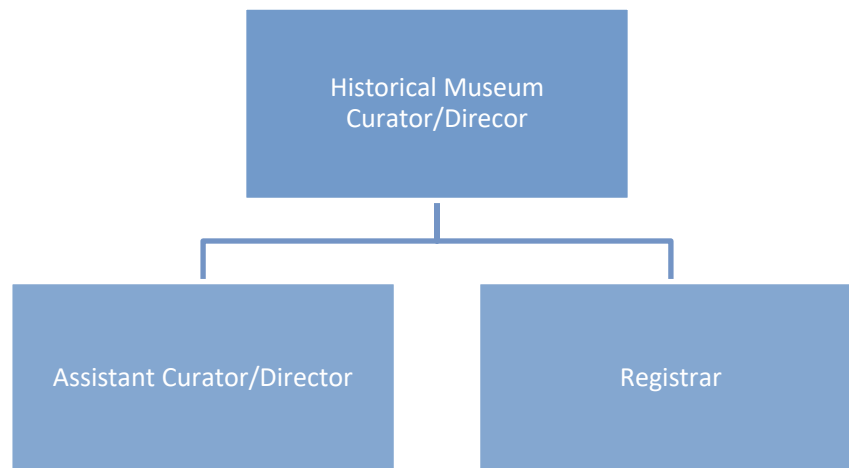
Measurements: Season Pass Sales

Item	2012	2013	2014	2015	2016
Resident Family	131	94	98	98	115
Non-Resident Family	20	11	32	24	25
Resident Family ½ Price	0	9	9	20	12
Non-Resident Family ½ Price	0	0	2	5	1
Total Family Season Passes	151	114	141	147	153
Resident Individual	44	25	24	10	17
Non-Resident Individual	4	2	1	1	2
Resident Individual ½ Price	0	2	1	2	2
Non-Resident Individual ½ Price	5	0	0	0	0
Total Individual Season Passes	49	29	26	13	21

Measurements: Discount Token Sales

Item	2012	2013	2014	2015	2016*
Single Tokens	1,404	235	2,149	1,782	610
10 Pack Tokens	140	127	112	174	315
Total Number of Tokens Sold	2,804	1,505	3,269	3,522	3,760

*As of 8/10/2016



Mission:

The Sun Prairie Historical Museum is responsible for:

- The preservation and interpretation of the history of Sun Prairie and the surrounding area in order to effectuate a community which understands and has pride in its roots to the past.
- The preservation of written records, photographic records, artifacts, and the documentation of the physical landscape changed by the history of settlement.
- The collection, preservation, maintenance, interpretation, and display of historical collections of the development of City government, surrounding townships and daily life of the citizens of Sun Prairie. Promote awareness and understanding of the rich history and heritage of the area.
- Connect the community with its historical roots through outreach exhibits, community and school programs, tours, and displays.

Department Description:

The Sun Prairie Historical Museum offers many services including:

- Archival Collections of the Sun Prairie Area
- Museum and Outreach Displays
- Death List Available Online
- Research Assistance by Appointment
- Information on Preservation of Artifacts
- Programs for Organizations
- Records on Sun Prairie Homes and Stores
- Tours of the Museum
- Volunteer Opportunities

2017 Budget Highlights:

The Historical Museum will work to provide the same level of programming and services at a similar cost to 2016. Funding for the assistant museum curator was eliminated.

**Financial Summary:**

	2015 ACTUAL	2016 PROJECTED	2016 BUDGET	2017 EXECUTIVE	2017 APPROVED	INCREASE (DECREASE)
HISTORICAL MUSEUM (530-00)						
Personnel Services	\$ 13,392	\$ 20,898	\$ 21,192	\$ 46,158	\$ 17,096	\$ (4,096)
Materials & Supplies	6,869	14,275	14,275	14,275	14,275	-
Contracted Services	6,276	6,630	6,230	6,500	6,500	270
Capital Items	-	5,500	5,950	5,950	5,950	-
Total	\$ 26,537	\$ 47,303	\$ 47,647	\$ 72,883	\$ 43,821	\$ (3,826)

Staffing Analysis and Expenses:

Position Title	Staffing			Personnel Costs		
	2016 FTE	2017 FTE	Change	2016	2017	Change
Museum Curator	-	-	-	15,115	15,114	(1)
Museum Asst Curator	-	-	-	4,093	-	(4,093)
Museum Registrar	-	-	-	1,984	1,982	(2)
FT Curator	-	-	-	-	-	-
Total	-	-	-	21,192	17,096	(4,096)

Goal: Community Engagement**Strategies:**

1. Engage community members via displays at the Museum and other locations including the Library, City Municipal Building and local businesses.
2. Provide walking and mini-bus tours, presentations at the Library for the general community, school and community groups.
3. Partner with high school Civics classes, the Athletic and Activities Director, DECA, Cross Country and Track and Field, the Career Day at Prairie View and Orchestra teachers.
4. Host community events.

Goal: Document Obituaries**Strategies:**

1. Maintain database of Sun Prairie obituaries.
2. House information on the Museum's website.
3. Include photographs, maps, obituaries and directions to all cemeteries.



Goal: Maintain Archival Collections of the Sun Prairie Area

Strategies:

1. Document donated items through a well-organized accessioning process.
2. Cross-reference items to remove duplicated items.
3. Maintain well-organized and secure storage areas.

Goal: Volunteer Management

Strategies:

1. Recruit adults, middle school students and high school students.
2. Support volunteers in their work by providing clear communication, training and supervision.

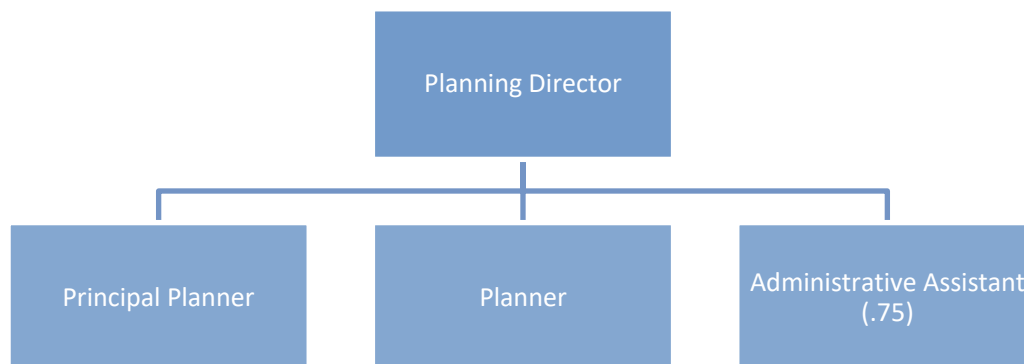
2016 Achievements:

- The Museum holds significant collections regarding the development of the City government, surrounding townships and daily life. Our collections of maps, abstracts, artifacts, photographs, documents and books enumerate the history of settlement, governmental evolution, industry, labor, and community organizations beginning from the early 19th century.
- The Museum selects items from its collections for displays. The number and size of items on display depend upon the display's nature. The Museum continues to change 40% - 50% of exhibits on an annual rotating basis. The three Library display cases change every 1½ years. The Museum also maintains displays in the Municipal Building. The Museum's annual displays in addition to the Prairie Heritage Quilt Show, Halloween, and Community Holiday Tree Lighting at the Museum are essential for high Museum attendance. All revenue from external sources goes into the Museum Special fund or the Columbus Street Water Tower Special Fund.
- 2016 exhibits on display at the Museum include:
 - The Three Sisters – The Art and Artifacts of Ida, Catherine and Georgia O'Keeffe
 - Angell Park – From Sulky Racing to Midget Autos
 - The Evolution of Our Communication Devices
 - The Original Sun Prairie Jail Cell
 - The Ancestry Story Board of the Sun Prairie Community
 - John Muir and the Centennial of the National Park Service
 - Artwork from local artists
- 2016 Satellite Exhibits include:
 - Salute To Our Veterans – Sun Prairie Public Library
 - Veterans Voices which features recorded video interviews of our local Veterans – Sun Prairie Media Center
 - Historic Home & Church Tour to be followed by the Historic Downtown Tour – Bank of Sun Prairie
- The Museum is open special hours in conjunction with several community and special events, in addition to regular hours. The Museum, in collaboration with The Friends of the Museum, also planned a new



special event honoring Georgia O’Keeffe. The Georgia O’Keeffe Art Festival & Evening Gala was held September 10 and featured:

- O’Keeffe Style Art Contest
 - Afternoon Tea Party
 - Tours of Historic Homes and Cemeteries of Sun Prairie
 - Evening Great Gatsby Gala including hors d’oeuvres, an art show, antique cars, O’Keeffe sisters reenactment and more
 - Mayor Paul Esser declared September 10 as “Georgia O’Keeffe Day” in Sun Prairie by issuing an official Proclamation
-
- Community and group presentations: The Museum prepares historic walking and mini-bus tours, and talks at the Library. Walking tours include: Sun Prairie cemetery, Sacred Hearts cemetery, Token Creek cemetery, Flat Iron Point, Cannery Square, West Main and the School on the Hill, History of Agriculture and Industry, Jones, North, Windsor, Dewey and Vine streets, Sun Prairie, Deansville, Bristol and Burke townships.
 - Donors: Approximately 1,500 unique individuals, families, and organizations have donated to the Museum. Their names are now on display. All donors get equal mention.
 - Archival and research services: Archivists handle requests from researchers. The Museum is unable to respond to all research requests and therefore both the Curator and Museum staff prioritize these requests. In addition to citizen requests, the Museum frequently receives requests from governmental organizations.

**Mission:**

To maintain and enhance the community's quality of life by encouraging quality development, efficient land use and sound economic growth.

Division Description:

The Planning Division is responsible for the long-range planning activities of the City, as well as the implementation of many of the City's plans, development policies and development regulations. The Division coordinates the review of development applications and development agreements among various City departments and agencies. It presents staff recommendations on such projects to the Plan Commission or other boards and committees as needed. Among other duties, the Planning staff works closely with applicants, other City officials and the public on various development and code related issues. It works with regional agencies and other levels of government to coordinate the City's plans and regulations with other municipalities and jurisdictions. In addition, the Division works with other City departments to provide information, mapping, or other assistance as needed.

2017 Budget Highlights:

Funding to begin the process of updating the City's Comprehensive Plan, last updated in 2009.

Financial Summary:

	2015 ACTUAL	2016 PROJECTED	2016 BUDGET	2017 EXECUTIVE APPROVED	2017 INCREASE (DECREASE)
PLANNING (610-00)					
Personnel Services	\$ 342,523	\$ 332,666	\$ 351,326	\$339,475	\$331,724 \$ (19,602)
Materials & Supplies	471	534	534	734	740 206
Contractual Services	35,703	3,000	7,500	37,500	37,500 30,000
Professional Development	2,248	5,455	5,700	5,700	5,700 -
Total	\$ 380,945	\$ 341,655	\$ 365,060	\$383,409	\$375,664 \$ 10,604

**Staffing Analysis and Expenses:**

Position Title	Staffing			Personnel Costs		
	2016 FTE	2017 FTE	Change	2016	2017	Change
Planning Director	1.00	1.00	-	129,415	134,126	4,711
Principal Planner	1.00	1.00	-	81,590	85,744	4,154
Assistant Planner	1.00	1.00	-	93,623	69,364	(24,259)
Administrative Assistant	0.75	0.75	-	44,898	39,545	(5,353)
Planning Intern	-	-	-	-	-	-
Overtime	-	-	-	-	1,145	1,145
Boards & Committees	-	-	-	1,800	1,800	-
Total	3.75	3.75	-	351,326	331,724	(19,602)

Performance Measures:

The Planning Division has recently begun tracking performance through metrics to measure the Division's effectiveness with respect to its recommendations to the Plan Commission and the Division's responsiveness to applicants that submit projects for review.

Effectiveness: The following table illustrates the effectiveness of staff's recommendations to the Plan Commission. This reflects the actions of the Plan Commission only, and not the final decision made by the City Council on applications. Since 2013, more than 90 percent of staff recommendations have been either upheld, or upheld but modified in some way through the removal or addition of conditions. So far in 2015, all of staff's recommendations have been followed by the Commission, with about 11% of those being modified in some way.

Staff Recommendations - Success (2013-2016*)					
Year	Upheld	Upheld but Modified	Rejected	Neutral	Total
2014	48	10	4	1	63
(%)	76%	16%	6%	2%	
2015	45	8	0	0	53
(%)	85%	15%	0%	0%	
2016*	31	7	0	0	38
(%)	82%	18%	0%	0%	
* Through August, 2016					



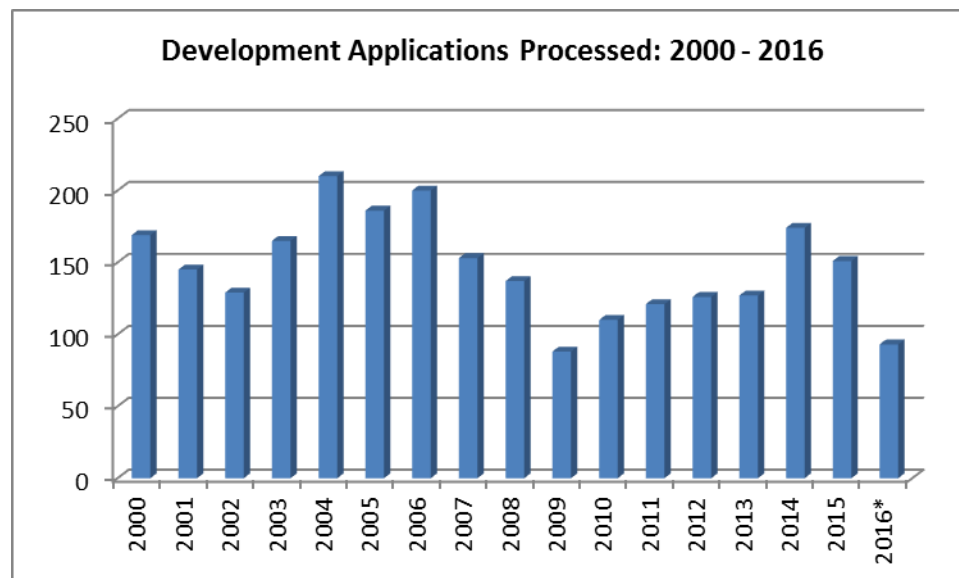
Timeliness – Staff Reviews: Many applications submitted to the Planning Division for review each year are items reviewed at the staff level and do not go to the Plan Commission and City Council for resolution. The Zoning Ordinance suggests that such reviews should be completed in 10 or fewer working days. Completion is defined as either an approval or comments provided to the applicant on corrections or missing items needed to secure approval.

Through July of 2016, staff has averaged 6.2 work days for full approval of such items.

Timeliness – Zoning Permit Reviews: Since 2014, the Planning Division has been issuing zoning permits for all new buildings, building additions, changes of use and site changes such as parking lot expansions. The Division's goal is to review and issue permits in less than three days so as not to cause significant delays for builders and developers. The average review time in 2015 was 1.84 workdays and in 2014 it was 1.97 workdays. Through August 2016, the Division has reviewed a total of 132 zoning permits with an average review time of 2.02 workdays. Of those, 12 were reviews that took between 5 and 18 days due to missing information on the part of the applicant. Excluding those 12 permits, the Division averaged 1.31 workdays per application, with 34 of them issued the same day they were filed.

2016 Achievements:

- In 2016, the Division coordinated and presented a significant update to the Westside Traffic Impact Fee Program, including a fee increase of about 2%.
- Through the end of July 2016, the Division has reviewed a total of 93 development applications and concept plans. In the same time period, 132 zoning permits were reviewed. The following table provides a history of caseload activity since 2000:

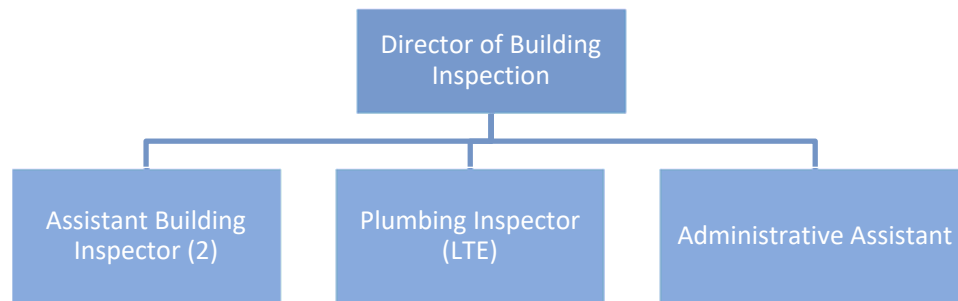




Community Development (Planning)

City of Sun Prairie 2017 Annual Budget

- The Division prepared and recommended several Municipal Code amendments so far in 2016 to keep the ordinance up to date and relevant; including: updated parking standards for new apartment developments; floodplain ordinance amendments; amendments related to dog day care and household animal boarding facilities; and code amendments to streamline the initiation of ordinance amendments and minor land divisions.
- Division staff is working on several long-term projects, including the reinstitution of the Façade Improvement Grant program, updates to the City's sign and landscaping ordinances, and converting the standards contained in the Business Park Covenants to City ordinance standards.

**Mission:**

To provide a safe and high quality environment for all who live, work, and visit our community. Provide high quality building inspection services for all new and existing structures, responsive property maintenance and zoning enforcement services, and friendly and courteous service to our customers.

Division Description:

The Building Inspection Division is a division of the Community Development Department. The Division is primarily responsible for reviewing plans, issuing permits and providing inspection services for new buildings, building additions and modifications, and other construction activities. The Division ensures compliance with applicable codes and regulations. The Division is responsible for the collection of permit fees, impact fees and other fees associated with the permitting process. In addition, the Division provides property maintenance and zoning code enforcement services for the City. The individual skill sets of current employees allows building inspection to provide support to Building Maintenance, Public Works and other departments in the areas of commercial electrical installations and maintenance and plumbing at City facilities.

2017 Budget Highlights:

- An increase in the training budget of \$1,550 on an annual basis, to ensure that Division staff receives adequate training and education to remain effective in the field. This initiative would increase the training budget from \$1,650 to \$3,200.
- A request for a one-time allocation of \$1,600 for the purchase of new shelving and tables to assist with the organization of plan sets and plan review. The Division is currently lacking in this area and it affects the efficiency and performance of staff.
- Funding for a full time plumbing inspector to meet the requirement to have a fully licensed plumbing inspector on hand. The Division currently has a part time position, but it is not certain whether the Division would be able to hire someone into a second part-time position.

**Community Development (Building Inspection)****City of Sun Prairie 2017 Annual Budget****Financial Summary:**

	2015 ACTUAL	2016 PROJECTED	2016 BUDGET	2017 EXECUTIVE	2017 APPROVED	INCREASE (DECREASE)
BUILDING INSPECTION (240-00)						
Personnel Services	\$ 322,402	\$ 380,431	\$ 384,436	\$ 433,783	\$ 424,059	\$ 39,623
Materials & Supplies	19,097	18,114	18,314	18,985	19,253	\$ 939
Contracted Services	7,879	12,800	12,950	12,800	12,800	\$ (150)
Professional Development	2,409	2,400	2,600	4,150	4,150	\$ 1,550
Capital items	-	-	-	500	500	\$ 500
Total	\$ 351,787	\$ 413,745	\$ 418,300	\$ 470,218	\$ 460,762	\$ 42,462

Staffing Analysis:

Position Title	Staffing			Personnel Costs		
	2016 FTE	2017 FTE	Change	2016	2017	Change
Director of Building Inspection	1.00	1.00	-	117,638	109,057	(8,581)
Building Inspector	2.00	2.00	-	185,509	166,722	(18,787)
Administrative Assistant	1.00	1.00	-	53,299	56,257	2,958
LTE Plumbing Inspector	-	-	-	26,913	27,141	228
FT Plumbing Inspector	-	1.00	1.00	-	61,132	61,132
Receptionist	-	0.25	0.25	-	3,750	3,750
Overtime/Temporary	-	-	-	1,077	-	(1,077)
Total	4.00	5.25	-	384,436	424,059	39,623

Goals:

Review and improve business processes to provide better and more efficient services to our community. For 2017, improving the efficiency and organization of the Division will be a priority.

Strategies:

- Implement tablets or other equivalent technology to provide building inspectors with better resources to access information in the field and increase efficiency.
- Improve the organization and efficiency of the work environment in the Division's offices.
- Increase access to continuing education/training for Division staff to ensure that staff is up to speed on code changes and new technologies or construction methods. The Division expects major changes to some of the codes that the Division enforces in 2017.
- Ensure that the new Director is fully integrated into the organization's work culture, and fully understands the operating procedures of the Division.

Activities:

- Review all plans for new building construction, additions, and remodeling.
- Issue permits and collect fees for City construction projects.
- Inspect all construction projects.

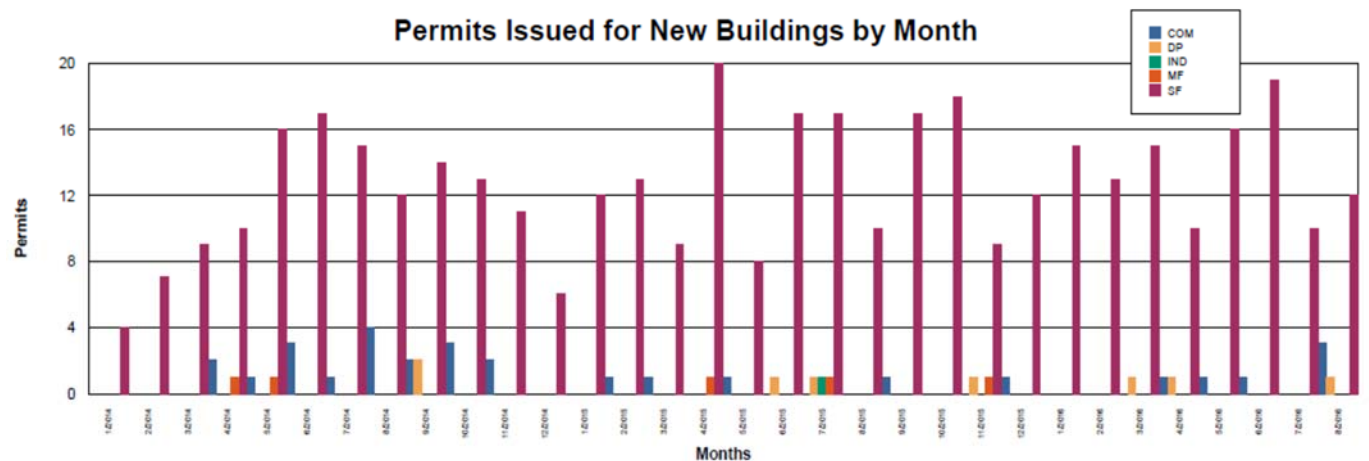
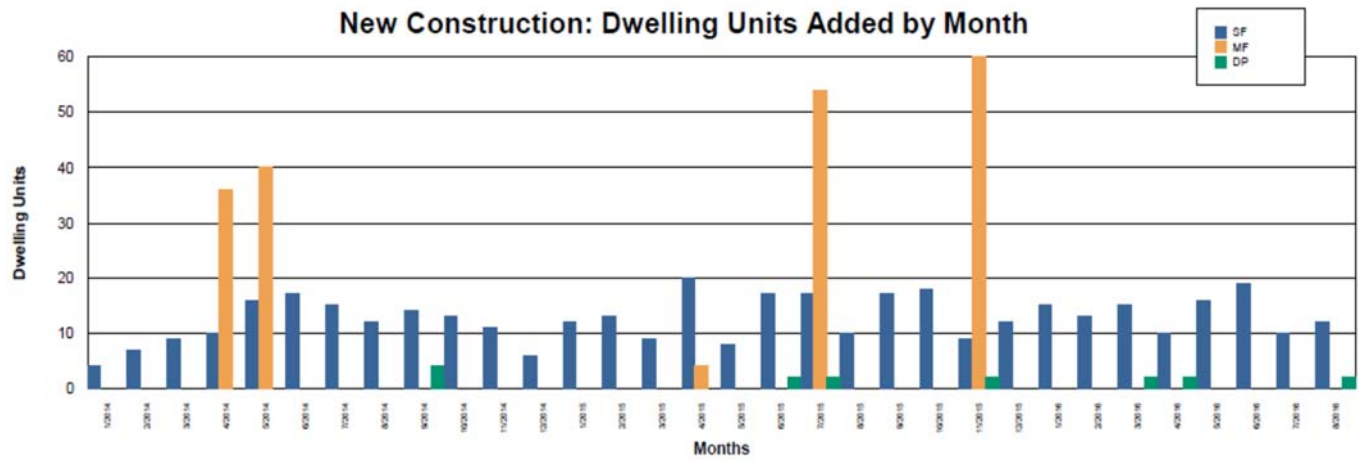


Community Development (Building Inspection)

City of Sun Prairie 2017 Annual Budget

- Conduct Zoning Ordinance inspections as required for Permitted and Conditional Use Permits (CUPs).
- Assist in building maintenance projects and requirements.
- Assist, as needed, in snow removal during winter months.
- Provide customer service to citizens.
- Participate in the City's Technical Review Committee process for the review of new development applications and provide input as needed.

Measurements:



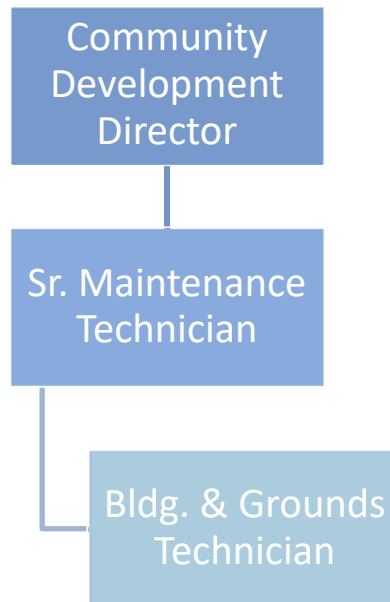


Permit and New Value Added by Month – 2014 to 2016

	Units	Permits	SqFt	Est Cost	YTD	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
2016	116	119	489,869	32,178,777	153,834	18,217	16,301	20,643	16,203	23,000	29,143	13,032	17,296	0	0	0	0
SF	110	110	435,379	27,114,977	137,922	18,217	16,301	18,175	12,352	20,676	24,871	13,032	14,298	0	0	0	0
DP	6	3	22,876	870,000	6,860	0	0	2,468	2,228	0	0	0	2,164	0	0	0	0
COM	0	6	31,614	4,193,800	9,052	0	0	0	1,623	2,324	4,271	0	833	0	0	0	0
2015	286	174	847,622	53,482,853	261,723	14,284	16,088	12,715	26,798	10,136	23,564	48,679	11,660	21,601	21,479	37,616	17,105
SF	162	162	627,183	38,225,997	196,208	14,284	15,249	9,810	23,216	9,342	21,302	21,668	11,660	21,442	21,479	11,050	15,708
DP	6	3	23,133	1,301,856	6,669	0	0	0	0	0	2,262	2,069	0	0	0	2,338	0
MF	118	3	174,413	10,570,000	48,449	0	0	0	3,582	0	0	20,639	0	0	0	24,228	0
COM	0	5	9,093	2,735,000	6,094	0	839	2,905	0	794	0	0	0	159	0	0	1,397
IND	0	1	13,800	650,000	4,302	0	0	0	0	0	0	4,302	0	0	0	0	0
2014	214	156	967,786	72,310,820	285,708	4,506	7,860	10,487	56,130	39,353	52,673	17,853	23,846	18,685	27,135	19,393	7,787
SF	134	134	532,614	30,241,320	158,767	4,506	7,860	10,487	11,922	19,486	19,988	17,750	14,883	14,996	15,610	13,493	7,787
DP	4	2	9,014	700,000	2,985	0	0	0	0	0	0	0	0	2,985	0	0	0
MF	76	2	125,558	6,600,000	31,178	0	0	0	14,417	16,761	0	0	0	0	0	0	0
COM	0	18	300,600	34,769,500	92,778	0	0	0	29,791	3,106	32,686	103	8,963	705	11,525	5,900	0

2016 Achievements:

- Complete laser fiche scanning as time allows.
- The Building Inspection Division underwent significant staffing changes in 2016. The longtime Division Director retired and a new Director began employment with the City on August 31, 2016.
- The Division's primary focus has been on keeping up with the fast pace of growth in the City in 2016.

**Mission:**

To provide clean, secure, and well-maintained buildings at all City of Sun Prairie facilities.

Division Description:

The Building Maintenance Division provides building maintenance and repairs at several municipal facilities, including City Hall, the West Side Community Service Building, both Fire/EMS facilities, the Library, the City Service Center and the Historical Museum. It is also responsible for snow removal from sidewalks and walkways at five of these facilities. In the past, the Division also maintained the grounds at these facilities. Recent operational changes have moved all grounds work to the Public Works Department, and all building repairs and maintenance to the Building Maintenance Division. Following are examples of the services provided by the Building Maintenance Division:

- Coordinate city building janitorial services.
- Maintain HVAC equipment temperature control systems.
- Maintain plumbing fixtures and associated systems.
- Maintain electrical fixtures, lamps, ballasts, and associated wiring.
- Maintain security systems.
- Maintain generator systems at three city locations.
- Replace and maintain office furniture.
- Snow removal at City facilities.
- Negotiate maintenance contracts with vendors.
- Order all flags and maintain flagpoles.

**2017 Budget Highlights:**

- An \$9,825 initiative for required inspections of the fire sprinkler systems at five City facilities. These detailed inspections are required every five years, and are currently overdue.
- A \$5,000 initiative to repair/replace the concrete steps and rails at the entrance to the East Fire Station to address safety and code issues.
- A \$14,800 initiative to purchase an ATV with snow removal and salt spreader accessories to assist with snow removal at City facilities.
- The budget includes funding for a seasonal LTE position to assist with snow removal and light maintenance tasks.
- Most of the seating at City Hall is the original equipment purchased when the building opened in 1993, and is showing its age. A \$28,610 initiative will replace approximately half the chairs in the building. Individual office chairs are excluded from this initiative.
- City Hall has one handicap assisted entrance door at the north entrance to the main lobby. However, there is no assisted entry to the Council Chambers or to the Police Department entrance on Main Street – the only after-hours entry to the building. An initiative of \$10,000 will correct these problems.
- The Division has plans to update/paint much of City Hall in the coming years to improve the work environment for employees and visitors. The stairwells at the northeast and northwest corners of the building present a bigger challenge. The Division will contract this work to a professional painting company that will have the proper equipment to complete the project. The estimated cost is \$5,000 for both stairwells.
- An initiative of \$2,500 to modify and repair a first floor air handling unit at the East Fire Department. This will result in more efficient control over heating and cooling of facility space.
- An \$1,100 increase in the small tools budget to build an inventory of tools for use. Division staff have been using their own personal tools to complete many tasks, which is not be an acceptable practice.

**Financial Summary**

	2015 ACTUAL	2016 PROJECTED	2016 BUDGET	2017 EXECUTIVE	2017 APPROVED	INCREASE (DECREASE)
BUILDING MAINTENANCE (185-00)						
Personnel Services	\$ 99,810	\$ 131,507	\$ 132,150	\$ 164,945	\$ 164,945	\$ 32,795
Materials & Supplies	132,123	140,750	141,050	176,506	176,579	35,529
Contractual Services	173,324	169,200	177,350	184,200	184,200	6,850
Professional Development	-	200	550	550	550	-
Capital Items	33,683	35,300	35,000	162,330	128,630	93,630
Total	\$ 438,940	\$ 476,957	\$ 486,100	\$ 688,531	\$ 654,904	\$ 168,804

Staffing Analysis:

Position Title	Staffing			Personnel Costs		
	2016 FTE	2017 FTE	Change	2016	2017	Change
Bldg & Grounds Technician	1.00	1.00	-	54,686	60,971	6,285
Senior Maintenance Technician	1.00	1.00	-	77,464	81,601	4,137
Overtime/Temporary/Seasonal/Pager	-	-	-	-	22,373	22,373
Total	2.00	2.00	-	132,150	164,945	32,795

Performance Measures:

The Division has been using new methods for routine tasks. Implementation of these changes did not increase employee time resulting in approximately 10% labor cost savings.

- Continued savings on HVAC digital controls; the improvements show substantial cost savings.
- The Division had over 350 general maintenance requests from individual employees in 2014, and more than 180 through July of 2015. These requests range from relatively simple tasks such as paper delivery, bathroom supply delivery, desk repairs, electrical problems, and clogged toilets, to more complex ones including icy sidewalks, HVAC malfunctions, and door locking mechanism malfunctions.

Goals:

- Monitor and adjust HVAC systems to ensure efficient energy use.
- Use energy efficient technology when replacing lighting. Utilize more LED lighting.
- Create and provide better breakdowns of maintenance capital costs.
- Improve labor cost estimates for in house projects.

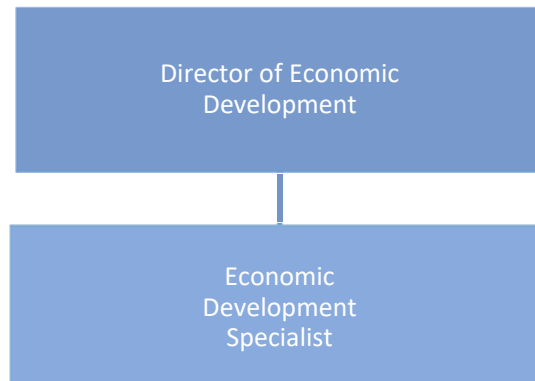


Strategies:

- The Building Maintenance Tracker System will help the Division coordinate repairs, track costs, and inventory parts used. We will also use this program for scheduling future routine maintenance tasks.
- Coordinate maintenance projects with staff.
- Search for new products and suppliers to reduce costs.

2016 Achievements:

- Conducted exterior sidewalk tile removal for new colored concrete sidewalk.
- Completed painting projects at City Hall, Police areas, offices, halls, and dispatch.
- City Hall Air Handler/Fresh Air unit for Community Room and Council Chambers.
- Completed several projects at the Fire Department.
- Library ballast upgrade project; we have updated 30 plus fixtures, producing ballast savings of over \$18,000.



Mission:

Improve the economic well-being of the community through efforts that entail job creation, job retention, tax base enhancement, and improvement of the local quality of life.

The mission of the Department of Economic Development can be further separated into six key strategic objectives:

- Identify and prioritize specific target business sectors;
- Develop a specific brand positioning and marketing plan for the City;
- Develop a plan for increasing the knowledge and skills of the available workforce;
- Develop a plan for governmental support of local business sectors through improved policy and infrastructure decisions;
- Develop a plan for improved coordination and communication with local economic development groups and area businesses;
- Develop a business development plan for targeted geographic areas within the community.

Department Description:

The Department of Economic Development consists of two full-time employees, and is charged with providing technical assistance to new and existing businesses throughout the City of Sun Prairie. This can include working with developers, business owners or operators, and other development or business professionals. Key functions and activities currently undertaken by the department include:

- Facilitation of development agreements for redevelopment projects, particularly in the City's Tax Increment Finance Districts;
- Negotiation of financial incentives, particularly for projects within the City's TIF Districts;
- Assistance with available building and property searches;
- Coordination of multiple City departments and/or external regulatory agencies when needed throughout the entitlement process;
- Conducting business retention surveys and hosting tours and other retention events;
- Presentations on the local economy and the business friendly nature of the City;
- Coordination of specific advertising opportunities, including special events and City-owned property;



Economic Development

City of Sun Prairie 2017 Annual Budget

- Preparation of formal responses for information requests on development opportunities within the City;
- Conducting targeted outbound marketing efforts on available buildings and properties, as well as for the City of Sun Prairie in general;
- Provision of staffing support to the Community Development Authority (CDA), downtown Business Improvement District (BID), and the Sun Prairie Tourism Commission;
- Coordination of workforce development resources from local, regional, and State agencies;
- Act as a local liaison to regional, State, and sector specific business and economic development organizations;
- Assists in the coordination of the City's website and social media;
- Undertaking of special projects on an as-needed basis.

2017 Budget Highlights:

- Costs are allocated between the General Fund and the active TIF districts as applicable.
- Advertising & printing increased slightly in anticipation of acquiring banner stands with the City logo that can be utilized by other departments for meetings and presentations.
- Costs include:
 - Target Industry & Sector Events have been consolidated.
 - Staff anticipates taking the lead role in the annual Major Employer Retention & Networking event co-hosted with the Sun Prairie Chamber of Commerce.
 - Funds allocated for workforce development efforts increased due to demand from existing employers.
 - A new event to connecting teachers and business leaders in a collaborative effort to address workforce training needs is being proposed for 2017.
 - Staff was approached by several business leaders about establishing a formal networking format for local business executives in 2016. The plan is to expand and further develop this program in 2017.

Financial Summary:

	2015 ACTUAL	2016 PROJECTED	2016 BUDGET	2017 EXECUTIVE	2017 APPROVED	INCREASE (DECREASE)
ECONOMIC DEVELOPMENT (620-00)						
Personnel Services	155,942	181,518	172,701	116,912	116,912	(64,606)
Materials & Supplies	867	1,850	1,850	1,345	1,379	(471)
Contracted Services	12,595	17,500	21,600	18,100	18,100	600
Professional Development	3,153	5,440	5,513	9,580	9,580	4,140
Capital Items	2,046	-	-	-	-	-
Total	\$ 174,603	\$ 206,308	\$ 201,664	\$ 145,937	\$ 145,971	\$ (60,337)

**Economic Development****City of Sun Prairie 2017 Annual Budget****Staffing Analysis:**

Position Title	Staffing			Personnel Costs		
	2016 FTE	2017 FTE	Change	2016	2017	Change
Econ. Development Director	1.0	1.0	-	104,879	108,458	3,579
Econ. Development Specialist	1.0	1.0	-	67,822	8,454	(59,368)
Total	2.0	2.0	-	172,701	116,912	(55,789)

Performance Measures:

	Actual 2014	Actual 2015	Year-to-Date (Projected) 2016
Major Projects Undertaken (120 hours or more)	7	9	10 YTD (12)
Formal Retention Contacts Made	15	68	109 YTD (150)
Negotiated Development Agreements	4	4	4 (6)
Lot Sales	1	0	3 (3)
Targeted Marketing Efforts & Presentations	4	19	13 (25)
Contacts with Potential Start Ups	--	4	3 (6)
Workforce Development Efforts	--	--	10 (20)

**2016 Achievements:**

- Coordinated the successful competitive recruitment of a 100,000 square foot expansion project for Riddell-Kollege Town, including the development agreement and financial assistance package. The project will retain 100 jobs from the region, and create an additional 200 jobs over the next five years.
- Coordinated the successful retention of Royle Printing and their addition of a 60,000 square foot warehousing facility in the Sun Prairie Business Park including an agreement for financial assistance.
- Coordinated the redevelopment of the former vacant Marathon Gas Station with Jennings & Woldt Remodeling, including coordination of environmental review of the site including an agreement for financial assistance.
- Currently coordinating the evaluation of a prospective hotel project in TIF #9, including the review of a request for financial assistance.
- Madison-Kipp Corporation completed its 90,000 square foot expansion.
- Assisted with the creation of TIF #12.
- Assisted with the evaluation of acquiring additional land for expansion of the Sun Prairie Business Park.
- Continued evaluation of brewery projects in Downtown Sun Prairie.
- Coordinated the sale of a lot in the Business Park to WE Energies.
- Staff facilitated more than a dozen site tours of area businesses and companies and/or community tours.
- Facilitated the Sun Prairie CEO Network (six meetings through August 2016)
- Updated City-owned lot marketing materials
- Hosted the Business Park & Major Employer Networking Event.
- Continued the Sun Prairie Works Initiative.
- Made more than a dozen presentations on development opportunities in Sun Prairie to organizations including the Madison Commercial Brokers Group, Smart Growth Greater Madison, Business Improvement District, Rotary, Optimists, Lions Club, and Leadership Sun Prairie.
- Completed updates to the business quiz and community profile for the Sun Prairie Chamber of Commerce.
- Staff participated in the 2016 Madison Region Economic and Diversity Summit.
- Assisted with Groundhog Day festivities and other BID activities.
- Assisted with the preparation of the Annual Report for the downtown Business Improvement District.
- Assisted with the coordination of National Night Out.

**CITY OF SUN PRAIRIE
2017 APPROVED BUDGET
TRANSFERS**

		<u>2015 ACTUAL</u>	<u>2016 PROJECTED</u>	<u>2016 BUDGET</u>	<u>2017 EXECUTIVE</u>	<u>2017 APPROVED</u>	<u>INCREASE (DECREASE)</u>
TRANSFERS							
10069000-572000	TRANSFER	\$817,158	\$355,815	\$338,165	\$1,606,104	\$1,703,739	\$1,365,574
	SUB-TOTAL	817,158	355,815	338,165	1,606,104	1,703,739	1,365,574
TOTAL TRANSFERS		\$817,158	\$355,815	\$338,165	\$1,606,104	\$1,703,739	\$1,365,574

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Transit Commission

Mission:

The purpose of the Transit Commission is to assist in providing affordable and reliable transportation to the citizens of the City of Sun Prairie through a contract with a taxi provider. The Transit Commission oversees the contract with the awarded vendor. The Commission also maintains grant and state aid requirements for funding purposes.

Department Description:

Per city ordinance, the Transit Commission consists of six members appointed by the mayor and approved by the common council. There must be one representative from the senior citizen's community, one representative from the school district, one representative from the business community, two representatives from the community at large, and one member of the common council. The Transit Commission acts as the oversight authority for the taxi service and makes recommendations for changes to taxi services.

2017 Budget Highlights:

The Transit Commission opted to extend the share-ride taxi contract with Running for the 2017 fiscal year.

The commission plans to apply for a 5304 Planning grant. It is the intent of the commission to utilize the grant to create a priority list of short and long-term goals to meet city transportation needs.



Special Revenues (Transit)

City of Sun Prairie 2017 Annual Budget

Financial Summary:

CITY OF SUN PRAIRIE SPECIAL REVENUE FUNDS 2017 APPROVED BUDGET

		2015 <u>ACTUAL</u>	2016 <u>PROJECTED</u>	2016 <u>BUDGET</u>	2017 <u>EXECUTIVE</u>	2017 <u>APPROVED</u>	INCREASE (DECREASE)
TAXI PROGRAM							
TAXI PROGRAM REVENUES							
State Aid	STATE AID \$	445,710	\$ 444,883	\$ 471,697	\$ 466,186	\$ 466,186	\$ (5,511)
Program Fares		198,067	205,000	205,000	205,000	205,000	-
Donations		1,675	1,500	1,500	1,500	1,500	-
Transfer In: Planning Grant		-	-	-	5,000	5,000	5,000
Transfer In		220,672	184,363	184,363	189,174	189,174	4,811
TOTAL TAXI PROGRAM REVENUES		\$ 866,124	\$ 835,746	\$ 862,560	\$ 866,860	\$ 866,860	\$ 4,300
TAXI PROGRAM EXPENDITURES							
Fleet Rental		\$ 6,893	\$ 6,600	\$ 6,600	\$ -	\$ -	\$ (6,600)
Professional Services		761,597	810,105	1,140,611	866,860	866,860	(273,751)
TOTAL TAXI PROGRAM EXPENDITURES		\$ 768,490	\$ 816,705	\$ 1,147,211	\$ 866,860	\$ 866,860	\$ (280,351)

TAXI PROGRAM: FUND BALANCE		2015	2016	2016	2017	2017
		<u>ACTUAL</u>	<u>PROJECTED</u>	<u>BUDGET</u>	<u>EXECUTIVE</u>	<u>APPROVED</u>
BEGINNING FUND BALANCE	\$	(203,761)	\$ (106,127)	\$ (106,127)	\$ (390,779)	\$ (390,779)
ADDITIONS		866,124	835,746	862,560	866,860	866,860
EXPENSES		<u>768,490</u>	<u>816,705</u>	<u>1,147,211</u>	<u>866,860</u>	<u>866,860</u>
ENDING FUND BALANCE	\$	(106,127)	\$ (87,086)	\$ (390,779)	\$ (390,779)	\$ (390,779)
PLUS PRIOR YEAR PAYMENTS DUE FRO		106,127	106,127	106,127	153,297	153,297
NET PROGRAM BALANCE	\$	(0)	\$ 19,041	\$ (284,652)	\$ (237,482)	\$ (237,482)

Measurements:

Item	2012	2013	2014	2015	2016 YTD
Ridership	71,470	72,231	83,436	58,065	41,060
Fare Revenues	N/A	\$184,140	\$228,157	\$198,067	\$134,941
Reduced Fare Applicants	77	96	150	155	98

**2016 Achievements:**

The City of Sun Prairie was awarded a grant to purchase an accessible vehicle for the share-ride taxi program. The new accessible van was purchased and introduced into the program during the second half of 2016.

The Transit Commission changed the fare structure to simplify fare categories. The regular fare is \$4.00 per ride, while the reduced fare is \$2.00 per ride. The Commission also altered the fare structure to allow up to three children under the age of five to ride with a paying adult for free. This was done to help reduce the burden on families who utilize the taxi program. The fare structure will be re-visited in 2017.

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Tourism Commission

Mission:

The mission of the Sun Prairie Tourism Commission is to coordinate tourism promotion and development in the City. The Council has delegated statutory authority to the Commission to address the following goals and duties:

- Use room tax revenue to promote and develop tourism;
- Report delinquencies or inaccuracies of room tax to the City; and
- Prepare and report a budget annually to the Council.
- The Commission may not use room tax revenue to construct or develop a lodging facility.

Commission Description:

The Commission has five members appointed by the Mayor and confirmed by the Common Council. One member must represent the Wisconsin hotel and motel industry. Commission members serve one-year terms at the pleasure of the Mayor and may serve multiple terms. The Chamber of Commerce appoints one member as liaison to the Commission. The liaison functions as an ex-officio non-voting member and cannot be counted for purposes of quorum. The Sun Prairie Tourism Commission is governed by Wis. Stat. §66.0165 and City of Sun Prairie, Wisconsin, Municipal Code §2.56.010, §3.20.150.

Seventy percent of room tax collected is forwarded to the Commission to promote tourism and its development, while 30 percent is allocated as general fund revenue.

Summary of Activities:

The Sun Prairie Tourism Commission supports the following activities:

- Production of a joint promotional brochure with the Sun Prairie downtown Business Improvement District.
- Financial support of marketing for annual community events and one-time events that positively impact overnight hotel stays.
- Assistance in recruitment of new events to the Sun Prairie community that positively impact overnight hotel stays.



Special Revenues (Tourism)

City of Sun Prairie 2017 Annual Budget

2017 Budget Highlights:

The following expenditures are budgeted for the Tourism Commission:

Event Sponsorships	\$15,000
Administration and General Tourism Promotion	\$6,700
Memberships	\$6,000
Total	\$27,700

The 2017 budget includes a key change to Event Sponsorship funding. The funds have not been allocated for specific events in order to make the funds more competitive in the application process.

City ordinances will increase the hotel tax rate from 4% to 5.5% on January 1, 2017, and to 7% on January 1, 2018.

Financial Summary

SPECIAL REVENUE FUNDS

2017 APPROVED BUDGET

	2015 ACTUAL	2016 PROJECTED	2016 BUDGET	2017 EXECUTIVE	2017 APPROVED	INCREASE (DECREASE)
TOURISM COMMISSION						
TOURISM REVENUES						
20004100-414000 PUBLIC ACCOMODATION TAX	\$ 51,746	\$ 42,500	\$ 40,000	\$ 45,000	\$ 45,000	\$ (5,000)
TOTAL TOURISM REVENUES	\$ 51,746	\$ 42,500	\$ 40,000	\$ 45,000	\$ 45,000	\$ (5,000)
TOURISM EXPENDITURES						
20057500-544000 PROFESSIONAL SERVICES	\$ 17,485	\$ 29,461	\$ 33,720	\$ 48,392	\$ 27,700	\$ (6,020)
TOTAL TOURISM EXPENDITURES	\$ 17,485	\$ 29,461	\$ 33,720	\$ 48,392	\$ 27,700	\$ (6,020)

TOURISM COMMISSION: FUND BALANCE

BEGINNING FUND BALANCE	\$ 115,264	\$ 149,526	\$ 149,526	\$ 155,806	\$ 155,806
ADDITIONS	51,746	42,500	40,000	45,000	45,000
EXPENSES	17,485	29,461	33,720	48,392	27,700
ENDING FUND BALANCE	\$ 149,526	\$ 162,565	\$ 155,806	\$ 152,414	\$ 173,106

2016 Achievements:

- Participated in the joint production of the annual visitors' brochure with the downtown Business Improvement District which was distributed across the State of Wisconsin.
- As a member of the Madison Area Sports Commission, Sun Prairie competed to host regional and national events at Sun Prairie Ice Arena, Prairie Athletic Club, and Prairie Lanes Bowling Alley.
- Sponsored several first time events: O'Keeffe Art Festival & Gala and upcoming 2017 Wisconsin Winter Fest, along with several facilities; Angell Park Speedway and Sun Prairie Ice, and historic favorites; Corn Fest and the Taste of the Arts Fair.



Special Revenue Funds

City of Sun Prairie 2017 Annual Budget

Financial Summary:

CITY OF SUN PRAIRIE SPECIAL REVENUE FUNDS

2017 APPROVED BUDGET - EMS FAP Grant

	2015 <u>ACTUAL</u>	2016 <u>PROJECTED</u>	2016 <u>BUDGET</u>	2017 <u>EXECUTIVE</u>	2017 <u>APPROVED</u>	INCREASE (DECREASE)
EMERGENCY MEDICAL SERVICES FAP						
EMS FAP REVENUES						
State Grants	\$ -	\$ 13,876	\$ -	\$ 18,520	\$ 18,520	\$ 18,520
Donations	-	300	-	-	-	-
TOTAL EMS FAP REVENUES	\$ -	\$ 14,176	\$ -	\$ 18,520	\$ 18,520	\$ 18,520
EMS FAP EXPENDITURES						
Operating Supplies	\$ -	\$ 10,000	\$ -	\$ 18,520	\$ 18,520	\$ 18,520
TOTAL EMS FAP EXPENDITURES	\$ -	\$ 10,000	\$ -	\$ 18,520	\$ 18,520	\$ 18,520

EMERGENCY MEDICAL SERVICES FAP:					
FUND BALANCE	2015 <u>ACTUAL</u>	2016 <u>PROJECTED</u>	2016 <u>BUDGET</u>	2017 <u>EXECUTIVE</u>	2017 <u>APPROVED</u>
BEGINNING FUND BALANCE	\$ -	\$ -	\$ -	\$ -	\$ -
ADDITIONS	-	14,176	-	18,520	18,520
EXPENSES	-	10,000	-	18,520	18,520
ENDING FUND BALANCE	\$ -	\$ 4,176	\$ -	\$ -	\$ -



Special Revenue Funds

City of Sun Prairie 2017 Annual Budget

CITY OF SUN PRAIRIE SPECIAL REVENUE FUNDS

2017 APPROVED BUDGET - POLICE PROGRAMS

	2015 <u>ACTUAL</u>	2016 <u>PROJECTED</u>	2016 <u>BUDGET</u>	2017 <u>EXECUTIVE</u>	2017 <u>APPROVED</u>	INCREASE (DECREASE)
POLICE PROGRAM REVENUES						
Donations	\$ 6,030	\$ 2,321	\$ 2,500	\$ 6,388	\$ 6,388	\$ 3,888
Misc. Revenues	64	81	2,500	-	-	(2,500)
TOTAL POLICE PROGRAM REVENUES	\$ 6,094	\$ 2,402	\$ 5,000	\$ 6,388	\$ 6,388	\$ 1,388
POLICE PROGRAM EXPENDITURES						
Operating Supplies	\$ -	\$ 3,500	\$ 6,000	\$ 3,355	\$ 3,355	\$ (2,645)
Operating Supplies: K9 Program	343	1,345	3,000	3,000	3,000	-
Operating Supplies: Forfeitures	-	-	10,138	-	-	(10,138)
Shop with a Cop	4,375	3,817	4,000	4,000	4,000	-
TOTAL POLICE PROGRAM EXPENDITURES	\$ 4,718	\$ 8,662	\$ 23,138	\$ 10,355	\$ 10,355	\$ (12,783)

POLICE PROGRAMS: FUND BALANCE	2015 <u>ACTUAL</u>	2016 <u>PROJECTED</u>	2016 <u>BUDGET</u>	2017 <u>EXECUTIVE</u>	2017 <u>APPROVED</u>
BEGINNING FUND BALANCE	\$ 364	\$ 1,741	\$ 1,741	\$ (16,397)	\$ (16,397)
ADDITIONS	6,094	2,402	5,000	6,388	6,388
EXPENSES	4,718	10,500	23,138	10,355	10,355
ENDING FUND BALANCE	\$ 1,741	\$ (6,357)	\$ (16,397)	\$ (20,364)	\$ (20,364)



Special Revenue Funds

City of Sun Prairie 2017 Annual Budget

CITY OF SUN PRAIRIE

SPECIAL REVENUE FUNDS

2017 APPROVED BUDGET - RISK PROGRAMS

	<u>2015 ACTUAL</u>	<u>2016 PROJECTED</u>	<u>2016 BUDGET</u>	<u>2017 EXECUTIVE</u>	<u>2017 APPROVED</u>	<u>INCREASE/ (DECREASE)</u>
RISK PROGRAMS						
RISK PROGRAM REVENUES						
CIVMIC SAFETY GRANT	\$ -	\$ 7,000	\$ -	\$ 7,000	\$ 7,000	\$ 7,000
TOTAL RISK PROGRAM REVENUES	\$ -	\$ 7,000	\$ -	\$ 7,000	\$ 7,000	\$ 7,000
RISK PROGRAM EXPENDITURES						
OPERATIONAL SUPPLIES	\$ -	\$ 1,147	\$ -	\$ 7,000	\$ 7,000	\$ 7,000
TOTAL RISK PROGRAM EXPENDITURES	\$ -	\$ 1,147	\$ -	\$ 7,000	\$ 7,000	\$ 7,000

RISK PROGRAMS: FUND BALANCE

BEGINNING FUND BALANCE	\$ -	\$ -	\$ -	\$ -	\$ -
ADDITIONS	-	7,000	-	7,000	7,000
EXPENSES	-	1,147	-	7,000	7,000
ENDING FUND BALANCE	\$ -	\$ 5,853	\$ -	\$ -	\$ -



Special Revenue Funds

City of Sun Prairie 2017 Annual Budget

CITY OF SUN PRAIRIE SPECIAL REVENUE FUNDS

2017 APPROVED BUDGET - LIBRARY PROGRAMS

	<u>2015 ACTUAL</u>	<u>2016 PROJECTED</u>	<u>2016 BUDGET</u>	<u>2017 EXECUTIVE</u>	<u>2017 APPROVED</u>	<u>INCREASE/ (DECREASE)</u>
LIBRARY PROGRAMS						
LIBRARY PROGRAM REVENUES						
GRANTS - LIBRARY	\$ 525	\$ 2,000	\$ 2,000	\$ -	\$ -	\$ (2,000)
DONATIONS - LIBRARY	2,589	-	-	-	-	-
DONATIONS - PROJECTS	-	-	10,000	-	-	(10,000)
TOTAL LIBRARY PROGRAM REVENUES	\$ 3,114	\$ 2,000	\$ 12,000	\$ -	\$ -	\$ (12,000)
LIBRARY PROGRAM EXPENDITURES						
OP SUPPLIES - GRANT PROJECTS	\$ 525	\$ 2,000	\$ 2,000	\$ -	\$ -	\$ (2,000)
OP SUPPLIES - DONATION PROJECTS	6,605	10,000	10,000	-	-	(10,000)
CMIC SAFETY GRANT	-	137	-	-	-	-
TOTAL LIBRARY PROGRAM EXPENDITURES	\$ 7,130	\$ 12,137	\$ 12,000	\$ -	\$ -	\$ (12,000)
LIBRARY PROGRAMS: FUND BALANCE						
BEGINNING FUND BALANCE	\$ 12,591	\$ 8,575	\$ 8,575	\$ 8,575	\$ 8,575	
ADDITIONS	3,114	2,000	12,000	-	-	
EXPENSES	7,130	12,137	12,000	-	-	
ENDING FUND BALANCE	\$ 8,575	\$ (1,562)	\$ 8,575	\$ 8,575	\$ 8,575	



Special Revenue Funds

City of Sun Prairie 2017 Annual Budget

CITY OF SUN PRAIRIE SPECIAL REVENUE FUNDS

2017 APPROVED BUDGET - MUSEUM PROGRAMS

	2015 <u>ACTUAL</u>	2016 <u>PROJECTED</u>	2016 <u>BUDGET</u>	2017 <u>EXECUTIVE</u>	2017 <u>APPROVED</u>	INCREASE (DECREASE)
MUSEUM PROGRAMS						
MUSEUM REVENUES						
Donations	\$ 244	\$ 3,547	\$ 200	\$ 7,000	\$ 7,000	\$ 6,800
TOTAL MUSEUM REVENUES	\$ 244	\$ 3,547	\$ 200	\$ 7,000	\$ 7,000	\$ 6,800
MUSEUM EXPENDITURES						
Operations	\$ 99	\$ 500	\$ -	\$ 7,000	\$ 7,000	\$ 7,000
TOTAL MUSEUM EXPENDITURES	\$ 99	\$ 500	\$ -	\$ 7,000	\$ 7,000	\$ 7,000

MUSEUM PROGRAMS: FUND BALANCE

BEGINNING FUND BALANCE	\$ 16,913	\$ 17,256	\$ 17,256	\$ 17,456	\$ 17,456
ADDITIONS	244	3,547	200	7,000	7,000
EXPENSES	<u>99</u>	<u>500</u>	<u>-</u>	<u>7,000</u>	<u>7,000</u>
ENDING FUND BALANCE	\$ 17,256	\$ 20,303	\$ 17,456	\$ 17,456	\$ 17,456


**CITY OF SUN PRAIRIE
SPECIAL REVENUE FUNDS**

2017 APPROVED BUDGET - RECREATION PROGRAMS

	<u>2015 ACTUAL</u>	<u>2016 PROJECTED</u>	<u>2016 BUDGET</u>	<u>2017 EXECUTIVE</u>	<u>2017 APPROVED</u>	<u>INCREASE/ (DECREASE)</u>
RECREATION PROGRAMS						
RECREATION PROGRAM REVENUES						
DONATIONS - PARKS	\$ -	\$ 3,198	\$ -	\$ 500	\$ 500	\$ 500
MISCELLANEOUS - WPRA	-	810	-	2,000	2,000	2,000
TRANSFER IN	-	-	-	12,383	12,383	12,383
TOTAL RECREATION PROGRAM REVENUES	\$ -	\$ 4,008	\$ -	\$ 14,883	\$ 14,883	\$ 14,883
RECREATION PROGRAM EXPENDITURES						
OPERATIONAL SUPPLIES	\$ -	\$ 3,198	\$ -	\$ -	\$ -	\$ -
PROFESSIONAL SERVICES	-	1,800	-	-	-	-
MEETINGS AND TRAINING	-	-	-	2,000	2,000	2,000
TOTAL RECREATION PROGRAM EXPENDITURES	\$ -	\$ 4,998	\$ -	\$ 2,000	\$ 2,000	\$ 2,000
RECREATION PROGRAMS: FUND BALANCE						
BEGINNING FUND BALANCE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
ADDITIONS	-	4,008	-	14,883	14,883	
EXPENSES	-	4,998	-	2,000	2,000	
ENDING FUND BALANCE	\$ -	\$ (990)	\$ -	\$ 12,883	\$ 12,883	



Special Revenue Funds

City of Sun Prairie 2017 Annual Budget

CITY OF SUN PRAIRIE SPECIAL REVENUE FUNDS

2017 APPROVED BUDGET - ECONOMIC DEVELOPMENT

	<u>2015 ACTUAL</u>	<u>2016 PROJECTED</u>	<u>2016 BUDGET</u>	<u>2017 EXECUTIVE</u>	<u>2017 APPROVED</u>	<u>INCREASE/ (DECREASE)</u>
ECONOMIC DEVELOPMENT PROGRAMS						
ECONOMIC DEVELOPMENT PROGRAM REVENUES						
TRANSFER IN	\$ -	\$ -	\$ -	\$ 74,108	\$ 76,309	\$ 76,309
TOTAL ECONOMIC DEVELOPMENT PROGRAM REVENUES	\$ -	\$ -	\$ -	\$ 74,108	\$ 76,309	\$ 76,309
ECONOMIC DEVELOPMENT EXPENDITURES						
PERSONNEL COSTS	\$ -	\$ -	\$ -	\$ 74,108	\$ 73,911	\$ 73,911
MATERIALS AND SUPPLIES	-	-	-	-	2,343	2,343
CONTRACTED SERVICES	-	-	-	-	55	55
TOTAL ECONOMIC DEV PROGRAM EXPENDITURES	\$ -	\$ -	\$ -	\$ 74,108	\$ 76,309	\$ 76,309
ECONOMIC DEVELOPMENT: FUND BALANCE						
BEGINNING FUND BALANCE	\$ -	\$ -	\$ -	\$ -	\$ -	-
ADDITIONS	-	-	-	74,108	76,309	
EXPENSES	-	-	-	74,108	76,309	
ENDING FUND BALANCE	\$ -	\$ -	\$ -	\$ -	\$ -	-

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Westside
Transportation
Impact Fee

Mission:

To ensure that development projects within the City's Westside Neighborhood contribute a fair share toward the cost of new arterial street infrastructure that is needed to serve the area.

Fund Description:

The City's goal is to ensure that the impact fee program is administered fairly, consistently and within the scope and parameters of State statutes that regulate the imposition of such fees. The fee's purpose is to ensure that new development on the Westside pays its fair share for the benefits that roadway projects in the district provide.

In 2014, The Traffic Impact Fee program was updated to account for changes in the street projects being contemplated, and to account for actual construction costs and impact fees collected to-date. Updates to the City's impact fee ordinance were also adopted to address ambiguities in the ordinance and to designate the Community Development Director as the Impact Fee Administrator. The per-trip impact fee was increased as part of the Ordinance amendment, but not to the recommended level deemed necessary to collect the full Westside share for the infrastructure involved.

In 2016, the fee was updated again to account for significant changes in the City's land use plan, and the fee was modestly increased. The fee increase in 2016 resolved the gap that was created during the 2014 update.

2017 Budget Highlights:

Future roadway projects that will be partially funded by the impact fee program include, but are not limited to, the following:

- Thompson-Brooks Connection (partial project)
- East leg of Blue Aster/Grand Traffic Signals
- Hoepker and Rattman Traffic Signals (if warranted by study)
- O'Keeffe and Reiner Traffic Signals (if warranted by study)
- STH 19 Bike Path
- Reiner Road Extended design
- Grand-Hoepker Intersection Expansion design



Westside Traffic Impact Fee Fund

City of Sun Prairie 2017 Annual Budget

Financial Summary:

CITY OF SUN PRAIRIE

2016 APPROVED BUDGET

TRANSPORTATION IMPACT FEE FUND

	2015 ACTUAL	2016 PROJECTED	2016 BUDGET	2017 EXECUTIVE	2017 APPROVED	INCREASE (DECREASE)
TRANSPORTATION IMPACT FEE (210)						
TRANSPORTATION IMPACT FEE REVENUES						
IMPACT FEES - SINGLE FAMILY	\$ 72,050	\$ 73,624	\$ 25,000	\$ 50,000	\$ 50,000	\$ 25,000
IMPACT FEES - MULTI-FAMILY	58,368	-	35,000	15,000	15,000	\$ (20,000)
IMPACT FEES - NON-RESIDENTIAL	241,053	117,704	400,000	50,000	50,000	\$ (350,000)
INVESTMENT INCOME	2,569	4,680	1,500	2,000	2,000	\$ 500
FUND BALANCE APPLIED	-	-	125,336	-	-	\$ (125,336)
TOTAL TRANSPORTATION IMPACT REVENUES	\$ 374,040	\$ 196,008	\$ 586,836	\$ 117,000	\$ 117,000	\$ (469,836)
TRANSPORTATION IMPACT FEE EXPENDITURES						
CAPITAL ITEMS						
PROFESSIONAL SERVICES	-	\$ -	\$ 10,000	\$ -	\$ -	\$ (10,000)
TRANSFER OUT	211,904	266,887	266,887	1,991,055	1,356,128	1,089,241
SUB-TOTAL	211,904	266,887	276,887	1,991,055	1,356,128	1,079,241
TOTAL TRANSPORTATION IMPACT EXPENDITURES	\$ 211,904	\$ 266,887	\$ 276,887	\$ 1,991,055	\$ 1,356,128	\$ 1,079,241
TRANSPORTATION IMPACT FEE: FUND BALANCE						
BEGINNING FUND BALANCE	\$ 2,590,426	\$ 2,752,562	\$ 2,752,562	\$ 3,062,511	\$ 3,062,511	
ADDITIONS	374,040	196,008	586,836	117,000	117,000	
EXPENSES	211,904	266,887	276,887	1,991,055	1,356,128	
ENDING FUND BALANCE	\$ 2,752,562	\$ 2,681,683	\$ 3,062,511	\$ 1,188,456	\$ 1,823,383	

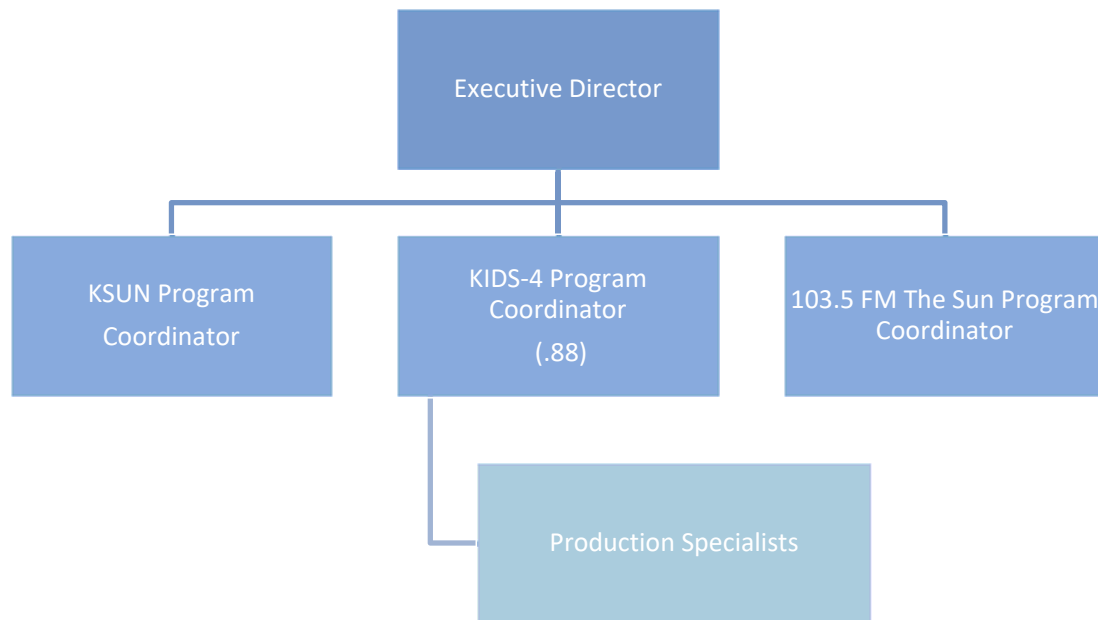
Measurements:

Impact fees are collected with each new building permit issued within the impact fee district based on the projected level of traffic that each use is anticipated to generate. As of the end of 2015, a total of \$4,733,900 in traffic impact fees were collected. Based on the 2016 impact fee update and report, approximately \$13.6 million in impact fees can be collected to cover the district's fair share of the anticipated \$23.3 million in roadway construction costs.

2016 Achievements:

The following capital project were partially funded through the impact fee program:

- Grand and Ironwood Traffic Signals
- CTH C Bike Path
- Thompson-Brooks Connection street design (In Progress).



Mission:

The Sun Prairie Media Center's mission is to serve Sun Prairie by educating, informing, entertaining, and empowering its citizens through programming produced by Sun Prairie residents for Sun Prairie residents.

Department Description:

The Sun Prairie Media Center is a unique city department in that its staff includes regular full-time employees and a group of high school students integral to its success. The SPMC also relies heavily on several dozen resident volunteers and roughly 55 KIDS-4 crew members and their families who volunteer to produce the unique community programming seen and heard daily on KSUN, KIDS-4, and 103.5 The Sun Community Radio.

Sun Prairie Media Center employees work in tandem with students, the Media Center Commission, volunteers, the school district, area businesses, and other city employees to ensure that community programming exists to help foster a community informed and entertained. This programming includes in-studio productions, on-location productions, and coverage of live events.

The SPMC staff takes seriously the nature of the changing media landscape. The department strives to keep its facilities and equipment modern and user-friendly by researching media product innovations and implementing them into the SPMC whenever it is cost-efficient and allows staff to improve upon the service to our community.

The staff of the SPMC consists of an Executive Director and three Program Coordinators who together seek out and nurture relationships with residents, families, community leaders, city and school district administration, and area businesses interested in the production of community programming and the education of Sun Prairie citizens. Through formal training, informal meetings, and experienced technical and creative assistance, the SPMC staff works to ensure volunteer producers and KIDS-4 crews are comfortable, happy, and confident in their abilities to make their voices heard in the community.



Finally, the SPMC strives to teach media literacy to all Sun Prairie residents – to the younger population through its KIDS-4 program and summer workshops and to the adult population through media training and hands-on in-studio productions.

2017 Budget Highlights

The budget adds a part-time employee with the goal of meeting many of the new challenges presented by increased media traffic, particularly on the radio side. This person will assist in the creation of daily logs, maintain and update the music library, and be available for live radio remotes. This person would also assist with KIDS-4, web site content updates, and production duties on the TV side as needed.

The SPMC will purchase radomes to protect the antenna situated on top of the Sheehan Park water tower. The radomes protect the antenna from bad winter weather and keep the station on the air during periods of ice and snow.

The budget includes funds for staff to attend the annual Alliance for Community Media conference. This conference is the largest in the country for community media professionals.

Financial Summary:

	2015 ACTUAL	2016 PROJECTED	2016 BUDGET	2017 EXECUTIVE	2017 APPROVED	INCREASE (DECREASE)
Media Center Revenues						
	<u>\$393,242</u>	<u>\$394,808</u>	<u>\$364,000</u>	<u>\$367,869</u>	<u>\$367,869</u>	<u>\$3,869</u>
Media Center Expenditures						
Personnel Services	\$ 253,098	\$ 265,820	\$ 274,887	\$ 332,202	\$ 332,199	\$ 57,312
Materials & Supplies	14,778	21,602	16,986	19,416	\$ 19,363	2,377
Contracted Services	32,808	36,920	33,407	19,922	19,922	(13,485)
Insurance	887	6,366	6,018	1,730	1,730	(4,288)
Professional Development	2,815	3,729	1,440	2,120	2,120	680
Capital Items	<u>67,765</u>	<u>38,298</u>	<u>40,000</u>	<u>58,600</u>	<u>50,600</u>	<u>10,600</u>
TOTAL EXPENDITURES	<u>\$ 372,151</u>	<u>\$ 372,735</u>	<u>\$ 372,738</u>	<u>\$ 433,990</u>	<u>\$ 425,934</u>	<u>\$ 53,196</u>



Sun Prairie Media Center

City of Sun Prairie 2017 Annual Budget

CABLE ACCESS TELEVISION: OPERATING FUND BALANCE

BEGINNING FUND BALANCE	218,851	278,632	314,502	314,502	314,502	324,264	324,264
ADDITIONS	371,885	393,242	211,196	394,808	364,000	367,869	367,869
EXPENSES	<u>312,104</u>	<u>357,371</u>	<u>268,639</u>	<u>356,734</u>	<u>354,238</u>	<u>396,890</u>	<u>396,834</u>
ENDING FUND BALANCE	278,632	314,502	257,058	352,576	324,264	295,243	295,299

CABLE ACCESS TELEVISION: REPLACEMENT FUND

BEGINNING FUND BALANCE	48,951	44,483	29,703	29,703	29,703	11,203	11,203
ADDITIONS	21,500	21,500	21,500	21,500	21,500	21,500	21,500
EXPENSES	<u>25,968</u>	<u>36,279</u>	<u>27,012</u>	<u>37,500</u>	<u>40,000</u>	<u>58,600</u>	<u>50,600</u>
ENDING FUND BALANCE	44,483	29,703	24,191	13,703	11,203	(25,897)	(17,897)

PATRICK MARSH FUNDS	<u>2,150</u>	<u>2,150</u>	<u>2,150</u>	<u>2,150</u>	<u>2,150</u>	<u>2,150</u>	<u>2,150</u>
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TOTAL CABLE ACCESS TELEVISION FUND BALANCE	<u>\$325,264</u>	<u>\$346,355</u>	<u>\$ 283,400</u>	<u>\$ 368,429</u>	<u>\$337,617</u>	<u>\$ 271,496</u>	<u>\$279,552</u>
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Staffing Analysis and Expenses:

Position Title	Staffing			Personnel Costs		
	2016 FTE	2017 FTE	Change	2016	2017	Change
CATV Director	1.0	1.0	-	69,520	73,716	4,196
CATV Program Coordinator	2.88	2.88	-	193,079	197,164	4,085
LTE Programmers/Tapings	0.8	0.8	-	11,842	12,026	184
PT Program Coordinator	-	0.5	0.5	-	24,340	24,340
Overtime				-	-	-
Administrative Services				-	24,473	24,473
Boards & Commissions				480	480	-
TOTAL	4.68	5.18	0.5	274,921	332,199	57,278

Performance Measures:

Measurements:

Volunteer activity at SPMC. This chart measures the amount of volunteers working to provide programming on KSUN and 103.5 The Sun Community Radio.

Item	2014	2015	2016 (projected)
Volunteer Hours	4,264	4,186	6,017
103.5 The Sun Programs Produced	N/A	240	1,924
KSUN Programs Produced	1,134	1,215	1,584

**Measurements:**

KIDS-4 and Summer Workshop Participation. This chart measures the number of grade-school kids accessing the SPMC and the associate revenue collected from these programs.

Item	2014	2015	2016
KIDS-4 Crew Numbers	52	51	56
Summer Workshops	34	40	57
Revenue from KIDS-4 / workshops	\$7,100	\$7,870	\$9,755

Measurements:

Miscellaneous penetration. Without access to traditional ratings, this chart measures other ways we are building awareness of our organization.

Item	2014	2015	2016 (projected)
Internet Page Views (sunprairiemediacenter.com)	46,696	62,529	75,849
Businesses involved in sports sponsorships	11	10	10
Businesses involved in graduation sponsorships	8	11	13
Revenue from sponsorships	\$6,750	\$9,100	\$10,400

2016 Achievements:

1. Increased volunteer hours by nearly 50 percent, mainly due to the increasing community interest in 103.5 FM The Sun Community Radio.
2. Researched, purchased, and implemented radio broadcast remote equipment that allows for live radio remotes anywhere.
3. Increased relevance / presence in the community by instituting a series of live radio remote broadcasts. Live broadcasts included Summerfest, Corn Fest, Taste of Sun Prairie, Strawberry Fest, Concerts in the Park, Praise in the Prairie, and many others.
4. Purchased an upgrade to the remote video equipment allowing for improved on-location multi-camera functions (mainly sports).
5. Planned and hosted "The Sun Turns One," a birthday concert featuring three bands, a raffle, food from local vendors, and more for the radio station.
6. Partnered with the Sun Prairie Civic Theatre for first-ever live radio broadcast of Prairie Radio Readers.
7. Continued to partner with the Bank of Sun Prairie on naming rights to the radio studio. The agreement raised \$5,000 for Friends of KIDS-4.
8. Increased summer workshop program attendance to 57 students as compared to 40 in 2015. Raised \$4,155 as compared to \$2,770 in 2015.
9. Completed a successful 2015-2016 KIDS-4 crew year with 55 students. Collected \$5,500 in program fees.



10. Successfully promoted and re-classified one staff member to acknowledge her increased role at the SPMC due to the introduction of the radio station.
11. Renewed membership in Wisconsin Community Media.
12. Staff attended the annual Wisconsin Community Media conference in Madison, where the SPMC director was one of the featured speakers.
13. Sponsored a food cart at home Wisconsin Badger football games to raise money for Friends of KIDS-4 group. Raised roughly \$2,500 for Friends of KIDS-4.
14. Facilitated major upgrades to Sun Prairie Media Center firewall and servers as recommended by the City IT department.
15. Received a \$2,400 grant from Sun Prairie Community Foundation for improvements to KIDS-4 program.
16. Received a \$2,500 grant from the Evjue Foundation for programming.
17. Received a \$1,000 grant from the Edward Jones scholarship fund for SPMC improvements.
18. Instituted first-ever broadcast schedule covering ALL home and away Cardinal football and girls' and boys' basketball. Coordinated announcers, staff, and sites.
19. Instituted a new price list for SPMC services.
20. Instituted new streaming services for 103.5 FM The Sun Community Radio.
21. Instituted Google Play and App Store apps for 103.5 FM The Sun Community Radio (with links to other SPMC-related content).
22. Streamlined the SPMC website to bring various entities under one URL. Now all streaming, on demand content, and SPMC information is available at sunpraiamediacycenter.com.
23. Partnered with Hallman Lindsay Paints for creation of several short videos for company use. These were projects that were not for air, but were projects that we charged Hallman Lindsay for staff/editing time.
24. Researched, purchased, and implemented new HD cameras for the large studio, where the majority of in-house productions and KIDS-4 work is done.
25. Held first-ever open house to raise awareness for 103.5 The Sun Community Radio. Received substantial press coverage for event.
26. Won eleven awards at the annual "2015 Best of the Midwest Video Fest," including a "Best in Show" award and one spotlight award for "Significant Community Achievement."
27. Increased revenue taken in for graduation and sports sponsorships from \$9,100 in 2015 to \$10,400 in 2016. Reflects increase and strengthening of business partnership efforts.
28. Increased operational hours and increased security of SPMC to accommodate greater demand for studio facilities.
29. Partnered with Sun Prairie Education Foundation for a video series on grant winners / projects.
30. Hosted visits from several educational facilities in and around Sun Prairie, including Prairie Phoenix Academy, Camp Createability, Creekside Readers, and Girl Scouts to increase visibility of KIDS-4 program.
31. Increased number of city meetings broadcast on KSUN and 103.5 FM The Sun Community Radio with addition of Finance Committee, Public Works, and Personnel Committee.
32. Instituted pay range increase for high school students to more effectively compete with other jobs available for demographic.
33. Continued production of several KSUN programs, such as "Reel Reviews," "Talk of the Town," "Newsdesk," "Forward Forum," while introducing new ones, such as "Our Focus is You" and "The Spot for Health."
34. Received a van that was donated by a local car dealer to assist in the out-of-office events the department covers due to the department's commitment to community involvement.

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**Financial Summary:**
CITY OF SUN PRAIRIE
REFUSE AND RECYCLE SPECIAL REVENUE FUND
 2017 APPROVED BUDGET

	2015 ACTUAL	2016 PROJECTED	2016 BUDGET	2017 EXECUTIVE	2017 APPROVED	INCREASE (DECREASE)
Special Assessments	\$ 2,362	\$ 2,695	\$ -	\$ -	\$ -	\$ -
Intergovernmental Revenues	47,324	45,404	37,361	45,000	45,000	7,639
Public Charges for Services	1,087,848	1,105,055	1,088,475	1,218,313	1,218,313	129,838
Misc Revenues	11,079	31,892	-	7,500	7,500	7,500
Transfer In - General Fund	320,002	152,755	152,755	14,933	14,933	(137,822)
Fund Balance Applied	-	-	-	30,000	30,000	30,000
Refuse and Recycle Revenues	\$ 1,468,615	\$ 1,337,801	\$ 1,278,591	\$ 1,315,746	\$ 1,315,746	\$ 37,155
Personnel	\$ 15,409	\$ 16,147	\$ 18,731	\$ 18,731	\$ 18,731	\$ -
Materials and Supplies	30,155	3,800	4,800	4,800	4,800	-
Contractual Services	1,365,610	1,213,500	1,229,060	1,234,215	1,234,215	5,155
Capital Items	2,207	28,000	28,000	58,000	58,000	30,000
Refuse and Recycle Exenditures	\$ 1,413,381	\$ 1,261,447	\$ 1,280,591	\$ 1,315,746	\$ 1,315,746	\$ 35,155

Refuse and Recycle Fund	2015 ACTUAL	2016 PROJECTED	2016 BUDGET	2017 EXECUTIVE	2017 APPROVED
Beginning Balance	\$ -	\$ 55,234	\$ 55,234	\$ 53,234	\$ 53,234
Additions	1,468,615	1,337,801	1,278,591	1,315,746	1,315,746
Expenses	1,413,381	1,261,447	1,280,591	1,315,746	1,315,746
Ending Balance	\$ 55,234	\$ 131,588	\$ 53,234	\$ 53,234	\$ 53,234

**Performance Measures:**

Activity	2012	2013	2014	2015
Work orders	141	73	153	69
Units Collected	9,356	9,451	9,468	9661
Contractor Cost per unit	\$10.68	\$10.90	\$11.19	\$11.45
Recycling collection (tons)	2,646	2,834	1,838	2,763
Refuse collection (tons)	5,818	6,628	4,460	7,250
Electronics collection (tons)	76.77	68.58	93.45	110.22
Yard Wasted processed (cu. Yards)	114.72	9,618	7,544	7,423
Waste Oil (gallons)	5,010	3,935	3992	507
Appliance processing (tons)	31.30	49.10	100.11	109.77

2016 Achievements:

- Transitioned to new collection service company – Pellitteri Waste System.
- Increased Curbside Yard Waste collection from three to four times per year.
- Continued cart wash program, hazardous waste collection program, and prescription drug collection program.
- Eliminated daily collections of electronics at the recycle center due to the change of contractors.
- Working to set up an annual or semi-annual electronics collection.



Revolving Loan Fund
Committee

Mission:

The RLF fund and committee's primary purpose is to provide a supplementary financing tool to qualified businesses unable to secure adequate funds through traditional financing that will have a positive economic impact by way of full-time job creation and increased opportunity for low-to-moderate income persons.

Overview:

The City of Sun Prairie has retained Community Development Block Grant (CDBG) funds from the U.S. Department of Housing and Urban Development (HUD) for the establishment of an Economic Development Revolving Loan Fund (RLF). This has also been referred to as the "Wisconsin Development Fund." This fund is designated to make direct business loans on a companion basis with other financing sources (public sector loans, governmental loans/grants, equity, etc.). The Wisconsin Department of Administration (DOA) is the recipient and contracts with the Wisconsin Economic Development Corporation (WEDC) to manage activities and funds associated with Economic Development. These economic development funds are used to provide grants to local units of government that use the funds to loan to a business. The business, in return for use of the public funds, provides private investment towards the assisted activity and most importantly creates job opportunities, principally for the benefit of low and moderate income persons.

The Director of Administrative Services and the Director of Economic Development serve as the RLF Program Coordinators for this fund, and act as staff liaisons to the RLF Committee. A City Council member serves as a voting member of the RLF Committee. The RLF Committee reviews applications for assistance through the program, and makes recommendations to the City Council regarding approval of said applications.

Goals:

The City's Revolving Loan Fund Manual stipulates funds made available through the RLF Program are intended to meet the following federal and State goals and objectives:

- To encourage the creation and retention of permanent jobs, which provide a wage, appropriate to the skills and experience of the local labor force and that is competitive. The recipient of funds must agree that a minimum of 51 percent of the jobs created or retained shall be made available to low and moderate income persons.
- To encourage the leveraging of new private investment into the City of Sun Prairie in the form of fixed asset investment, particularly in land and buildings.
- To perpetuate a positive and proactive business climate which encourages the retention and expansion of existing businesses and helps to attract desirable new businesses.
- To implement the City of Sun Prairie's Strategic Business Development Plan's goals and objectives.
- To maintain and promote a diverse mix of employment opportunities and to minimize seasonal or cyclical employment fluctuations.
- To encourage the development and use of modern technology and create safe work environments.

**Strategies:**

The City's Revolving Loan Fund Manual states applications that meet the following local objectives of the City of Sun Prairie will be considered to be more competitive and more desirable:

- To encourage redevelopment or new development in targeted geographies within the city of Sun Prairie, including Downtown Sun Prairie (TIF 8), Main Street (TIF 11), and areas immediately adjacent to these targeted geographies. In addition, the City of Sun Prairie may identify individual sites as priority areas outside of these general areas that have been identified as areas in need of redevelopment or otherwise economically distressed.
- To support business creation, retention and expansion in targeted business sectors as 5 adopted in the City's Strategic Business Development Plan.
- To enhance the economic viability of the immediately surrounding area, or of the City of Sun Prairie as a whole.
- To encourage full-time the creation, retention or expansion of employment opportunities with wages and benefits beyond the federal minimum wage, and at or above the average wages for Dane County in that industry or occupation.
- To encourage the creation, retention and expansion of unique or entrepreneurial businesses that are determined to be viable businesses by the RLF Committee, but may not have adequate access to more traditional means of financing.
- Other projects outside of these criteria may be considered if identified by the City Council as a worthy project through formal action.

2017 Budget Highlights:

The RLF Program currently has one active loan which was issued in 2013. This applicant is current on their payments and loan conditions to date.

	ACTUAL 2014	ACTUAL 2015	Projected	
			2016	2017
Assets				
Cash & Investments	97,498	113,649	129,799	145,950
Loan Receivable	<u>48,159</u>	<u>34,204</u>	<u>19,499</u>	<u>4,794</u>
Total Assets	145,657	147,853	149,298	150,744
Liabilities & Fund Balance				
Reserved for Loan	48,159	34,204	19,499	4,794
RLF Fund	<u>97,498</u>	<u>113,649</u>	<u>129,799</u>	<u>145,950</u>
Total Liabilities & Fund Balance	145,657	147,853	149,298	150,744



Fund Purpose:

The City of Sun Prairie is expected to continue to experience steady growth over the next two decades. This anticipated growth will require additions to the City's existing park and playground facilities. The City of Sun Prairie conducted a Park Impact Fee study in 2007. As a result of the findings of this study, the common council authorized a Park Impact Fee to generate revenue for a Park Fund. The park impact fee assists in financing the capital costs associated with these park improvements.

The capital costs attributable to the park facilities, the need for which is generated by the new development relative to existing development, will be paid by new development through an impact fee. The impact fee will be charged only to residential units. The use of the park facilities by nonresidential development is minimal; therefore no impact fee is warranted.

The fee is collected within 14 days of issuing a building permit. The fee schedule is as follows:

Single family	\$2,160/unit
Multi-family	\$1,710/unit
Assisted living	\$770/unit

In order to apportion the public costs of new development fairly and responsibly, some measure must be undertaken to ensure that the entire cost of accommodating new development is not born solely by the current residents of the city. The goal of levying an impact fee on new development is to offset the initial cost to local taxpayers of satisfying the additional demand on the public infrastructure.

All aspects of the Wisconsin statute governing impact fees, Wis. Stat. §66.0617 have been met in the creation and administration of this fee, fund and the enactment of City of Sun Prairie, Wisconsin, Municipal Code §18.04.100(c)&(d).

Summary of activities:

- Park additions
- Playground renovations and additions
- ADA Compliance
- Sidewalk and Trails
- Skate Park additions



Park Improvement Fund

City of Sun Prairie 2017 Annual Budget

Financial Summary:

	2015 ACTUAL	2016 PROJECTED	2016 BUDGET	2017 EXECUTIVE	2017 APPROVED	INCREASE (DECREASE)
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PARK FUND

Park Fund Revenues	\$ 184,470	\$ 170,071	\$ 122,100	\$ 144,048	\$ 144,048	\$ 21,948
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Materials and Supplies	\$ 5,102	\$ 35,000	\$ 45,500	\$ -	\$ -	\$ (45,500)
Contractual Services	-	48,000	78,000	16,000	16,000	(62,000)
Professional Services	1,137	-	-	-	-	-
Transfers Out	345,875	121,160	121,160	84,288	84,288	(36,872)
Capital Items	23,869	25,708	97,600	22,000	22,000	(75,600)
Park Fund Expenditures	\$ 375,983	\$ 229,868	\$ 342,260	\$ 122,288	\$ 122,288	\$ (219,972)

PARK FEE: FUND BALANCE	2015 <u>ACTUAL</u>	2016 <u>PROJECTED</u>	2016 <u>BUDGET</u>	2017 <u>EXECUTIVE</u>	2017 <u>APPROVED</u>
BEGINNING FUND BALANCE	\$ 1,123,884	\$ 923,872	\$ 923,872	\$ 703,712	\$ 703,712
ADDITIONS	175,970	137,401	122,100	126,248	126,248
EXPENSES	<u>375,982</u>	<u>229,868</u>	<u>342,260</u>	<u>122,288</u>	<u>122,288</u>
ENDING FUND BALANCE	\$ 923,872	\$ 831,406	\$ 703,712	\$ 707,673	\$ 707,673

PARK IMPACT FEE: FUND BALANCE					
BEGINNING FUND BALANCE	\$ -	\$ 8,500	\$ 8,500	\$ 8,500	\$ 8,500
ADDITIONS	8,500	32,670	-	17,800	17,800
EXPENSES	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
ENDING FUND BALANCE	\$ 8,500	\$ 41,170	\$ 8,500	\$ 26,300	\$ 26,300

PARK FUND: FUND BALANCE					
BEGINNING FUND BALANCE	\$ 1,123,884	\$ 932,372	\$ 932,372	\$ 712,212	\$ 712,212
ADDITIONS	184,470	170,071	122,100	144,048	144,048
EXPENSES	<u>375,982</u>	<u>229,868</u>	<u>342,260</u>	<u>122,288</u>	<u>122,288</u>
ENDING FUND BALANCE	\$ 932,372	\$ 872,576	\$ 712,212	\$ 733,973	\$ 733,973



Street Tree Fund

City of Sun Prairie 2017 Annual Budget

Fund Purpose:

The City of Sun Prairie collects a charge at the time a building permit is issued for the initial construction of a building. The charge goes toward the expense of trees that will be added on the terrace. This fee is charged for both residential and non-residential structures. For a building with up to four dwelling units, the fee is charged per dwelling unit. Buildings that are non-residential or that are 5 units or more are charged a fee at the rate of one tree per 50 feet of lot frontage on a public street.

The charge was increased in the 2016 budget from \$241.71 to \$325.00 per unit or per 50 feet of frontage on a public street.

Financial Summary:

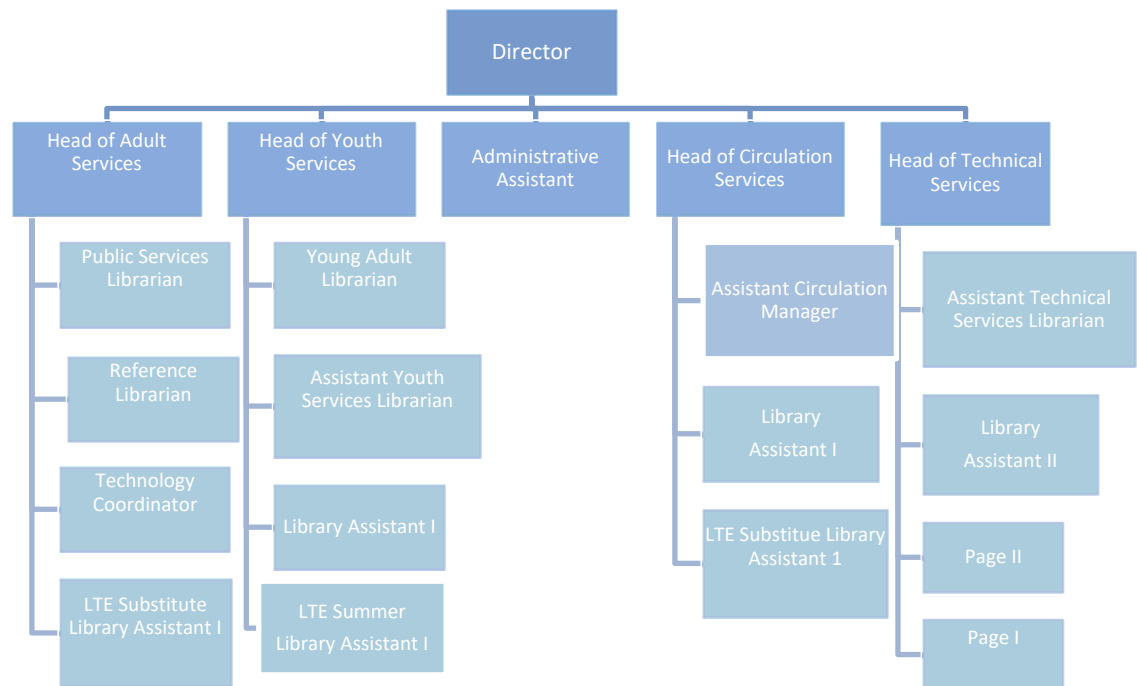
	2015 ACTUAL	2016 PROJECTED	2016 BUDGET	2017 EXECUTIVE	2017 APPROVED	INCREASE (DECREASE)
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TREE FUND

Tree Fund Revenues	\$ 264,073	\$ 43,542	\$ 48,359	\$ 95,100	\$ 95,100	\$ 46,741
Materials and Supplies	\$ -	\$ 660	\$ -	\$ -	\$ -	\$ -
Contractual Services	-	-	-	12,000	12,000	12,000
Capital Items	85,229	116,848	110,000	83,100	83,100	(26,900)
Tree Fund Expenditures	\$ 85,229	\$ 117,508	\$ 110,000	\$ 95,100	\$ 95,100	\$ (14,900)

TREE FUND: FUND BALANCE	2015 <u>ACTUAL</u>	2016 <u>PROJECTED</u>	2016 <u>BUDGET</u>	2017 <u>EXECUTIVE</u>	2017 <u>APPROVED</u>
BEGINNING FUND BALANCE	\$ -	\$ 178,844	\$ 178,844	\$ 117,203	\$ 117,203
ADDITIONS	264,073	43,542	48,359	95,100	95,100
EXPENSES	<u>85,229</u>	<u>117,508</u>	<u>110,000</u>	<u>95,100</u>	<u>95,100</u>
ENDING FUND BALANCE	\$ 178,844	\$ 104,878	\$ 117,203	\$ 117,203	\$ 117,203

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Mission:

The Sun Prairie Public Library serves the community as an activity center to support lifelong learning by providing educational, cultural, and recreational opportunities for all people.

Department Description:

The Sun Prairie Public Library is open seven days a week from Labor Day to Memorial Day, for 68 hours of service. During the summer months, the library is open six days a week for 64 hours of service. Additionally, the Sun Prairie Public Library's digital and online services give patrons access to downloadable materials and databases 24 hours/day, every day of the year. The library maintains three services desks, four self-check-out stations, a computer lab, a copy center, fax machine, microfilm reader, two discussion rooms, a conference room, a community room, a reading room, and two enclosed porches. All services are maintained by the four departments within the Sun Prairie Public Library, each with a specific focus.

The Adult Services department serves adults ranging in age from 18-100+. A variety of informational, educational, recreational, and cultural needs are met through reference and readers' advisory assistance, collection development, technology assistance, one-on-one instruction on the use of databases and digital resources, workshops, classes, book discussions and programs that focus on the various interests of residents.

The Youth Services department serves children birth-18 years old and their caregivers through collection development, early literacy experiences, readers' advisory services, programming, outreach, and teen volunteer



opportunities. The library offers youth the opportunity to explore literature, technology, participatory programming, and civic engagement with their developmental needs in mind.

The Circulation Services department is often referred to as the “face” of the library. Strong customer service skills assist library patrons with many needs that give them access to library services. Services at this desk include library card application and processing, circulation of physical materials and technological equipment, reservation of discussion rooms, exam proctoring, assistance with self-service holds and check-out stations, and financial transactions. All of these services are provided while maintaining patron confidentiality and the integrity of library policies.

The Technical Services department works behind the scenes. The primary role of Technical Services is to enable front-line staff to easily develop, maintain, and access materials for the Sun Prairie Public Library and SCLS member libraries. This department handles all materials from start to finish. Functions include ordering, receiving, cataloging, processing, linking, shelving, and retrieving new and existing materials. The department regularly repairs and restores damaged materials and staff maintains and tracks expenditures. The Technical Services Department’s high level of attention to detail ensures materials are effectively organized so that library staff and patrons can access materials efficiently. Careful tracking of newly ordered materials is essential to the library’s fiscal and cataloging responsibilities for the City of Sun Prairie and the South Central Library System.

2017 Budget Highlights

The 2017 budget aligns library funding sources and expenses with requirements in the state statutes. The library board will manage gifts and grants made to the library. The city will manage funds related to fines and forfeitures. General operating expenses will be paid from the Library Fund, a fund created in the 2017 budget. Existing balances in the Library’s General Fund carryover, Library Facility Replacement Fund, and the IT Replacement Fund will be transferred to the newly created Library Fund.

The Library has struggled to keep pace with the demands at our Information and Circulation Service Desks through the use of LTE substitute staff. In 2016, the Library went over the projected budget in the usage of LTE substitute staff. The reliance on substitutes has proven to be a very temporary and inefficient solution to the staffing situation. Supervisory staff spends significant hours posting vacancies, reviewing applications, interviewing applicants, training new employees, and shuffling schedules due to constant turnover. In addition, the Library has struggled to maintain supervisory coverage during the evenings and weekends. For these reasons, 2017 staffing initiatives include increased hours for the following positions: two Circulation Library Assistants, Adult Services Librarian, and Assistant Circulation Manager.

Other initiatives include increased funding for library materials to keep pace with the growth in circulation. The Sun Prairie Public Library has seen nearly 5% growth in the circulation of physical materials at a time when many libraries in the area and nationally are seeing a slight decline. This statistic illustrates the value of the library’s collection to our residents. Ensuring a healthy collection budget will help keep pace with the needs and demands of our residents so the Library maintains an adequate supply of balanced and thoughtfully curated materials.



The Sun Prairie Public Library faces many challenges and opportunities with ever-changing trends and procedures in integrated library systems, searching methods, innovative programming, changing formats, information access, mobile technology, societal needs, and demographic shifts. Continuing education and training opportunities are great ways for staff to skillfully adapt to these changes, learn best practices, and enhance the level of service we provide to our patrons. To provide the necessary resources to give staff professional development opportunities to better serve the community, the 2017 budget includes initiatives for a \$1,800 increase in Dues and Memberships to support membership in professional organizations. In addition, the library has included a \$1,800 increase for Meetings and Training to support participation in conferences, workshops, and continuing education courses.

Below is a list of cost to continue increases in order to maintain our current level of service:

- **Programming** (\$1,000 to continue Bilingual Spanish-English Storytime for children and Live Music Series for adults)
- **Advertising and Printing** (\$1,500 increase to continue advertising in Rec Connection)
- **Dues and Memberships** (\$600 increase membership to maintain WLA or ALA membership for all supervisory staff)
- **Meeting and Training** (\$200 increase to maintain conference attendance for all supervisory staff)
- **Professional services** (\$17,968. This cost to continue increase reflects increases from the South Central Library System related to digital services.)
- **IT Replacement/Machinery and Equipment Replacement** (\$5,000 cost to continue to maintain compliance with SCLS replacement plan.)
- **Total Cost to Continue Increase: \$36,194**

**Library****City of Sun Prairie 2017 Annual Budget****Financial Summary:****PUBLIC LIBRARY FUND
2017 EXECUTIVE BUDGET**

	<u>2015 ACTUAL</u>	<u>2016 PROJECTED</u>	<u>2016 BUDGET</u>	<u>2017 EXECUTIVE</u>	<u>2017 APPROVED</u>	<u>INCREASE (DECREASE)</u>
PUBLIC LIBRARY REVENUES	-	-	-	1,888,604	1,948,595	1,948,595
LIBRARY ADMINISTRATION						
Personnel Services	-	-	-	1,342,721	1,367,712	1,367,712
Materials & Supplies	-	-	-	15,000	15,000	15,000
Contractual Services	-	-	-	16,000	16,000	16,000
Capital Items	-	-	-	-	2,500	2,500
Professional Development	-	-	-	6,650	6,650	6,650
TOTAL ADMINISTRATION	-	-	-	1,380,371	1,407,862	1,407,862
LIBRARY COLLECTION						
Materials & Supplies	-	-	-	256,993	264,493	264,493
Contractual Services	-	-	-	113,340	113,340	113,340
TOTAL LIBRARY COLLECTIONS	-	-	-	370,333	377,833	377,833
LIBRARY BUILDINGS & GROUNDS						
Materials & Supplies	-	-	-	39,400	39,400	39,400
Contractual Services	-	-	-	58,000	58,000	58,000
Capital Items	-	-	-	40,500	65,500	65,500
TOTAL BUILDINGS & GROUNDS	-	-	-	137,900	162,900	162,900
PUBLIC LIBRARY EXPENDITURES	-	-	-	1,888,604	1,948,595	1,948,595

PUBLIC LIBRARY GENERAL FUND BALANCE

BEGINNING FUND BALANCE	16,038	54,234	54,234	54,234	54,234	(0)
ADDITIONS	38,196	-	-	-	-	-
SUBTRACTIONS	-	-	-	-	-	-
ENDING FUND BALANCE	54,234	54,234	54,234	54,234	54,234	(0)

PUBLIC LIBRARY FACILITY REPLACEMENT FUND

BEGINNING FUND BALANCE	68,462	68,821	68,821	68,821	68,821	0
ADDITIONS	15,000	15,000	15,000	15,000	15,000	-
SUBTRACTIONS	14,642	6,361	6,361	-	-	(6,361)
ENDING FUND BALANCE	68,821	77,460	77,460	83,821	83,821	(6,361)

PUBLIC LIBRARY IT REPLACEMENT FUND

BEGINNING FUND BALANCE	47,302	52,719	52,719	52,719	52,719	0
ADDITIONS	20,500	25,500	25,500	42,500	42,500	17,000
SUBTRACTIONS	15,083	36,403	47,500	-	-	(47,500)
ENDING FUND BALANCE	52,719	41,816	30,719	95,219	95,219	(30,500)

**Staffing Analysis and Expenses:**

Position Title	Staffing			Personnel Costs		
	2016 FTE	2017 FTE	Change	2016	2017	Change
Library Director	1.0	1.0	-	106,713	110,844	4,131
Technical Services Librarian	2.0	2.0	-	141,868	147,979	6,111
Adult Services Librarian	1.0	1.20	0.20	74,095	99,653	25,558
Youth Services Librarian	2.0	2.0	-	146,113	147,598	1,485
Young Adult Services Librarian	0.6	1.0	0.4	63,884	71,328	7,444
Reference Librarian	0.60	0.60	-	30,992	34,726	3,734
Circulation Manager	1.0	1.0	-	90,130	80,291	(9,839)
Asst Circulation Manager	0.6	0.8	0.2	36,587	63,640	27,053
Public Services Librarian	1.0	1.0	-	63,742	66,470	2,728
Secretary	1.0	1.0	-	53,775	46,236	(7,539)
Computer Technician	1.0	1.0	-	74,856	78,907	4,051
Library Assistant II	1.0	1.0	-	52,911	48,889	(4,022)
Library Assistant I	6.0	5.60	(0.40)	225,119	246,473	21,354
Page II	2.2	2.2	-	60,809	64,161	3,352
Page I	1.64	1.64	-	42,452	40,639	(1,813)
Substitues	-	-	-	8,000	12,000	4,000
LTE/Summer	0.1	0.1	-	6,122	6,371	249
Holiday/Premium Pay	-	-	-	1,400	1,507	107
Overtime	-	-	-	-	-	-
TOTAL	22.64	23.00	0.36	1,279,568	1,367,712	88,144

Performance Measures:**Measurements:**

This chart represents digital services.

Goal: provide access to information and literature in new and emerging formats and platforms.

Item	2011	2012	2013	2014	2015
Digital Circulation (Overdrive)	3,405	9,752	16,537	23,355	30,339
Cost per Circulation (Overdrive)	NA	0.36	0.30	0.31	0.35
Internet & (Wi-Fi Usage – starting in 2014)	121,418	84,866	69,436	185,909	218,385

Overdrive gives patrons access to over 2 million e-books, digital audio, and digital video through a state-wide buying pool via the South Central Library System and the Wisconsin Public Library Consortium. Patrons continue to discover this growing collection. With changes in mobile technology, many patrons schedule one-on-one sessions with our Adult Services Librarians for instruction on how to navigate Overdrive, search for materials,



Library

City of Sun Prairie 2017 Annual Budget

place holds, and download materials onto devices. Participation in the statewide buying pool allows the library to keep circulation costs low.

The use of mobile technology is a growing trend. At the library, patrons use the library as a space to access free Wi-Fi on their personal devices. Our librarians are adept and skilled in using a variety of devices as patrons often seek the assistance of library staff on how to use their mobile technology to access resources and information.

Measurements:

This chart represents traditional library services.

Goal: Provide residents access to valuable resources for borrowing and ensure reliable, professional, and confidential service.

Item	2011	2012	2013	2014	2015
Physical Circulation	634,924	670,133	684,622	644,178	634,628
Physical Collection Growth	12,797	13,241	13,510	15,122	14,101
Reference Transactions	44,408	45,422	45,526	45,838	46,592

Circulation of physical materials had experienced a period of decline as library patrons discovered and used digital resources. However, things are beginning to shift. Digital circulation continues to increase but at a slower climb. Based on monthly 2016 statistics, we anticipate physical circulation will increase nearly 5% from last year. Our “Buzz Book” collection of new and high demand items is extremely popular. Below are two comments we received from two separate patrons:

“My idea was granted some time ago. I’m still grateful for the 2nd copy of the WI State Journal in the reading room.”

“Love “the Buzz” – so interesting to read books by authors other than my “norm”.

Despite the fact that our community is growing, our physical collection growth has remained relatively flat. For example, in 2015 we added 14,101 items, less than two items per resident. This can be attributed to the increasing costs of materials in various formats, limited collection budgets, and space constraints.

Reference transactions represent visits to our service desks for reference and readers’ advisory services.

Measurements:

This chart represents program attendance and corresponding budgets.

Item	2011	2012	2013	2014	2015
Programs	391	407	428	525	578
Programs Attendance	21,203	22,750	23,169	26,280	25,543
Programming Budget	\$4,000	\$4,000	\$5,000	\$5,000	\$7,000

**Goal: Provide life-long learning opportunities for our residents.**

Our program offerings and attendance has seen significant increases since 2011. Our adult programs offerings have tripled in the past five years as the profession views programming as an essential library service. We often have displays that tie in with programs and many attendees check out materials to enrich and enhance their experience. To ensure best practices in public library service, the Sun Prairie Public Library offers high quality programs presented by local and national experts and professionals and our numbers demonstrate that our programs are a big draw. Despite the fact that we offer many events, our residents want more.

2016 Achievements:

The Sun Prairie Public Library maintains a high level of service to its community. Based on budget changes and initiatives that were approved last year, the library was able to achieve the following:

- Highest summer library program participation to date. The youth services department was able to provide more outreach to schools and promote the program.
- The additional hours for a full time teen librarian allowed staff to offer more events.
- The full time teen librarian position allowed the library to develop a Teen Volunteer Corp program. Eight applicants were offered and accepted the position. Our teen volunteers proved to be an asset during the busiest time of year for youth services. In return, our teen volunteers learned some essential workforce skills. The volunteer program has the potential to become a pipeline for future paid library employment opportunities.
- Collection Development. Our \$5,000 increase allowed us to maintain the standards set by the Dane County Library Service. The increase allowed us to add new and high demand items.
- New computer time and print management through professional services maintained with the South Central Library System, allowing for more flexibility.
- Updated copy center for patrons and staff and newly configured computer lab through the use of funds from our IT Replacement Fund.

In addition to the added services we were able to provide based on budget initiatives, the Sun Prairie Public Library strives to find creative ways to connect with our residents. Below is a list of ways of what we were able to achieve outside of our operating budget:

- Monthly visits to Sunshine Supper
- Amendments in policies to reduce barriers and increase access to all patrons
- Amendments in policies to increase flexibility in Discussion Room usage
- Commission of an outdoor sculpture through the efforts of the Friends of the Sun Prairie Public Library
- Strategic Planning Consultation from WiLS (Wisconsin Library System) with the financial support from the Sun Prairie Public Library Foundation.
- Partnerships with civic organizations – the Optimist Club helped to fund our Bilingual Storytime.
- Partnerships with other city organizations including the Sun Prairie Media Center (Veteran's Voices Project and Library PSA), Historical Museum (Tom Loftus Display, John Muir Exhibit, Veteran's Voices), Parks and Recreation (Aquatic Center passes for fine forgiveness and Rec Connection publicity), Department of Public Works (planting of trees as part of Tree City USA)
- Partnerships with social services included Food for Fines in February, Movers for Moms in May, and Conversation Baskets from Jan-April, Stuff the Bus in August.

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CITY OF SUN PRAIRIE

2017 General Debt Service Budget

	<u>General Debt Service</u>	<u>TID 6 Debt Service</u>
<u>REVENUES</u>		
Property Taxes	\$ 6,619,638	\$ 132,837
Exempt Computer Aid	-	1,000
TID Increment		
Special Assessments		
Public Charges for Services		
Miscellaneous	39,146	29,471
Interest	2,500	-
Total Revenues	6,661,284	163,308
<u>EXPENDITURES</u>		
Professional Services	2,000	1,449
Principal	6,054,996	142,960
Interest	604,288	19,236
Fiscal Charge	-	-
Capital Projects	-	-
Total Expenditures	6,661,284	163,645
Excess (deficiency) of revenues over expenditures	-	(337)
<u>OTHER FINANCING SOURCES</u>		
Proceeds of Bonds	-	-
Operating transfers in/(out)	-	-
Total Other Financing Sources (Uses)		
Excess (deficiency) of revenues and other sources over expenditures and other uses		
Fund Balances - Beginning of Year (Estimated)	31,980	(114,416)
FUND BALANCES - END OF YEAR	\$ 31,980	\$ (114,753)



CITY OF SUN PRAIRIE
2017 General Debt Service Budget

	2013 Actual	2014 Actual	2015 Actual	2016 Projected	2017 Recommended
REVENUES					
Property Taxes	\$ 6,399,403	\$ 6,326,108	\$ 6,574,270	\$ 6,648,847	\$ 6,619,638
Special Assessments	-	3,858	-	-	-
Miscellaneous	41,684	34,457	39,884	38,006	39,146
Interest	933	(5,740)	5,286	2,500	2,500
Total Revenues	6,442,020	6,358,683	6,619,440	6,689,353	6,661,284
EXPENDITURES					
Professional Services	-	-	2,040	-	2,000
Principal	5,265,931	9,755,837	6,264,771	6,012,428	6,054,996
Interest	1,130,860	908,748	784,617	670,920	604,288
Total Expenditures	6,396,791	10,664,585	7,051,428	6,683,348	6,661,284
Excess (deficiency) of revenues over expenditures	45,229	(4,305,902)	(431,988)	6,005	-
OTHER FINANCING SOURCES/USES					
Proceeds from long-term debt	9,897,726	-	375,000	-	-
Payment to escrow	(5,998,431)	-	-	-	-
Premium/Discount/Issuance Costs	173,913	(363)	5,640	-	-
Operating transfers in/(out)	116,290	103,518	30,065	-	-
Total Other Financing Sources (Uses)	4,189,498	103,155	410,705	-	-
Excess (Deficit) of Sources vs. Uses of Funds					
	\$ 4,234,727	\$ (4,202,747)	\$ (21,283)	\$ 6,005	\$ -
FUND BALANCE					
Beginning of Year	-	4,234,727	31,980	10,696	16,701
End of Year	\$ 4,234,727	\$ 31,980	\$ 10,696	\$ 16,701	\$ 16,701
	2013	2014	2015	2016	2017
Operating Levy	12,475,499	12,741,648	13,007,745	13,546,268	14,435,891
Debt Service Levy	6,399,403	6,326,108	6,574,270	6,648,847	6,619,638
Total Levy	18,874,902	19,067,756	19,582,015	20,195,115	21,055,529
Debt Service Levy as Percent of Total Tax Levy	33.9%	33.2%	33.6%	32.9%	31.4%



**CITY OF SUN PRAIRIE
2017 DEBT SERVICE REQUIREMENTS**

Description	Principal Balance 12/31/2016	2017 Principal Payments	2017 Escrow Interest	2017 Interest	2017 Total Principal & Interest	Principal Balance 12/31/2017
City						
2009 GO Bonds	\$ 4,850,000	\$ 425,000	\$ -	\$ 27,093	\$ 452,093	\$ 4,425,000
2009 State Trust Fund Loan	229,141	73,044	-	10,311	83,355	156,097
2009 WPPI Loan	29,734	9,912	-	-	9,912	19,822
2010 GO Notes	3,080,000	745,000	-	62,383	807,383	2,335,000
2012A GO Notes	5,620,000	1,190,000	-	75,190	1,265,190	4,430,000
2013 A GO Bonds	5,055,000	1,940,000	-	69,125	2,009,125	3,115,000
2013 B GO Refunding Bonds	962,040	637,040	-	12,692	649,732	325,000
2014B GO Notes	3,615,000	415,000	-	84,925	499,925	3,200,000
2015A GO Notes	2,385,000	245,000	-	53,813	298,813	2,140,000
2016B GO Notes*	7,930,000	375,000	-	200,586	575,586	7,555,000
CITY TOTALS	\$ 33,755,915	\$ 6,054,996	\$ -	\$ 596,118	\$ 6,651,114	\$ 27,700,919

Description	Principal Balance 12/31/2016	2017 Principal Payments	2017 Escrow Interest	2017 Interest	2017 Total Principal & Interest	Principal Balance 12/31/2017
Tax Increment Finance Dist 6						
2009 CDA Refunding Bonds	\$ 540,000	\$ 125,000	\$ -	\$ 18,880	\$ 143,880	\$ 415,000
2013 B GO Refunding Bonds	17,960	17,960	-	356	18,316	-
TIF DISRICT 6 TOTALS	\$ 557,960	\$ 142,960	\$ -	\$ 19,236	\$ 162,196	\$ 415,000

Description	Principal Balance 12/31/2016	2017 Principal Payments	2017 Escrow Interest	2017 Interest	2017 Total Principal & Interest	Principal Balance 12/31/2017
Tax Increment Finance Dist 7						
2009 CDA Refunding Bonds	\$ 2,820,000	\$ 445,000	\$ -	\$ 107,760	\$ 552,760	\$ 2,375,000
TIF DISRICT 7 TOTALS	\$ 2,820,000	\$ 445,000	\$ -	\$ 107,760	\$ 552,760	\$ 2,375,000

Description	Principal Balance 12/31/2016	2017 Principal Payments	2017 Escrow Interest	2017 Interest	2017 Total Principal & Interest	Principal Balance 12/31/2017
Tax Increment Finance Dist 8						
2009 GO Bonds	875,000	-	-	35,242	35,242	875,000
2013 A GO Bonds	170,000	85,000	-	1,913	86,913	85,000
2014A CDA Lease/Rev Bonds	11,275,000	1,325,000	-	189,978	1,514,978	9,950,000
2016B GO Notes*	1,375,000	45,000	-	35,244	80,244	1,330,000
TIF DISRICT 8 TOTALS	\$ 13,695,000	\$ 1,455,000	\$ -	\$ 262,377	\$ 1,717,377	\$ 12,240,000

Description	Principal Balance 12/31/2016	2017 Principal Payments	2017 Escrow Interest	2017 Interest	2017 Total Principal & Interest	Principal Balance 12/31/2017
Tax Increment Finance Dist 9						
2013 A GO Bonds	\$ 960,000	\$ 60,000	\$ -	\$ 17,925	\$ 77,925	\$ 900,000
2014B GO Notes	555,000	25,000	-	14,775	39,775	530,000
2014C Taxable GO Notes	4,315,000	150,000	-	127,025	277,025	4,165,000
TIF DISRICT 9 TOTALS	\$ 5,830,000	\$ 235,000	\$ -	\$ 159,725	\$ 394,725	\$ 5,595,000

Description	Principal Balance 12/31/2016	2017 Principal Payments	2017 Escrow Interest	2017 Interest	2017 Total Principal & Interest	Principal Balance 12/31/2017
Tax Increment Finance Dist 12						
2016B GO Notes*	200,000	20,000	-	4,911	24,911	180,000
TIF DISRICT 12 TOTALS	\$ 200,000	\$ 20,000	\$ -	\$ 4,911	\$ 24,911	\$ 180,000



**CITY OF SUN PRAIRIE
2017 DEBT SERVICE REQUIREMENTS**

Description	Principal Balance 12/31/2016	2017 Principal Payments	2017 Escrow Interest	2017 Interest	2017 Total Principal & Interest	Principal Balance 12/31/2017
Water Pollution Control Facility						
2005 Clean Water Fund Loan	\$ 8,394,095	\$ 847,881	\$ -	\$ 188,494	\$ 1,036,375	\$ 7,546,214
2009 GO Bonds	325,000	105,000	-	8,199	113,199	220,000
2014B GO Notes	265,000	30,000	-	6,225	36,225	235,000
2015A GO Notes	240,000	25,000	-	4,663	29,663	215,000
2016B GO Notes*	475,000	35,000	-	9,432	44,432	440,000
WPCF TOTALS	\$ 9,699,095	\$ 1,042,881	\$ -	\$ 217,013	\$ 1,259,894	\$ 8,656,214

Description	Principal Balance 12/31/2016	2017 Principal Payments	2017 Escrow Interest	2017 Interest	2017 Total Principal & Interest	Principal Balance 12/31/2017
Stormwater Utility						
2009 GO Bonds	\$ 330,000	\$ 110,000	\$ -	\$ 11,252	\$ 121,252	\$ 220,000
2013 A GO Bonds	260,000	35,000	-	4,588	39,588	225,000
2014B GO Notes	1,115,000	130,000	-	26,150	156,150	985,000
2015A GO Notes	520,000	55,000	-	10,075	65,075	465,000
2016A GO Bonds*	5,895,000	294,750	-	125,711	420,461	5,600,250
2016B GO Bonds	120,000	-	-	3,350	3,350	120,000
STORMWATER TOTALS	\$ 8,240,000	\$ 624,750	\$ -	\$ 177,776	\$ 802,526	\$ 7,495,250

Description	Principal Balance 12/31/2016	2017 Principal Payments	2017 Escrow Interest	2017 Interest	2017 Total Principal & Interest	Principal Balance 12/31/2017
Fleet Inservice Fund						
2015A GO Notes	\$ 155,000	\$ 15,000	\$ -	\$ 3,025	\$ 18,025	\$ 140,000
2016B GO Notes*	1,185,000	125,000	-	28,880	153,880	1,060,000
FLEET INSERVICE TOTAL	\$ 1,340,000	\$ 140,000	\$ -	\$ 31,905	\$ 171,905	\$ 1,200,000

Description	Principal Balance 12/31/2016	2017 Principal Payments	2017 Escrow Interest	2017 Interest	2017 Total Principal & Interest	Principal Balance 12/31/2017
Sun Prairie Utilities						
2008 Revenue Bonds	2,060,000	265,000	-	103,560	368,560	1,795,000
2012 Revenue Bonds	2,440,000	125,000	-	65,903	190,903	2,315,000
2012 Taxable Rev Refunding Bonds	890,000	445,000	-	15,894	460,894	445,000
2014 Revenue Bonds	3,000,000	100,000	-	110,990	210,990	2,900,000
2015 Bank of Sun Prairie	624,000	32,846	-	16,608	49,454	591,154
2016A GO Bonds*	3,435,000	215,000	-	89,703	304,703	3,220,000
2016 State Trust Fund Loan	700,000	-	-	-	-	700,000
SUN PRAIRIE UTILITIES TOTALS	\$ 13,149,000	\$ 1,182,846	\$ -	\$ 402,658	\$ 1,585,504	\$ 11,966,154

CITY OF SUN PRAIRIE TOTALS	\$ 89,286,970	\$ 11,343,433	\$ -	\$ 1,979,479	\$ 13,322,912	\$ 77,823,537
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* As of 9/7/2016 the 2016A GO Promissory Notes and the 2016B GO Corporate Purpose Bonds are estimates.

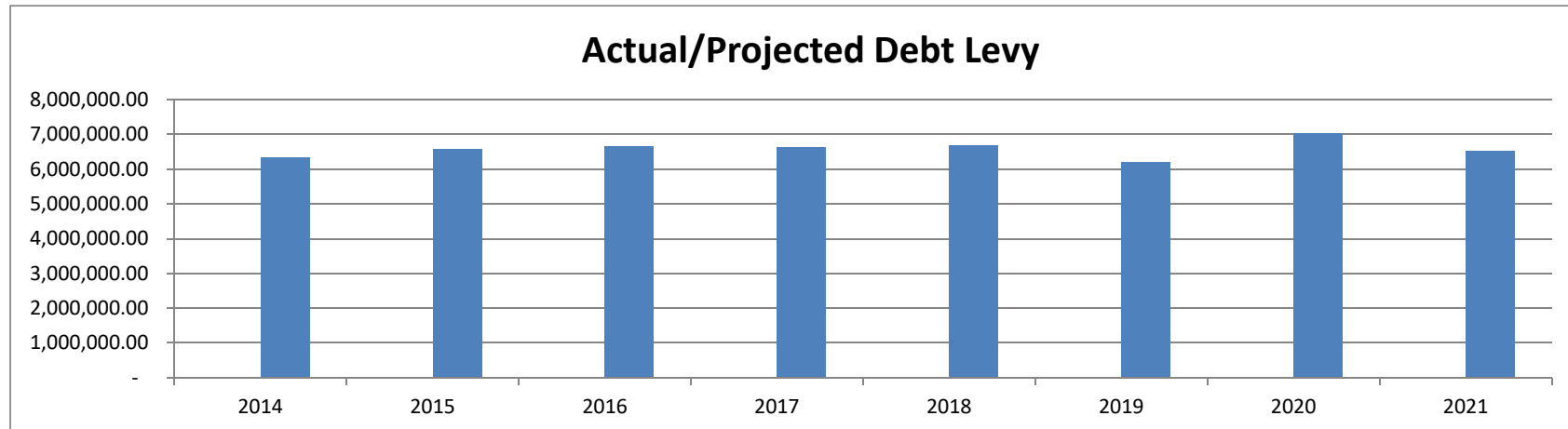


CITY OF SUN PRAIRIE
2017 DEBT SERVICE PROJECTIONS
Estimating a 0% Growth

	Actual 2014	Actual 2015	Projected 2016	Projected 2017	Projected 2018	Projected 2019	Projected 2020	Projected 2021
GO Debt Service - Existing	-	-	-	6,659,284	5,897,789	4,547,823	4,465,697	3,088,660
GO Debt Service - Projected	-	-	-	-	823,196	1,707,143	2,615,109	3,482,123
Non-Tax Revenues	-	-	-	(39,146)	(39,000)	(39,000)	(39,000)	(39,000)
Use of Fund Balance	-	-	-	-	-	-	-	-
Actual/Projected Debt Levy	6,326,108	6,574,270	6,648,847	6,620,138	6,681,985	6,215,966	7,041,806	6,531,783
 Projected Annual Debt Service Change (Y/Y	(73,295)	248,162	74,577	(28,709)	61,847	(466,019)	825,840	(510,023)
Percent Change	-1.15%	3.92%	1.13%	-0.43%	0.93%	-6.97%	13.29%	-7.24%
 Projected Debt Service Mill Rate	2.67	2.72	2.61	2.60	2.62	2.44	2.76	2.56
(Assessed value is projected with no increase)								

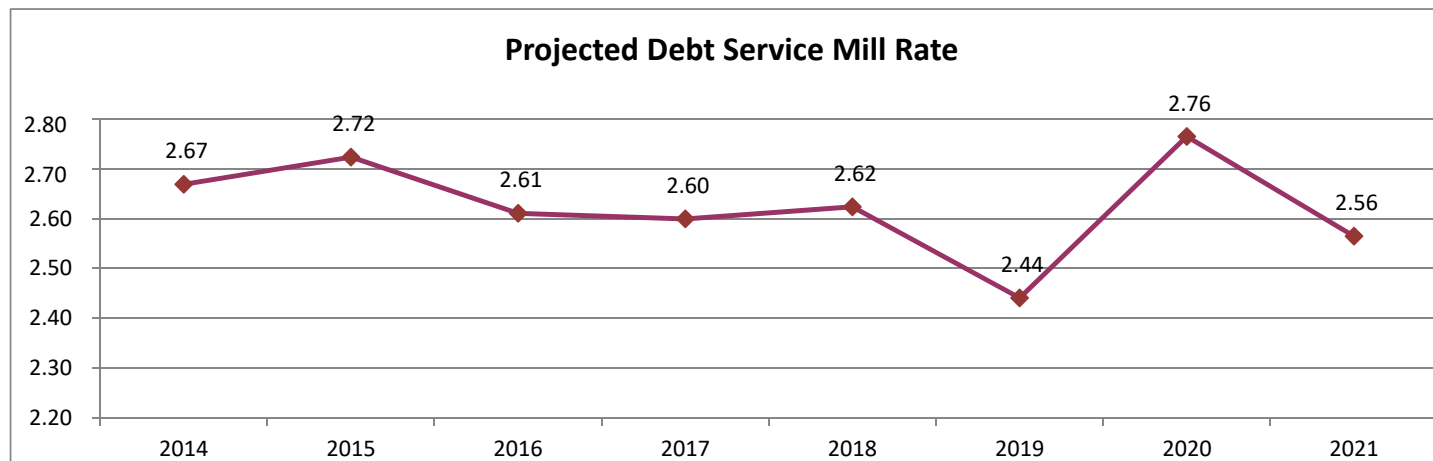
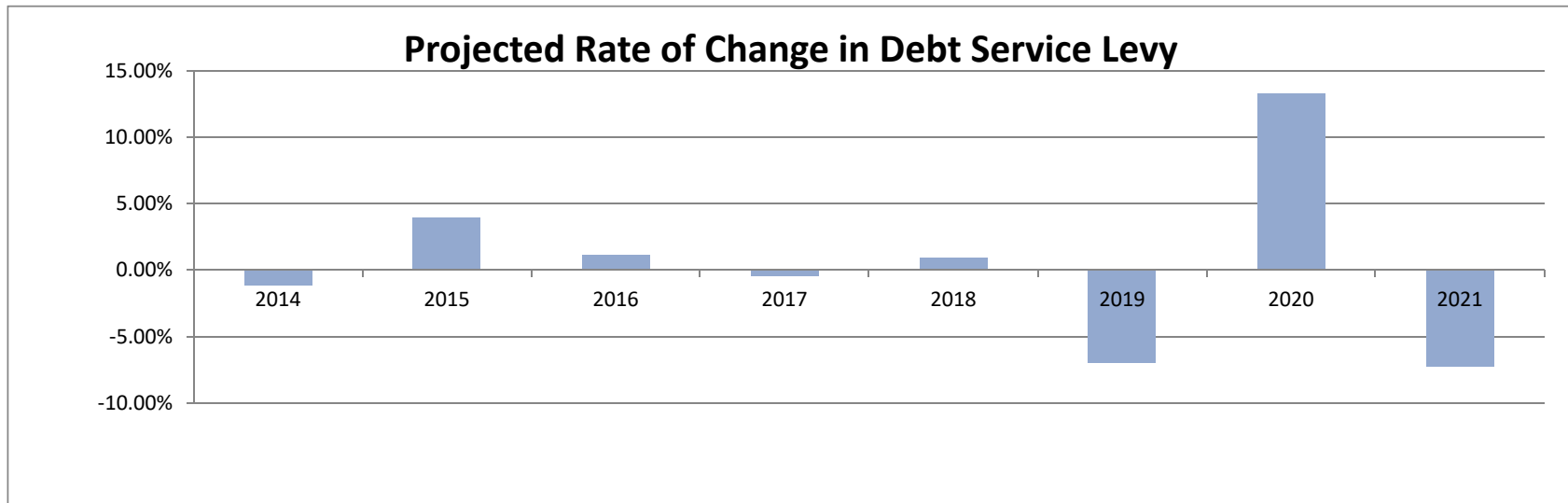
Estimated Cap Projects Borrowing	6,462,893	6,815,727	7,048,568	6,713,548	6,311,490
	(Projection uses level payments over 10 years)				

(Excluding TIF and Enterprise Funds)





CITY OF SUN PRAIRIE
2017 DEBT SERVICE PROJECTIONS
Estimating a 0% Growth



**Description:**

The City of Sun Prairie is committed to providing an annual Capital Improvement Plan (CIP) to aid in the decision making process for the annual budget and ensure the adequate maintenance, acquisition and construction of capital projects. The CIP serves as a tool for determining the scheduling of capital improvements and related financing. The CIP also shares the City's intentions for improvements for the next five years with residents, developers, intergovernmental partners and the business community. A primary responsibility of the City is to preserve, maintain and improve the community's investment in buildings, vehicles, roads, utilities, parks and equipment. The CIP is a short and long-range plan for the physical development and infrastructure investment in the City of Sun Prairie. This document is a summarization of the CIP. Please reference the 2017 Capital Improvement Plan for more detailed information.

2017 Budget Highlights:**Street Reconstruction and Rehabilitation Projects**

The Public Works and Engineering Department work together to determine which streets are in most need of reconstruction or rehabilitation. For 2017, the following streets are scheduled for major reconstruction or rehabilitation:

- Pennsylvania Avenue
- Kelly Street
- North Street
- W. Goodland Street
- W. Kohler Street
- Wilson Street
- W Elm Street
- Birkinbine Drive
- W. Elm Street
- Luther Drive
- Robert Drive
- 'B' Street
- Flint Street
- Lori Lane
- Wilburn Road
- Bruce Street
- Woodsend Ct
- Thompson-Brooks Connection

Building Improvements

The 2017 Capital Projects Fund budget includes \$223,677 to:

- City Hall Bathroom Updates
- City Service Center Roof Repair
- Library Self-Check-Out Stations
- City Hall – Renovate IT Offices

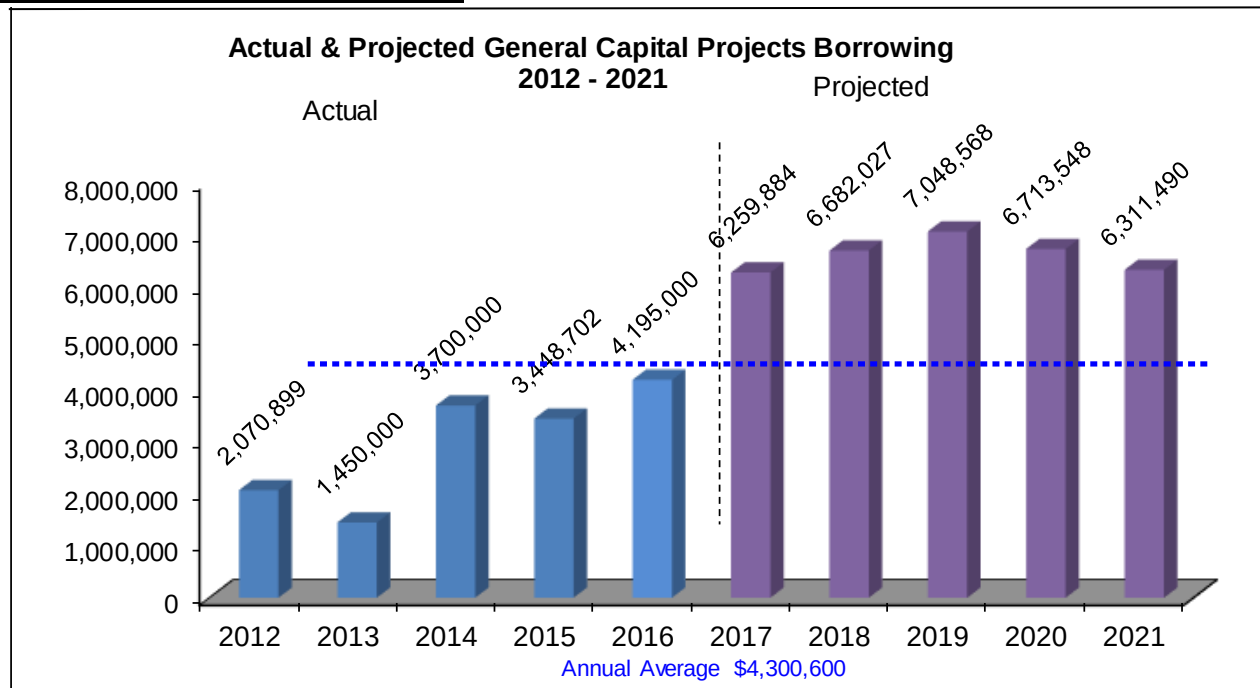




Capital Projects Fund

City of Sun Prairie 2017 Annual Budget

General Capital Projects Borrowing



Financial Summary:

	APPROVED 2017	2018	2019	2020	2021
SOURCES OF FUNDING					
Building Permits	17,503				
General Obligation-Capital Borrowing	6,259,884	6,682,027	7,048,568	6,713,548	6,311,490
Transfer from Impact Fee Fund	1,290,752	1,512,294	661,181	733,964	-
Transfer from TIF	199,364	-	-	-	-
Utility Reimbursement	1,477,500	-	-	-	-
TOTAL SOURCES OF FUNDING	9,245,003	8,194,321	7,709,749	7,447,512	6,311,490
USES OF FUNDING					
Buildings & Land Improvements	181,677	174,000	100,000	530,000	125,000
Street Reconstruction/Rehabilitation	5,907,000	5,446,000	5,093,000	5,567,000	5,759,000
Sidewalks/Bikepaths	601,561	145,000	115,000	95,000	110,000
Transportation System Improvements	712,402	2,265,621	2,233,549	1,131,041	-
Utility Improvements	1,477,500	-	-	-	-
Equipment	30,000	30,000	30,000	58,000	255,000
Professional Services	206,463	-	-	-	-
Issuance Costs	128,400	133,700	138,200	66,471	62,490
TOTAL USES OF FUNDING	\$ 9,245,003	\$ 8,194,321	\$ 7,709,749	\$ 7,447,512	\$ 6,311,490



2016 Achievements:

Completed 2016 projects include the following:

- Street rehabilitation/reconstruction for Hanley Drive, Harvest Lane, Clarmar Drive, Laura Street, S. Bird Street, Sunfield Street, E Klubertanz Drive and Werner Court
- Move property room from City Hall Building to Westside Community Service Building
- Complete a Westside Facility Needs Assessment
- Parking Lot Rehabilitation at City Hall Building

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CITY OF SUN PRAIRIE
DEVELOPMENT PROJECTS FUND
2017 APPROVED BUDGET

	2015 <u>ACTUAL</u>	2016 <u>PROJECTED</u>	2016 <u>BUDGET</u>	2017 <u>EXECUTIVE</u>	2017 <u>APPROVED</u>	INCREASE <u>(DECREASE)</u>
DEVELOPMENT PROJECTS FUND REVENUES						
PUBLIC WORKS MISC CHARGES	\$ 217,377	\$ 175,000	\$ 50,000	\$ -	\$ -	\$ (50,000)
ENGINEERING REVIEW FEES	-	-	-	-	40,000	40,000
MISCELLANEOUS REVENUES	<u>1,411</u>	<u>783</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
SUBTOTAL	218,788	175,783	50,000	-	40,000	(10,000)
TOTAL CAPITAL PROJECTS FUND REVENUES	<u>\$ 218,788</u>	<u>\$ 175,783</u>	<u>\$ 50,000</u>	<u>\$ -</u>	<u>\$ 40,000</u>	<u>\$ (10,000)</u>

CAPITAL PROJECTS FUND EXPENDITURES

CAPITAL OUTLAY						
PROFESSIONAL SERVICES	\$ 245,317	\$ -	\$ 40,108	\$ -	\$ 40,000	\$ (108)
TRANSFER OUT	-	-	-	-	-	-
SUBTOTAL	<u>245,317</u>	<u>-</u>	<u>40,108</u>	<u>-</u>	<u>40,000</u>	<u>(108)</u>
TOTAL CAPITAL PROJECTS FUND EXPENDITURE	<u>\$ 245,317</u>	<u>\$ -</u>	<u>\$ 40,108</u>	<u>\$ -</u>	<u>\$ 40,000</u>	<u>\$ (108)</u>

Capital Projects Fund: Fund Balance

\$ (106,486)	\$ (133,015)	\$ (133,015)	\$ (123,123)	\$ (123,123)
218,788	175,783	50,000	-	40,000
<u>245,317</u>	<u>-</u>	<u>40,108</u>	<u>-</u>	<u>40,000</u>
\$ (133,015)	\$ 42,768	\$ (123,123)	\$ (123,123)	\$ (123,123)

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Tax Increment Finance
District 7
Sun Prairie Business Park

Mission:

Tax Increment Financing District #7 was created to finance the construction of infrastructure improvements to the next phase of development in the existing Sun Prairie Business Park. This includes disbursing funds for marketing and business recruitment incentives, as well as other activities typical to the development and promotion of business parks. The City would not have been able to construct the needed infrastructure for Business Park development without the use of tax increment financing due to the cost of developing this infrastructure and services.

Description:

TID #7 was created on May 19, 1998, with a valuation establishment date of January 1st, 1998, as an Industrial TID. It consists primarily of the Northeast portion of the Sun Prairie Business Park. The District consists of 31 parcels covering 156 acres, all zoned Suburban Industrial (SI). The City currently owns four lots that are available for development. The City anticipates this district will close in 2017.

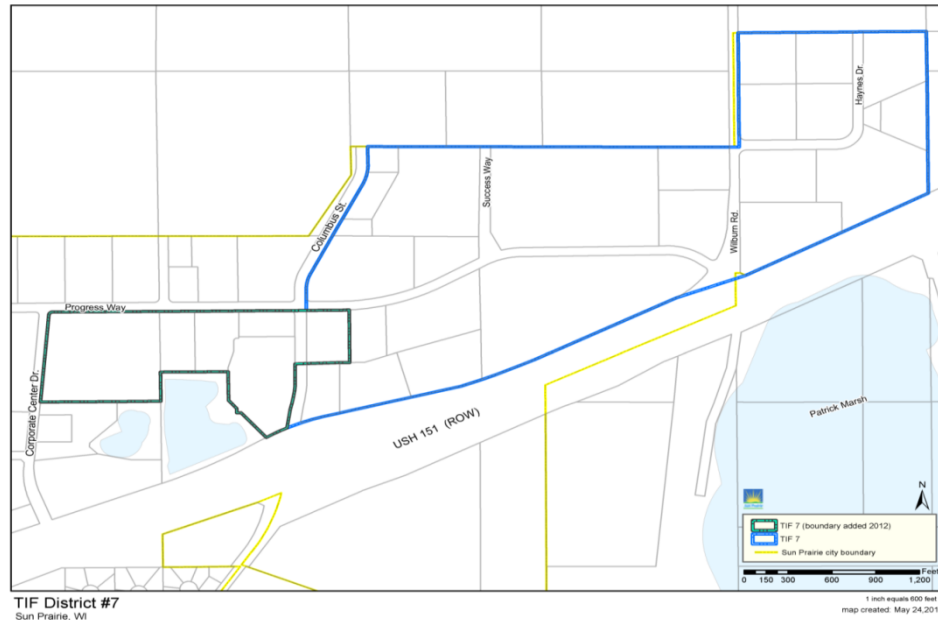
In 2012, TID #7 was amended to add territory and more developer incentives as an approved TID expenditure. The economic assistance via development incentives were intended to benefit the businesses by providing capital to expand their operations, or make the physical expansion of their facilities and investment in additional jobs more feasible.



Tax Increment Financing District #7

City of Sun Prairie 2017 Annual Budget

The following is a map of the boundaries of TID #7:



Financial Summary:

	2015 ACTUAL	2016 PROJECTED	2016 BUDGET	2017 EXECUTIVE	2017 APPROVED	INCREASE (DECREASE)
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TIF 7

Property Taxes	\$ 880,671	\$ 864,494	\$ 873,048	\$ 938,816	\$ 938,816	\$ 65,768
State Aid (exempt computers)	49,421	5,500	100	5,000	5,000	4,900
Investment Income	3,111	37,666	47,000	37,000	37,000	(10,000)
Total Revenues	\$ 933,203	\$ 907,660	\$ 920,148	\$ 980,816	\$ 980,816	\$ 60,668

Professional Services	\$ 29,958	\$ 27,101	\$ 27,101	\$ 21,208	\$ 21,454	\$ (5,647)
Economic Incentive	-	-	-	274,000	274,000	274,000
Debt Service	550,690	537,815	537,618	552,760	552,760	15,142
Capital Projects	217,377	-	-	80,000	80,000	80,000
Transfer out	11,555	30,804	30,804	3,938	3,938	(26,866)
Total Expenditures	\$ 809,580	\$ 595,720	\$ 595,523	\$ 931,906	\$ 932,152	\$ 336,629

TAX INCREMENT FINANCE DISTRICT #7: FUND BALANCE					
	2015 ACTUAL	2016 PROJECTED	2016 BUDGET	2017 EXECUTIVE	2017 APPROVED
BEGINNING FUND BALANCE	\$ 1,980,956	\$ 2,104,579	\$ 2,104,579	\$ 2,429,204	\$ 2,429,204
ADDITIONS	933,203	907,660	920,148	980,816	980,816
EXPENSES	809,580	595,720	595,523	931,906	932,152
ENDING FUND BALANCE	\$ 2,104,579	\$ 2,416,519	\$ 2,429,204	\$ 2,478,114	\$ 2,477,868



2016 Achievements:

- Madison-Kipp Corporation completed a 90,000 square foot expansion.
- Royle Printing is currently in the process of acquiring Lot 1 & 2 of CSM 11655 from the City for construction of a new 60,000 square foot warehousing and production facility.
- Village Hearth Bakery added additional production lines within their current facility.
- WE Energies is currently in the process of acquiring Lot 53 from the City for a new service center.
- Currently working with an existing company about possible expansion.
- Continue to work on language for a zoning ordinance amendment creating a new overlay zoning district to replace the current Business Park design covenant.

2017 Budget Highlights:

- Bike path replacement \$80,000
- General marketing \$7,000
- Common area and City owned parcel maintenance \$3,938
- Professional Services \$3,464
- Economic Development staff costs \$10,989
- Economic Incentive Payment \$274,000



Tax Increment Finance
District 8
Downtown

Mission:

The City created Tax Increment District #8 to finance the Downtown Revitalization Plan (Phase I & II). This plan provides the framework for the redevelopment and enhancement of the historic Main Street corridor and the South Bristol and Market Street corridors. The City would not have been able to construct the needed infrastructure to facilitate downtown revitalization and redevelopment efforts without the use of tax increment financing.

Description:

TID #8 was created on December 27, 2001, with a valuation establishment date of January 1, 2002, as a Blight Remediation TID. It consists primarily of Sun Prairie's traditional downtown and surrounding area. The last expenditures must be completed by December 27, 2024. The City can collect increment through 2029.

The boundary for TID #8 encompasses what has historically been defined as the downtown as well as a number of parcels of land south of Main Street. Current GIS records indicate this district consists of 125 parcels covering 102 acres (including ROW). The district has parcels in several zoning categories including Suburban Residential, Mixed Residential, Urban Residential, Central Commercial, Urban Industrial, Heavy Industrial (HI), and Planned Development.

Projects have included infrastructure improvements related to traffic circulation, public parking, streetscape improvements, pedestrian amenities and way-finding improvements to stimulate private reinvestment and redevelopment. Additional project activities may include acquisition and relocation activities aimed at eliminating blight and achieving best use within the downtown.

In 2004, the City amended TID #8 and incorporated additional land suitable for redevelopment. It included parcels adjacent to property owned by business within the current TID boundaries. By adding these neighboring parcels to the district, the City gained the option of using TID funds to promote the redevelopment of these sites as well as capturing the full increment from redevelopment in order to finance TID expenditures.

The amended area also includes property near the Main Street/Highway N intersection. This corridor is a major gateway to the City of Sun Prairie and its historic downtown. The site is the former location of the Dane County Highway Department facility, and is now a grocery store and restaurant. Other improvements to this area include the installation of traffic signals, which is an important component of the City's downtown revitalization effort.

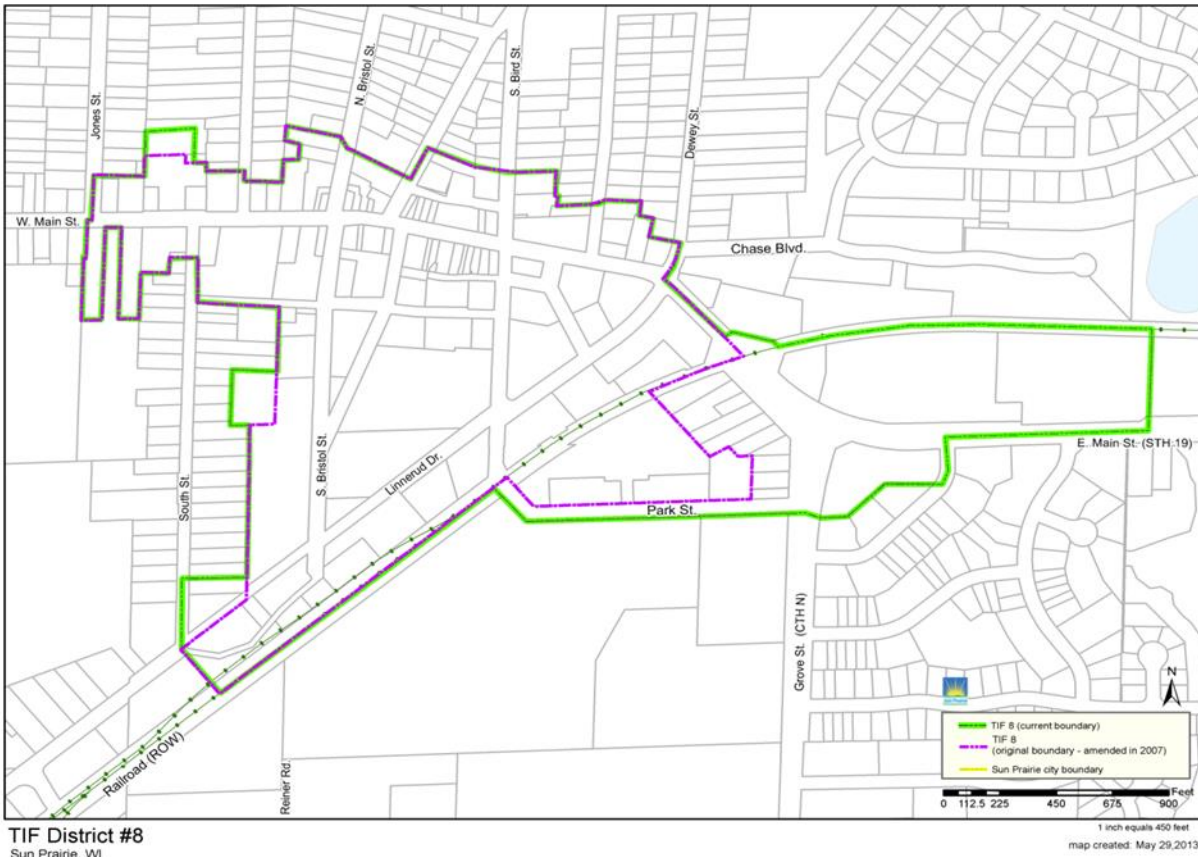
The City currently owns one lot that is available for development.



Tax Increment Finance District #8

City of Sun Prairie 2017 Annual Budget

The following is a map of the boundaries of TID #8:





Tax Increment Finance District #8

City of Sun Prairie 2017 Annual Budget

Financial Summary:

	2015 ACTUAL	2016 PROJECTED	2016 BUDGET	2017 EXECUTIVE	2017 APPROVED	INCREASE (DECREASE)
TIF 8						
Property Taxes	\$1,649,714	\$1,655,417	\$1,671,796	\$1,677,629	\$ 1,677,629	\$ 5,833
State Aid (exempt computers)	23,253	26,956	20,000	25,000	25,000	5,000
State Grants	-	66,144	-	-	-	-
Public Charges for Services	15,545	22,000	14,000	16,000	16,000	2,000
Investment Income	83	64	-	-	-	-
Bond Proceeds	-	591,672	739,500	-	-	(739,500)
Total Revenues	\$1,688,595	\$2,362,253	\$2,445,296	\$1,718,629	\$ 1,718,629	\$ (726,667)

Professional Services	\$ 5,909	\$ 7,770	\$ 38,086	\$ 43,197	\$ 43,564	\$ 5,478
Contractual Services	\$ 17,800	\$ 22,000	\$ 16,000	\$ 16,000	\$ 16,000	-
Economic Incentive	112,735	111,955	114,000	130,400	130,400	16,400
Façade Grant	-	-	50,000	-	-	(50,000)
Debt Service	1,545,994	1,592,165	1,605,903	1,717,377	1,717,377	111,474
Capital Projects	213,789	588,902	715,000	-	-	(715,000)
Transfer out	11,555	13,695	13,695	3,938	3,938	(9,757)
Total Expenditures	\$1,907,782	\$2,336,487	\$2,552,684	\$1,910,912	\$ 1,911,279	\$ (641,405)

TAX INCREMENT FINANCE DISTRICT #8: FUND BALANCE		2015 ACTUAL	2016 PROJECTED	2016 BUDGET	2017 EXECUTIVE	2017 APPROVED
BEGINNING FUND BALANCE		\$ (553,439)	\$ (772,626)	\$ (772,626)	\$ (880,014)	\$ (880,014)
ADDITIONS		1,688,595	2,362,253	2,445,296	1,718,629	1,718,629
EXPENSES		1,907,782	2,336,487	2,552,684	1,910,911	1,911,278
2014 RESTATEMENT		-	-	-	-	-
ENDING FUND BALANCE		\$ (772,626)	\$ (746,860)	\$ (880,014)	\$ (1,072,296)	\$ (1,072,663)

2016 Achievements:

- Market Street and Park Street were fully reconstructed.
- Staff continued to evaluate development proposals for the City-owned parcel on Market Street.
- Staff is coordinating and evaluating expansion options for a major Downtown employer.
- The area maintained 100% occupancy for all commercial spaces in the traditional downtown located on Main Street.
- The Economic Development Department continued to provide technical assistance to the BID and businesses located within TID #8.
- The railroad crossing on STH 19/Main Street was upgraded.



2017 Proposed Expenses:

- General marketing \$3,750
- Common area and City owned parcel maintenance \$3,937
- Professional Services \$23,330
- Economic Development staff costs \$16,483
- Economic Incentive Payment \$130,400



Tax Increment Finance
District 9
St. Mary's/Westside Neighborhood Area

Mission:

Tax Increment District #9 was created by the City of Sun Prairie as a Mixed-Use District to help facilitate the establishment of emergency medical services within the City. This district facilitated the acquisition, redevelopment and enhancement of the St. Mary's Emergency Center site and immediately adjacent industrial parcels, including the extension of O'Keeffe Avenue and associated utilities. The City would not have been able to construct the needed infrastructure to facilitate these redevelopment efforts without the use of tax increment financing due to the cost of developing this infrastructure and services.

Description:

TID#9 was created on March 28, 2007, with a valuation establishment date of January 1, 2007. It consists of the St. Mary's Emergency Center property and neighboring industrial areas to the south. The last expenditures must be completed by March 28, 2022. The City can collect increment through 2027.

TID # 9 was amended on August 20, 2013, to include additional territory and potential project expenditures.

The original boundary for TID #9 encompassed 18 parcels covering approximately 58 acres in the southern quadrant of the U.S. 151 Reiner Road/Grand Avenue interchange. The original district area had parcels in two zoning categories including Suburban Office and Suburban Industrial. Eligible expenditures included acquisition and demolition of buildings or property, site grading, public infrastructure improvements (water, sanitary sewer, storm sewer, and streets), landscaping, relocation costs, environmental remediation, and development incentives.

The amended area added 18 parcels and 105 acres to TID #9's original area. It added expenditures for street projects and development incentives.

Primary projects completed to date include the acquisition of land for St. Mary's Emergency Center, the extension of O'Keeffe Avenue, utilities and storm water improvements, realignment of Prairie Lakes Drive, and a development incentive paid to one redevelopment project. Incentives associated with recruitment of major retail uses are not due until a later date if performance metrics are met.

The City currently owns three lots that are available for development. A portion of Lot 4 is currently in the process of being sold to a dialysis clinic affiliate with St. Mary's/SSM Healthcare.



The following is a map of the boundaries of TID #9:



**Tax Increment Finance District #9****City of Sun Prairie 2017 Annual Budget****Financial Summary:**

	2015 ACTUAL	2016 PROJECTED	2016 BUDGET	2017 EXECUTIVE	2017 APPROVED	INCREASE (DECREASE)
TIF 9						
<u>Revenues</u>						
Property Taxes	\$ 33,110	\$ 541,294	\$ 546,649	\$ 926,169	\$ 926,169	\$ 379,520
State Aid (exempt computers)	4,755	5,938	4,500	5,500	5,500	1,000
Bond Proceeds	-	-	-	53,126	53,126	53,126
Fund Balance Applied	-	-	-	80,862	80,862	80,862
Total Revenues	\$ 37,865	\$ 547,232	\$ 551,149	\$ 1,065,657	\$ 1,065,657	\$ 514,508
<u>Expenditures</u>						
Office Supplies	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ -
Professional Services	47,252	27,871	27,871	35,729	36,218	8,347
Economic Development Payment	138,000	62,385	75,000	603,000	603,000	528,000
Debt Service	186,470	221,775	221,775	397,425	397,425	175,650
Transfer out	-	23,454	23,454	137,926	137,926	114,472
Total Expenditures	\$ 372,722	\$ 335,485	\$ 348,100	\$ 1,174,080	\$ 1,174,569	\$ 826,469

TAX INCREMENT FINANCE DISTRICT #9: FUND BALANCE		2015 ACTUAL	2016 PROJECTED	2016 BUDGET	2017 EXECUTIVE	2017 APPROVED
BEGINNING FUND BALANCE		\$ (782,739)	\$ (1,117,596)	\$ (1,117,596)	\$ (914,547)	\$ (914,547)
ADDITIONS		37,865	547,232	551,149	1,065,657	1,065,657
EXPENSES		372,722	335,485	348,100	1,174,080	1,174,569
ENDING FUND BALANCE		\$ (1,117,596)	\$ (905,849)	\$ (914,547)	\$ (1,022,970)	\$ (1,023,459)

2016 Achievements:

- Marcus Theatres was approved to add four additional screens, and is currently constructing two of them.
- A new multi-tenant building is under construction in Prairie Lakes, and should be open late 2016.
- The City is currently negotiating with a hotel developer for a new project in Prairie Lakes.
- 2G Engineering is considering an accelerated expansion of their building.
- The process of selling a portion of Lot 4, a City-owned parcel in TID 9, to a dialysis clinic affiliated with St. Mary's/SSM Healthcare is in progress. The sale is anticipated to be completed in Fall of 2016.
- Prairie Lakes is currently installing a public gathering space in their central parking area.

2017 Proposed Expenses:

- General marketing \$3,750
- Common area and City owned parcel maintenance \$3,938
- Professional Services \$10,491
- Economic Development staff costs \$21,977
- Economic Incentive Payments \$603,000

A solid blue rectangular box containing the text "Tax Increment Finance District 11 Central Main Street" in white, centered.

Tax Increment Finance
District 11
Central Main Street

Mission:

The City of Sun Prairie created Tax Increment District #11 to facilitate the implementation of the West Main Street Corridor Plan, and to encourage the general redevelopment of the central Main Street area of the City. The City would not be in a position to facilitate these redevelopment efforts without the use of tax increment financing due to the economic condition of the area.

Description:

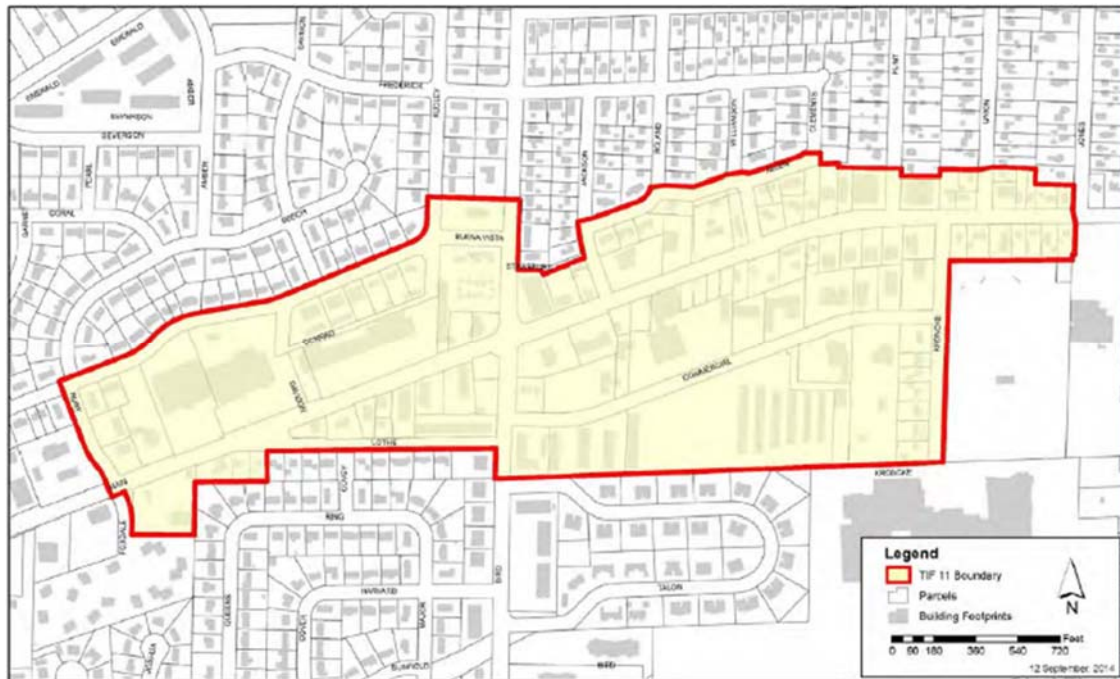
TID #11 was created on November 11, 2014, with a valuation establishment date of January 1, 2015, as a blighted area TID. It consists primarily of the area covered by the West Main Street Corridor Plan. The district can collect increment through 2042. However, staff is currently projecting that this district will close in 2036.

According to the adopted project plan, the boundary for TID #11 encompasses 121 parcels covering approximately 70 acres. The district area has parcels in several zoning categories including Urban Commercial, Mixed Residential, Urban Residential, and Urban Industrial. Eligible expenditures include development incentives (relating to land acquisition; environmental remediation; demolition & site preparation; and general economic incentives), and professional and technical contractual services.

In 2016, the City incurred professional services costs relating to the environmental evaluation and remediation of the new Jennings & Woldt site (former vacant Marathon Gas Station).



The following is a map of the boundaries of TID #11:



Financial Summary:

	2015 ACTUAL	2016 PROJECTED	2016 BUDGET	2017 EXECUTIVE	2017 APPROVED	INCREASE/ (DECREASE)
Sources of Funding						
General Property Taxes	\$ -	\$ -	\$ -	\$ 48,352	\$ 48,352	\$ 48,352
State Aid (Exempt Computer)	-	-	4,000	4,000	4,000	-
Total Revenues	-	-	4,000	52,352	52,352	48,352
Uses of Funding						
Professional Services	21,864	12,137	22,061	109,273	109,884	87,823
Transfer to other Funds	-	35,619	35,619	3,937	3,937	(31,682)
Total Expenses	21,864	47,756	57,680	113,210	113,821	56,141

TAX INCREMENT FINANCE DISTRICT #11: FUND BALANCE					
	2015 ACTUAL	2016 PROJECTED	2016 BUDGET	2017 EXECUTIVE	2017 APPROVED
BEGINNING FUND BALANCE	\$ -	\$ (21,864)	\$ (21,864)	\$ (75,544)	\$ (75,544)
ADDITIONS	-	-	4,000	52,352	52,352
EXPENSES	21,864	47,756	57,680	113,210	113,821
ENDING FUND BALANCE	\$ (21,864)	\$ (69,620)	\$ (75,544)	\$ (136,402)	\$ (137,013)

**2016 Achievements:**

- The City funded and completed the required Phase I & Phase II environmental work needed to close out the DNR file for the Marathon site. Jennings & Woldt acquired the site and broke ground on a new two-story, 6,400 square foot showroom and office project at the site. The project will open in Spring 2017.
- Staff has had communication with the owners of the former Hanley Hardware site, but there is no active project at this time.
- Staff is currently in discussions with a potential developer considering a mixed-use apartment project on the former Pamida/Heckel's Marine site.
- Staff has had several discussions with the Dane County Housing Authority and multiple private developers considering projects within the District.

2017 Proposed Expenses:

- General marketing \$3,750
- Common area and City owned parcel maintenance \$3,937
- Professional Services \$38,663
- Economic Development staff costs \$27,471
- Housing Needs Assessment \$40,000



Tax Increment Finance
District 12
Sun Prairie Business Park Expansion Area

Mission:

The City of Sun Prairie created Tax Increment District #12 to facilitate the expansion of the Sun Prairie Business Park. The City would not be in a position to facilitate this expansion without the use of tax increment financing due to the cost of development associated with the expansion.

Description:

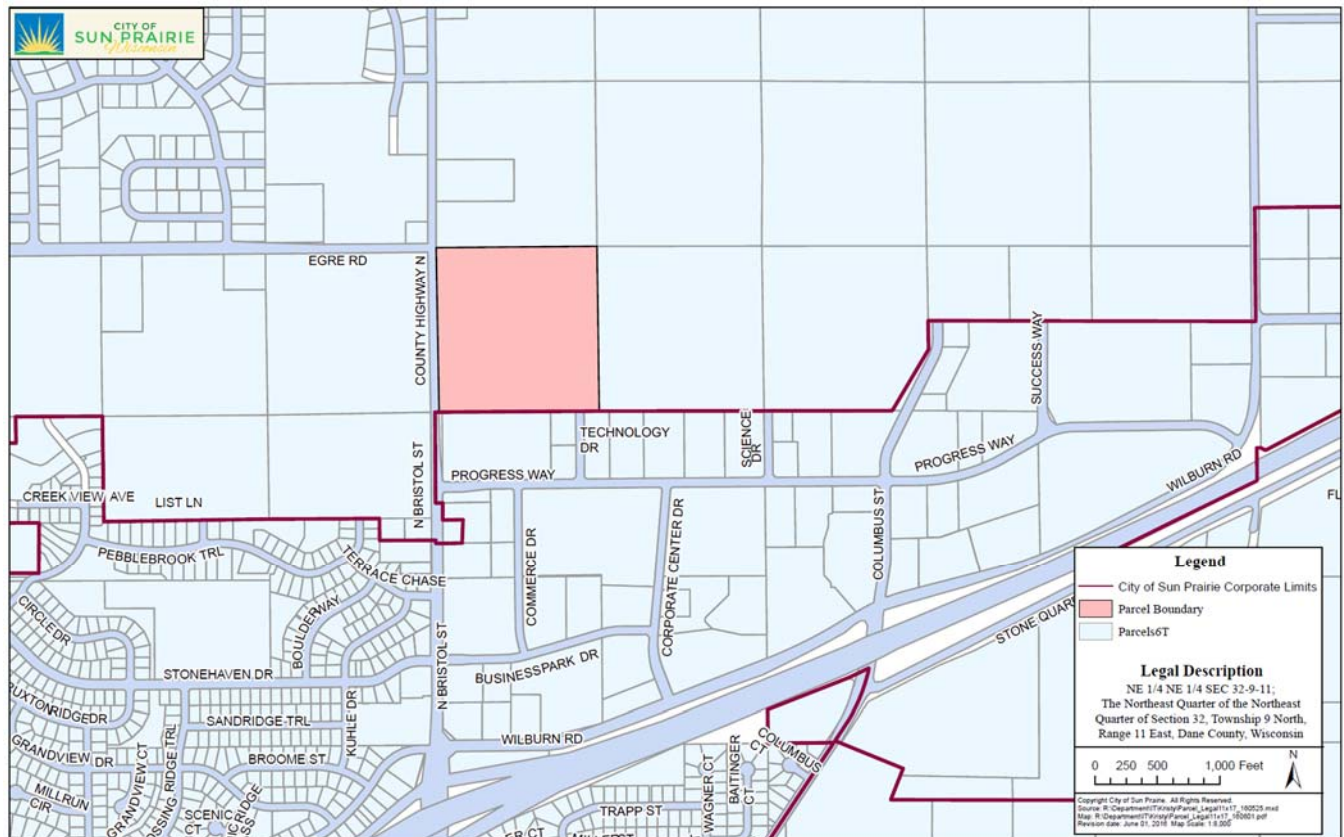
TID #12 was created on August 2, 2016, with a valuation establishment date of January 1, 2016, as an industrial TID. It consists of approximately 40 acres immediately north of the current business park (i.e. Hallman Lindsay Paints) and immediately east of County Highway N. The district can collect increment through 2037. However, staff is currently projecting that this district will close in 2032.

According to the adopted project plan, the boundary for TID #12 encompasses 2 parcels covering approximately 39.4 acres. The entire district area is zoned Suburban Industrial. Eligible expenditures include property acquisition (direct acquisition, right of way acquisition, easement acquisition, relocation costs) site preparation activities (environmental testing, remediation, demolition, site grading), utilities (sanitary improvements, water improvements, stormwater improvements, electric improvements, gas improvements, and communication infrastructure), streets and streetscaping (street improvements, streetscaping and landscaping), CDA type activities (e.g. contributions to community development), cash grants or incentives, property tax payments to affected Towns, professional services, organizational costs, administrative costs, and financing costs.

Expenditures relating to the acquisition of additional land, as well as some administrative costs associated with the creation and administration of the TID are anticipated for 2016.



The following is a map of the boundaries of TID #12:



**Tax Increment Finance District #12****City of Sun Prairie 2017 Annual Budget****Financial Summary:**

	2016 PROJECTED	2016 BUDGET	2017 EXECUTIVE	2017 APPROVED	INCREASE/ (DECREASE)
Sources of Funding					
Proceeds of Long Term Debt	200,000	-	3,899,444	3,899,444	3,899,444
Fund Balance Applied		17,650	-	-	(17,650)
Bond Premium	9,648	-	-	-	-
Total Revenues	209,648	17,650	3,899,444	3,899,444	3,881,794
Uses of Funding					
Professional Services	17,650	17,650	131,662	132,151	114,501
Debt Service and Related Costs	-	-	24,911	24,911	24,911
Capital Projects	-	-	3,899,444	3,899,444	3,899,444
Total Expenses	17,650	17,650	4,056,017	4,056,506	4,038,856

TAX INCREMENT FINANCE DISTRICT #12: FUND BALANCE	2016	2016	2016	2017	2017
	ACTUAL	PROJECTED	BUDGET	EXECUTIVE	APPROVED
BEGINNING FUND BALANCE	\$ -	\$ -	\$ -	\$ -	\$ -
ADDITIONS	210,480	-	17,650	3,899,444	3,899,444
EXPENSES	20,213	17,650	17,650	4,056,017	4,056,506
ENDING FUND BALANCE	\$ 190,267	\$ (17,650)	\$ -	\$ (156,573)	\$ (157,062)

2016 Achievements:

- Riddell/Kollege Town has entered into a development agreement with the City. It has broken ground on a 102,000 square foot warehouse and production facility that is scheduled to be opened in Spring 2017. The City completed annexation, zoning, land division, and creation of TID #12 in support of this project.
- Staff is proceeding with design and construction of the extension of Technology Way.
- Staff has begun coordinating the long term acquisition and dedication of right of way needed for County Highway N (Bristol St.) and Egge Road.

2017 Proposed Expenses:

- General marketing \$44,500
- Amend Project Plan \$12,000
- Certification \$40,000

**2017 REQUESTED BUDGET
CITY OF SUN PRAIRIE
SUN PRAIRIE UTILITIES**

MISSION STATEMENT

Sun Prairie Utilities is owned by the people it serves. Its mission is to provide low-cost electric and water service while maintaining a high standard of service with public and employee safety a priority.

EXECUTIVE SUMMARY

2016: THE MEMORABLE YEAR IN REVIEW

Significant Achievements

Although it seems like this gets written in every year's capital budget narrative, this year truly was extraordinary for both electric and telecommunications. The utilities were very busy completing expansion and upgrade projects.

The electric utility saw the rebuild of its aged Bird Substation. After being reconstructed through the winter and spring, the substation was returned to service for the onset of summer in June 2016. In addition, the new Hwy 151 substation had stress fracture issues on a majority of the bottom wall panels. The load bearing to these panels was redesigned, with the panels being remanufactured and reinstalled. To date, the panels have not experienced the notable cracking issues from last year. Winter should be a good test.

In addition, Telecom constructed and marketed to the new fiber subdivision of Smith's Crossing. Evidence of success was determined from a 55% take rate for a one service fiber internet offering. It was seen as a test market and an opportunity to determine whether residents of Sun Prairie actually wanted the service, whether the utility could effectively provide the service, and ultimately a mechanism to determine whether or not to expand.

On the office side of the utility, a number of problems were experienced with the existing phone system during heavy call volumes (larger outages). Customers calling in would experience busy and non-service signals. The utility successfully implemented a new VOIP (Ring Central) phone system in August of 2016. Hopefully this will serve to drastically improve customer communication during future similar situations.

In addition, operations, accounting and mapping staff continued to successfully implement the Terra Spatial work order/inventory management system. Similarly, a replacement OSI Electric SCADA monitoring system was approved and will be fully implemented prior to the end of 2016.

Personnel

As with seemingly every year, the utility experienced a couple significant changes in personnel.

Retirements:

Doug Suchomel	Water Operator	43 years
Bobby Haseleu	Maintenance	11 years

Additions:

Tyler DeBauche	Apprentice Lineworker
Tyler Hendrickson	Meter Reader
Jake Van de Voort	Communications Technician
Brace Skogen	Maintenance

We will really miss Doug and Bobby, as they provided so much experience and positive work ethic to Sun Prairie Utilities. In addition, we welcome those new employees and hope they have long careers and prove to be great assets to SPU.

Electric Operations

In addition to the projects mentioned above, the year consisted largely of service to residential subdivisions, including Smith's Crossing, West Prairie Village, Meadow Crossing, Fox Point, Ironwood Estates, Creekview Crossing and Liberty Square. On the commercial side, crews completed service to another extension of Prairie Lakes. Relocation of street reconstruction projects electric conflicts also required major efforts. The utility continued to spend the annual \$50K on tree trimming, which really aids in maintaining exceptional system reliability.

Related to technology advancement, SPU hired a consultant, Tom Lebakken, to assist Dick Neff with the implementation of the replacement OSI electric SCADA system. The system will be an incredible asset to the operations department and is expected to be completed by the end of 2016.

Water Operations

The water crew performed its annual maintenance duties of valve operating, meter change-outs, hydrant flushing and flow tests. It also worked closely with the City and contractors on City road construction projects where replacement water main was installed.

Telecommunications

2016 was a remarkable year for Telecom, as completed the \$700K fiber internet expansion into Smith's Crossing. The efforts of everyone involved was instrumental in acquiring and retaining 55% of the homes passed. This quantified to almost 200 additional single family internet customers. In addition, City Council granted approval to extend and provide internet to the multi-family buildings in Providence subdivision. It should not go without mentioning the continued customer base growth of the existing MDU buildings served.

2017 MAJOR PROJECTS & INITIATIVES

Electric

- Upgrade Bird Substation's South Bay feeder to provide Business Park backup capabilities.
- Complete the feeder extension to the Walmart area.
- Providing service to all new businesses and residents moving to Sun Prairie, including the larger developments of Prairie Lakes, Menards and KollegeTown.
- Relocating conflicting electric facilities in road reconstruction project areas.
- Update of the Long-Range Electric Study, last completed in 2010.

Water

- Working doing annual maintenance duties including operating valves, changing out meters, hydrant flushing and performing flow tests for potential customers. The crew will also be monitoring and assisting with water main replacement involved with street reconstruction projects.

- The utility plans to contract the painting of Sheehan Water Tower.
- The likely onset of automated metering will involve significant efforts to perform large quantity basement water meter replacements.

Telecommunications

- Continue to market and grow all fiber initiatives in Smith's Crossing and the MDUs, along with expanding into any newly approved subdivisions.
- Review and continue to evaluate with City Council and Commission the Fiber to the Home expansion initiatives.

Personnel

- With the Telecom growth, there is a need to find a Network Technician to provide customer support and finely tune the new residential fiber internet infrastructure, along with mature commercial network. The utility will also be looking to hire an Engineering Technician to likely assist both the Electric and Water Departments. There is also a probably need to hire another electric lineworker apprentice.

2017 CAPITAL BUDGET OVERVIEW

With last year's inclusion of the American Transmission Company investment, SPU now attempts to fund around \$2.5 million in capital projects. The utility has joined the city's general obligation debt borrowing for 2016 and 2017. Attached is a list of projects with the targeted borrowing for \$1.533M water main replacement and \$500K for automated metering. In addition, SPU will likely seek state trust fund borrowing for fiber internet expansion. All the initiatives are attached and broken out by department and type, including Electric, Metering, Office, Fleet, and Telecom.

Electric

With the City's growth, electric will remain extremely busy serving new customers. For capital projects though and compared to past years, electric will be focused on just a couple upgrade projects. These include the \$324K Bird Substation's South Bay feeder upgrade (scheduled for 2016 but will likely extend into 2017), completion of the Walmart area feeder upgrade (\$50K) and the reliability based alternate feed to Madison-Kipp (\$75K). In addition, meter and substation technicians will be heavily involved in implementation of Automated Metering.

Water

Based on City Road Reconstruction projects, the utility has budgeted replacement of \$1.5M of various 50 to 70 year old water main on streets including North, W Goodland, W Kohler, Kelly, Wilson, Birkinbine, W Elm, Luther, Robert and Flint. This is by far the largest single year main replacement in the utility's history. In addition, the water department will also be involved in the coordination efforts of meter replacements involved in this year's automated metering initiative.

Metering

Automated metering is finally planned to start in 2017. Prior to getting underway, SPU must acquire a Certificate of Authority from the PSC, a PSC approved Opt-Out Tariff, and the assurance that WPPI can handle bringing our Elster meter data into the Meter Data Management System.

Office

Only the cyclic computer replacements per the computer policy, along with replacement of our aging GPS unit and a replacement Copier/Scanner are purchase initiatives. Staff will come to Commission for approval of each of these quoted initiatives.

Fleet

SPU is requesting \$295K worth of vehicles including replacement of skid steer (22 yrs), dump truck (19 yrs), Maintenance employee's truck (16 yrs), and meter reading car (13 yrs). In addition, the telecom expansion requires a new truck and splicing trailer for the Communications Tech.

Telecom

Telecom's expansion budget is yet to be determined, pending Council discussion and approval. To match the Operating Budget, we selected (2) low cost areas of Providence and O'Keeffe as a placeholder of \$1.098M for expansion, along with \$100K for initiating other customer growth opportunities. In addition, there are some minor equipment initiatives listed.

Overall, the capital budget is \$5.192 million, with 76% resulting from the (4) initiatives of \$1.534M water main replacement, \$1.098M fiber internet expansion, \$742K ATC Voluntary Capital Calls and \$500K automated metering.

Capital Budget-2017

Priority	BUDGET INITIATIVES	Type	Age	2017	Cash Reserves	Borrowed
	Electric					
2	Electric Tools	Replace	varies	\$ 10,000	\$ 10,000	
3	ATC Voluntary Capital Calls			\$ 742,000	\$ 742,000	
3	Distribution System Additions	New		\$ 300,000	\$ 300,000	
3	Bird Substation-South Bay Feeder Upgrade	Upgrade	1962	\$ 324,000	\$ 324,000	
3	Walmart to Hwy 151 Feeder Upgrade	New		\$ 50,000	\$ 50,000	
3	Rebuild Older Overhead	Upgrade	varies	\$ 100,000	\$ 100,000	
3	Madison-Kipp Backup Feed	New		\$ 75,000	\$ 75,000	
	Subtotal (Electric)			\$ 1,601,000	\$ 1,601,000	\$ -
	Water					
2	Water locator	Replace		\$ 5,000	\$ 5,000	
4	Water tools	New		\$ 5,000	\$ 5,000	
	Subtotal (Water - other than Water Main)			\$ 10,000	\$ 10,000	\$ -
	Water Main Replacement					
3	North Street (Area 1)	Replace	1955	\$ 185,300		\$ 185,300
3	W. Goodland Street (Area 1)	Replace	1957	\$ 160,230		\$ 160,230
3	W. Kohler Street (Area 1)	Replace	1961	\$ 168,950		\$ 168,950
3	Kelly Street (Area 2)	Replace	1958	\$ 168,950		\$ 168,950
3	Wilson Street (Area 2)	Replace	1952	\$ 168,950		\$ 168,950
3	Flint Street (Area 2)	Replace	1949	\$ 174,400		\$ 174,400
3	Birkinbine Drive (Area 3)	Replace	1962	\$ 188,570		\$ 188,570
3	W. Elm Street (Area 3)	Replace	1962	\$ 130,800		\$ 130,800
3	Luther Drive (Area 3)	Replace	1962	\$ 93,740		\$ 93,740
3	Robert Drive (Area 3)	Replace	1962	\$ 93,740		\$ 93,740
	Subtotal (Water)			\$ 1,533,630	\$ -	\$ 1,533,630
	Metering					
3	Automated Metering Infrastructure	New		\$ 500,000		\$ 500,000
	Subtotal (AMI)			\$ 500,000	\$ -	\$ 500,000
	Office					
3	Office LAN Computers	Replace	2011	\$ 10,000	\$ 10,000	
3	Office: LAN Server	Replace	2011	\$ 18,000	\$ 18,000	
3	GPS unit	Replace	2009	\$ 10,000	\$ 10,000	
2	Security Key FOB System	New		\$ 40,000	\$ 40,000	
3	C253 Copier/Scanner	Replace	2008	\$ 10,000	\$ 10,000	
	Subtotal (Office)			\$ 88,000	\$ 88,000	\$ -
	Fleet				\$ -	
3	1995 Bobcat Loader (#76)	Replace	1995	\$ 35,000	\$ 35,000	
3	1998 Dump Truck-Ford (#82)	Replace	1998	\$ 130,000	\$ 130,000	
3	2001 Truck-Dodge Dakota (#92)	Replace	2001	\$ 30,000	\$ 30,000	

Capital Budget-2017

3	2004 Car-Ford Taurus (#10)	Replace	2004	\$ 25,000	\$ 25,000	
3	2017 Telecom Field Truck - F150 4x4	New		\$ 42,000	\$ 42,000	
3	2017 Fiber Optic Splice Trailer	New		\$ 23,000	\$ 23,000	
4	2017 Single-Reel Wire Trailer (addition)	New		\$ 10,000	\$ 10,000	
					\$ -	
	Subtotal (Fleet)			\$ 295,000	\$ 295,000	\$ -
	Telecom					
3	Core Alignment Fusion Splicer	New		\$ 11,000	\$ 11,000	
3	Live Fiber Identifier	New		\$ 1,300	\$ 1,300	
3	Optical Loss Test Set	New		\$ 2,200	\$ 2,200	
3	Speed Test Servers	New		\$ 9,500	\$ 9,500	
3	Fiber Optic Expansion	New		\$ 100,000	\$ 100,000	
3	Fiber Optic - SPASD Upgrade	New		\$ 75,000		\$ 75,000
3	Fiber To The Home Expansion	New		\$ 1,097,826		\$ 1,097,826
	Subtotal (Telecom)			\$ 1,296,826	\$ 124,000	\$ 1,172,826
	Total			\$ 5,324,456	\$ 2,118,000	\$ 3,206,456

Capital Budget-2017

Priority	BUDGET INITIATIVES	Type	Age	2017	Cash Reserves	Borrowed
	Electric					
2	Electric Tools	Replace	varies	\$ 10,000	\$ 10,000	
3	ATC Voluntary Capital Calls			\$ 742,000	\$ 742,000	
3	Distribution System Additions	New		\$ 300,000	\$ 300,000	
3	Bird Substation-South Bay Feeder Upgrade	Upgrade	1962	\$ 324,000	\$ 324,000	
3	Walmart to Hwy 151 Feeder Upgrade	New		\$ 50,000	\$ 50,000	
3	Rebuild Older Overhead	Upgrade	varies	\$ 100,000	\$ 100,000	
3	Madison-Kipp Backup Feed	New		\$ 75,000	\$ 75,000	
	Subtotal (Electric)			\$ 1,601,000	\$ 1,601,000	\$ -
	Water					
2	Water locator	Replace		\$ 5,000	\$ 5,000	
4	Water tools	New		\$ 5,000	\$ 5,000	
	Subtotal (Water - other than Water Main)			\$ 10,000	\$ 10,000	\$ -
	Water Main Replacement					
3	North Street (Area 1)	Replace	1955	\$ 185,300		\$ 185,300
3	W. Goodland Street (Area 1)	Replace	1957	\$ 160,230		\$ 160,230
3	W. Kohler Street (Area 1)	Replace	1961	\$ 168,950		\$ 168,950
3	Kelly Street (Area 2)	Replace	1958	\$ 168,950		\$ 168,950
3	Wilson Street (Area 2)	Replace	1952	\$ 168,950		\$ 168,950
3	Flint Street (Area 2)	Replace	1949	\$ 174,400		\$ 174,400
3	Birkinbine Drive (Area 3)	Replace	1962	\$ 188,570		\$ 188,570
3	W. Elm Street (Area 3)	Replace	1962	\$ 130,800		\$ 130,800
3	Luther Drive (Area 3)	Replace	1962	\$ 93,740		\$ 93,740
3	Robert Drive (Area 3)	Replace	1962	\$ 93,740		\$ 93,740
	Subtotal (Water)			\$ 1,533,630	\$ -	\$ 1,533,630
	Metering					
3	Automated Metering Infrastructure	New		\$ 500,000		\$ 500,000
	Subtotal (AMI)			\$ 500,000	\$ -	\$ 500,000
	Office					
3	Office LAN Computers	Replace	2011	\$ 10,000	\$ 10,000	
3	Office: LAN Server	Replace	2011	\$ 18,000	\$ 18,000	
3	GPS unit	Replace	2009	\$ 10,000	\$ 10,000	
2	Security Key FOB System	New		\$ 40,000	\$ 40,000	
3	C253 Copier/Scanner	Replace	2008	\$ 10,000	\$ 10,000	
	Subtotal (Office)			\$ 88,000	\$ 88,000	\$ -
	Fleet				\$ -	
3	1995 Bobcat Loader (#76)	Replace	1995	\$ 35,000	\$ 35,000	
3	1998 Dump Truck-Ford (#82)	Replace	1998	\$ 130,000	\$ 130,000	
3	2001 Truck-Dodge Dakota (#92)	Replace	2001	\$ 30,000	\$ 30,000	

Capital Budget-2017

3	2004 Car-Ford Taurus (#10)	Replace	2004	\$ 25,000	\$ 25,000	
3	2017 Telecom Field Truck - F150 4x4	New		\$ 42,000	\$ 42,000	
3	2017 Fiber Optic Splice Trailer	New		\$ 23,000	\$ 23,000	
4	2017 Single-Reel Wire Trailer (addition)	New		\$ 10,000	\$ 10,000	
					\$ -	
	Subtotal (Fleet)			\$ 295,000	\$ 295,000	\$ -
	Telecom					
3	Core Alignment Fusion Splicer	New		\$ 11,000	\$ 11,000	
3	Live Fiber Identifier	New		\$ 1,300	\$ 1,300	
3	Optical Loss Test Set	New		\$ 2,200	\$ 2,200	
3	Speed Test Servers	New		\$ 9,500	\$ 9,500	
3	Fiber Optic Expansion	New		\$ 100,000	\$ 100,000	
3	Fiber Optic - SPASD Upgrade	New		\$ 75,000		\$ 75,000
3	Fiber To The Home Expansion	New		\$ 1,097,826		\$ 1,097,826
	Subtotal (Telecom)			\$ 1,296,826	\$ 124,000	\$ 1,172,826
	Total			\$ 5,324,456	\$ 2,118,000	\$ 3,206,456

Capital Budget-Current Year

Priority	BUDGET INITIATIVES	Type	Age	2017	2018	2019	2020	2021
	Electric							
2	Bird Substation Rebuild	Upgrade	1962					
2	SCADA Upgrade	Upgrade	1989	\$ -				
2	Electric Tools	Replace	varies	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
3	ATC Voluntary Capital Calls			\$ 742,000	\$ 344,500	\$ 132,500	\$ 238,500	\$ 384,252
3	Distribution System Additions	New		\$ 300,000	\$ 750,000	\$ 750,000	\$ 750,000	\$ 750,000
3	Bird Substation-South Bay Feeder Upgrade	Upgrade	1962	\$ 324,000				
3	Walmart to Hwy 151 Feeder Upgrade	New		\$ 50,000				
4	Rebuild Older Overhead	Upgrade	varies	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	
3	Madison-Kipp Backup Feed	New		\$ 75,000				
	Subtotal (Electric)			\$ 1,601,000	\$ 1,204,500	\$ 992,500	\$ 1,098,500	\$ 1,144,252
	Water							
	New Well (replace Well 3)	Replace				\$ 1,000,000		
	Water locator	Replace		\$ 5,000				
	Water tools	New		\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
	Subtotal (Water - other than Water Main)			\$ 10,000	\$ 5,000	\$ 1,005,000	\$ 5,000	\$ 5,000
	Water Main Replacement							
	North Street	Replace	1955	\$ 185,300				
	W. Goodland Street	Replace	1957	\$ 160,230				
	W. Kohler Street	Replace	1961	\$ 168,950				
	Kelly Street	Replace	1958	\$ 168,950				
	Wilson Street	Replace	1952	\$ 168,950				
	Flint Street	Replace	1949	\$ 174,400				
	Birkinbine Drive	Replace	1962	\$ 188,570				
	W. Elm Street	Replace	1962	\$ 130,800				
	Luther Drive	Replace	1962	\$ 93,740				
	Robert Drive	Replace	1962	\$ 93,740				
	E. Kohler Street	Replace	1954		\$ 114,450			
	E. Goodland Street	Replace	1954		\$ 207,100			
	Williamson Avenue	Replace	1956		\$ 130,800			
	Allen Avenue	Replace			\$ 201,650			
	Clements Avenue	Replace	1956		\$ 64,310			
	E. Hoover Street	Replace	1963		\$ 164,590			
	E. MacArthur Street	Replace	1958		\$ 327,000			
	Taft Street	Replace	1954		\$ 190,750			
	Elizabeth Lane	Replace	1966		\$ 159,140			
	Elizabeth Court	Replace	1977		\$ 69,760			
	Scheuerell Lane	Replace	1966		\$ 187,480			
	Broadway Drive	Replace	1974			\$ 5,450		
	Ernest Avenue					\$ 147,150		
	Gerald Avenue	Replace	1955			\$ 316,100		
	Clara Street					\$ 3,270		
	Buena Vista Drive	Replace	1958			\$ 365,150		
	Ruby Lane	Replace	1965			\$ 92,650		
	Vandenburg Street	Replace	1962			\$ 74,120		
	N. Pine Street	Replace	1962			\$ 141,700		
	Pine Street	Replace	1974			\$ 376,050		
	Jerico Lane	Replace	1970's			\$ 381,500		
	Buena Vista Drive	Replace	1958				\$ 425,100	
	Juniper Street	Replace	1962				\$ 316,100	
	Miller Street	Replace	1961				\$ 207,100	
	Dover Way	Replace	1962				\$ -	
	Wagner Court	Replace	1961				\$ 69,760	

Capital Budget-Current Year

	Harvard Drive	Replace	1962				\$ -	
	Beech Court	Replace	1959				\$ 81,750	
	Schiller Street	Replace					\$ 207,100	
	Frederick Street	Replace					\$ 196,200	
	Queens Street	Replace	1962					\$ 174,400
	Ring Street	Replace	1962					\$ 174,400
	Covey Street							\$ 57,770
	Major Way	Replace	1962					\$ 65,400
	Barbara Street	Replace	1959					\$ 223,450
	Jeanne Court	Replace	1959					\$ 49,050
	Emerald Terrace	Replace	1966					\$ 635,470
	Diamond Court	Replace	1967					\$ 54,500
	Ivory Drive							\$ 245,250
	Subtotal (Water)			\$ 1,533,630	\$ 1,817,030	\$ 1,903,140	\$ 1,503,110	\$ 1,679,690
	Metering							
4	Automated Metering Infrastructure	New		\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000
	Subtotal (AMI)			\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000
	Office							
3	Office LAN Computers	Replace	2011	\$ 10,000	\$ 5,000	\$ 5,000	\$ 40,000	\$ 10,000
3	Server	Replace	2011	\$ 18,000				\$ 18,000
3	GPS unit	Replace	2009	\$ 10,000				
2	Security Key FOB System	New		\$ 40,000				
3	C253 Copier/Scanner	Replace	2008	\$ 10,000				
	Letter Folder/Stuffer	Replace	2008		\$ 16,000			
	ITRON handhelds(4)+MVRs	Replace	2011			\$ 20,000		
	C280 Copier/Scanner (Operations)	Replace	2011				\$ 10,000	
	Subtotal (Office)			\$ 88,000	\$ 21,000	\$ 25,000	\$ 50,000	\$ 28,000
	Fleet							
	1995 Bobcat Loader (#76)	Replace	1995	\$ 35,000				
	1998 Dump Truck-Ford (#82)	Replace	1998	\$ 130,000				
	2001 Truck-Dodge Dakota (#92)	Replace	2001	\$ 30,000				
3	2002 Truck-Ford F-350 (#94)	Replace	2002					
	2003 Truck-GMC Sierra (#96)	Replace	2003			\$ 30,000		
	2003 Backhoe-John Deere 310 SG (#97)	Replace	2003					
	2004 Car-Ford Taurus (#10)	Replace	2004	\$ 25,000				
3	2004 Vacuum Trailer: Vac-Tec	Replace	2004					
	2005 Truck-Ford Ranger w/Topper	Replace	2005		\$ 30,000			
3	2006 Riding Mower-Bad Boy Pup	Replace	2006					
	2007 Car-Ford Focus	Replace	2007		\$ 20,000			
	2008 Truck-Ford F150	Replace	2008				\$ 42,000	
	2016 Water Truck (was in 2015 budget)	Replace	2005					
	2017 Telecom Field Truck - F150 4x4	New		\$ 42,000				
	2017 Fiber Optic Splice Trailer	New		\$ 23,000				
	2017 Single-Reel Wire Trailer (addition)	New		\$ 10,000				
	2017 Lawn Mower Trailer	Replace	2000					
	2019 Bucket Truck - use #26 cost - replaces #	Replace	2001			\$ 170,000		
	Subtotal (Fleet)			\$ 295,000	\$ 50,000	\$ 30,000	\$ 42,000	\$ -
	Telecom							
3	Core Alignment Fusion Splicer	New		\$ 11,000				
3	Live Fiber Identifier	New		\$ 1,300				

Capital Budget-Current Year

3	Optical Loss Test Set	New		\$ 2,200				
3	Speed Test Servers	New		\$ 7,500				
3	Fiber Optic Expansion	New		\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
3	Fiber - SPASD Upgrade	New		\$ 75,000				
3	Fiber To The Home Expansion	New		\$ 1,097,826	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000
	Subtotal (Telecom)			\$ 1,294,826	\$ 1,600,000	\$ 1,600,000	\$ 1,600,000	\$ 1,600,000
	Total			\$ 5,322,456	\$ 5,192,530	\$ 5,050,640	\$ 4,793,610	\$ 4,951,942

**City of Sun Prairie
Personnel Strength List and 5 Year Plan**

Department: SUN PRAIRIE UTILITIES

POSITION	2017	2018	2019	2020	2021
UTILITY MANAGER	1.00	1.00	1.00	1.00	1.00
ENGINEERING TECH	0.75	1.00	1.00	1.00	1.00
ELEC. OPERATIONS SUPERVISOR	1.00	1.00	1.00	1.00	1.00
WATER OPERATIONS SUPERVISOR	-	-	-	-	-
ACCOUNTANT	1.00	1.00	1.00	1.00	1.00
ACCOUNTING ASSISTANT	1.00	1.00	1.00	1.00	1.00
OPERATIONS ADMIN	1.00	1.00	1.00	1.00	1.00
CUSTOMER SERVICE MANAGER	1.00	1.00	1.00	1.00	1.00
LEAD LINEWORKER	1.00	2.00	2.00	2.00	2.00
JOURNEY LINEWORKER	4.00	5.00	6.00	7.00	7.00
APPRENTICE LINEWORKER	2.75	2.00	1.00	-	-
SUBSTATION TECHNICIAN	1.00	1.00	1.00	1.00	1.00
METER TECHNICIAN	1.00	1.00	1.00	1.00	1.00
LEAD WATER OPERATOR	-	1.00	1.00	1.00	1.00
WATER OPERATOR	4.00	3.00	3.00	3.00	3.00
METER READER	2.00	2.00	2.00	1.00	1.00
GIS SPECIALIST	1.00	1.00	1.00	1.00	1.00
INVENTORY CONTROL	1.00	1.00	1.00	1.00	1.00
CUST. SERVICE 1	1.00	1.00	1.00	1.00	1.00
CUST. SERVICE 2	2.50	3.00	3.00	3.00	3.00
DATA PROCESSING	2.00	2.00	2.00	2.00	2.00
BLDG. MAINT./GROUNDSKEEPER	1.00	1.00	1.00	1.00	1.00
TELECOMMUNICATIONS MANAGER	1.00	1.00	1.00	1.00	1.00
COMMUNICATIONS TECHNICIAN	1.00	2.00	2.00	2.00	2.00
NETWORK TECHNICIAN	0.75	1.00	1.00	1.00	1.00
Total	33.75	37.00	37.00	36.00	36.00

Note: In 2017, Qtr 2 - hire an Engineering Tech mid-year to perform both electric and water engineering duties, as required.

Note: In 2017, Qtr 2 - hire (1) apprentice lineworker 2nd year

Note: In 2017, Qtr 2 - hire (1) Network Technician.

Note: In 2017, the part time hours for Meg and Amanda equal 1.5 FTE

Note: In 2018 and assuming expansion of Telecom, hire (1) Communication Tech and (1) Customer Service 2.

Note: In 2018, mid-year two apprentices will become Journey Lineworkers.

Capital Improvement Plan 2017-2021



Project Initiative Electric Tools

2017

Project Number 11 **Priority** 2

Department Electric **Type** Replacement

Contact Karl Dahl **Useful Life** 5

Description

The annual budget continues to be \$10K to be spent on battery operated tools provided for safety, efficiency and to reduce lineworker injuries. The types of tools that typically get purchased include crimpers, presses and cutters.

Justification

Our goal is to improve the safety, health, and longevity of the electric lineworker. Being a physically demanding profession, the utility attempts to reduce the exposure to workman's comp injuries and long-term health ailments (typically shoulder, back and arm).

Financing

	2017	2018	2019	2020	2021	Total \$
Project Cost	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$50,000

Less: Grants + Other Revenues

Less: Impact Fee Fund

Less: Wastewater fund

Less: Stormwater Fund

Less: Utility Reimbursement

SPU Cash Reserves \$10,000

SPU Borrowing

Capital Improvement Plan 2017-2021



Project Initiative ATC-Voluntary Capital Calls

2017

Project Number 12 **Priority** 3

Department Electric **Type** New Addition

Contact Rose Schulze **Useful Life** 40

Description

The current and 5-year budgeted amounts were received from ATC at the 2016 Shareholder Day. Annually they update owners on investments and project statuses. Typically Capital Calls are made quarterly based on project requirements and are in the range of the quarterly cash dividend received (\$744,967 expected in 2017). Members must invest in every capital call to maintain eligibility. If a member elects not to invest, WPPI will likely retain our eligibility by making the investment on our behalf. Currently Sun Prairie Utilities is a .53% owner in American Transmission Company. It should be noted that the Federal Regulatory Energy Commission will likely lower the guaranteed rate-of-return to 10 plus percent in 2017 and make it retroactive to a couple years ago. Currently, ATC is reducing the amount given to owners in an effort to proactively prepare for the likely reduction and collect for the retroactive refunding in advance.

Justification

The justification comes from the guaranteed 12% rate of return. At this time, no investment opportunities exist that have this high rate of return or the guaranteed security. Because ATC owns and operates the entire Wisconsin electric transmission system, investments directly affect WPPI costs to bring generation power to our utility.

Financing

	2017	2018	2019	2020	2021	Total \$
Project Cost	\$742,000	\$344,500	\$132,500	\$238,500	\$250,999	\$1,708,499

Less: Grants + Other Revenues

Less: Impact Fee Fund

Less: Wastewater fund

Less: Stormwater Fund

Less: Utility Reimbursement

SPU Cash Reserves	\$742,000
SPU Borrowing	\$0

Capital Improvement Plan 2017-2021



Project Initiative Electric Distribution Additions

2017

Project Number 13 **Priority** 3

Department Electric **Type** New construction

Contact Karl Dahl **Useful Life** 40

Description

As the City grows, so does the electric distribution system. Although some of the required installation is covered by customers through a contribution in aid of construction, much of the new infrastructure is utility funded. The utility looks at historic trends in determining an annual budgeted amount. There is an expectation that the west side will continue to see rapid growth, along with a number of subdivisions throughout the City. The budget amount is difficult to determine, as it entirely a factor a customer growth. There are separate initiatives for specific projects including: a)Rebuilding the overhead facilities in the areas bounded by Main Street, Bird Street, Columbus Street and Hwy 151 (\$100K); b)Rebuilding Bird Substation's South Bay Feeder (\$324K); c)Finishing the Walmart to Hwy 151 Upgrade (\$50K); and d)Providing Madison-Kipp with a backup feed (\$75K).

Justification

Justification is based on the requirement to continue to promptly and adequately serve new customers. Sun Prairie Utilities' goal is to install and maintain a safe, reliable and cost effective network.

Financing

	2017	2018	2019	2020	2021	Total \$
Project Cost	\$300,000	\$750,000	\$750,000	\$750,000		

Less: Grants + Other Revenues

Less: Impact Fee Fund

Less: Wastewater fund

Less: Stormwater Fund

Less: Utility Reimbursement

SPU Cash Reserves \$300,000

SPU Borrowing

Capital Improvement Plan 2017-2021



Project Initiative Electric Upgrade Bird Sub's South Bay Fd

2017

Project Number 14 **Priority** 3

Department Electric **Type** Rebuild Upgrade

Contact Karl Dahl **Useful Life** 40

Description

Per the Electric Long Range Plan Project #7, the South Bay Feeder needs upgrading from the substation east along Highway 151 to Bristol Street (Guardian Industries location). The plan is to place the upgraded feeder underground with the installation of 500MCM 3-1/C aluminum primary cables. The overall distance is 4,630 feet and is estimated to cost \$70/foot.

Justification

This project is needed to provide sufficient load transfer capabilities to the west side of the Business Park, specifically to the heavy electric load areas provided by Guardian, Thermal Spray Technologies and Colony Brands. The normal feed for these businesses will be from the Business Park Substation, but this feeder from Bird Substation will provide necessary reliability and load transfer capabilities. The utility expects Guardian Industries to be its largest electric user by sometime in 2016. It was approved in the 2015 budget, but heavy workload from the new substation and the growing west side has forced this project to move into 2016. There really is not an alternative, except to delay the project a year. By doing this, we would be potentially compromising reliability to the area of the City having our largest electric load concentration.

Financing

	2017	2018	2019	2020	2021	Total \$
Project Cost	\$0	\$0	\$0	\$0		

Less: Grants + Other Revenues

Less: Impact Fee Fund

Less: Wastewater fund

Less: Stormwater Fund

Less: Utility Reimbursement

SPU Cash Reserves \$324,000

SPU Borrowing

Capital Improvement Plan 2017-2021



Project Initiative Electric Relocate/Upgrade Walmart feed

2017

Project Number 15 **Priority** 3

Department Electric **Type** Rebuild Upgrade

Contact Karl Dahl **Useful Life** 40

Description

Per the Electric Long Range Plan Project #3, the Walmart feeder needs upgrading.backfeed to the new Hwy 151 substation. Remaining is installation of 700' 500MCM 3-1/C aluminum primary cables between Walmart and the McCoy Farm. The original budget was \$324K.

Justification

This project is needed to place additional load from the Walmart area onto the Hwy 151 Substation. When the new store was constructed a good portion of the work was completed.

Financing

	2017	2018	2019	2020	2021	Total \$
Project Cost	\$50,000	\$0	\$0	\$0	\$0	\$50,000

Less: Grants + Other Revenues

Less: Impact Fee Fund

Less: Wastewater fund

Less: Stormwater Fund

Less: Utility Reimbursement

SPU Cash Reserves \$50,000

SPU Borrowing

Capital Improvement Plan 2017-2021



Project Initiative Electric Plant-Rebuild Older Ovhd

2017

Project Number 16 **Priority** 4

Department Electric **Type** Upgrade

Contact Karl Dahl **Useful Life** 40

Description

Rebuild and upgrade the older overhead distribution system bounded by Main St (south), Bird St (west), Hwy 151 (north) and Columbus St (east). The work involves utilizing our backyard machine to set new poles, string new wire, and upgrade remaining overhead facilities. This work will be completed as time permits, given new business growth encompasses a majority of the crew's time.

Justification

This is perfect filler work and should be completed gradually to maintain strong reliability in the overhead downtown area. It is difficult to budget for, as it heavily depends on the new business work each year. This work complements the valuable tree trimming annual maintenance.

Financing

	2017	2018	2019	2020	2021	Total \$
Project Cost	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$500,000

Less: Grants + Other Revenues

Less: Impact Fee Fund

Less: Wastewater fund

Less: Stormwater Fund

Less: Utility Reimbursement

SPU Cash Reserves \$100,000

SPU Borrowing

Capital Improvement Plan 2017-2021



Project Initiative Electric Upgrade - Madison Kipp Alternat

2017

Project Number 17 **Priority** 3

Department Electric **Type** New Addition

Contact Karl Dahl **Useful Life** 40

Description

Through recent growth, Madison-Kipp has become one of our largest customers. A couple years ago when ATC took the Business Park Substation down a number of times, Kipp became concerned over the inability to switch their load onto another feeder in the event of an outage. By extending a feed from the north end of the Business Park just west of the substation, we can provide Kipp with an alternate switchable feed. The work requires installing in excess of 1000 feet of 500MCM 3-1/C aluminum primary cables at an estimated cost of \$70 per linear foot.

Justification

This project is needed to provide load switching capabilities to the Madison-Kipp in the Business Park. Although having an express feed from the substation, they are adversely affected during an outage affecting the entire substation. This work will be entirely to improve reliability. The purpose of this work will be not to prevent an outage, but to provide improved restoration time in the event the entire substation is down. The alternative is to do nothing and rely on ATC's normally superior transmission reliability.

Financing

	2017	2018	2019	2020	2021	Total \$
Project Cost	\$75,000	\$0	\$0	\$0	\$0	\$75,000

Less: Grants + Other Revenues

Less: Impact Fee Fund

Less: Wastewater fund

Less: Stormwater Fund

Less: Utility Reimbursement

SPU Cash Reserves \$75,000

SPU Borrowing

Capital Improvement Plan 2017-2021



Project Initiative

Water: Locator

2017

Project Number

21

Priority

3

Department

Water

Type

Replacement

Contact

Rick Wicklund

Useful Life

10

Description

Water Department is responsible for locating all SPU owned water main. We have one working locator and one faulty. The department should have two working locators in case one breaks down and/or work load requires multiple employees locating. We are liable for unmarked water main if damaged by excavators.

Justification

With the City growth, our crews do a substantial amount of locating. We need a working locator at all times, thus essentially two for service issues should one break.

Financing

	2017	2018	2019	2020	2021	Total \$
Project Cost	\$5,000	\$0	\$0	\$0	\$0	\$5,000

Less: Grants + Other Revenues

Less: Impact Fee Fund

Less: Wastewater fund

Less: Stormwater Fund

Less: Utility Reimbursement

SPU Cash Reserves

\$5,000

SPU Borrowing

Capital Improvement Plan 2017-2021



Project Initiative	Water Tools		
Project Number	22	Priority	3
Department	Water	Type	New
Contact	Rick Wicklund	Useful Life	10

2017

Description

Initiative for water department to identify and purchase electric tools making performing maintenance work safer and physically less demanding, thus preventing present and future injuries.

Justification

CVMIC Workmans Comp claims can be reduced if tools for such things like turning valves are purchased. The electric department has an ongoing budget for battery operated tools purchases. This is an attempt to initiate the same program for the water department.

Financing

	2017	2018	2019	2020	2021	Total \$
Project Cost	\$5,000	\$0	\$0	\$0	\$0	\$5,000

Less: Grants + Other Revenues

Less: Impact Fee Fund

Less: Wastewater fund

Less: Stormwater Fund

Less: Utility Reimbursement

SPU Cash Reserves	\$5,000
SPU Borrowing	\$0

Capital Improvement Plan 2017-2021



Project Initiative	Water Main Replacement-North St		
Project Number	23	Priority	2
Department	Water	Type	Replacement
Contact	Rick Wicklund	Useful Life	40

2017

Description

Replace 950' of 6" water main along North Street from Goodland to Klubertanz. The water main was originally installed in 1955 (62 years old) and has experienced (2) breaks. The cost of the project is estimated to be \$185,300. The other 2017 projects associated with this one are W Goodland and W Kohler Streets (\$160,230 and \$168,950 respectively).

There are 3 areas of road reconstruction focus: AREA 1) North (\$185,300), Goodland (\$160,230), Kohler (\$168,950); AREA 2) Kelly (\$168,950), Wilson (\$168,950), Flint (\$174,400); and AREA 3) Birkinbine (\$188,570), W Elm (\$130,800), Luther (\$93,740) and Robert (\$93,740).

Justification

2 breaks in the main have occurred, with the expectation that the utility may experience more in the future. In a recent review of older water main, this was determined to be a replacement priority. With the age of the road and water infrastructure, this is a good selection for replacement. The goal is always to replace main in older areas, where the City is willing to do street reconstruction.

Financing

	2017	2018	2019	2020	2021	Total \$
Project Cost	\$185,300	\$0	\$0	\$0	\$0	\$185,300

Less: Grants + Other Revenues

Less: Impact Fee Fund

Less: Wastewater fund

Less: Stormwater Fund

Less: Utility Reimbursement

SPU Cash Reserves	\$0
SPU Borrowing	\$185,300

Capital Improvement Plan 2017-2021



Project Initiative Water Main Replacement-W Goodland S

2017

Project Number 24 **Priority** 2

Department Water **Type** Replacement

Contact Rick Wicklund **Useful Life** 40

Description

Replace 900' of 6" with 8" water main along W Goodland St from North St to Bristol St, The cost of the project is estimated to be \$160,230. This main has originally installed in 1957 (60 years of age) and has experienced 2 breaks and is a solid choice for both main replacement and road reconstruction. The other associated 2017 projects are North Street and W Kohler Street (\$185,300 and 168,950 respectively).

There are 3 areas of road reconstruction focus: AREA 1)North (\$185,300), Goodland (\$160,230), Kohler(\$168,950); AREA 2)Kelly (\$168,950), Wilson (\$168,950), Flint (\$174,400); and AREA 3)Birkinbine (\$188,570), W Elm (\$130,800), Luther (\$93,740) and Robert (\$93,740).

Justification

2 breaks in the main have occurred, with the expectation that the utility may experience more in the future. In a recent review of older water main, this was determined to be a replacement priority. With the age of the road and water infrastructure, this seems like a good choice for both City Engineering and SPU. The goal is always to replace main in older areas, where the City is willing to do street reconstruction.

Financing

	2017	2018	2019	2020	2021	Total \$
Project Cost	\$160,230	\$0	\$0	\$0	\$0	\$160,230

Less: Grants + Other Revenues

Less: Impact Fee Fund

Less: Wastewater fund

Less: Stormwater Fund

Less: Utility Reimbursement

SPU Cash Reserves	\$0
SPU Borrowing	\$160,230

Capital Improvement Plan 2017-2021



Project Initiative Water Main Replacement: W Kohler St

2017

Project Number 25 **Priority** 4

Department Water **Type** New WM Install

Contact Rick Wicklund **Useful Life** 40

Description

Install 975 feet of 6" with 8" water main along W kohler between North and Bristol Streets. The water main was originally installed in 1961 (56 years of age) and has experienced 1 break. The other associated project initiatives are North St and W Goodland St (\$185,300 and \$160,230 respectively).

There are 3 areas of road reconstruction focus: AREA 1)North (\$185,300), Goodland (\$160,230), Kohler(\$168,950); AREA 2)Kelly (\$168,950), Wilson (\$168,950), Flint (\$174,400); and AREA 3)Birkinbine (\$188,570), W Elm (\$130,800), Luther (\$93,740) and Robert (\$93,740).

Justification

One break has occurred in this stretch of water main. SPU sees this installation as a moderate priority, but makes sense to replace the water main when the road is constructed.

Financing

	2017	2018	2019	2020	2021	Total \$
Project Cost	\$0	\$0	\$0	\$0		

Less: Grants + Other Revenues

Less: Impact Fee Fund

Less: Wastewater fund

Less: Stormwater Fund

Less: Utility Reimbursement

SPU Cash Reserves \$110,000

SPU Borrowing

Capital Improvement Plan 2017-2021



Project Initiative Water Main Replacement - Kelly St

2017

Project Number 26 **Priority** 4

Department Water **Type** Replacement

Contact Rick Wicklund **Useful Life** 40

Description

Replace 900 feet of 6" with 8" water main between N Bird and B Streets originally installed in 1953 (64 years of age). This will be installed in conjunction with a street reconstruction project. Since this section of main has experienced 4 breaks, it is a top priority for the city.

There are 3 areas of road reconstruction focus: AREA 1)North (\$185,300), Goodland (\$160,230), Kohler(\$168,950); AREA 2)Kelly (\$168,950), Wilson (\$168,950), Flint (\$174,400); and AREA 3)Birkinbine (\$188,570), W Elm (\$130,800), Luther (\$93,740) and Robert (\$93,740).

Justification

The justification for replacement is that the main has experienced 4 breaks and is 64 years old. The replacement is done in conjunction with street reconstruction, so as not inconvenience customers in the future. Of the water main initiatives, this would definitely be considered on of the top priorities.

Financing

	2017	2018	2019	2020	2021	Total \$
Project Cost	\$168,950	\$0	\$0	\$0	\$0	\$168,950

Less: Grants + Other Revenues

Less: Impact Fee Fund

Less: Wastewater fund

Less: Stormwater Fund

Less: Utility Reimbursement

SPU Cash Reserves \$0

SPU Borrowing \$168,950

Capital Improvement Plan 2017-2021



Project Initiative	Water Main Replacement: Wilson St		
Project Number	27	Priority	4
Department	Water	Type	Replacement
Contact	Rick Wicklund	Useful Life	40

2017

Description

Replace 950' of 6" water main with 8" water main from N Bird to B Streets, originally installed in 1952 (65 years of age). This will be done in construction with a high priority Street Reconstruction project. The water main is one of the oldest in Sun Prairie but has never experienced a break.

There are 3 areas of road reconstruction focus: AREA 1)North (\$185,300), Goodland (\$160,230), Kohler(\$168,950); AREA 2)Kelly (\$168,950), Wilson (\$168,950), Flint (\$174,400); and AREA 3)Birkinbine (\$188,570), W Elm (\$130,800), Luther (\$93,740) and Robert (\$93,740).

Justification

The entire justification is replacing 65 year old water main when the street reconstruction occurs, so as not to inconvenience customers in the future. Because the utility has not experienced any main breaks, it is seen as a moderate priority for SPU.

Financing

	2017	2018	2019	2020	2021	Total \$
Project Cost	\$0	\$0	\$0	\$0		
Less: Grants + Other Revenues						
Less: Impact Fee Fund						
Less: Wastewater fund						
Less: Stormwater Fund						
Less: Utility Reimbursement						
SPU Cash Reserves	\$130,000					
SPU Borrowing						

Capital Improvement Plan 2017-2021



Project Initiative	Water Main Replacement: Flint St		
Project Number	28	Priority	4
Department	Water	Type	Replacement
Contact	Rick Wicklund	Useful Life	40

2017

Description

Replace 850' of 6" water main with 8" water main from W Main to Kelly Streets, originally installed in 1949 (68 years of age). This will be done in construction with a high priority Street Reconstruction project. The water main is one of the oldest in Sun Prairie but has experienced zero breaks.

There are 3 areas of road reconstruction focus: AREA 1)North (\$185,300), Goodland (\$160,230), Kohler(\$168,950); AREA 2)Kelly (\$168,950), Wilson (\$168,950), Flint (\$174,400); and AREA 3)Birkinbine (\$188,570), W Elm (\$130,800), Luther (\$93,740) and Robert (\$93,740).

Justification

Although it has not experienced any breaks, it is a top priority to replace 68 year old water main while road reconstruction is being completed, so as not to dig in newer asphalt in future years. Our goal is to replace problem areas each year, along with replacing aging main in conjunction with City Road Reconstruction.

Financing

	2017	2018	2019	2020	2021	Total \$
Project Cost	\$174,400	\$0	\$0	\$0	\$0	\$174,400

Less: Grants + Other Revenues

Less: Impact Fee Fund

Less: Wastewater fund

Less: Stormwater Fund

Less: Utility Reimbursement

SPU Cash Reserves	\$0
SPU Borrowing	\$174,400

Capital Improvement Plan 2017-2021



Project Initiative Water Main Replacement: Birkinbine Dr

2017

Project Number 29 **Priority** 4

Department Water **Type** Replacement

Contact Rick Wicklund **Useful Life** 40

Description

Replace 975' of 6" water main with 8" water main from Luther to Robert, originally installed in 1962 (55 years of age). This area has experienced (4) breaks and is considered a top SPU priority, along with a high priority Street Reconstruction project. There are 3 areas of road reconstruction focus: AREA 1) North (\$185,300), Goodland (\$160,230), Kohler (\$168,950); AREA 2) Kelly (\$168,950), Wilson (\$168,950), Flint (\$174,400); and AREA 3) Birkinbine (\$188,570), W Elm (\$130,800), Luther (\$93,740) and Robert (\$93,740).

Justification

Since the City is proposing total street reconstruction along Birkinbine, it is in the best interest of everyone to replace the water main at the same time. It is a high priority for the utility, as it has experienced 4 prior main breaks.

Financing

	2017	2018	2019	2020	2021	Total \$
Project Cost	\$0	\$0	\$0	\$0		

Less: Grants + Other Revenues

Less: Impact Fee Fund

Less: Wastewater fund

Less: Stormwater Fund

Less: Utility Reimbursement

SPU Cash Reserves	\$145,000
SPU Borrowing	

Capital Improvement Plan 2017-2021



Project Initiative Water Main Replacement: W Elm St

2017

Project Number 29.1 **Priority** 4

Department Water **Type** Replacement

Contact Rick Wicklund **Useful Life** 40

Description

Replace 700' of 6" water main with 8" water main from Union to Birkinbine, originally installed in 1962 (55 years of age). This area has experienced (1)breaks and is considered a moderate SPU priority, along with a high priority Street Reconstruction project.

There are 3 areas of road reconstruction focus: AREA 1)North (\$185,300), Goodland (\$160,230), Kohler(\$168,950); AREA 2)Kelly (\$168,950), Wilson (\$168,950), Flint (\$174,400); and AREA 3)Birkinbine (\$188,570), W Elm (\$130,800), Luther (\$93,740) and Robert (\$93,740).

Justification

Since the City is proposing total street reconstruction along W Elm St, it is in the best interest of everyone to replace the water main at the same time. It is a priority because of its age, although it has only experienced one prior main break.

Financing

	2017	2018	2019	2020	2021	Total \$
Project Cost	\$0	\$0	\$0	\$0		

Less: Grants + Other Revenues

Less: Impact Fee Fund

Less: Wastewater fund

Less: Stormwater Fund

Less: Utility Reimbursement

SPU Cash Reserves \$145,000

SPU Borrowing

Capital Improvement Plan 2017-2021



Project Initiative Water Main Replacement: Luther St

2017

Project Number	29.2	Priority	4
Department	Water	Type	Replacement
Contact	Rick Wicklund	Useful Life	40

Description

Replace 525' of 6" water main with 8" water main from Luther to Robert, originally installed in 1962 (55 years of age). This area has experienced (0) breaks and is considered a moderate SPU priority, along with a high priority Street Reconstruction project.

There are 3 areas of road reconstruction focus: AREA 1) North (\$185,300), Goodland (\$160,230), Kohler (\$168,950); AREA 2) Kelly (\$168,950), Wilson (\$168,950), Flint (\$174,400); and AREA 3) Birkinbine (\$188,570), W Elm (\$130,800), Luther (\$93,740) and Robert (\$93,740).

Justification

Since the City is proposing total street reconstruction along Luther, it is in the best interest of everyone to replace the water main at the same time. It is a moderate priority for the utility, as it is older main but with zero prior main breaks.

Financing

	2017	2018	2019	2020	2021	Total \$
Project Cost	\$93,740	\$0	\$0	\$0	\$0	\$93,740

Less: Grants + Other Revenues

Less: Impact Fee Fund

Less: Wastewater fund

Less: Stormwater Fund

Less: Utility Reimbursement

SPU Cash Reserves	\$0
SPU Borrowing	\$93,740

Capital Improvement Plan 2017-2021



Project Initiative	Water Main Replacement: Robert Dr		
Project Number	29.3	Priority	4
Department	Water	Type	Replacement
Contact	Rick Wicklund	Useful Life	40

2017

Description

Replace Robert' of 6" water main with 8" water main from Maynard to Birkinbine, originally installed in 1962 (55 years of age). This area has experienced (2) breaks and is considered a top SPU priority, along with a high priority Street Reconstruction project. It should be noted that the Maynard connects with Robert Dr in two places. The begins at the easternmost intersection and extends east to Birkinbine.

There are 3 areas of road reconstruction focus: AREA 1) North (\$185,300), Goodland (\$160,230), Kohler(\$168,950); AREA 2) Kelly (\$168,950), Wilson (\$168,950), Flint (\$174,400); and AREA 3) Birkinbine (\$188,570), W Elm (\$130,800), Luther (\$93,740) and Robert (\$93,740).

Justification

Since the City is proposing total street reconstruction along Birkinbine, it is in the best interest of everyone to replace the water main at the same time. It is a high priority for the utility, as it has experienced 2 prior main breaks.

Financing

	2017	2018	2019	2020	2021	Total \$
Project Cost	\$93,740	\$0	\$0	\$0	\$0	\$93,740

Less: Grants + Other Revenues

Less: Impact Fee Fund

Less: Wastewater fund

Less: Stormwater Fund

Less: Utility Reimbursement

SPU Cash Reserves	\$0
SPU Borrowing	\$93,740

Capital Improvement Plan 2017-2021



Project Initiative Automated Metering Infrastructure

2017

Project Number 31 **Priority** 3

Department Metering **Type** New Installation

Contact Rick Wicklund **Useful Life** 20

Description

Two-way communication metering and associated data collection system, reporting software and billing CIS integration. Upon project completion, we will be able to utilize the WPPI Meter Data Management System for valuable reporting features and to best utilize the data collected.

Justification

Automated Metering will provide increased distribution system monitoring, customer self-monitoring and usage control, improved customer service, and accurate meter readings for billing (ability to read all meters on the first of the month to best align with WPPI wholesale metering reads). Essentially we will most accurately bill customers for the usage and consumption SPU is being billed for. With the likelihood of future time-of-use rates, customers will have more of an ability to monitor and control consumption for peak shaving measures.

Financing

	2017	2018	2019	2020	2021	Total \$
Project Cost	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$2,500,000

Less: Grants + Other Revenues

Less: Impact Fee Fund

Less: Wastewater fund

Less: Stormwater Fund

Less: Utility Reimbursement

SPU Cash Reserves	
SPU Borrowing	\$500,000

Capital Improvement Plan 2017-2021



Project Initiative	Office LAN Computers		
Project Number	32	Priority	3
Department	Office	Type	Replacement
Contact	Joel DuChateau	Useful Life	4

2017

Description

Purchase (1)GIS Specialist computer for mapping and (1)metering laptop per the replacement policy. The budget should also allow replacement of any failed computers prior to the 4-year life cycle.

Justification

SPU has a 4-year computer replacement policy, whereby this replaces the above referenced office LAN PCs.

The alternative would be to extend the computers and go away from policy.

Financing

	2017	2018	2019	2020	2021	Total \$
Project Cost	\$10,000	\$5,000	\$5,000	\$40,000	\$10,000	\$70,000

Less: Grants + Other Revenues

Less: Impact Fee Fund

Less: Wastewater fund

Less: Stormwater Fund

Less: Utility Reimbursement

SPU Cash Reserves	\$10,000
SPU Borrowing	\$0

Capital Improvement Plan 2017-2021



Project Initiative	Office: LAN Server Replacement		
Project Number	33	Priority	3
Department	Office	Type	Replacement
Contact	Joel DuChateau	Useful Life	4

2017

Description

Replace server per scheduled computer replacement policy. Includes replacement and software upgrade of SPU Office LAN (Local Area Network) Server. Purchase and install a Dell PowerEdge T410 Server or equivalent.

Justification

SPU has a 4-year computer replacement policy, whereby this replaces the above referenced office LAN Server. The server enables staff to perform daily tasks quickly, efficiently and with minimal downtime.

The alternative would be to extend the computers and go away from policy.

Financing

	2017	2018	2019	2020	2021	Total \$
Project Cost	\$10,000	\$5,000	\$5,000	\$40,000	\$10,000	\$70,000

Less: Grants + Other Revenues

Less: Impact Fee Fund

Less: Wastewater fund

Less: Stormwater Fund

Less: Utility Reimbursement

SPU Cash Reserves	\$10,000
SPU Borrowing	\$0

Capital Improvement Plan 2017-2021



Project Initiative	Office-GPS Unit		
Project Number	34	Priority	3
Department	Office	Type	Replacement
Contact	Joel DuChateau	Useful Life	7

2017

Description

Replace (1)GPS Unit to locate and map infrastructure for all (3)utilities that is completed on work orders. Microsoft no longer supports the platform of the existing 2009 Trimble unit, so the unit will likely work until we have any significant problems.

Justification

SPU does not really have an existing replacement policy for the GPS unit, although we will begin to place it on a 7-year replacement schedule.

The alternative would be to continue to use and replace when it ultimately fails. With our workload and the amount of mapping that occurs, it would be advisable to replace in the next couple years.

Financing

	2017	2018	2019	2020	2021	Total \$
Project Cost	\$10,000	\$0	\$0	\$0	\$0	\$10,000

Less: Grants + Other Revenues

Less: Impact Fee Fund

Less: Wastewater fund

Less: Stormwater Fund

Less: Utility Reimbursement

SPU Cash Reserves	\$10,000
SPU Borrowing	\$0

Capital Improvement Plan 2017-2021



Project Initiative	Office - Security FOB System		
Project Number	35	Priority	2
Department	Office	Type	Replacement
Contact	Dave Euclide	Useful Life	15

2017

Description

SPU would like to budget a security system for the main office. We currently use keys to get in the building and often doors are left unlocked or unsecured to the public. The goal will be to make any office areas unavailable for access by the public. We have begun looking at systems and will continue to do so, until we have the operational that contains features most beneficial and meets our budgeting needs. At the same time we evaluate security systems, we are also evaluating any of the outside doors that may need replacement.

Justification

With our growing utility and the current world we live in, it is our responsibility to provide a safe, secure environment for our employees. Key systems have their flaws, as employees will leave doors ajar, so as to alleviate any inconvenience. Management would like to remove the necessity of keeping the building secure from employees to an electronically operated FOB system.

Financing

	2017	2018	2019	2020	2021	Total \$
Project Cost	\$40,000	\$0	\$0	\$0	\$0	\$40,000

Less: Grants + Other Revenues

Less: Impact Fee Fund

Less: Wastewater fund

Less: Stormwater Fund

Less: Utility Reimbursement

SPU Cash Reserves	\$40,000
SPU Borrowing	\$0

Capital Improvement Plan 2017-2021



Project Initiative	Office-C353 Copier Printer		
Project Number	36	Priority	3
Department	Office	Type	Replacement
Contact	Dave Euclide	Useful Life	8

2017

Description

Replace the existing C353 Office Copier/Scanner/Printer originally purchased in 2008 (9 years old). This has been the main device used by Customer Service and Managers for the last 8 years.

Justification

At 9 years of age and 496,000 copies, the color copier is reaching a point in time where maintenance will likely be extensive.

Financing

	2017	2018	2019	2020	2021	Total \$
Project Cost	\$10,000	\$0	\$0	\$0	\$0	\$10,000

Less: Grants + Other Revenues

Less: Impact Fee Fund

Less: Wastewater fund

Less: Stormwater Fund

Less: Utility Reimbursement

SPU Cash Reserves	\$10,000
SPU Borrowing	\$0

Capital Improvement Plan 2017-2021



Project Initiative	Fleet - Skid Steer		
Project Number	41	Priority	4
Department	Fleet	Type	Replacement
Contact	Rick Wicklund	Useful Life	15

2017

Description

Replace Vehicle #76, the 1995 Melrose Bobcat Skid Steer, with a new one. The piece of equipment should be monitored for replacement every 15 years. We have kept it as part of our fleet for 20+ years. The skid steer is used for numerous loading applications at our outdoor storage yard. It needs to be reliable for handling the large amount of inventory for electric, water and now telecommunications.

Justification

Fleet replacement policy should be 15 years on this item. We have gotten 7 additional years of life. With the growth of the City and the expansion of Telecom, replacement is probably wise to eliminate any repair time.

An alternative would be to wait to replace for another year and hope we have minimal maintenance required.

Financing

	2017	2018	2019	2020	2021	Total \$
Project Cost	\$0	\$0	\$0	\$0		

Less: Grants + Other Revenues

Less: Impact Fee Fund

Less: Wastewater fund

Less: Stormwater Fund

Less: Utility Reimbursement

SPU Cash Reserves	
SPU Borrowing	

Capital Improvement Plan 2017-2021



Project Initiative Fleet - Dump Truck

2017

Project Number 42 **Priority** 3

Department Fleet **Type** Replacement

Contact Rick Wicklund **Useful Life** 15

Description

Replace Vehicle #82, the 1998 Ford F700 Dump Truck, with a new one. The piece of equipment should be monitored for replacement every 15 years. We have kept it as part of our fleet for 18 years. The vehicle is used for hauling materials to and from job sites, especially during water main breaks. JR provided the budgeted estimate to Doug. It is starting to be a safety and maintenance problem

Justification

Fleet replacement policy should be 15 years on this item. We have gotten 3 additional years of life.

An alternative would be to wait to replace for another year and hope we have minimal maintenance required.

Financing

	2017	2018	2019	2020	2021	Total \$
Project Cost	\$130,000	\$0	\$0	\$0	\$0	\$130,000

Less: Grants + Other Revenues

Less: Impact Fee Fund

Less: Wastewater fund

Less: Stormwater Fund

Less: Utility Reimbursement

SPU Cash Reserves \$130,000

SPU Borrowing

Capital Improvement Plan 2017-2021



Project Initiative Fleet - #92 2001 Dodge Dakota Pickup

2017

Project Number	43	Priority	4
Department	Fleet	Type	Replacement
Contact	Rick Wicklund	Useful Life	10

Description

Replace Vehicle #92, the 2001 Dodge Dakota Pickup, with a new one. The piece of equipment should be monitored for replacement every 10 years. We have kept it as part of our fleet for 16 years. It is primarily used by our Maintenance person and must have the ability to haul a trailer (riding lawnmower and/or snowblower).

Justification

Fleet replacement policy should be 10 years on this item. We have gotten 6 additional years of life. With the amount of properties that we have to maintain, a reliable vehicle is essential.

An alternative would be to wait to replace for another year and hope we have minimal maintenance required.

Financing

	2017	2018	2019	2020	2021	Total \$
Project Cost	\$30,000	\$0	\$0	\$0	\$0	\$30,000

Less: Grants + Other Revenues

Less: Impact Fee Fund

Less: Wastewater fund

Less: Stormwater Fund

Less: Utility Reimbursement

SPU Cash Reserves	\$30,000
SPU Borrowing	

Capital Improvement Plan 2017-2021



Project Initiative	Fleet - #10 Meter Reader Car		
Project Number	44	Priority	4
Department	Fleet	Type	Replacement
Contact	Rick Wicklund	Useful Life	10

2017

Description

Replace Vehicle #10, the 2004 Ford Taurus, used as a meter reading vehicle. It has experienced recent transmission issues, but overall served us well for many years. Before a major transmission replacement is required, replacement of the 13 year old vehicle is recommended. The budget is for \$25,000, although it is expected we can likely get something for less than \$20K.

Justification

Fleet replacement policy should be 10 years on this item. We have gotten 3 additional years of life. Meter reading is a busy job requiring a consistently reliable vehicle. It is used every work day and cannot afford much repair time.

An alternative would be to wait to replace for another year and hope we have minimal maintenance required.

Financing

	2017	2018	2019	2020	2021	Total \$
Project Cost	\$25,000	\$0	\$0	\$0	\$0	\$25,000

Less: Grants + Other Revenues

Less: Impact Fee Fund

Less: Wastewater fund

Less: Stormwater Fund

Less: Utility Reimbursement

SPU Cash Reserves	\$25,000
SPU Borrowing	

Capital Improvement Plan 2017-2021



Project Initiative	Fleet - F250 4x4 Truck or equivalent		
Project Number	45	Priority	3
Department	Fleet	Type	New Addition
Contact	Gary Sanders	Useful Life	10

2017

Description

With the fiber to the premise expansion and the field installer staff addition, Telecom needs a vehicle capable of hauling a splicing trailer and/or equipment trailer to various job sites. It is believed the F250 or equivalent will provide adequate towing and performance capabilities. We will build specifications for adequate bed storage for tools and materials.

Justification

The new Telecom field technician/installer currently is using a electric department vehicle that was replaced this year. This vehicle has a rusted out bed and should be removed from the fleet and put to auction. Thus, a reliable vehicle is now needed. The vehicle will require adequate storage for material/supplies.

The only alternative would be to lease a vehicle, as there are not extra vehicles for use in the other departments.

Financing

	2017	2018	2019	2020	2021	Total \$
Project Cost	\$42,000	\$0	\$0	\$0	\$0	\$42,000

Less: Grants + Other Revenues

Less: Impact Fee Fund

Less: Wastewater fund

Less: Stormwater Fund

Less: Utility Reimbursement

SPU Cash Reserves	\$42,000
SPU Borrowing	

Capital Improvement Plan 2017-2021



Project Initiative	Fleet - Fiber Optic Splicing Trailer		
Project Number	46	Priority	3
Department	Fleet	Type	New
Contact	Rick Wicklund	Useful Life	15

2017

Description

The initiatives for the Truck of F250 towing capacity, the Core Alignment Fusion Splicer, and this one for the trailer all go together. Telecom is requesting a trailer to transport the splicing equipment and fusion splice in the field. It will be a substantial long-term cost savings, as well as a coordination and time savings. We will be able to eliminate most, if not all, previously contracted splicing work.

Justification

Fleet replacement policy should be 15 years on this item. It will be used entirely by Telecom and will be hauled by the new Telecom truck. This will be a great value and use of the Communications Technician's experience and capabilities. The trailer and splicer will likely pay for itself in less than two years.

Financing

	2017	2018	2019	2020	2021	Total \$
Project Cost	\$23,000	\$0	\$0	\$0	\$0	\$23,000

Less: Grants + Other Revenues

Less: Impact Fee Fund

Less: Wastewater fund

Less: Stormwater Fund

Less: Utility Reimbursement

SPU Cash Reserves	\$23,000
SPU Borrowing	

Capital Improvement Plan 2017-2021



Project Initiative	Fleet - Single Reel Wire Trailer		
Project Number	47	Priority	3
Department	Fleet	Type	New
Contact	Rick Wicklund	Useful Life	15

2017

Description

The electric department has requested a new single reel wire trailer for transporting either single phase underground cable, street light wire or conduit.

Justification

Fleet replacement policy should be 15 years on this item.

Financing

	2017	2018	2019	2020	2021	Total \$
Project Cost	\$10,000	\$0	\$0	\$0	\$0	\$10,000

Less: Grants + Other Revenues

Less: Impact Fee Fund

Less: Wastewater fund

Less: Stormwater Fund

Less: Utility Reimbursement

SPU Cash Reserves	\$10,000
SPU Borrowing	

Capital Improvement Plan 2017-2021



Project Initiative	Telecom: Fiber Optics Fusion Splicer		
Project Number	51	Priority	3
Department	Telecom	Type	New Construction
Contact	Gary Sanders	Useful Life	10

2017

Description

Initiative to eliminate future contracted splicing costs having labor performed in-house by Communications Technician. The request is to purchase a Core Alignment Fusion Splicer to splice fiber on SPU's outside plant. The budget is \$11,000. We will likely save about \$15K annually depending on the fiber expansion.

Justification

Outsourcing fiber optic splicing can be quite costly. This equipment would allow to not only save a substantial amount of money in contracted services, but allow us to schedule the work in a timely manner. It would also allow for the immediate remedy of fiber optic cable cuts. Payback will be less than two years versus contracting same work.

Financing

	2017	2018	2019	2020	2021	Total \$
Project Cost	\$11,000	\$0	\$0	\$0	\$0	\$11,000

Less: Grants + Other Revenues

Less: Impact Fee Fund

Less: Wastewater fund

Less: Stormwater Fund

Less: Utility Reimbursement

SPU Cash Reserves	\$11,000
SPU Borrowing	

Capital Improvement Plan 2017-2021



Project Initiative	Telecom: Live Fiber Optics Identifier		
Project Number	52	Priority	3
Department	Telecom	Type	New
Contact	Gary Sanders	Useful Life	10

2017

Description

This initiative is to purchase a device used to identify and verify whether or not a fiber strand is live and passing traffic or dead, able to be cut and spliced.

Justification

With the growth of our network, this is a device that is definitely needed as a failsafe to prevent service impacting outages. The is a low cost security to proactively prevent outage mistake.

Financing

	2017	2018	2019	2020	2021	Total \$
Project Cost	\$1,300	\$0	\$0	\$0	\$0	\$1,300
Less: Grants + Other Revenues						
Less: Impact Fee Fund						
Less: Wastewater fund						
Less: Stormwater Fund						
Less: Utility Reimbursement						
SPU Cash Reserves	\$1,300					
SPU Borrowing						

Capital Improvement Plan 2017-2021



Project Initiative Telecom: Fiber Optical Loss Test Set

2017

Project Number	53	Priority	3
Department	Telecom	Type	New
Contact	Gary Sanders	Useful Life	10

Description

Fiber Optic New Construction: may include subdivision conduit and service to new business areas.

Justification

The fiber budget allows SPU to extend facilities along with the electric outside plant to provide access to serve future customers. Often this construction involves the installation of a spare conduit which can be used for fiber in the future. The goal is to make Sun Prairie Utilities an attractive offering when considering fiber optic communications to their respective property. By installing conduit with electric service, the fiber can be installed at a great cost reduction.

Financing

	2017	2018	2019	2020	2021	Total \$
Project Cost	\$2,200	\$0	\$0	\$0	\$0	\$2,200

Less: Grants + Other Revenues

Less: Impact Fee Fund

Less: Wastewater fund

Less: Stormwater Fund

Less: Utility Reimbursement

SPU Cash Reserves	\$2,200
SPU Borrowing	

Capital Improvement Plan 2017-2021



Project Initiative Telecom: Internet Speed Test Server

2017

Project Number 54 **Priority** 3

Department Telecom **Type** New

Contact Gary Sanders **Useful Life** 10

Description

This initiative is a combination of hardware and software used to validate bandwidth and connection speed sold to a subscriber from a subscriber's business or residence.

Justification

With the single family fiber-to-the-home customer base, we receive an increased number of trouble calls and inquiries concerning bandwidth and speed. Customers perform inaccurate speed tests, either wirelessly or constrained by things outside our network. This equipment will function to provide quality assurance to our SPU fiber internet customers.

Financing

	2017	2018	2019	2020	2021	Total \$
Project Cost	\$9,500	\$0	\$0	\$0	\$0	\$9,500

Less: Grants + Other Revenues

Less: Impact Fee Fund

Less: Wastewater fund

Less: Stormwater Fund

Less: Utility Reimbursement

SPU Cash Reserves \$7,500

SPU Borrowing

Capital Improvement Plan 2017-2021



Project Initiative Telecom: Fiber Optic Expansion

2017

Project Number 55 **Priority** 3

Department Telecom **Type** New

Contact Gary Sanders **Useful Life** 40

Description

Fiber Optic New Construction: may include subdivision conduit and service to new business areas.

Justification

The fiber budget allows SPU to extend facilities along with the electric outside plant to provide access to serve future customers. Often this construction involves the installation of a spare conduit which can be used for fiber in the future. The goal is to make Sun Prairie Utilities an attractive offering when considering fiber optic communications to their respective property. By installing conduit with electric service, the fiber can be installed at a great cost reduction.

Financing

	2017	2018	2019	2020	2021	Total \$
Project Cost	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$500,000

Less: Grants + Other Revenues

Less: Impact Fee Fund

Less: Wastewater fund

Less: Stormwater Fund

Less: Utility Reimbursement

SPU Cash Reserves \$100,000

SPU Borrowing

Capital Improvement Plan 2017-2021



Project Initiative Telecom: Fiber Upgrade for SPASD

2017

Project Number	56	Priority	3
Department	Telecom	Type	New
Contact	Gary Sanders	Useful Life	5

Description

The SPASD had previously outgrown the 1GB WAN links at two sites; The District office and new high school. Those links were aggregated into 2Gb links at the time of the last contract. In order to scale for future growth, SPASD want to again double the bandwidth for two sites to 4Gb WAN links, the hardware at the SPU core, as well as the hardware for the redundant district office feeds, and the hardware for the new high school must be replaced with 10Gb hardware.

Justification

To meet the SPASD needs, we must invest \$75,000.

Financing

	2017	2018	2019	2020	2021	Total \$
Project Cost	\$75,000	\$0	\$0	\$0	\$0	\$75,000

Less: Grants + Other Revenues

Less: Impact Fee Fund

Less: Wastewater fund

Less: Stormwater Fund

Less: Utility Reimbursement

SPU Cash Reserves	
SPU Borrowing	\$75,000

Capital Improvement Plan 2017-2021



Project Initiative Telecom: Fiber-to-the Home Expansion

2017

Project Number	57	Priority	3
Department	Telecom	Type	New
Contact	Gary Sanders	Useful Life	40

Description

With the current installation in Smith's Crossing, there will be an analysis over the next year to decide if and how telecom expands its infrastructure to other parts of the City. This initiative sets a placeholder for installation of an estimated (2) subdivisions annually typically for \$1.5M. In working with Utility Manager and Finance Director, we evaluated two financially attractive areas to expand to next, Providence Subdivision and O'Keeffe Ave area between Walmart and Smith's Crossing. Both were placed into the Capital and Operations Budgets. This will be evaluated by Council and because both areas are in District #3, likely not both be selected.

Justification

The justification comes from customers desire for high speed internet and its value to the City of Sun Prairie. The continued evaluation by the City Council and various performance criteria will determine whether there is a justification for expansion.

Financing

	2017	2018	2019	2020	2021	Total \$
Project Cost	\$1,097,826	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000	\$7,097,826
Less: Grants + Other Revenues						
Less: Impact Fee Fund						
Less: Wastewater fund						
Less: Stormwater Fund						
Less: Utility Reimbursement						
SPU Cash Reserves						
SPU Borrowing	\$1,097,826					



P.O. Box 867 • 125 West Main Street • Sun Prairie, Wisconsin 53590
P: 608.837.5500 | F: 608.825.6001 | W: sunprairieutilities.com

To: Sun Prairie Utilities Commissioners
From: Rose Schulze, Accountant
Date: October 10, 2016
Re: **2017 Operating Budgets - Electric, Water, and Telecom (Revised)**

For budgeting purposes, we factored in overall wage increases for all employees of 2.0% as a placeholder until a decision on 2017 wages is decided later this year. At our current 2016 staffing level, base wages + estimated overtime wages = \$1,976,547. Two percent of that amount equals approximately \$39,335.

Electric Department Operating Budget

- Total Sales of Electricity and Purchased Power costs are based on WPPI Energy's projections for 2017. The projections include our new rates implemented July 2, 2016.
- WPPI expects our wholesale power costs to remain constant in 2017 (no rate increase) over their 2016 budget. The "% Cost of Power" (Purchased Power costs divided by Total Sales of Electricity) is currently estimated to be 82.2% in 2017.
- Account 454, Rent From Electric Property, includes an additional \$98,665 in 2016 and \$89,142 in 2017 that will be billed to the American Transmission Company (ATC) for their share of depreciation expense and rate of return on the "common" assets, that we own at the new Highway 151 Substation. An annual exchange of asset values takes place between us and the ATC each year which determines this annual billing amount.
- During our Test Year 2015 water rate increase application review, PSC Water Division staff suggested a modification to the calculation in the longstanding method we've using to determine the Electric, Water, and Telecom share of various joint expenses. This affects account 455, Interdepartmental Rents, on the Electric side and account 931, Rents, on the Water and Telecom side. (*Same note for Water & Telecom.*)
- In 2017, we expect to add an Apprentice Lineworker and an Engineering Technician whose duties will be approximately 60% electric. These additions will increase the various Transmission and Distribution Expense categories by an estimated \$38,743. (A portion of the Electric labor time will be charged to work orders, which is not including in operating expenses.)

- Beginning in FY2016, Account 903, Customer Records and Collection Expense ("Other" category) includes an offset of the amount charged to the Stormwater Department for their share of our annual billing and collection costs. Prior to 2016, this was recorded as miscellaneous revenue in account 421. The net effect on our bottom line is the same, but the PSC feels this is the more appropriate treatment so it is factored into our rate base. Our auditors were in agreement of this change.
- Account 906, Customer Service and Informational Expenses, includes the \$41,000 per year currently embedded in our electric rates for demand-side management (DSM) that the PSC is continuing to allow us to collect in our newly-approved rates. However, they have also instructed us to amortize our unspent balance at December 31, 2015 of \$132,594 over 3 years, beginning in 2016, which is a negative \$44,198 per year. The net effect is a negative \$3,198. This amortization decreased the overall revenue requirement in our rate case, resulting in a lower overall rate increase to customers.
- Account 923, Outside Services Employed, includes \$10,000 in 2017 for an electric system study. Our last study was performed in 2010.
- Account 926, Employee Pension & Benefits, represents the company-paid portion of pension and insurances, less the amount deducted and added to construction projects. The 2017 amount includes the new health insurance rates and approved change to the company-paid portion. I'm assuming 40% of our employees will choose the High Deductible Health plan for their 2017 coverage because of the increased premiums they will pay if staying on the HMO20 plan. The actual 2017 contribution for employees on the defined benefit pension plan will likely be lower than what I included in the budget due to 2016 retirements. As a side note, I've included contributions of the 6.8% WRS contribution rate for 2017 for all expected new hires and those who have indicated they will switch to the WRS plan. *(Same note applies to Water and Telecom.)*
- Account 403, Depreciation Expense in 2017 includes a full year's depreciation for both the new Highway 151 Substation (in-service in 2015) and the Bird St. Substation upgrade (in-service in 2016).
- Of the Interest & Dividend Income in account 419, \$744,967 represents our dividend estimate (cash + reinvested) from the American Transmission Company. The cash portion of the \$744,967 is estimated to be \$485,510, but the 2017 capital calls could be as high as \$742,000.
- Account 421, Misc. Non-operating Income CIAC, represents the amount of cash contributions we expect to receive from developers and those who damage utility property during the year. As noted above, the amount we bill the Stormwater utility starting in FY2016 is treated as an offset to expense account 903, rather than miscellaneous revenue in account 421.
- Account 427, Interest on Long-Term Debt, includes estimated issuance expense on the 2016A G.O. bond issue for electric and water projects. We expect to receive the proceeds on October 26, 2016, so some expense will be booked in 2016 with a larger amount in 2017 for a full year. Estimated 2016A G.O. bond issuance expenses are in account 428, Amort. of Debt Discount and Expense. We are currently required to

expense the full amount in the year of issue. *(Same note applies to Water.)*

- Projected Net Income for 2017 is about \$40,000 lower than projected 2016, mostly due to staff additions, increased employee pension and benefits expenses, and increased depreciation expense on the new and upgraded substations.

Water Department Operating Budget

- Water Sales revenue for 2017 is a full year at our last rate increase implemented on January 6, 2016 with some assumptions for growth and the possibility of more water usage in 2017 vs. 2016. (For reference, our last full rate case prior to that was in 2010, with a simplified rate increase mid-2014.)
- Account 472, Rents from Water Property, represents our water tower lease agreement payments from cellular companies; the amounts shown are based on our individual agreements with those companies. Airadigm vacated two tower locations in 2015 and paid us a settlement, thus the 2015 amount was at a higher level than both projected 2016 and budget 2017. These revenues help reduce our customers' water rates.
- Total Pumping Expenses are tracking lower for projected 2016 than actual 2015 because of a 2016 correction to account 623, Power for Pumping, of \$18,250 that goes back to early 2015 and anticipated reduced expenses in account 633, Maint. of Pumping Equipment. Budget 2017 levels rise closer to actual 2015 levels.
- Account 660, Operations Supervision and Engineering, saw a reduction in labor time for our Water Operations Supervisor who retired mid-2015. A reorganization of duties is planned for 2017 with the hire of an Engineering Technician in the 2nd quarter of 2017 whose duties will be approximately 40% water coded to this account.
- Fewer labor hours were spent doing water meter changeouts in 2015 and 2016, causing a reduction to account 663, Meter Expenses. The 2017 level is still not at the level seen prior to 2015 because of our assumption that we may be capitalizing labor for meter changeouts if we start implementation of automated metering infrastructure (AMI) in 2017.
- We plan to paint the Sheehan Park water tower in 2017; estimated cost included in account 672, Maint. of Reservoirs and Standpipes, is \$390,000.
- Account 906, Customer Service and Informational Expenses, was reduced to zero on January 6, 2016 as decided by the Public Service Commission during review of our TY2015 water rate increase filing (prior to that, it was \$20,000/year). The PSC feels our unspent collections should be enough for our estimated expenditures for the next three years.
- Account 923, Outside Services Employed, includes \$15,000 in projected 2016 for an engineering firm to perform a water system study. We have done this periodically in the past and plan to do this approximately every 7 years in the future. The budget 2017 level is then lower than in 2016.

- Misc. Non-Operating Revenue - CIAC, account 421, are “contributed” assets (water main, laterals, and hydrants) installed by developers and turned over to us to own and maintain. The depreciation expense associated with all our contributed assets is in account 426, Other Income Deductions-CIAC.
- Net Operating Income is expected to be \$446,168 lower than projected 2016, mostly comprised of the \$390,000 budgeted for water tower painting.

Telecom Department Operating Budget

- Internet Access represents monthly billed amounts to our fiber Internet customers, both residential and business. We factored in conservative estimates on new businesses; we also included estimates of serving the Providence subdivision and the O’Keeffe Avenue area. *(Any new fiber-to-the-home areas in 2017 will be contingent upon Common Council approval.)*
- WAN Revenue is based on our currently-subscribing customers and upcoming changes.
- We did a review of the Interdepartmental Rents we charge to Electric and Water and made updates to the SCADA Internet usage amounts for both 2016 and 2017.
- Internet Access Expense for 2017 includes increases for a monthly hosted solution for fiber optic documentation software and increased wholesale bandwidth if we start serving more areas with fiber-to-the-home.
- We plan to add a Network Technician in the Telecom department in early 2017 and expect his time to be split between acct 582, Station Expenses, and account 903, Customer Records and Collections Expenses.
- Outside Services Employed includes an additional \$20,000 in 2017 for potential consultant fees, if necessary.
- Our anticipated 2016 telecom borrowing via a State Trust Fund Loan of \$700,000 is factored into various 400# accounts. For 2017, we also factored in a State Trust Fund Loan of \$1,500,000 as a high estimate; the amount of the 2017 loan will be dependent on which areas, if any, the Common Council gives approval for us to serve. The most recently-updated estimates of the Providence and O’Keeffe Avenue areas included in Internet Access revenues above are for \$1,098,000.

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2017 ELECTRIC OPERATING BUDGET - SUMMARY								
	ACTUAL	ACTUAL	ACTUAL	3-year	Actual	Projected	Budget	Budget
	2013	2014	2015	Average	7/31/2016	12/31/2016	2016	2017
RESIDENTIAL SALES	\$ 10,801,213	\$ 11,377,168	\$ 11,288,490	\$ 11,155,624	\$ 6,436,075	\$ 11,501,534	\$ 11,838,201	\$ 11,898,865
RURAL SALES	\$ 11,938	\$ 15,727	\$ 13,995	\$ 13,887	\$ 7,475	\$ 13,782	\$ 14,920	\$ 14,873
COMMERCIAL SALES	\$ 2,657,044	\$ 2,854,875	\$ 3,030,295	\$ 2,847,405	\$ 1,739,303	\$ 2,980,218	\$ 3,014,747	\$ 3,385,069
SMALL POWER	\$ 2,876,062	\$ 3,223,767	\$ 3,390,161	\$ 3,163,330	\$ 1,806,796	\$ 3,222,396	\$ 3,609,480	\$ 3,433,202
LARGE POWER	\$ 7,846,773	\$ 7,893,486	\$ 8,164,060	\$ 7,968,106	\$ 4,850,100	\$ 8,737,114	\$ 10,516,212	\$ 9,165,007
PUBLIC STREET LIGHTING	\$ 328,652	\$ 359,018	\$ 348,248	\$ 345,306	\$ 198,660	\$ 370,456	\$ 395,576	\$ 393,815
PUBLIC AUTHORITIES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
INTERDEPARTMENTAL SALES	\$ 199,910	\$ 196,208	\$ 208,029	\$ 201,382	\$ 116,244	\$ 199,900	\$ 209,346	\$ 205,000
TOTAL SALES OF ELECTRICITY	\$ 24,721,592	\$ 25,920,249	\$ 26,443,278	\$ 25,695,040	\$ 15,154,653	\$ 27,025,400	\$ 29,598,482	\$ 28,495,831
CHANGE FROM PREV YEAR	102.55%	104.85%	102.02%			102.20%		105.44%
FORFEITED DISCOUNTS	\$ 81,652	\$ 88,720	\$ 86,354	\$ 85,575	\$ 46,660	\$ 94,524	\$ 92,285	\$ 98,838
MISC SERVICE REVENUES	\$ 7,505	\$ 9,765	\$ 8,040	\$ 8,437	\$ 3,320	\$ 5,691	\$ 8,800	\$ 7,863
RENT FROM ELECTRIC PROPERTY	\$ 40,505	\$ 38,457	\$ 45,787	\$ 41,583	\$ 40,453	\$ 145,298	\$ 145,298	\$ 135,966
INTERDEPARTMENTAL RENTS	\$ 185,217	\$ 174,199	\$ 148,842	\$ 169,419	\$ 67,824	\$ 113,664	\$ 127,875	\$ 113,681
OTHER ELECTRIC REVENUE	\$ 13,278	\$ 13,897	\$ 9,033	\$ 12,069	\$ 4,111	\$ 8,800	\$ 9,319	\$ 8,975
TOTAL OPERATING REVENUES	\$ 25,049,749	\$ 26,245,287	\$ 26,741,334	\$ 26,012,123	\$ 15,317,022	\$ 27,393,377	\$ 29,982,059	\$ 28,861,154
CHANGE FROM PREV YEAR	102.50%	104.77%	101.89%			102.44%		105.36%
PURCHASED POWER	\$ 21,183,743	\$ 21,692,926	\$ 21,818,886	\$ 21,565,185	\$ 12,656,004	\$ 22,265,727	\$ 25,121,555	\$ 23,423,764
TOTAL TRANS & DISTRIB EXPENSES	\$ 755,296	\$ 838,656	\$ 788,729	\$ 794,227	\$ 401,180	\$ 734,086	\$ 832,267	\$ 817,623
TOTAL ACCT & COLLECTION EXPENSE	\$ 365,964	\$ 337,746	\$ 365,567	\$ 356,426	\$ 156,410	\$ 277,480	\$ 376,341	\$ 306,523
TOTAL ADM & GEN EXPENSE	\$ 612,547	\$ 632,767	\$ 643,238	\$ 629,517	\$ 385,875	\$ 669,403	\$ 663,348	\$ 731,378
DEPRECIATION EXPENSE	\$ 1,056,750	\$ 1,065,764	\$ 1,134,364	\$ 1,085,626	\$ 741,216	\$ 1,263,710	\$ 1,281,330	\$ 1,342,923
TAXES	\$ 881,596	\$ 875,039	\$ 965,770	\$ 907,468	\$ 589,936	\$ 1,034,403	\$ 1,089,820	\$ 1,130,535
TOTAL OPERATING EXPENSE	\$ 24,855,896	\$ 25,442,898	\$ 25,716,554	\$ 25,338,449	\$ 14,930,622	\$ 26,244,809	\$ 29,364,661	\$ 27,752,746
CHANGE FROM PREV YEAR	102.71%	102.36%	101.08%			102.05%		105.75%
NET OPERATING INCOME (LOSS)	\$ 193,853	\$ 802,389	\$ 1,024,780	\$ 673,674	\$ 386,400	\$ 1,148,569	\$ 617,398	\$ 1,108,408
INTEREST & DIVIDEND INCOME	\$ 899,849	\$ 860,782	\$ 726,205	\$ 828,945	\$ 427,905	\$ 813,736	\$ 970,064	\$ 796,687
CIAC INCOME & DEPRECIATION (NET)	\$ (81,153)	\$ (25,591)	\$ (181,240)	\$ (95,995)	\$ (3,129)	\$ (44,407)	\$ (79,628)	\$ (78,006)
INTEREST CHARGES	\$ 154,060	\$ 106,448	\$ 92,384	\$ 117,631	\$ 100,702	\$ 170,752	\$ 123,672	\$ 166,786
EARNED SURPLUS	\$ (2,165)	\$ (142)	\$ (95,094)	\$ (32,467)	\$ -	\$ 2,845	\$ 10,596	\$ (1,543)
NET INCOME (LOSS)	\$ 856,324	\$ 1,530,990	\$ 1,382,267	\$ 1,256,527	\$ 710,473	\$ 1,749,991	\$ 1,394,758	\$ 1,658,760

2017 ELECTRIC OPERATING BUDGET - DETAIL

		ACTUAL	ACTUAL	ACTUAL	3-year	Actual	Projected	Budget	Budget
		2013	2014	2015	Average	7/31/2016	12/31/2016	2016	2017
440	RESIDENTIAL SALES	\$ 10,801,213	\$ 11,377,168	\$ 11,288,490	\$ 11,155,624	\$ 6,436,075	\$ 11,501,534	\$ 11,838,201	\$ 11,898,865
441	RURAL SALES	\$ 11,938	\$ 15,727	\$ 13,995	\$ 13,887	\$ 7,475	\$ 13,782	\$ 14,920	\$ 14,873
442	COMMERCIAL SALES	\$ 2,657,044	\$ 2,854,875	\$ 3,030,295	\$ 2,847,405	\$ 1,739,303	\$ 2,980,218	\$ 3,014,747	\$ 3,385,069
442A	SMALL POWER	\$ 2,876,062	\$ 3,223,767	\$ 3,390,161	\$ 3,163,330	\$ 1,806,796	\$ 3,222,396	\$ 3,609,480	\$ 3,433,202
443	LARGE POWER	\$ 7,846,773	\$ 7,893,486	\$ 8,164,060	\$ 7,968,106	\$ 4,850,100	\$ 8,737,114	\$ 10,516,212	\$ 9,165,007
444	PUBLIC STREET LIGHTING	\$ 328,652	\$ 359,018	\$ 348,248	\$ 345,306	\$ 198,660	\$ 370,456	\$ 395,576	\$ 393,815
445	PUBLIC AUTHORITIES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
448	INTERDEPARTMENTAL SALES	\$ 199,910	\$ 196,208	\$ 208,029	\$ 201,382	\$ 116,244	\$ 199,900	\$ 209,346	\$ 205,000
	TOTAL SALES OF ELECTRICITY	\$ 24,721,592	\$ 25,920,249	\$ 26,443,278	\$ 25,695,040	\$ 15,154,653	\$ 27,025,400	\$ 29,598,482	\$ 28,495,831
		102.55%	104.85%	102.02%			102.20%		105.44%
	CHANGE FROM PREV YEAR								
450	FORFEITED DISCOUNTS	\$ 81,652	\$ 88,720	\$ 86,354	\$ 85,575	\$ 46,660	\$ 94,524	\$ 92,285	\$ 98,838
451	MISC SERVICE REVENUES	\$ 7,505	\$ 9,765	\$ 8,040	\$ 8,437	\$ 3,320	\$ 5,691	\$ 8,800	\$ 7,863
454	RENT FROM ELECTRIC PROPERTY	\$ 40,505	\$ 38,457	\$ 45,787	\$ 41,583	\$ 40,453	\$ 145,298	\$ 145,298	\$ 135,966
455	INTERDEPARTMENTAL RENTS	\$ 185,217	\$ 174,199	\$ 148,842	\$ 169,419	\$ 67,824	\$ 113,664	\$ 127,875	\$ 113,681
456	OTHER ELECTRIC REVENUE	\$ 13,278	\$ 13,897	\$ 9,033	\$ 12,069	\$ 4,111	\$ 8,800	\$ 9,319	\$ 8,975
	TOTAL OTHER OPERATING REVENUES	\$ 328,157	\$ 325,038	\$ 298,056	\$ 317,084	\$ 162,368	\$ 367,977	\$ 383,577	\$ 365,323
	TOTAL OPERATING REVENUES	\$ 25,049,749	\$ 26,245,287	\$ 26,741,334	\$ 26,012,123	\$ 15,317,022	\$ 27,393,377	\$ 29,982,059	\$ 28,861,154
	CHANGE FROM PREV YEAR	102.50%	104.77%	101.89%			102.44%		105.36%
555	PURCHASED POWER	\$ 21,183,743	\$ 21,692,926	\$ 21,818,886	\$ 21,565,185	\$ 12,656,004	\$ 22,265,727	\$ 25,121,555	\$ 23,423,764
	% OF ELECTRIC SALES	85.69%	83.69%	82.51%	83.93%		82.39%	84.87%	82.20%
	TRANS & DIST EXPENSE								
562	TRANS-SUBSTATION EXPENSE LABOR								
566	TRANS-OH LINE EXPENSE LABOR								
571	TRANS-MISC EXPENSE LABOR								
580	OPERATIONS SUPERVISION LABOR	\$ 41,990	\$ 46,252	\$ 54,993	\$ 47,745	\$ 31,950	\$ 54,771	\$ 50,957	\$ 68,515
	OTHER	\$ 5	\$ 3,759	\$ 737	\$ 1,500	\$ -	\$ 758	\$ 1,278	\$ 781

2017 ELECTRIC OPERATING BUDGET - DETAIL

		ACTUAL 2013	ACTUAL 2014	ACTUAL 2015	3-year Average	Actual 7/31/2016	Projected 12/31/2016	Budget 2016	Budget 2017
582	SUBSTATION EXP LABOR	\$ 13,162	\$ 6,941	\$ 8,085	\$ 9,396	\$ 5,741	\$ 11,834	\$ 13,951	\$ 15,308
		\$ 31,265	\$ 26,726	\$ 24,807	\$ 27,599	\$ 18,430	\$ 35,350	\$ 33,996	\$ 36,605
583	OVERHEAD LINE EXPENSE LABOR	\$ 41,422	\$ 42,761	\$ 40,679	\$ 41,621	\$ 20,429	\$ 34,911	\$ 43,920	\$ 37,393
		\$ 30,614	\$ 31,211	\$ 31,373	\$ 31,066	\$ 19,614	\$ 38,097	\$ 31,977	\$ 42,560
584	UNDERGROUND LINE EXP LABOR	\$ 41,185	\$ 42,973	\$ 41,211	\$ 41,790	\$ 20,507	\$ 35,029	\$ 43,853	\$ 37,482
		\$ 67,423	\$ 72,725	\$ 78,840	\$ 72,996	\$ 48,779	\$ 86,541	\$ 73,309	\$ 97,956
586	METER EXPENSE LABOR	\$ 42,175	\$ 33,958	\$ 30,276	\$ 35,470	\$ 16,436	\$ 27,894	\$ 44,885	\$ 29,985
		\$ 6,364	\$ 11,212	\$ 11,938	\$ 9,838	\$ 3,587	\$ 9,117	\$ 9,639	\$ 8,722
	OTHER	\$ (7,563)	\$ (18,137)	\$ (8,245)	\$ (11,315)	\$ -	\$ (11,315)	\$ (11,786)	\$ (11,654)
588	MISC DISTRIBUTION EXP LABOR	\$ 25,256	\$ 29,999	\$ 33,920	\$ 29,725	\$ 20,640	\$ 31,166	\$ 29,976	\$ 35,407
	OTHER	\$ 15,362	\$ 30,495	\$ 20,060	\$ 21,972	\$ 12,149	\$ 13,092	\$ 20,478	\$ 15,967
589	RENTS LABOR								
	OTHER	12,751	12,330	10,805	\$ 11,962	\$ -	\$ 12,040	\$ 12,040	\$ 11,814
593	MAINT OF OH LINES LABOR	\$ 85,136	\$ 98,858	\$ 92,254	\$ 92,083	\$ 37,514	\$ 52,563	\$ 110,398	\$ 66,072
	OTHER	\$ 90,257	\$ 104,990	\$ 84,996	\$ 93,414	\$ 43,212	\$ 95,168	\$ 92,972	\$ 95,204
	CREDIT								
594	MAINT OF URD LINES LABOR	\$ 47,622	\$ 50,425	\$ 69,661	\$ 55,903	\$ 34,492	\$ 56,316	\$ 60,111	\$ 63,665
		\$ 46,681	\$ 63,904	\$ 53,355	\$ 54,647	\$ 18,584	\$ 45,446	\$ 36,411	\$ 45,475
	OTHER								
595	MAINT OF LINE TRANSFORMER LABOR	\$ 8,093	\$ 4,741	\$ 3,741	\$ 5,525	\$ 175	\$ 392	\$ 4,872	\$ 2,089
		\$ 25,741	\$ 18,373	\$ 6,794	\$ 16,969	\$ 157	\$ 16,875	\$ 20,770	\$ 15,375
	OTHER	\$ (21,237)	\$ (10,745)	\$ (10,095)	\$ (14,026)	\$ -	\$ (14,026)	\$ (15,156)	\$ (12,639)
596	MAINT OF STREET LIGHTING LABOR	\$ 60,626	\$ 76,146	\$ 66,052	\$ 67,608	\$ 30,846	\$ 52,747	\$ 70,947	\$ 66,194
	OTHER	\$ 50,966	\$ 58,759	\$ 42,491	\$ 50,739	\$ 17,940	\$ 49,320	\$ 52,469	\$ 49,347
597	MAINT OF METERS LABOR								
	OTHER								
	TRANS & DISTRIB EXPENSE LABOR	\$ 406,667	\$ 433,054	\$ 440,872	\$ 426,864	\$ 218,729	\$ 357,623	\$ 473,870	\$ 422,110
	OTHER	\$ 377,429	\$ 434,484	\$ 366,196	\$ 392,703	\$ 182,452	\$ 401,804	\$ 385,339	\$ 419,806
	CREDIT	\$ (28,800)	\$ (28,882)	\$ (18,340)	\$ (25,341)	\$ -	\$ (25,341)	\$ (26,942)	\$ (24,293)
	TOTAL TRANS & DISTRIB EXPENSES	\$ 755,296	\$ 838,656	\$ 788,729	\$ 794,227	\$ 401,180	\$ 734,086	\$ 832,267	\$ 817,623
	CHANGE FROM PREV YEAR	108.82%	111.04%	94.05%			93.07%		111.38%

2017 ELECTRIC OPERATING BUDGET - DETAIL

		ACTUAL	ACTUAL	ACTUAL	3-year	Actual	Projected	Budget	Budget
		2013	2014	2015	Average	7/31/2016	12/31/2016	2016	2017
CUSTOMER ACCOUNTS EXPENSE									
902	METER READING EXPENSE LABOR	\$ 34,263	\$ 34,835	\$ 33,944	\$ 34,347	\$ 21,294	\$ 35,730	\$ 36,766	\$ 41,856
		\$ 5,633	\$ 10,081	\$ 13,183	\$ 9,632	\$ 7,535	\$ 13,200	\$ 13,178	\$ 13,373
903	CUST RECORDS & COLL. LABOR	\$ 138,377	\$ 144,252	\$ 154,009	\$ 145,546	\$ 89,505	\$ 153,437	\$ 155,203	\$ 181,144
		\$ 97,691	\$ 119,735	\$ 122,645	\$ 113,357	\$ 39,942	\$ 75,311	\$ 127,194	\$ 70,348
904	BAD DEBT WRITE OFFS LABOR	\$ -	\$ 1,313	\$ 786	\$ 700	\$ -	\$ 3,000	\$ 3,000	\$ 3,000
905	MISC CUSTOMER ACCOUNTS						\$ -		\$ -
906	CUST. SERV. & INFORMATION EXP. OTHER	\$ 90,000	\$ 27,530	\$ 41,000	\$ 52,843	\$ (1,866)	\$ (3,198)	\$ 41,000	\$ (3,198)
	OTHER LABOR	\$ 172,640	\$ 179,087	\$ 187,953	\$ 179,893	\$ 110,799	\$ 189,167	\$ 191,969	\$ 223,000
	TOTAL ACCT & COLL EXP	\$ 193,324	\$ 158,659	\$ 177,614	\$ 176,532	\$ 45,611	\$ 88,313	\$ 184,372	\$ 83,523
	TOTAL ACCT & COLLECTION EXPENSE	\$ 365,964	\$ 337,746	\$ 365,567	\$ 356,426	\$ 156,410	\$ 277,480	\$ 376,341	\$ 306,523
	CHANGE FROM PREV YEAR	101.93%	92.29%	108.24%			75.90%		110.47%
ADM & GEN EXPENSE									
913	ADVERTISING EXPENSE LABOR	\$ 1,857	\$ 454	\$ 734	\$ 1,015	\$ 2,755	\$ 1,614	\$ 1,614	\$ 3,000
920	ADM & GEN SALARIES LABOR	\$ 157,011	\$ 146,724	\$ 143,580	\$ 149,105	\$ 99,118	\$ 167,400	\$ 162,171	\$ 177,443
	OTHER	\$ 2,924	\$ 14,020	\$ 5,218	\$ 7,387	\$ 1,799	\$ 5,814	\$ 6,686	\$ 6,101
921	OFFICE SUPPLIES LABOR	\$ 18,649	\$ 18,039	\$ 17,789	\$ 18,159	\$ 15,972	\$ 25,903	\$ 18,410	\$ 23,835
923	OUTSIDE SERVICE EMPLOYED	\$ 17,326	\$ 29,264	\$ 24,747	\$ 23,779	\$ 15,907	\$ 36,496	\$ 22,540	\$ 48,918
924	PROPERTY INSURANCE	\$ 3,824	\$ 4,452	\$ 4,415	\$ 4,230	\$ 4,654	\$ 7,978	\$ 11,105	\$ 8,378
925	THEFT & DAMAGE INSURANCE	\$ 21,166	\$ 17,833	\$ 14,303	\$ 17,767	\$ 14,383	\$ 20,976	\$ 24,190	\$ 23,410
926	EMPLOYEE BENEFITS	\$ 310,681	\$ 348,468	\$ 359,558	\$ 339,569	\$ 178,316	\$ 325,110	\$ 346,465	\$ 366,497
928	REGULATORY COMM. EXPENSE	\$ 6,628	\$ 10	\$ 3,589	\$ 3,409	\$ 5,998	\$ 6,038	\$ 2,500	\$ -
929	OVERHEAD CHARGES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

2017 ELECTRIC OPERATING BUDGET - DETAIL

		ACTUAL 2013	ACTUAL 2014	ACTUAL 2015	3-year Average	Actual 7/31/2016	Projected 12/31/2016	Budget 2016	Budget 2017
930	MISC GENERAL EXPENSE LABOR	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ 41,989	\$ 38,980	\$ 42,147	\$ 41,039	\$ 29,361	\$ 42,637	\$ 40,890	\$ 42,257
931	RENTS OTHER	\$ 6,023	\$ 5,878	\$ 11,280	\$ 7,727	\$ 7,980	\$ 13,680	\$ 12,480	\$ 15,600
932	MAINT OF GENERAL PLANT LABOR	\$ 6,737	\$ 5,207	\$ 5,904	\$ 5,949	\$ 3,237	\$ 5,761	\$ 6,479	\$ 8,856
		\$ 17,732	\$ 3,438	\$ 9,974	\$ 10,381	\$ 6,396	\$ 9,996	\$ 7,818	\$ 7,083
	TOTAL ADM & GEN EXP LABOR	\$ 163,748	\$ 151,931	\$ 149,484	\$ 155,054	\$ 102,354	\$ 173,161	\$ 168,650	\$ 186,299
		\$ 448,799	\$ 480,836	\$ 493,754	\$ 474,463	\$ 283,521	\$ 496,242	\$ 494,698	\$ 545,079
	TOTAL ADM & GEN EXPENSE	\$ 612,547	\$ 632,767	\$ 643,238	\$ 629,517	\$ 385,875	\$ 669,403	\$ 663,348	\$ 731,378
	CHANGE FROM PREV YEAR	104.05%	103.30%	101.65%			104.07%		109.26%
403	DEPRECIATION EXPENSE	\$ 1,056,750	\$ 1,065,764	\$ 1,134,364	\$ 1,085,626	\$ 741,216	\$ 1,263,710	\$ 1,281,330	\$ 1,342,923
406	AMORTIZATION EXPENSE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
408	TAXES	\$ 881,596	\$ 875,039	\$ 965,770	\$ 907,468	\$ 589,936	\$ 1,034,403	\$ 1,089,820	\$ 1,130,535
	OTHER								
		\$ 1,938,346	\$ 1,940,803	\$ 2,100,134	\$ 1,993,094	\$ 1,331,152	\$ 2,298,113	\$ 2,371,150	\$ 2,473,458
	CHANGE FROM PREV YEAR	103.58%	100.13%	108.21%			109.43%		107.63%
	OTHER								
	TOTAL OPERATING EXP LABOR	\$ 743,055	\$ 764,072	\$ 778,310	\$ 761,812	\$ 431,882	\$ 719,951	\$ 834,489	\$ 831,409
		\$ 24,112,841	\$ 24,678,826	\$ 24,938,244	\$ 24,576,637	\$ 14,498,740	\$ 25,524,858	\$ 28,530,172	\$ 26,921,337
	TOTAL OPERATING EXPENSE	\$ 24,855,896	\$ 25,442,898	\$ 25,716,554	\$ 25,338,449.25	\$ 14,930,622	\$ 26,244,809	\$ 29,364,661	\$ 27,752,746
	CHANGE FROM PREV YEAR	102.71%	102.36%	101.08%			102.05%		105.75%
	NET OPERATING INCOME (LOSS)	\$ 193,853	\$ 802,389	\$ 1,024,780	\$ 673,674	\$ 386,400	\$ 1,148,569	\$ 617,398	\$ 1,108,408
418	RENTAL INCOME (EXPENSES)	\$ 1,740	\$ 6,018	\$ 5,235	\$ 4,331	\$ 5,579	\$ 5,122	\$ 5,049	\$ 4,939
419	INTEREST & DIVIDEND INCOME	\$ 811,561	\$ 766,884	\$ 631,796	\$ 736,747	\$ 422,326	\$ 775,703	\$ 874,889	\$ 758,837
421	MISC NON-OPER INCOME	\$ 53,637	\$ 54,969	\$ 56,264	\$ 54,957	\$ -	\$ -	\$ 57,215	\$ -
421	MISC NON OPER INCOME--CIAC	\$ 156,373	\$ 215,639	\$ 67,011	\$ 146,341	\$ -	\$ 206,391	\$ 172,600	\$ 176,500
425	MISC AMORTIZATION	\$ 32,911	\$ 32,911	\$ 32,911	\$ 32,911	\$ -	\$ 32,911	\$ 32,911	\$ 32,911
426	OTHER INCOME DEDUCT - CIAC DEPREC	\$ (237,526)	\$ (241,230)	\$ (248,251)	\$ (242,336)	\$ (3,129)	\$ (250,798)	\$ (252,228)	\$ (254,506)
	INTEREST, DIVIDEND & CIAC INCOME	\$ 818,696	\$ 835,191	\$ 544,966	\$ 732,951	\$ 424,775	\$ 769,329	\$ 890,436	\$ 718,681
427	INTEREST ON LONG-TERM DEBT	\$ 113,734	\$ 153,308	\$ 184,988	\$ 150,677	\$ 103,367	\$ 176,348	\$ 174,360	\$ 173,125
428	AMORT. OF DEBT DISCOUNT & EXPENSE	\$ 99,802	\$ 63,731	\$ 7,974	\$ 57,169	\$ 3,704	\$ 15,568	\$ 6,344	\$ 4,110

2017 ELECTRIC OPERATING BUDGET - DETAIL

		ACTUAL	ACTUAL	ACTUAL	3-year	Actual	Projected	Budget	Budget
		2013	2014	2015	Average	7/31/2016	12/31/2016	2016	2017
429	AMORT. OF PREMIUM ON DEBT (CREDIT)	\$ (5,190)	\$ (7,280)	\$ (11,417)	\$ (7,962)	\$ (6,368)	\$ (10,913)	\$ (10,913)	\$ (10,394)
431	OTHER INTEREST EXPENSE	\$ 11	\$ 6	\$ 5	\$ 7	\$ -	\$ 10	\$ 10	\$ 100
432	CAPITALIZED INTEREST	(54,297)	(103,317)	(89,166)	(82,260)	-	(10,261)	(46,129)	(155)
	INTEREST CHARGES	\$ 154,060	\$ 106,448	\$ 92,384	\$ 117,631	\$ 100,702	\$ 170,752	\$ 123,672	\$ 166,786
434	MISC. CREDITS TO SURPLUS	\$ -	\$ -	\$ 6,340	\$ 2,113	\$ -	\$ 4,000	\$ 12,000	\$ -
435	MISC. DEBITS TO SURPLUS	\$ -	\$ -	\$ (98,991)	\$ (32,997)	\$ -	\$ -	\$ -	\$ -
439	APPROP. OF INCOME TO MUNI FUNDS	\$ (2,165)	\$ (142)	\$ (2,443)	\$ (1,583)	\$ -	\$ (1,155)	\$ (1,404)	\$ (1,543)
	EARNED SURPLUS	\$ (2,165)	\$ (142)	\$ (95,094)	\$ (32,467)	\$ -	\$ 2,845	\$ 10,596	\$ (1,543)
	NET INCOME (LOSS)	\$ 856,324	\$ 1,530,990	\$ 1,382,267	\$ 1,256,527	\$ 710,473	\$ 1,749,991	\$ 1,394,758	\$ 1,658,760

2017 WATER OPERATING BUDGET - SUMMARY								
	ACTUAL	ACTUAL	ACTUAL	3 YEAR	ACTUAL	PROJECTED	BUDGET	BUDGET
	2013	2014	2015	AVERAGE	7/31/2016	12/31/2016	2016	2017
UNMETERED SALES	\$ 6,459	\$ 6,351	\$ 4,914	\$ 5,908	\$ 4,105	\$ 7,038	\$ 7,084	\$ 6,000
METERED SALES - RESIDENTIAL	\$ 1,567,770	\$ 1,571,685	\$ 1,610,726	\$ 1,583,394	\$ 1,016,782	\$ 1,743,055	\$ 1,736,943	\$ 1,794,208
METERED SALES - MULTIFAMILY RES								
METERED SALES - COMMERCIAL	\$ 480,423	\$ 320,904	\$ 346,307	\$ 382,545	\$ 210,308	\$ 360,528	\$ 364,645	\$ 371,343
METERED SALES - INDUSTRIAL	\$ 58,494	\$ 52,781	\$ 48,213	\$ 53,163	\$ 29,190	\$ 50,039	\$ 60,505	\$ 60,240
PRIVATE FIRE PROTECTION	\$ 53,597	\$ 56,302	\$ 60,851	\$ 56,917	\$ 35,888	\$ 61,523	\$ 61,134	\$ 64,000
PUBLIC FIRE PROTECTION	\$ 597,043	\$ 620,472	\$ 644,918	\$ 620,811	\$ 427,125	\$ 732,214	\$ 730,623	\$ 743,923
SALES TO PUBLIC AUTHORITY	\$ 28,091	\$ 35,693	\$ 34,724	\$ 32,836	\$ 17,861	\$ 30,618	\$ 36,887	\$ 37,675
INTERDEPT SALES	\$ 663	\$ 699	\$ 701	\$ 688	\$ 439	\$ 752	\$ 756	\$ 700
TOTAL WATER SALES	\$ 2,799,656	\$ 2,844,068	\$ 2,930,914	\$ 2,858,213	\$ 1,854,950	\$ 2,985,768	\$ 2,998,577	\$ 3,078,089
CHANGE FROM PREV YEAR	97.08%	101.59%	103.05%			108.50%	101.58%	103.43%
FORFEITED DISCOUNTS	\$ 12,733	\$ 12,594	\$ 12,733	\$ 12,687	\$ 8,429	\$ 14,450	\$ 14,606	\$ 14,762
MISC SERVICE REVENUE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
RENTS FROM WATER PROPERTY	\$ 239,601	\$ 242,866	\$ 279,027	\$ 253,831	\$ 281,438	\$ 215,199	\$ 214,346	\$ 220,357
INTERDEPARTMENTAL RENTS	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000	\$ -	\$ -	\$ -	\$ -
OTHER WATER REVENUES	\$ 22,899	\$ 26,929	\$ 27,226	\$ 25,685	\$ 1,820	\$ 24,623	\$ 25,400	\$ 27,036
TOTAL OPERATING REVENUE	\$ 3,083,889	\$ 3,135,457	\$ 3,258,899	\$ 3,159,415	\$ 2,146,637	\$ 3,434,186	\$ 3,484,373	\$ 3,551,144
CHANGE FROM PREV YEAR	97.65%	101.67%	103.94%			105.38%	94.69%	103.41%
TOTAL PUMPING EXPENSES	\$ 258,382	\$ 237,190	\$ 261,588	\$ 252,387	\$ 142,124	\$ 229,172	\$ 259,565	\$ 258,781
TOTAL TRANS & DIST EXP	\$ 350,083	\$ 430,607	\$ 375,201	\$ 385,297	\$ 167,683	\$ 303,741	\$ 782,507	\$ 737,733
TOTAL ACCT & COLL EXP	\$ 148,933	\$ 170,066	\$ 162,340	\$ 160,446	\$ 154,558	\$ 131,872	\$ 153,305	\$ 144,332
TOTAL OF ADMIN & GEN EXP	\$ 590,371	\$ 576,748	\$ 577,466	\$ 581,528	\$ 325,312	\$ 549,871	\$ 574,779	\$ 542,277
DEPRECIATION	\$ 435,522	\$ 454,094	\$ 477,902	\$ 455,839	\$ 315,651	\$ 498,297	\$ 498,190	\$ 533,300
TAXES	\$ 842,277	\$ 819,700	\$ 836,623	\$ 832,867	\$ 533,547	\$ 905,709	\$ 929,132	\$ 965,580
TOTAL OPERATING EXPENSES	\$ 2,625,568	\$ 2,688,405	\$ 2,691,120	\$ 2,668,364	\$ 1,638,875	\$ 2,618,663	\$ 3,197,478	\$ 3,182,002
CHANGE FROM PREV YEAR	104.46%	102.39%	100.10%			97.31%	113.81%	121.51%
NET OPERATING INCOME (LOSS)	\$ 458,321	\$ 447,052	\$ 567,779	\$ 491,051	\$ 507,762	\$ 815,523	\$ 286,895	\$ 369,142

2017 WATER OPERATING BUDGET - SUMMARY								
	ACTUAL	ACTUAL	ACTUAL	3 YEAR	ACTUAL	PROJECTED	BUDGET	BUDGET 2017
	2013	2014	2015	AVERAGE	7/31/2016	12/31/2016	2016	
NONOPERATING INCOME	\$ 136,184	\$ 1,108,280	\$ 821,833	\$ 688,766	\$ 2,944	\$ 578,988	\$ 993,255	\$ 1,056,768
MISCELLANEOUS INCOME DEDUCTIONS	\$ (289,072)	\$ (298,466)	\$ (314,057)	\$ (300,532)	\$ -	\$ (327,374)	\$ (329,183)	\$ (344,628)
INTEREST CHARGES	\$ 190,103	\$ 122,057	\$ 130,382	\$ 147,514	\$ 69,115	\$ 185,002	\$ 116,127	\$ 148,639
EARNED SURPLUS	\$ -	\$ -	\$ (49,136)	\$ (16,379)	\$ -	\$ -	\$ -	\$ -
NET INCOME (LOSS)	\$ 115,330	\$ 1,134,809	\$ 896,037	\$ 715,392	\$ 441,591	\$ 882,135	\$ 834,840	\$ 932,643

2017 WATER OPERATING BUDGET - DETAIL										
		ACTUAL	ACTUAL	ACTUAL	3 YEAR	ACTUAL	PROJECTED	BUDGET	BUDGET	
		2013	2014	2015	AVERAGE	7/31/2016	12/31/2016	2016		
460	UNMETERED SALES	\$ 6,459	\$ 6,351	\$ 4,914	5,908	\$ 4,105	\$ 7,038	\$ 7,084	\$	6,000
461-1	METERED SALES - RESIDENTIAL	\$ 1,567,770	\$ 1,571,685	\$ 1,610,726	1,583,394	\$ 1,016,782	\$ 1,743,055	\$ 1,736,943	\$	1,794,208
	METERED SALES - MULTIFAMILY RES	\$ 7,116	\$ 179,181	\$ 179,559	121,952	\$ 113,252	\$ 194,147	\$ 231,444	\$	210,900
461-2	METERED SALES - COMMERCIAL	\$ 480,423	\$ 320,904	\$ 346,307	382,545	\$ 210,308	\$ 360,528	\$ 364,645	\$	371,343
461-3	METERED SALES - INDUSTRIAL	\$ 58,494	\$ 52,781	\$ 48,213	53,163	\$ 29,190	\$ 50,039	\$ 60,505	\$	60,240
462	PRIVATE FIRE PROTECTION	\$ 53,597	\$ 56,302	\$ 60,851	56,917	\$ 35,888	\$ 61,523	\$ 61,134	\$	64,000
463	PUBLIC FIRE PROTECTION	\$ 597,043	\$ 620,472	\$ 644,918	620,811	\$ 427,125	\$ 732,214	\$ 730,623	\$	743,923
464	SALES TO PUBLIC AUTHORITY	\$ 28,091	\$ 35,693	\$ 34,724	32,836	\$ 17,861	\$ 30,618	\$ 36,887	\$	37,675
467	INTERDEPT SALES	\$ 663	\$ 699	\$ 701	688	\$ 439	\$ 752	\$ 756	\$	700
	TOTAL WATER SALES	\$ 2,799,656	\$ 2,844,068	\$ 2,930,914	2,858,213	\$ 1,854,950	\$ 3,179,914	\$ 3,230,021	\$	3,288,989
		97.08%	101.59%	103.05%			108.50%			103.43%
	CHANGE FROM PREV YEAR									
470	FORFEITED DISCOUNTS	\$ 12,733	\$ 12,594	\$ 12,733	12,687	\$ 8,429	\$ 14,450	\$ 14,606	\$	14,762
471	MISC SERVICE REVENUE	\$ -	\$ -	\$ -	-	\$ -	\$ -	\$ -	\$	-
472	RENTS FROM WATER PROPERTY	\$ 239,601	\$ 242,866	\$ 279,027	253,831	\$ 281,438	\$ 215,199	\$ 214,346	\$	220,357
473	INTERDEPARTMENTAL RENTS	\$ 9,000	\$ 9,000	\$ 9,000	9,000	\$ -	\$ -	\$ -	\$	-
474	OTHER WATER REVENUES	\$ 22,899	\$ 26,929	\$ 27,226	25,685	\$ 1,820	\$ 24,623	\$ 25,400	\$	27,036
	TOTAL OPERATING REVENUE	\$ 3,083,889	\$ 3,135,457	\$ 3,258,899	3,159,415	\$ 2,146,637	\$ 3,434,186	\$ 3,484,373	\$	3,551,144
		97.65%	101.67%	103.94%			105.38%			103.41%
	CHANGE FROM PREV YEAR									
623	POWER FOR PUMPING LABOR	\$ -			-	\$ -	\$ -			
		\$ 156,551	\$ 147,161	\$ 165,174	156,295	\$ 95,417	\$ 148,131	\$ 158,500	\$	152,529
624	PUMPING LABOR & EXPENSES LABOR	\$ 42,961	\$ 44,171	\$ 47,033	44,722	\$ 25,447	\$ 43,239	\$ 46,516	\$	47,470
		\$ 15,294	\$ 27,180	\$ 10,866	17,780	\$ 4,710	\$ 9,445	\$ 17,260	\$	17,181
626	MISC EXPENSES LABOR	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$	-
		\$ 7,684	\$ 4,698	\$ 4,973	5,785	\$ 2,759	\$ 4,730	\$ 4,840	\$	4,800
631	MAINT OF STRUCT & IMPROV LABOR	\$ 5,829	\$ 4,329	\$ 5,100	5,086	\$ 4,697	\$ 8,086	\$ 5,337	\$	13,470
	OTHER	\$ 3,445	\$ 3,072	\$ 2,751	3,089	\$ 910	\$ 2,406	\$ 3,395	\$	3,090
633	MAINT OF PUMP EQUIP LABOR	\$ 4,746	\$ 4,378	\$ 12,809	7,311	\$ 6,068	\$ 9,725	\$ 5,667	\$	7,921
	OTHER	\$ 21,872	\$ 2,201	\$ 12,883	12,319	\$ 2,116	\$ 3,410	\$ 18,050	\$	12,320

2017 WATER OPERATING BUDGET - DETAIL										
		ACTUAL	ACTUAL	ACTUAL	3 YEAR	ACTUAL	PROJECTED	BUDGET	BUDGET	
		2013	2014	2015	AVERAGE	7/31/2016	12/31/2016	2016		
	TOTAL PUMPING EXPENSES	LABOR	\$ 53,536	\$ 52,878	\$ 64,942	57,119	\$ 36,212	\$ 61,050	\$ 57,520	\$ 68,861
		OTHER	\$ 204,846	\$ 184,312	\$ 196,646	195,268	\$ 105,912	\$ 168,122	\$ 202,045	\$ 189,920
	TOTAL PUMPING EXPENSES		\$ 258,382	\$ 237,190	\$ 261,588	\$ 252,387	\$ 142,124	\$ 229,172	\$ 259,565	\$ 258,781
	CHANGE FROM PREV YEAR		104.21%	91.80%	110.29%			87.61%		112.92%
641	CHEMICALS	LABOR	\$ -	\$ -	\$ -	-	\$ -	\$ -	\$ -	\$ -
		OTHER	\$ 21,023	\$ 17,484	\$ 24,328	20,945	\$ 11,622	\$ 19,924	\$ 20,190	\$ 20,945
642	OPERATIONS	LABOR	\$ 14,010	\$ 14,636	\$ 16,764	15,137	\$ 9,987	\$ 16,445	\$ 15,310	\$ 16,062
		OTHER	\$ 5,382	\$ 4,606	\$ 5,125	5,038	\$ 2,860	\$ 4,717	\$ 4,500	\$ 5,040
660	OPERATIONS SUPERVISION	LABOR	\$ 64,953	\$ 67,512	\$ 41,163	57,876	\$ 1,389	\$ 2,438	\$ 34,940	\$ 22,933
		OTHER	\$ 5	\$ 5,226	\$ 289	1,840	\$ 465	\$ 500	\$ 1,797	\$ 250
661	STORAGE FACILITY	LABOR								
		OTHER								
662	TRANS & DIST. EXPENSES	LABOR	\$ 32,606	\$ 36,776	\$ 35,304	34,895	\$ 15,970	\$ 27,376	\$ 38,223	\$ 31,753
		OTHER	\$ 5,031	\$ 6,414	\$ 3,412	4,952	\$ 1,826	\$ 3,131	\$ 5,650	\$ 3,663
663	METER EXPENSES	LABOR	\$ 46,628	\$ 34,542	\$ 16,622	32,597	\$ 7,512	\$ 12,690	\$ 43,340	\$ 26,449
		OTHER	\$ 16,316	\$ 18,851	\$ 11,616	15,594	\$ 1,111	\$ 6,070	\$ 15,700	\$ 12,695
		CREDIT	\$ (31,472)	\$ (25,288)	\$ (14,119)	(23,626)	\$ -	\$ (9,380)	\$ (29,520)	\$ (19,572)
665	MISC. EXPENSES	LABOR	\$ 4,661	\$ 1,336	\$ 2,176	2,724	\$ 1,784	\$ 2,766	\$ 3,551	\$ 1,883
		OTHER	\$ 2,465	\$ 741	\$ 839	1,348	\$ 408	\$ 2,255	\$ 2,255	\$ 2,900
671	MAINT OF STRUCT & IMPROV	LABOR								
		OTHER								
672	MAINT. RESERVOIRS & PIPES	LABOR	\$ 1,393	\$ 1,134	\$ 965	1,164	\$ 676	\$ 1,194	\$ 1,302	\$ 2,653
		OTHER	\$ 5,908	\$ 5,875	\$ 756	4,180	\$ 158	\$ 361	\$ 394,890	\$ 390,618
673	MAINT OF TRAN & DIST MAINS	LABOR	\$ 43,220	\$ 56,129	\$ 64,142	54,497	\$ 33,725	\$ 57,814	\$ 59,394	\$ 46,759
		OTHER	\$ 51,813	\$ 75,941	\$ 89,133	72,296	\$ 25,359	\$ 74,840	\$ 74,840	\$ 82,370

2017 WATER OPERATING BUDGET - DETAIL										
			ACTUAL	ACTUAL	ACTUAL	3 YEAR	ACTUAL	PROJECTED	BUDGET	BUDGET
			2013	2014	2015	AVERAGE	7/31/2016	12/31/2016	2016	2017
675	MAINT OF SERVICES	LABOR	\$ 35,613	\$ 47,542	\$ 45,296	42,817	\$ 31,286	\$ 35,403	\$ 44,128	\$ 46,077
			\$ 7,366	\$ 35,517	\$ 13,024	18,636	\$ 9,332	\$ 18,020	\$ 26,220	\$ 18,025
676	MAINT OF METERS	LABOR								
677	MAINT OF HYDRANTS	LABOR	\$ 16,352	\$ 14,134	\$ 12,150	14,212	\$ 9,944	\$ 17,783	\$ 16,403	\$ 18,055
			\$ 6,810	\$ 11,499	\$ 6,217	8,175	\$ 2,270	\$ 9,394	\$ 9,394	\$ 8,175
678	OTHER MAINT OF MISC PLANT	LABOR								
	OTHER CREDIT									
	TOTAL TRANS & DIST EXP	LABOR	\$ 259,436	\$ 273,741	\$ 234,581	255,919	\$ 112,272	\$ 173,909	\$ 256,591	\$ 212,624
			\$ 122,119	\$ 182,154	\$ 154,739	153,004	\$ 55,411	\$ 139,212	\$ 555,436	\$ 544,681
	OTHER		\$ (31,472)	\$ (25,288)	\$ (14,119)	(23,626)	\$ -	\$ (9,380)	\$ (29,520)	\$ (19,572)
	TOTAL TRANS & DIST EXP		\$ 350,083	\$ 430,607	\$ 375,201	385,297	\$ 167,683	\$ 303,741	\$ 782,507	\$ 737,733
			104.73%	123.00%	87.13%			80.95%		242.88%
	CHANGE FROM PREV YEAR									
902	OTHER METER READING EXPENSE	LABOR	\$ 32,438	\$ 33,995	\$ 32,693	33,042	\$ 20,797	\$ 34,874	\$ 35,723	\$ 41,614
			\$ 5,550	\$ 8,626	\$ 7,893	7,356	\$ 4,765	\$ 8,383	\$ 11,260	\$ 8,301
			\$ (18,994)	\$ (20,008)	\$ (20,293)	(19,765)	\$ -	\$ (21,629)	\$ (23,491)	\$ (24,958)
903	CUSTOMER RECORD & COLL	LABOR	\$ 120,663	\$ 125,434	\$ 132,638	126,245	\$ 70,927	\$ 120,388	\$ 132,339	\$ 129,966
	OTHER		\$ 99,215	\$ 118,882	\$ 111,291	109,796	\$ 57,794	\$ 98,552	\$ 126,287	\$ 107,785
	CREDIT		\$ (109,939)	\$ (117,246)	\$ (121,965)	(116,383)	\$ -	\$ (109,470)	\$ (129,313)	\$ (118,876)
904	UNCOLLECTIBLE ACCOUNTS	LABOR						\$ -	\$ -	
			\$ -	\$ 383	\$ 83	155	\$ -	\$ 500	\$ 500	\$ 500
906	CUST. SERV. & INFO. EXP.	OTHER	\$ 20,000	\$ 20,000	\$ 20,000	20,000	\$ 274	\$ 274	\$ -	\$ -
	OTHER CREDIT									
	TOTAL ACCT & COLL EXP	LABOR	\$ 153,101	\$ 159,429	\$ 165,331	159,287	\$ 91,725	\$ 155,262	\$ 168,062	\$ 171,580
			\$ 124,765	\$ 147,891	\$ 139,266	137,307	\$ 62,833	\$ 107,709	\$ 138,047	\$ 116,586

2017 WATER OPERATING BUDGET - DETAIL									
		ACTUAL	ACTUAL	ACTUAL	3 YEAR	ACTUAL	PROJECTED	BUDGET	BUDGET
		2013	2014	2015	AVERAGE	7/31/2016	12/31/2016	2016	2017
	CREDIT	\$ (128,933)	\$ (137,254)	\$ (142,257)	(136,148)	\$ -	\$ (131,099)	\$ (152,804)	\$ (143,834)
	TOTAL ACCT & COLL EXP	\$ 148,933	\$ 170,066	\$ 162,340	160,446	\$ 154,558	\$ 131,872	\$ 153,305	\$ 144,332
	CHANGE FROM PREV YEAR	107.49%	114.19%	95.46%			81.23%	57.86%	109.45%
920	ADM & GEN SALARIES LABOR	\$ 117,298	\$ 114,836	\$ 127,415	119,850	\$ 74,520	\$ 126,252	\$ 132,218	\$ 128,987
	OTHER	\$ 2,902	\$ 12,090	\$ 4,857	6,616	\$ 1,658	\$ 4,617	\$ 6,069	\$ 4,958
921	OFFICE EXPENSES LABOR								
	OTHER	\$ 16,106	\$ 15,081	\$ 14,178	15,122	\$ 11,900	\$ 23,380	\$ 15,120	\$ 23,400
923	OUTSIDE SERVICES	\$ 19,278	\$ 25,033	\$ 21,613	21,975	\$ 12,334	\$ 35,585	\$ 35,813	\$ 20,949
924	PROPERTY INSURANCE	\$ 3,903	\$ 4,544	\$ 4,150	4,199	\$ 3,554	\$ 6,093	\$ 8,637	\$ 6,397
925	INJURY & DAMAGES	\$ 12,635	\$ 17,529	\$ 13,196	14,453	\$ 10,940	\$ 15,600	\$ 18,815	\$ 17,500
926	EMPLOYEE BENEFITS	\$ 200,317	\$ 199,867	\$ 206,280	202,155	\$ 120,977	\$ 190,806	\$ 199,666	\$ 190,755
928	REGULATORY COMM. EXP	\$ -	\$ 104	\$ 3,651	1,252	\$ 1,186	\$ 1,186	\$ -	\$ 100
930	MISC GENERAL EXP LABOR	\$ -	\$ -	\$ -	-	\$ -	\$ -	\$ -	\$ -
	OTHER	\$ 14,352	\$ 10,809	\$ 15,991	13,717	\$ 9,438	\$ 14,990	\$ 14,200	\$ 14,036
931	RENTS	\$ 178,614	\$ 168,018	\$ 151,888	166,173	\$ 70,560	\$ 118,551	\$ 129,583	\$ 121,436
932	MAINT OF GEN PLANT LABOR	\$ 6,822	\$ 5,319	\$ 5,664	5,935	\$ 2,725	\$ 4,779	\$ 6,551	\$ 6,847
	OTHER	\$ 18,144	\$ 3,518	\$ 8,582	10,081	\$ 5,521	\$ 8,032	\$ 8,107	\$ 6,912
	TOTAL OF ADMIN & GEN EXP LABOR	\$ 124,120	\$ 120,155	\$ 133,079	125,785	\$ 77,245	\$ 131,031	\$ 138,769	\$ 135,834
	OTHER	\$ 466,251	\$ 456,593	\$ 444,387	455,744	\$ 248,068	\$ 418,840	\$ 436,010	\$ 406,443
	TOTAL OF ADMIN & GEN EXP	\$ 590,371	\$ 576,748	\$ 577,466	581,528	\$ 325,312	\$ 549,871	\$ 574,779	\$ 542,277
	CHANGE FROM PREV YEAR	104.00%	97.69%	100.12%			95.22%		98.62%
403	DEPRECIATION	470,959	492,821	519,467	494,416	\$ 315,651	\$ 543,524	\$ 543,417	\$ 583,094
	CREDIT	(35,437)	(38,727)	(41,565)	(38,576)	\$ -	\$ (45,227)	\$ (45,227)	\$ (49,794)
408	TAXES	854,065	831,724	849,674	845,154	\$ 533,547	\$ 920,035	\$ 943,458	\$ 980,553

2017 WATER OPERATING BUDGET - DETAIL									
		ACTUAL	ACTUAL	ACTUAL	3 YEAR	ACTUAL	PROJECTED	BUDGET	BUDGET
		2013	2014	2015	AVERAGE	7/31/2016	12/31/2016	2016	2017
	CREDIT	(11,788)	(12,024)	(13,051)	(12,288)	\$ -	\$ (14,326)	\$ (14,326)	\$ (14,973)
	TOTAL TAXES & DEPRECIATION	\$ 1,277,799	\$ 1,273,794	\$ 1,314,525	1,288,706	\$ 849,198	\$ 1,404,006	\$ 1,427,322	\$ 1,498,880
	TOTAL OPERATING EXPENSES LABOR	\$ 590,193	\$ 606,203	\$ 597,933	598,110	\$ 317,453	\$ 521,252	\$ 620,942	\$ 588,899
	OTHER	\$ 2,243,005	\$ 2,295,495	\$ 2,304,179	2,280,893	\$ 1,321,422	\$ 2,297,442	\$ 2,818,413	\$ 2,821,276
	CREDIT	\$ (207,630)	\$ (213,293)	\$ (210,993)	(210,639)	\$ -	\$ (200,032)	\$ (241,877)	\$ (228,173)
	TOTAL OPERATING EXPENSES	\$ 2,625,568	\$ 2,688,405	\$ 2,691,120	2,668,364	\$ 1,638,875	\$ 2,618,663	\$ 3,197,478	\$ 3,182,002
	CHANGE FROM PREV YEAR	104.46%	102.39%	100.10%			97.31%		121.51%
	NET OPERATING INCOME (LOSS)	\$ 458,321	\$ 447,052	\$ 567,779	\$ 491,051	\$ 507,762	\$ 815,523	\$ 286,895	\$ 369,142
419	INTEREST AND DIVIDEND INCOME	\$ 4,186	\$ 4,840	\$ 5,932	4,986	\$ 2,944	\$ 12,208	\$ 3,605	\$ 18,088
421	MISC NONOPERATING INCOME--CIAC	\$ 131,998	\$ 1,103,440	\$ 815,901	683,780	\$ -	\$ 566,780	\$ 989,650	\$ 1,038,680
	NON-OPERATING INCOME	\$ 136,184	\$ 1,108,280	\$ 821,833	688,766	\$ 2,944	\$ 578,988	\$ 993,255	\$ 1,056,768
425	MISCELLANEOUS AMORTIZATION	\$ 50,618	\$ 50,618	\$ 50,618	50,618	\$ -	\$ 50,618	\$ 50,618	\$ 50,618
426	OTHER INCOME DEDUCTIONS-CIAC	\$ (339,690)	\$ (349,084)	\$ (364,675)	(351,150)	\$ -	\$ (377,992)	\$ (379,801)	\$ (395,246)
	MISCELLANEOUS INCOME DEDUCTIONS	\$ (289,072)	\$ (298,466)	\$ (314,057)	(300,532)	\$ -	\$ (327,374)	\$ (329,183)	\$ (344,628)
427	INTEREST ON LONG-TERM DEBT	\$ 136,417	\$ 136,852	\$ 133,569	135,613	\$ 71,123	\$ 131,787	\$ 119,575	\$ 171,067
428	AMORT. OF DEBT DISCOUNT & EXPENSE	\$ 71,558	\$ 20,952	\$ 4,294	32,268	\$ 1,991	\$ 60,079	\$ 3,416	\$ 2,213
429	AMORTIZATION OF PREMIUM ON DEBT (CR)	\$ (6,446)	\$ (6,677)	\$ (7,481)	(6,868)	\$ (3,999)	\$ (6,864)	\$ (6,864)	\$ (6,229)
432	INTEREST CHARGED TO CONSTRUCTION (CR)	\$ (11,426)	\$ (29,070)	\$ -	(13,499)	\$ -	\$ -	\$ -	\$ (18,412)
	INTEREST CHARGES	\$ 190,103	\$ 122,057	\$ 130,382	147,514	\$ 69,115	\$ 185,002	\$ 116,127	\$ 148,639
434	MISCELLANEOUS CREDITS TO SURPLUS	\$ -	\$ -	\$ 511	170	\$ -	\$ -	\$ -	\$ -
435	MISCELLANEOUS DEBITS TO SURPLUS	\$ -	\$ -	\$ (49,646)	(16,549)	\$ -	\$ -	\$ -	\$ -
	EARNED SURPLUS	\$ -	\$ -	\$ (49,136)	(16,379)	\$ -	\$ -	\$ -	\$ -
	NET INCOME (LOSS)	\$ 115,330	\$ 1,134,809	\$ 896,037	\$ 715,392	\$ 441,591	\$ 882,135	\$ 834,840	\$ 932,643

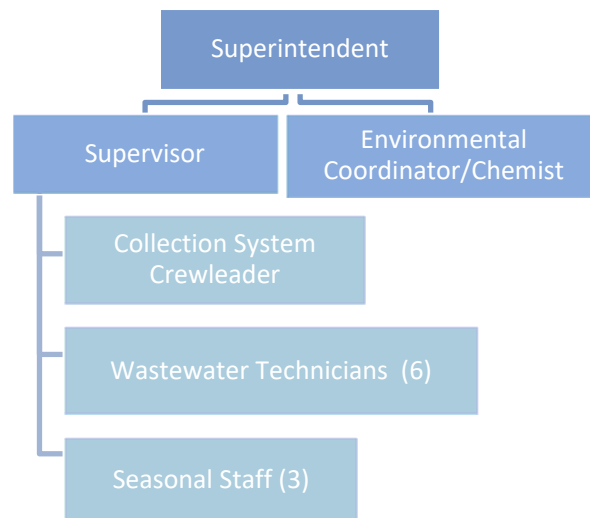
2017 TELECOM OPERATING BUDGET

		ACTUAL 2013	ACTUAL 2014	ACTUAL 2015	3 YEAR AVERAGE	ACTUAL 7/31/2016	PROJECTED 12/31/2016	BUDGET 2016	BUDGET 2017
	OPERATING REVENUE								
410-00-2020	Internet Access	\$ 187,205	\$ 207,001	\$ 258,084	\$ 217,430	\$ 220,418	\$ 408,839	\$ 371,566	\$ 574,861
410-00-2022	Internet Installation	\$ 8,426	\$ 28,531	\$ 17,232	\$ 18,063	\$ 7,368	\$ 12,368	\$ 13,500	\$ 12,500
410-00-2034	Network Services	\$ 644	\$ -	\$ -	\$ 215	\$ -	\$ -	\$ -	\$ 720
410-00-2028	Wireless Internet Access	\$ 59,682	\$ 35,455	\$ 18,828	\$ 37,988	\$ 465	\$ 465	\$ -	\$ -
410-00-2027	Wireless Internet Installation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
410-00-2029	Wireless Internet E-Mails	\$ 1,083	\$ 872	\$ 957	\$ 971	\$ 72	\$ 60	\$ 950	\$ -
410-00-2025	WAN Installation Fees	\$ 4,500	\$ 10,570	\$ 7,266	\$ 7,445	\$ -	\$ 4,680	\$ -	\$ -
410-00-2026	WAN revenue	\$ 182,252	\$ 183,577	\$ 197,155	\$ 187,661	\$ 122,873	\$ 212,815	\$ 206,525	\$ 210,900
410-00-2030	Colocation, Routers & Equipment	\$ 7,200	\$ 7,200	\$ 7,200	\$ 7,200	\$ 4,200	\$ 7,200	\$ 7,200	\$ 7,200
410-00-2032	Web Hosting Setup/Domain Fees	\$ 31	\$ 30	\$ 30	\$ 30	\$ -	\$ -	\$ 30	\$ -
410-00-2033	Web hosting	\$ 731	\$ 451	\$ 434	\$ 539	\$ 41	\$ 41	\$ 432	\$ -
410-00-2031	Customer Late Penalties	\$ 795	\$ 615	\$ 957	\$ 789	\$ 745	\$ 1,067	\$ 835	\$ 1,330
456	Other Internet Revenue	\$ 62	\$ 61	\$ 71	\$ 65	\$ 871	\$ 916	\$ 77	\$ -
455	Interdepartmental Rents	\$ 15,180	\$ 14,952	\$ 28,320	\$ 19,484	\$ 17,920	\$ 30,720	\$ 29,520	\$ 35,640
451	Misc. Service Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	TOTAL OPERATING REVENUES	\$ 467,791	\$ 489,315	\$ 536,534	\$ 497,880	\$ 374,974	\$ 679,171	\$ 630,635	\$ 843,151
	OPERATING EXPENSES								
411-00-2020	Internet Access Expense	\$ 95,720	\$ 100,246	\$ 113,180	\$ 103,049	\$ 72,246	\$ 127,880	\$ 112,779	\$ 188,267
411-00-2028	Wireless Internet Access Exp.	\$ 7,200	\$ 7,200	\$ 7,200	\$ 7,200	\$ -	\$ -	\$ 7,200	\$ -
411-00-2032	Web Hosting/Domain Fee Expenses	\$ 31		\$ 30	\$ 20	\$ -	\$ -	\$ 30	\$ -
411-00-2034	Commissions Exp. - Network Services	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
580	Operation Supervision & Eng.	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
582	Station Expenses	\$ 1,166	\$ 1,626	\$ 2,131	\$ 1,641	\$ 2,796	\$ 3,329	\$ 1,400	\$ 28,281
583	Overhead Line Expense	\$ 655	\$ 1,009	\$ 2,184	\$ 1,283	\$ 1,073	\$ 2,109	\$ 910	\$ 2,308
584	Underground Line Expense	\$ 5,404	\$ 4,413	\$ 6,750	\$ 5,522	\$ 8,046	\$ 14,813	\$ 4,950	\$ 23,466
587	Network Services Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
588	Miscellaneous Distribution Expense	\$ -	\$ 84,710	\$ 5,300	\$ 30,003	\$ 1,029	\$ 1,178	\$ 2,000	\$ 2,506
593	Maint. of OH Lines Exp.	\$ 358	\$ 185	\$ 1,247	\$ 597	\$ 389	\$ 1,209	\$ 450	\$ 1,906
594	Maint. of URD Lines Exp.	\$ 855	\$ 2,208	\$ 5,091	\$ 2,718	\$ 1,114	\$ 2,312	\$ 1,410	\$ 3,043
598	Maint. of Misc Distrib. Plant Exp.	\$ 756	\$ 970	\$ 795	\$ 840	\$ 182	\$ 952	\$ 870	\$ 868
903	Customer Records & Coll. Exp	\$ 16,071	\$ 18,450	\$ 19,867	\$ 18,129	\$ 15,459	\$ 24,655	\$ 21,610	\$ 43,649
904	Uncollectible Accounts	\$ 290	\$ 148	\$ (82)	\$ 119	\$ -	\$ 500	\$ 500	\$ 500
913	Advertising Expense	\$ 37	\$ 69	\$ 4,437	\$ 1,514	\$ 246	\$ 421	\$ 12,000	\$ 5,000
920	Admin. & General Salaries	\$ 60,534	\$ 45,544	\$ 40,598	\$ 48,892	\$ 18,925	\$ 32,002	\$ 40,370	\$ 29,069
921	Office Supplies & Expenses	\$ 2,375	\$ 2,680	\$ 2,632	\$ 2,562	\$ 3,134	\$ 4,471	\$ 2,605	\$ 4,500
923	Outside Services Employed	\$ 23,766	\$ 32,487	\$ 1,264	\$ 19,172	\$ 12,897	\$ 23,484	\$ 8,560	\$ 21,242
924	Property Insurance	\$ 239	\$ 278	\$ 265	\$ 261	\$ 254	\$ 435	\$ 823	\$ 457

2017 TELECOM OPERATING BUDGET

		ACTUAL	ACTUAL	ACTUAL	3 YEAR	ACTUAL	PROJECTED	BUDGET	BUDGET
		2013	2014	2015	AVERAGE	7/31/2016	12/31/2016	2016	2017
925	Injuries & Damages	\$ 774	\$ 1,073	\$ 899	\$ 915	\$ 794	\$ 1,114	\$ 1,792	\$ 1,250
926	Employee Pensions & Benefits	\$ 15,482	\$ 10,984	\$ 9,337	\$ 11,934	\$ 2,527	\$ 12,107	\$ 10,510	\$ 32,692
930	Misc General Expense	\$ 5,816	\$ 2,270	\$ 5,619	\$ 4,568	\$ 897	\$ 3,730	\$ 4,670	\$ 5,777
931	Rents	\$ 24,760	\$ 24,254	\$ 22,995	\$ 24,003	\$ 7,204	\$ 12,153	\$ 15,332	\$ 12,370
932	Maintenance of General Plant	\$ 1,536	\$ 707	\$ 1,077	\$ 1,107	\$ 544	\$ 841	\$ 1,034	\$ 1,104
	TOTAL OPERATION & MAINT. EXPENSES	\$ 263,825	\$ 341,511	\$ 252,814	\$ 286,050	\$ 149,756	\$ 269,695	\$ 251,805	\$ 408,255
403	Depreciation Expense	\$ 81,480	\$ 94,751	\$ 108,956	\$ 95,062	\$ 82,509	\$ 150,293	\$ 155,407	\$ 216,556
408	Taxes	\$ 56,493	\$ 54,634	\$ 55,053	\$ 55,393	\$ 36,041	\$ 62,742	\$ 62,722	\$ 80,626
	TOTAL OTHER OPERATING EXPENSES	\$ 137,973	\$ 149,385	\$ 164,009	\$ 150,456	\$ 118,550	\$ 213,035	\$ 218,129	\$ 297,182
	NET OPERATING INCOME (LOSS)	\$ 65,993	\$ (1,581)	\$ 119,711	\$ 61,374	\$ 106,668	\$ 196,441	\$ 160,701	\$ 137,714
419	Interest and Dividend Income	\$ -	\$ -	\$ 164	\$ 55	\$ 149	\$ 149	\$ -	\$ 11,340
421	Misc. Non-Operating Income (CIAC)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	TOTAL OTHER INCOME	\$ -	\$ -	\$ 164	\$ 55	\$ 149	\$ 149	\$ -	\$ 11,340
427	Interest on Long-Term Debt	\$ 466	\$ 51	\$ 2,685	\$ 1,067	\$ 9,693	\$ 20,423	\$ 16,335	\$ 43,639
428	Amort. Of Debt Discount & Exp.	\$ 850	\$ 328	\$ 6,000	\$ 2,393	\$ -	\$ -	\$ -	
431	Other Interest Expense	\$ 1,578	\$ 2,606	\$ 7,585	\$ 3,923	\$ -	\$ 15,181	\$ 2,250	\$ 16,129
432	Interest Charged to Construction - Credit	\$ -		\$ (2,520)	\$ (840)	\$ -	\$ (5,357)	\$ -	\$ (11,948)
	TOTAL INTEREST CHARGES	\$ 2,894	\$ 2,985	\$ 13,749	\$ 6,543	\$ 9,693	\$ 30,247	\$ 18,585	\$ 47,820
435	Miscellaneous Debits to Surplus	\$ -	\$ -	\$ (7,757)	\$ (2,586)	\$ -	\$ -		\$ -
	TOTAL EARNED SURPLUS	\$ -	\$ -	\$ (7,757)	\$ (2,586)	\$ -	\$ -	\$ -	\$ -
	NET INCOME (LOSS)	\$ 63,099	\$ (4,566)	\$ 98,369	\$ 52,301	\$ 97,125	\$ 166,342	\$ 142,116	\$ 101,234

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Mission:

To cost-effectively operate, maintain and manage the wastewater treatment plant and collection system to protect public health and safety and enhance the quality of area waterways.

Department Description:

The Wastewater Department has two divisions, the sanitary sewer collection system and the wastewater treatment plant. The collection division is responsible for maintaining/operating 10 lift stations and over 130 miles of sewer mains ranging in size from 8 to 42 inches. Maintenance includes scheduled cleaning, repairs and flow monitoring. The goal is to increase service life of mains and lift stations, and to prevent sewer backups.

The treatment plant division is responsible for operating and maintaining the activated sludge treatment facility. The facility has a designed capacity of 4.4 million gallons per day (mgd) with grit removal, primary and secondary clarification, biological phosphorus removal, sand filters, UV (ultraviolet light) disinfection and anaerobic digestion. The goal is to continually meet requirements of our Wisconsin Pollutant Discharge Elimination System (WPDES) Permit, and increase the service life of the treatment plant through proper plant operation and completion of scheduled plant maintenance tasks.

**2017 Budget Highlights**

- We are continuing to work with MSA/Donohue on the Wisconsin Pollutant Discharge Elimination System (WPDES) Permit Compliance Schedule related to new more stringent phosphorus treatment requirements. By October 30, 2017, the City must submit a Final Compliance Alternatives Plan to the Wisconsin Department of Natural Resources (DNR). The Plan will include a final design engineering report addressing treatment plant upgrades necessary to meet October 2022 phosphorus treatment limits.
- Clearwater entering the sewer system continues to be a problem. The Wastewater Department Will continue with flow monitoring in area serviced by the Bird Street Sewer Interceptor as we recorded increases in flow after significant rain events. Tools that could be used to assist in locating sources of clearwater are dye testing of the sanitary and storm sewers, smoke testing, television inspection of sewer mains and sump pump inspections. The goal is to develop cost effective measures to reduce amount of clearwater entering sewer system and to extend useful life of treatment plant and collection system.
- We are continuing to look at various treatment processes that may help reduce operation and maintenance costs associated with meeting new phosphorus treatment requirements. One process that we would like to pilot test in 2017 is the AirPrex process. The goals and objectives of the pilot testing are as follows: 1) Reduce amount of phosphorus that is in the filtrate by 90 %. This filtrate is discharged to head of plant for additional treatment and does impact the efficiency of the biological treatment process to remove this phosphorus and meet Permit, 2) Increase biosolids cake by 3-5%. This means less volume of biosolids that needs to be land applied and more storage space available in the biosolids storage building, 3) Reduce polymer consumption by 15-25%. This could result in annual savings of \$5,000 to \$10,000, and 4) Reduce formation of struvite. The struvite greatly reduces the efficiency of equipment by plugging pipes and pumps, and once formed, is very difficult to remove. The Plant Expansion Fund would be used to fund this pilot.
- On call pay was increased by 50 cents per hour. The same increase was implemented city wide in this budget.
- Funding for a LTE position to assist with GPS mapping.
- In order to maintain roads and extend their service life, Wastewater will apply chip or slurry seal to roads in 2017. The entrance road to the plan may need some additional work as sections of blacktop are severely deteriorated.
- The current heating/venting/air conditioning (HVAC) software and associated equipment was installed in 2006. It is proprietary software that is difficult to use and maintain. The budget provides funding to replace the software, which will result in reduced natural gas and electric costs associated with heating and cooling plant buildings.



Wastewater

City of Sun Prairie 2017 Annual Budget

- The current copier is 10 years old and will need to be replaced at an estimated cost of \$2,470.
- The north digester was put into service in 2006. Digesters need to be cleaned and inspected at a minimum of 10 years. This project will involve working with a qualified contractor for removing solids in the digester and land applying the solids on an approved Wisconsin Department of Natural Resources site. This is expected to extend the service life of the digesters by making timely repairs.

Financial Summary:

CITY OF SUN PRAIRIE

2017 APPROVED BUDGET

WATER POLLUTION CONTROL FACILITY

	2015 <u>ACTUAL</u>	2016 <u>PROJECTED</u>	2016 <u>BUDGET</u>	2017 <u>EXECUTIVE</u>	2017 <u>APPROVED</u>	INCREASE (DECREASE)
OPERATING REVENUES	3,771,488	3,781,433	3,859,000	3,877,070	3,877,070	18,070
Wastewater Expenditures						-
Administration Expense	524,256	570,866	569,056	595,919	595,919	26,863
Plant Operations Expense	1,961,209	2,163,001	2,248,274	2,266,497	2,266,497	18,223
Collection System Expense	473,158	514,416	522,077	539,101	539,101	17,024
Replacement Account	64,229	160,000	456,721	848,570	848,570	391,849
Total Operating Expense	3,022,852	3,408,283	3,796,128	4,250,087	4,250,087	453,959
Operating Income (Loss)	748,636	373,150	62,872	(373,017)	(373,017)	(435,889)
WPCF Non-operating income	1,352,145	614,163	362,500	561,227	561,227	198,727
WPCF Debt Service Expense	255,146	1,222,388	1,223,388	1,259,894	1,259,894	36,506
WPCF Plant Expansion	113,132	183,773	181,873	107,700	107,700	(74,173)
WPCF Capital Projects	370,094	404,269	929,232	755,000	755,000	(174,232)
Total Non-Operating Revenues/Other Finance Uses	613,773	(1,196,267)	(1,971,993)	(1,561,367)	(1,561,367)	410,626
Total Sources and Uses of Funds	1,362,409	(823,117)	(1,909,121)	(1,934,384)	(1,934,384)	(25,263)

**Wastewater****City of Sun Prairie 2017 Annual Budget****Staffing Analysis and Expenses:**

Position Title	Staffing			Personnel Costs		
	2016 FTE	2017 FTE	Change	2016	2017	Change
WWTP Superintendent	1.00	1.00	-	125,026	129,181	4,155
WWTP Supervisor	1.00	1.00	-	102,063	95,133	(6,930)
Chemist	1.00	1.00	-	78,501	81,026	2,525
Maintenance Crewleader	1.00	1.00	-	77,602	80,613	3,011
Wastewater Tech I	5.00	5.00	-	347,674	353,075	5,401
Wastewater Tech II	1.00	1.00	-	78,075	81,164	3,089
Seasonal Wages	-	-	-	17,360	34,131	16,771
OT/Misc.	-	-	-	13,490	19,160	5,670
Cost Allocated Positions				-	86,539	86,539
Total	10.00	10.00	-	839,791	960,022	120,231

Priority: WPDES Permit Compliance

Goal: Meet requirements of WPDES Permit compliance schedule for phosphorus treatment.

- The city will continue working with MSA/Donohue in meeting WPDES compliance schedule for phosphorus.

Priority: Plant Capacity

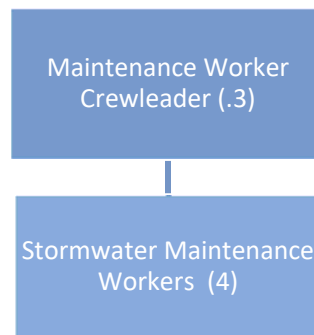
Goal: Coordinate phosphorus upgrades with plant capacity upgrades.

- Review 2016 plant capacity study and population projections to determine remaining organic (loading) and hydraulic (flow) capacity of the treatment plant. Need to determine if required phosphorus upgrades can be coordinated with plant upgrades. Per the City's WPDES Permit, phosphorus treatment requirement must be met by October 1, 2022.

Priority: Identify clearwater sources.

Goal: Remove up to 25% of identified inflow sources of clearwater entering the sewer system over the next 5 years.

- Install flow loggers to monitor flow in major sewer basins. Install additional loggers in basins that exhibited significant increases in flow during a major rain event in order to pinpoint area(s) that require further investigation. Staff will then focus on manhole inspections, looking for storm sewers leaking into sanitary sewers, and roof drains and sump pumps discharging to sewer. The next step would be to develop a cost estimate for removing clearwater and identify a funding source for the repairs.

**Department Description:**

The City of Sun Prairie created a Stormwater Utility effective January 1, 2003. Funding for the Utility comes primarily from customer charges based on the number of Equivalent Run-off Units (ERUs) on the property. A single-family home has one ERU and currently pays a charge of \$8.50 per month, which is paid on the Water and Light bill.

The intent of the Stormwater Utility is to improve and maintain the City's stormwater management and conveyance systems. The Stormwater Utility is jointly administered by Administration, Finance, Engineering and Public Works. Over the long term, approximately 50% of the utility's annual budget will be used to finance capital projects such as storm sewer extensions and detention ponds. The other 50% of the budget is used to fund ongoing maintenance, education and administrative duties.

2017 Budget Highlights:

The 2017 budget provides funding for one-full time position and one intern in the Department.

The budget provides \$5,000 to purchase a grapple bucket for the existing front end loader. Stormwater often needs the bucket to install pipe and pick up bush cleared from detention ponds.

TMDL – Adaptive Management:

The US Environmental Protection Agency (EPA) has approved a Total Maximum Daily Load (TMDL) for the Rock River Basin for phosphorus and total suspended solids (TSS) which includes the Yahara Watershed. Municipal Separate Storm Sewer Systems (MS4s), which Sun Prairie is, are required to meet surface water quality standards in the Yahara Watershed.

Madison Metropolitan Sewerage District (MMSD) has created a watershed adaptive management program that is a new, innovative and collaborative compliance approach designed to meet regulatory requirements for phosphorus throughout a watershed in a cost-effective manner. The Yahara Watershed Improvement Network (Yahara WINS) is made up of thirty partners testing adaptive management in the Yahara River Basin through a pilot project. The pilot project is complete and deemed a success. Adaptive Management is now transitioning to a full scale program. City cost is \$31,000/year.

Storm Sewer Extensions:

The Stormwater Utility sponsors an annual extension of the storm sewer into areas without an adequate collection system. The 2017 Storm Sewer Extension project is for Phase 2 of the Renstone Storm sewer extension project and the proposed Phase 2 streets are Woodsend Court, Lori Lane and Bruce Street. This project has an estimated stormwater cost of \$211,000.

**Ditch Restoration:**

The Stormwater Utility annually contributes \$50,000 to a fund that's earmarked for improving drainage ditches. Past projects that benefited from this program are the Wetmore Park ditch restoration and the Koshkonong Creek dredging project. Work along the Sheehan Park drainage way has been identified as an area needing ditch stabilization and upgrading.

Northwest Koshkonong Creek Stormwater Management Facility:

The 2009 NW Koshkonong Watershed Study identified several stormwater projects needed to address issues within the watershed. Several projects have since been completed, and the 2017 Utility budget includes another significant improvement identified in the 2009 study. The 2017 Utility budget includes \$500,000 intended for use in the eventual acquisition of property for the construction of a regional stormwater basin.

The fund will be used for the analysis of the proposed property; design services; and for securing rights to the property through acquisition or a purchase agreement. The benefits associated with this project are improved stormwater conveyance and treatment, which helps address flooding problems both upstream and downstream from the proposed basin, as well as to help the City meet requirements of the City's WDNR stormwater discharge permit and TMDL requirements.

North Street:

North Street is a Total Reconstruction project located between Goodland Street and Klubertanz Drive. The Utility budget for 2017 includes \$165,000 for stormwater improvements associated with this project.

W. Goodland Street:

W. Goodland Street is a Total Reconstruction project located between North Street and Bristol Street. The Utility budget for 2017 includes \$20,000 for stormwater improvements associated with this project.

W. Kohler Street:

W. Kohler Street is a Total Reconstruction project located between North Street and Bristol Street. The Utility budget for 2017 includes \$105,000 for stormwater improvements associated with this project.

Kelly Street:

Laura Street is a Total Reconstruction project located between N. Bird Street and "B" Street. The Utility budget for 2017 includes \$35,000 for stormwater related improvements associated with this project.

Wilson Street:

Wilson Street is a Total Reconstruction project located between N. Bird Street and "B" Street. The Utility budget for 2017 includes \$65,000 for stormwater related improvements associated with this project.

Pennsylvania Avenue:

Pennsylvania Avenue is a Total Reconstruction project located between Thompson Road and Broadway Drive. The Utility budget for 2017 includes \$195,000 for stormwater related improvements associated with this project.



Stormwater Utility

City of Sun Prairie 2017 Annual Budget

Birkinbine Drive:

Birkinbine Drive is a Total Reconstruction project located between Luther Drive and Robert Drive. The Utility budget for 2017 includes \$125,000 for stormwater related improvements associated with this project.

W. Elm Street:

W. Elm Street is a Total Reconstruction project located between Union Street and Birkinbine Drive. The Utility budget for 2017 includes \$90,000 for stormwater related improvements associated with this project.

Flint Street:

Flint Street is a Total Reconstruction project located between W. Main Street and Kelly Street. The Utility budget for 2017 includes \$65,000 for stormwater related improvements associated with this project.

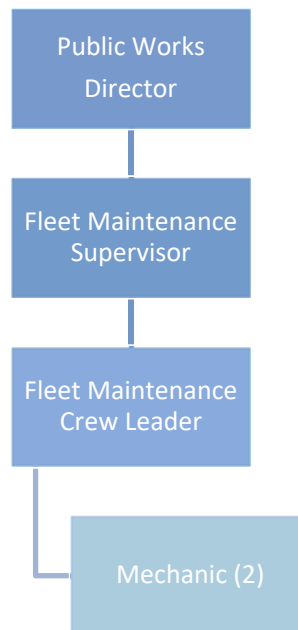
Financial Summary:

CITY OF SUN PRAIRIE 2017 APPROVED BUDGET STORMWATER UTILITY

	<u>2015 ACTUALS</u>	<u>2016 PROJ</u>	<u>2016 BUDGET</u>	<u>2017 EXECUTIVE</u>	<u>2017 APPROVED</u>	<u>INCREASE (DECREASE)</u>
Stormwater Operating Revenues	\$ 1,675,118	\$ 1,749,073	\$ 1,798,070	\$ 1,936,700	\$ 1,936,700	\$ 138,630
Stormwater Expenditures						
Administration Expense	215,047	222,458	227,408	311,604	311,604	84,196
Maintenance Expense	1,281,821	1,351,321	1,424,987	1,488,087	1,500,627	75,640
Street Cleaning Expense	<u>80,887</u>	<u>64,980</u>	<u>74,301</u>	<u>65,400</u>	<u>65,400</u>	<u>(8,901)</u>
Total Operating Expense	\$ 1,577,755	\$ 1,638,759	\$ 1,726,696	\$ 1,865,091	\$ 1,877,631	\$ 150,935
Operating Income (Loss)	\$ 1,605	\$ 110,314	\$ 71,374	\$ 71,609	\$ 59,069	\$ (12,305)
Stormwater Non-Operating Revenues	769,116	9,021	3,852,050	1,707,958	1,707,958	(2,144,092)
Stormwater Debt Service	67,096	424,341	449,741	802,526	802,526	352,785.00
Stormwater Capital Expense	<u>16,556</u>	<u>102,050</u>	<u>3,875,250</u>	<u>2,818,500</u>	<u>2,818,500</u>	<u>(1,056,750)</u>
Total Non-Operating Revenues/Other Financing Sources	\$ 685,464	\$ (517,370)	\$ (472,941)	\$(1,913,068)	\$(1,913,068)	\$ (1,440,127)
Total Sources and Uses of Funds	\$ 782,827	\$ (407,056)	\$ (401,567)	\$(1,841,459)	\$(1,853,999)	\$ (1,452,432)

**Stormwater Utility****City of Sun Prairie 2017 Annual Budget****Staffing Analysis and Expenses**

Position Title	Staffing			Personnel Costs		
	2016 FTE	2017 FTE	Change	2016	2017	Change
Maintenance Crewleader	0.30	0.50	0.20	22,901	43,856	20,955
Maintenance Worker	4.00	5.30	1.30	243,686	331,871	88,185
Staff Engineer	-	0.50	0.50	-	48,323	48,323
Stormwater Intern	-	-	-	-	11,767	11,767
Seasonal Wages	-	-	-	10,600	10,850	250
OT/Misc.	-	-	-	4,091	4,578	487
Cost Allocated Positions				-	137,954	137,954
Total	4.30	6.30	2.00	281,278	589,199	307,921



Mission:

To acquire, maintain, account for and dispose of all fleet assets in a cost effective, safe, reliable, environmentally sound and efficient manner. Provide related support services responsive to customer needs.

Department Description:

- Provide complete turnkey service for all vehicles and equipment.
 - Includes specifying, purchasing, maintaining, maintenance history, and disposal.
- Repair and maintenance to all vehicles and equipment.
 - Establish goal of 80-85% preventative maintenance workload. Will reduce breakdown repairs and overall operating expenses.
- Research and apply new technologies and practices
 - Training personnel to utilize technologies and practices to provide a better end product to customers.
 - Manifests as reduced downtime and enhanced vehicle and equipment reliability.
- Streamline annual maintenance contracts process
- Establish defined preventive maintenance scheduling program informed by past data and trends
 - Enhance departmental coordination and communications.
- Evaluate Fleet Replacement Plan
- Collaborate with departments on future needs.
 - This will ensure that the plan will be current and kept up to date and continues to meet the needs of the departments, also the proper funding projections are maintained for long term planning.
- Monitor fleet health and compare to expectations and projections.

**Public Works (In-Service Fleet)****City of Sun Prairie 2017 Annual Budget****2017 Budget Highlights:**

The Department will apply for a grant to purchase a solar powered, portable message sign board. The total cost of the board is \$25,000. The grant is expected to provide \$7,000; the budget provides the remaining funds.

The Department will purchase a gas powered post pounder to install sign anchors. This will replace the existing post pounder that is past its useful life. The post pounder will be used to install approximately 650 signs per year.

Financial Summary:
**CITY OF SUN PRAIRIE
2017 APPROVED BUDGET
FLEET INSERVICE FUND**

	2015 <u>ACTUAL</u>	2016 <u>PROJECTION</u>	2016 <u>BUDGET</u>	2017 <u>EXECUTIVE</u>	2017 <u>APPROVED</u>	INCREASE (DECREASE)
Fleet Operating Revenues	\$ 1,016,768	\$ 837,550	\$ 804,201	\$ 998,180	\$ 1,018,312	\$ 214,112
Stormwater Expenditures						
Administration Expense	-	26,682	22,118	40,321	40,321	18,203
Maintenance Expense	1,130,117	1,815,965	2,053,595	2,600,641	2,600,641	547,046
Operating Income (Loss)	\$ (113,349)	\$ (1,005,097)	\$ (1,271,512)	\$ (1,642,782)	\$ (1,622,650)	\$ (351,138)
Fleet Non-Operating Revenues	\$ 264,300	47,202	1,251,832	1,243,066	1,183,768	(68,064)
Debt Service Expenses	4,288	3,387	3,387	192,805	192,805	189,418
Total Non-Operating Revenues/Other Financing Sources	\$ 260,012	\$ 43,815	\$ 1,248,445	\$ 1,050,261	\$ 990,963	\$ (257,482)
TOTAL SOURCES (USES) OF FUNDS	\$ 146,663	\$ (961,282)	\$ (23,067)	\$ (592,521)	\$ (631,687)	\$ (608,620)

Staffing Analysis:

Position Title	Staffing			Personnel Costs		
	2016 FTE	2017 FTE	Change	2016	2017	Change
Fleet Maintenance Crewlead	1.00	1.00	-	81,960	85,102	3,142
Fleet/Contracts Sup	1.00	0.60	(0.40)	103,338	64,087	(39,251)
Fleet Maintenance Tech	2.00	2.00	-	119,732	125,932	6,200
Overtime/Misc				2,350	4,590	2,240
Total	4.00	3.60	(0.40)	307,380	279,711	(27,669)

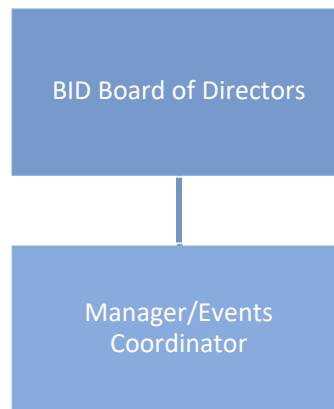
**Public Works (In-Service Fleet)****City of Sun Prairie 2017 Annual Budget****Performance Measures:**

Item	2011	2012	2013	2014	2015
Work Orders	648	588	705	737	1,011
Preventative Maintenance %	71%	72%	73%	70%	78%
Outside Repair Costs	\$8,462	\$21,714	\$6,579	\$2,777	\$9,947
Total Repair Costs	\$216,311	\$314,593	\$242,669	\$198,300	\$225,936

2016 Achievements:

While the size of the City fleet remains relatively the same, both the number of streets and City staff have increased resulting in a higher usage of the vehicles. Therefore, there is a greater need for repair and preventative maintenance, but less opportunity to do so. Despite this, the fleet division continues to meet the needs of the City Fleet.

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**Overview:**

Wisconsin statutes authorize municipalities to establish Business Improvement Districts (BID) within their community. It allows the municipality to assess properties within the BID to contribute to programs aimed at the promotion, management, maintenance, and development of the district. Assessments are restricted to commercial and industrial properties subject to real estate tax. BIDs are governed by Wis. Stat. §66.1109 and City of Sun Prairie, Wisconsin Municipal Code §2.36.040.

The Sun Prairie BID has existed for over 20 years. Total 2015 BID property values exceed \$63 million. The BID has over 75 business members representing retail, service, food, and manufacturing sectors.

The Economic Development Department provides a staff liaison to the BID. The BID Board of Directors has 11 members, including one of the Common Council who serves as a direct liaison and voting member.

Mission:

To provide an organizational and funding mechanism to support the development, improvement, and promotion of the downtown area for the economic benefit of all businesses within the district as well as the general social and economic benefit of the people of the City of Sun Prairie and its visitors.

The BID prepares an annual operational plan that is presented to and approved by the City Council. The current plan identifies the following:

1. Create collaborative opportunities for new and existing Downtown Sun Prairie Businesses to learn, grow, and develop.
2. Advocate for development that exemplifies innovation projects to enhance the work, live, and play environment of Downtown Sun Prairie.
3. Facilitate maintenance, upkeep, and improvement of downtown Sun Prairie public spaces through advocacy for safety and improvement.
4. Create an attractive, historic, and playful downtown environment through structure improvements and enhancements.
5. Create and implement unique events that draw people from near and far to enjoy and patronize Downtown Sun Prairie businesses.
6. Educate the public on the advantages of living, working, and playing in Downtown Sun Prairie.

**Staffing Analysis and Expenses:**

The Business Improvement District privately contracts for a manager on an annual basis who assists with day-to-day operations and coordinated events for the downtown area.

2017 Budget Highlights:

The following expenditures are being budgeted for 2017 by the downtown Business Improvement District:

Advertising, Marketing & Events	\$55,916
Administration	\$37,600
Beautification & Maintenance	\$34,750
Total	\$128,266

2016 Achievements:

- Successfully hosted all planned events including Groundhog Day, Wine Walk, Block Party, 8 Streets of Summer, Car Cruise, and Art Fest. Major events being planned for the remainder of 2016 include the Fall Fest, Ladies Night Out, and the Holiday Tree Lighting ceremony.
- Sponsored the Taste of Sun Prairie and the Downtown Farmers Market.
- Relocated a new tree to the Sun Prairie Museum for the Holiday Tree lighting.
- Managed snow removal as needed in the downtown area.
- Jointly produced the visitors' brochure with the Sun Prairie Tourism Commission.
- Gave out \$2475 through the Downtown Façade Improvement Grant Program with two applicants that still need to be evaluated for 2017.
- Continued to expand its social media presence



Community Development
Authority (Commission)

Overview:

Pursuant to Section 66.1335 Wisconsin Statutes (i.e. the Community Development Authority Law), the City of Sun Prairie City Council passed a resolution in May of 2000 creating a Community Development Authority (CDA). The CDA was created as a “corporate body politic” authorized to transact business and exercise any and all powers, duties, and functions defined for housing and redevelopment authorities by this statute and related sections of Chapter 66 as amended from time to time.

The CDA’s primary roles in previous years have been to facilitate borrowing for infrastructure and acquisition costs related to redevelopment projects in the downtown area (TID 8), as well as the 151-Reiner Road Interchange area (TID 9), and reviewing and providing direction on specific redevelopment proposals in these areas.

The Economic Development Department serves as the staff liaison to the CDA. Staff from the Planning Department and the Finance Department also provide assistance to the CDA as necessary. The CDA consists of seven members, two of whom are members of the Common Council.

Mission:

The purpose of the CDA is to eliminate or prevent substandard, deteriorated, unsanitary, and blighted areas within the City; provide and retain gainful employment opportunities for citizens of the City; provide affordable housing in the City; encourage growth of the City’s tax base; and stimulate the flow of investment capital into the City resultant beneficial effects upon the economy in the City.

**Community Development Authority****City of Sun Prairie 2017 Annual Budget****Financial Summary:**

	2015 ACTUAL	2016 PROJECTED	2016 BUDGET	2017 EXECUTIVE	2017 APPROVED	INCREASE (DECREASE)
COMMUNITY DEVELOPMENT AUTHORITY (850)						
COMMUNITY DEVELOPMENT AUTHORITY REVENUES						
Interest Income - Lease Receivable	\$ 381,725	\$ 348,700	\$ 341,701	\$ 316,618	\$ 316,618	\$ (25,083)
Miscellaneous Revenues	-	1,000	-	-	-	-
Total Revenues	\$ 381,725	\$ 349,700	\$ 341,701	\$ 316,618	\$ 316,618	\$ (25,083)
COMMUNITY DEVELOPMENT AUTHORITY EXPENDITURES						
Debt Payments						
Interest on Debt	\$ 463,646	\$ 341,701	\$ 341,701	\$ 316,618	\$ 316,618	\$ (25,083)
Debt Issuance Expense	-	1,000	-	-	-	-
Total Expenditures	\$ 463,646	\$ 342,701	\$ 341,701	\$ 316,618	\$ 316,618	\$ (25,083)

COMMUNITY DEVELOPMENT AUTHORITY: FUND BALANCE

BEGINNING FUND BALANCE	\$ 532,489	\$ 450,568	\$ 450,568	\$ 450,568
ADDITIONS	381,725	349,700	341,701	316,618
EXPENSES	463,646	342,701	341,701	316,618
ENDING FUND BALANCE	\$ 450,568	\$ 457,567	\$ 450,568	\$ 450,568

2016 Achievements:

The CDA met on several occasions in 2016, and worked on several key projects including:

- Consideration of proposals for a microbrewery and a brewpub on a City-owned parcel located at 132 Market Street in Downtown TIF 8. CDA requested additional information, and no action was taken.
- Consideration of the authorization of sale of a CDA-owned parcel, located at O'Keeffe Ave. and Cremer Drive in TIF 9. CDA authorized the Mayor to sign sale documents.
- Consideration of an amendment to the development agreement with J&R Enterprises (Jennings & Woldt) for the property at 527 W. Main Street in TIF 11 to use remaining environmental remediation funds for onsite necessary stormwater improvements. CDA recommended approval to the City Council.
- Consideration of a request for financial assistance for the redevelopment of 121 E. Main Street in Downtown TIF 8. CDA recommended approval to the City Council.
- Approving a grant agreement for the Central Main Street Area Redevelopment Plan through the Dane County Better Urban Infill Land Development (BUILD) grant program. CDA recommended approval to the City Council.
- Review of the Central Main Street Area Redevelopment Plan Request for Proposals. CDA provided comments and directed staff to finalize the RFP. CDA will be the lead for this project in 2017.

CITY OF SUN PRAIRIE
2017 APPROVED BUDGET
MAYOR/CITY COUNCIL

		2014	2015	8/31/2016	2016	2016	2017	2017	INCREASE
		ACTUAL	ACTUAL	2016	PROJECTED	BUDGET	EXECUTIVE	APPROVED	(DECREASE)
				ACTUAL					
MAYOR (110-00)									
PERSONNEL SERVICES									
10011000-511000	REGULAR WAGES	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ -
	SUB-TOTAL	20,000	20,000	20,000	20,000	20,000	20,000	20,000	-
FRINGE BENEFITS									
10011000-521000	SOCIAL SECURITY	1,383	1,421	1,535	1,530	1,530	1,530	1,530	-
10011000-525000	DENTAL INSURANCE	608	507	-	-	-	-	-	-
	SUB-TOTAL	1,991	1,928	1,535	1,530	1,530	1,530	1,530	-
MATERIALS & SUPPLIES									
10011000-531000	OFFICE SUPPLIES	565	662	-	400	400	400	400	-
	SUB-TOTAL	565	662	-	400	400	400	400	-
CONTRACTUAL SERVICES									
10011000-541000	COMMUNICATIONS	545	894	773	1,200	1,200	1,200	1,200	-
	SUB-TOTAL	545	894	773	1,200	1,200	1,200	1,200	-
PROFESSIONAL DEVELOPMENT									
10011000-563000	MEETINGS AND TRAINING	26	179	76	500	500	500	500	-
10011000-564000	DUES AND SUBSCRIPTIONS	11,219	12,160	12,257	12,257	12,207	12,500	12,500	293
10011000-565500	SERVICE AWARDS	4,605	2,867	2,987	3,114	3,000	3,000	3,000	-
	SUB-TOTAL	15,850	15,206	15,320	15,871	15,707	16,000	16,000	293
TOTAL MAYOR		\$ 38,951	\$ 38,690	\$ 37,628	\$ 39,001	\$ 38,837	\$ 39,130	\$ 39,130	\$ 293
CITY COUNCIL (115-00)									
PERSONNEL SERVICES									
10011500-511000	REGULAR WAGES	\$ 48,209	\$ 52,167	\$ 55,500	55,500	55,500	55,500	55,500	\$ -
	SUB-TOTAL	48,209	52,167	55,500	55,500	55,500	55,500	55,500	-
FRINGE BENEFITS									
10011500-521000	SOCIAL SECURITY	3,687	4,010	4,252	4,251	4,251	4,244	4,244	(7)
	SUB-TOTAL	3,687	4,010	4,252	4,251	4,251	4,244	4,244	(7)
MATERIALS & SUPPLIES									
10011500-531000	OFFICE SUPPLIES	88	445	175	750	750	750	750	-
10011500-532000	OPERATING SUPPLIES	-	58	-	-	-	-	-	-
	SUB-TOTAL	88	503	175	750	750	750	750	-
CONTRACTUAL SERVICES									
10011500-541000	COMMUNICATIONS	5,713	3,917	3,650	6,000	6,000	6,000	6,000	-
	SUB-TOTAL	5,713	3,917	3,650	6,000	6,000	6,000	6,000	-
PROFESSIONAL DEVELOPMENT									
10011500-563000	MEETINGS AND TRAINING	438	276	957	1,500	1,500	1,500	1,500	-
10011500-564000	DUES AND MEMBERSHIPS	697	692	682	682	-	700	700	700
	SUB-TOTAL	1,135	968	1,662	2,182	1,500	2,200	2,200	700
TOTAL CITY COUNCIL		\$ 58,832	\$ 61,565	\$ 65,239	\$ 68,683	\$ 68,001	\$ 68,694	\$ 68,694	\$ 693

CITY OF SUN PRAIRIE
2017 APPROVED BUDGET
MUNICIPAL COURT

			8/31/2016						
		2014	2015	2016	2016	2016	2017	2017	INCREASE
		ACTUAL	ACTUAL	ACTUAL	PROJECTED	BUDGET	EXECUTIVE	APPROVED	(DECREASE)
MUNICIPAL COURT (120-00)									
PERSONNEL SERVICES									
10012000-511000	REGULAR WAGES	\$ 64,580	\$ 67,446	\$ 64,839	\$ 68,058	\$ 68,058	\$ 69,657	\$ 69,657	\$ 1,599
10012000-513000	OVERTIME	-	-	35	30	-	-	-	-
	SUB-TOTAL	64,580	67,446	64,874	68,088	68,058	69,657	69,657	1,599
FRINGE BENEFITS									
10012000-521000	SOCIAL SECURITY	4,726	5,047	4,948	5,186	5,186	5,243	5,243	57
10012000-522000	RETIREMENT	2,260	2,329	2,276	2,417	2,417	2,740	2,740	323
10012000-523000	HEALTH INSURANCE	13,486	14,322	14,537	14,681	14,681	15,748	15,748	1,067
10012000-524000	LIFE INSURANCE	114	116	168	208	208	219	219	11
10012000-525000	DENTAL INSURANCE	1,216	1,216	1,287	1,290	1,290	1,394	1,394	104
	SUB-TOTAL	21,802	23,030	23,216	23,782	23,782	25,344	25,344	1,562
CONTRACTUAL SERVICES									
10012000-541000	COMMUNICATIONS	1,347	1,360	1,396	1,534	1,500	1,600	1,600	100
10012000-544000	PROFESSIONAL SERVICES	1,241	180	1,395	1,500	2,500	1,500	1,500	(1,000)
10012000-544400	CONTRACTUAL SERVICES	6,000	6,000	6,000	6,000	6,000	6,000	6,000	-
	SUB-TOTAL	8,588	7,540	8,791	9,034	10,000	9,100	9,100	(900)
PROFESSIONAL DEVELOPMENT									
10012000-562000	MILEAGE	206	149	153	160	300	300	300	-
10012000-563000	MEETINGS AND TRAINING	1,084	1,082	1,164	1,200	1,700	1,700	1,700	-
10012000-564000	DUES AND MEMBERSHIPS	100	140	90	90	140	140	140	-
		1,390	1,371	1,407	1,450	2,140	2,140	2,140	-
TOTAL MUNICIPAL COURT		\$ 96,360	\$ 99,387	\$ 98,288	\$ 102,354	\$ 103,980	\$ 106,241	\$ 106,241	\$ 2,261

CITY OF SUN PRAIRIE
2017 APPROVED BUDGET
CITY ATTORNEY & HUMAN RESOURCES

		8/31/2016							
		2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	2016 PROJECTED	2016 BUDGET	2017 EXECUTIVE	2017 APPROVED	INCREASE (DECREASE)
CITY ATTORNEY (130-00)									
PERSONNEL SERVICES									
10013000-511000	REGULAR WAGES	\$ 145,537	\$ 148,468	\$ 143,376	\$ 152,188	\$ 152,188	\$ 135,101	\$ 135,101	\$ (17,087)
	SUB-TOTAL	145,537	148,468	143,376	152,188	152,188	135,101	135,101	(17,087)
FRINGE BENEFITS									
10013000-521000	SOCIAL SECURITY	10,902	11,406	10,983	11,590	11,590	10,272	10,272	(1,318)
10013000-522000	RETIREMENT	9,023	9,205	8,889	9,437	9,437	9,187	9,187	(250)
10013000-523000	HEALTH INSURANCE	25,553	19,865	20,163	20,363	20,363	18,893	18,893	(1,470)
10013000-524000	LIFE INSURANCE	447	701	843	821	821	748	748	(73)
10013000-525000	DENTAL INSURANCE	2,367	1,642	1,738	1,742	1,742	1,629	1,629	(113)
	SUB-TOTAL	48,292	42,819	42,616	43,953	43,953	40,729	40,729	(3,224)
MATERIALS & SUPPLIES									
10013000-531000	OFFICE SUPPLIES	1,247	1,294	1,163	1,500	1,500	1,500	1,500	-
	SUB-TOTAL	1,247	1,294	1,163	1,500	1,500	1,500	1,500	-
CONTRACTUAL SERVICES									
10013000-541000	COMMUNICATIONS	2,048	2,077	2,060	2,100	2,100	2,500	2,500	400
10013000-543000	ADVERTISING & PRINTING		9	-	-	-	500	500	500
10013000-544000	PROFESSIONAL SERVICES	790	550	708	1,000	1,500	1,500	1,500	-
10013000-544450	OUTSIDE LEGAL SERVICE	38,414	39,210	45,071	35,000	14,500	14,500	14,500	-
10013000-544460	COLLECTION FEES	841	1,003	3	1,000	2,250	-	-	(2,250)
	SUB-TOTAL	42,093	42,849	47,842	39,100	20,350	19,000	19,000	(1,350)
PROFESSIONAL DEVELOPMENT									
10013000-562000	MILEAGE	-	53	108	50	125	125	125	-
10013000-563000	MEETINGS AND TRAINING	1,534	1,854	2,946	3,750	3,750	3,000	3,000	(750)
10013000-564000	DUES AND MEMBERSHIPS	829	535	510	1,000	1,000	2,400	2,400	1,400
10013000-566000	PUBLICATIONS AND SUBSCRIPTIONS	4,707	4,053	4,408	5,000	5,000	5,000	5,000	-
	SUB-TOTAL	7,070	6,495	7,972	9,800	9,875	10,525	10,525	650
CAPITAL ITEMS									
10013000-581000	MACHINERY & EQUIPMENT	415	-	255	500	500	500	500	-
	SUBTOTAL	415	-	255	500	500	500	500	-
TOTAL CITY ATTORNEY		\$ 244,654	\$ 241,925	\$ 243,224	\$ 247,041	\$ 228,366	\$ 207,355	\$ 207,355	\$ (21,011)

CITY OF SUN PRAIRIE
2017 APPROVED BUDGET
CITY ATTORNEY & HUMAN RESOURCES

		8/31/2016							
		2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	2016 PROJECTED	2016 BUDGET	2017 EXECUTIVE	2017 APPROVED	INCREASE (DECREASE)
HUMAN RESOURCES (155-00)									
PERSONNEL SERVICES									
10015500-511000	REGULAR WAGES	\$ 163,331	\$ 167,706	\$ 158,240	\$ 172,546	\$ 172,546	\$ 164,757	\$ 164,757	\$ (7,789)
10015500-513000	OVERTIME	438	799	998	418	-	-	-	-
	SUB-TOTAL	163,769	168,505	159,238	172,964	172,546	164,757	164,757	(7,789)
FRINGE BENEFITS									
10015500-521000	SOCIAL SECURITY	12,384	12,739	12,134	13,132	13,132	12,685	12,685	(447)
10015500-522000	RETIREMENT	10,126	10,388	9,802	10,699	10,699	11,203	11,203	504
10015500-523000	HEALTH INSURANCE	33,715	35,806	31,242	36,702	36,702	31,602	31,602	(5,100)
10015500-524000	LIFE INSURANCE	627	638	599	655	655	634	634	(21)
10015500-525000	DENTAL INSURANCE	3,041	3,041	2,970	3,225	3,225	2,832	2,832	(393)
	SUB-TOTAL	59,893	62,612	56,747	64,413	64,413	58,956	58,956	(5,457)
MATERIALS & SUPPLIES									
10015500-531000	OFFICE SUPPLIES	1,661	76	951	800	800	800	800	-
10015500-533300	FLEET RENTAL CHARGES	-	-	-	-	-	57	58	58
	SUB-TOTAL	1,661	76	951	800	800	857	858	58
CONTRACTUAL SERVICES									
10015500-541000	COMMUNICATIONS	1,098	1,480	1,046	1,300	1,800	1,800	1,800	-
10015500-543000	ADVERTISING AND PRINTING	23,952	23,847	19,830	25,500	28,000	25,000	25,000	(3,000)
10015500-544000	PROFESSIONAL SERVICES	10,375	16,117	5,647	10,000	10,100	10,000	10,000	(100)
10015500-544600	RECRUITMENT AND HIRING	7,852	14,490	14,354	24,000	21,758	24,000	24,000	2,242
	SUB-TOTAL	43,277	55,934	40,877	60,800	61,658	60,800	60,800	(858)
PROFESSIONAL DEVELOPMENT									
10015500-562000	MILEAGE	39	86	-	-	-	-	-	-
10015500-563000	MEETINGS AND TRAINING	291	445	762	600	600	600	600	-
10015500-564000	DUES AND MEMBERSHIPS	195	883	539	465	465	465	465	-
10015500-565000	IN-HOUSE TRAINING	(138)	391	731	2,000	2,000	2,000	2,000	-
10015500-566000	PUBLICATIONS AND SUBSCRIPTIONS	527	2,807	2,649	2,220	2,220	2,220	2,220	-
	SUB-TOTAL	914	4,612	4,681	5,285	5,285	5,285	5,285	-
TOTAL HUMAN RESOURCES		\$ 269,514	\$ 291,739	\$ 262,494	\$ 304,262	\$ 304,702	\$ 290,655	\$ 290,656	\$ (14,046)

CITY OF SUN PRAIRIE
2017 APPROVED BUDGET
CITY ADMINISTRATOR

		2014 ACTUAL	2015 ACTUAL	8/31/2016 2016 ACTUAL	2016 PROJECTED	2016 BUDGET	2017 EXECUTIVE	2017 APPROVED	INCREASE (DECREASE)
CITY ADMINISTRATOR (150-00)									
PERSONNEL SERVICES									
10015000-511000	REGULAR WAGES	\$ 179,105	\$ 177,169	\$ 167,532	\$ 177,768	\$ 177,768	\$ 170,228	\$ 181,897	\$ 4,129
10015000-513000	OVERTIME	62	-	-	-	-	-	-	-
10015000-519000	SEASONAL WAGES	-	-	-	-	-	7,500	7,500	7,500
	SUB-TOTAL	179,167	177,169	167,532	177,768	177,768	177,728	189,397	11,629
FRINGE BENEFITS									
10015000-521000	SOCIAL SECURITY	13,389	12,995	12,402	13,248	13,248	12,873	17,460	4,212
10015000-522000	RETIREMENT	10,207	9,997	10,171	10,799	10,799	11,350	12,042	1,243
10015000-523000	HEALTH INSURANCE	18,705	18,941	22,524	25,225	20,363	28,493	28,493	8,130
10015000-524000	LIFE INSURANCE	504	250	163	161	161	153	153	(8)
10015000-525000	DENTAL INSURANCE	1,642	1,571	2,067	2,423	1,742	2,600	2,600	858
10015000-528000	POST EMPLOYMENT HEALTH PLAN	-	23,988	-	-	-	-	-	-
	SUB-TOTAL	44,447	67,742	47,328	51,856	46,313	55,469	60,748	14,435
MATERIALS & SUPPLIES									
10015000-531000	OFFICE SUPPLIES	691	341	749	720	700	2,890	2,890	2,190
10015000-533000	REPAIRS AND MAINTENANCE	-	-	-	500	500	500	500	-
	SUB-TOTAL	691	341	749	1,220	1,200	3,390	3,390	2,190
CONTRACTUAL SERVICES									
10015000-541000	COMMUNICATIONS	1,368	2,083	944	3,000	3,000	3,000	3,000	-
10015000-543000	ADVERTISING AND PRINTING	1,768	66	-	5,000	5,000	2,000	2,000	(3,000)
10015000-544000	PROFESSIONAL SERVICES	23,946	6,717	5,000	5,000	5,000	-	-	(5,000)
	SUB-TOTAL	27,082	8,866	5,944	13,000	13,000	5,000	5,000	(8,000)
PROFESSIONAL DEVELOPMENT									
10015000-562000	MILEAGE	447	55	543	300	300	300	300	-
10015000-563000	MEETINGS AND TRAINING	7,502	7,427	12,238	12,345	6,845	16,140	16,140	9,295
10015000-564000	DUES AND MEMBERSHIPS	1,811	2,494	2,784	4,042	4,042	2,970	2,970	(1,072)
10015000-565000	IN-HOUSE TRAINING	-	-	-	500	500	500	500	-
10015000-566000	PUBLICATIONS AND SUBSCRIPTIONS	108	223	418	460	125	275	275	150
	SUB-TOTAL	9,868	10,199	15,983	17,647	11,812	20,185	20,185	8,373
CAPITAL ITEMS									
10015000-581200	CONTINGENCY	517	17	-	-	5,000	15,000	15,000	10,000
10015000-588000	OFFICE FURNITURE & EQUIPMENT	-	529	194	500	500	500	500	-
	SUBTOTAL	517	546	194	500	5,500	15,500	15,500	10,000
TOTAL CITY ADMINISTRATOR		\$ 261,772	\$ 264,863	\$ 237,729	\$ 261,991	\$ 255,593	\$ 277,272	\$ 294,220	\$ 38,627

CITY OF SUN PRAIRIE
2017 APPROVED BUDGET
ADMINISTRATIVE SERVICES

			8/31/2016						
	2014	2015	2016	2016	2016	2017	2017	INCREASE	
	ACTUAL	ACTUAL	ACTUAL	PROJECTED	BUDGET	EXECUTIVE	APPROVED	(DECREASE)	
CITY CLERK (140-14)									
PERSONNEL SERVICES									
10014014-511000	REGULAR WAGES	\$ 150,878	\$ 153,575	\$ 156,607	\$ 170,219	\$ 170,587	\$ 205,959	\$ 192,459	\$ 21,872
10014014-513000	OVERTIME	317	-	950	643	500	-	-	(500)
10014014-514000	BOARDS AND COMMITTEES	1,706	1,960	1,400	1,650	2,500	2,500	2,500	-
	SUB-TOTAL	152,901	155,535	158,957	172,512	173,587	208,459	194,959	21,372
FRINGE BENEFITS									
10014014-521000	SOCIAL SECURITY	11,240	11,451	11,746	12,900	12,812	15,459	14,415	1,603
10014014-522000	RETIREMENT	9,050	9,519	8,703	9,860	10,433	13,972	12,985	2,552
10014014-523000	HEALTH INSURANCE	7,659	5,543	9,612	11,700	15,653	38,366	25,856	10,203
10014014-524000	LIFE INSURANCE	487	501	563	570	640	884	722	82
10014014-525000	DENTAL INSURANCE	2,173	1,642	2,097	2,390	2,565	4,593	3,626	1,061
	SUB-TOTAL	30,609	28,656	32,722	37,420	42,103	73,274	57,604	15,501
MATERIALS & SUPPLIES									
10014014-531000	OFFICE SUPPLIES	961	743	565	1,200	1,000	1,000	1,000	-
10014014-533300	FLEET RENTAL CHARGES	-	179	169	445	445	102	105	(340)
	SUB-TOTAL	961	922	734	1,645	1,445	1,102	1,105	(340)
CONTRACTUAL SERVICES									
10014014-541000	COMMUNICATIONS	5,234	3,835	7,338	7,000	5,000	5,000	5,000	-
10014014-543000	ADVERTISING & PRINTING	6,181	10,723	5,379	5,000	7,000	7,000	7,000	-
10014014-544000	PROFESSIONAL SERVICES	420	627	15,392	18,000	13,500	-	-	(13,500)
10014014-544100	BACKGROUND CHECKS	4,123	4,844	4,403	5,000	3,500	5,000	5,000	1,500
10014014-544400	CONTRACTUAL SERVICES	4,554	3,512	3,491	4,500	6,000	6,000	6,000	-
	SUB-TOTAL	20,512	23,541	36,003	39,500	35,000	23,000	23,000	(12,000)
PROFESSIONAL DEVELOPMENT									
10014014-562000	MILEAGE	170	179	15	200	200	200	200	-
10014014-563000	MEETINGS & TRAINING	1,860	2,360	2,210	3,000	4,000	4,280	4,280	280
10014014-564000	DUES AND MEMBERSHIPS	285	325	325	325	375	425	425	50
10014014-566000	PUBLICATIONS AND SUBSCRIPTIONS	-	-	89	100	-	-	-	-
	SUB-TOTAL	2,315	2,864	2,639	3,625	4,575	4,905	4,905	330
CAPITAL ITEMS									
10014014-581000	MACHINERY & EQUIPMENT	-	-	28,000	28,000	28,000	-	-	(28,000)
	SUBTOTAL	-	-	28,000	28,000	28,000	-	-	(28,000)
TOTAL CITY CLERK									
		\$ 207,298	\$ 211,518	\$ 259,054	\$ 282,702	\$ 284,710	\$ 310,740	\$ 281,573	\$ (3,137)
ELECTIONS (140-15)									
PERSONNEL SERVICES									
10014015-511000	REGULAR WAGES	\$ 41,453	\$ 11,745	\$ 85,392	\$ 93,000	\$ 97,308	\$ 30,000	\$ 30,000	\$ (67,308)
10014015-513000	OVERTIME	-	-	15	500	1,000	650	650	(350)
	SUB-TOTAL	41,453	11,745	85,407	93,500	98,308	30,650	30,650	(67,658)
FRINGE BENEFITS									
10014015-521000	SOCIAL SECURITY	395	-	1,194	7,245	7,245	2,295	2,295	(4,950)
10014015-522000	RETIREMENT	-	-	23	-	-	45	45	45
	SUB-TOTAL	395	-	1,218	7,245	7,245	2,340	2,340	(4,905)
MATERIALS & SUPPLIES									
10014015-531000	OFFICE SUPPLIES	2,292	90	1,564	2,000	2,000	1,500	1,500	(500)
10014015-532000	OPERATING SUPPLIES	7,781	4,957	22,524	8,540	8,940	5,000	5,000	(3,940)
10014015-533100	MAINTENANCE AGREEMENTS	1,367	1,139	2,617	2,620	2,250	2,250	2,250	-
	SUB-TOTAL	11,440	6,186	26,706	13,160	13,190	8,750	8,750	(4,440)
CONTRACTUAL SERVICES									
10014015-541000	COMMUNICATIONS	2,017	1,236	6,959	6,000	6,000	6,000	6,000	-
10014015-543000	ADVERTISING & PRINTING	641	654	1,064	2,000	1,200	1,000	1,000	(200)
10014015-544000	PROFESSIONAL SERVICES	-	-	-	-	870	-	-	(870)
	SUB-TOTAL	2,658	1,890	8,022	8,000	8,070	7,000	7,000	(1,070)
PROFESSIONAL DEVELOPMENT									
10014015-562000	MILEAGE	51	17	46	100	200	200	200	-
10014015-563000	MEETINGS & TRAINING	56	6	113	113	100	100	100	-
	SUB-TOTAL	107	23	158	213	300	300	300	-
CAPITAL ITEMS									
10014015-581100	MINOR CAPITAL	4,359	4,359	4,359	4,359	4,359	-	-	(4,359)
	SUBTOTAL	4,359	4,359	4,359	4,359	4,359	-	-	(4,359)
TOTAL ELECTIONS									
		\$ 60,412	\$ 24,203	\$ 125,870	\$ 126,477	\$ 131,472	\$ 49,040	\$ 49,040	\$ (82,432)

CITY OF SUN PRAIRIE
2017 APPROVED BUDGET
ADMINISTRATIVE SERVICES

		8/31/2016							
		2014	2015	2016	2016	2016	2017	2017	INCREASE
		ACTUAL	ACTUAL	ACTUAL	PROJECTED	BUDGET	EXECUTIVE	APPROVED	(DECREASE)
FINANCE DEPARTMENT (160-00)									
PERSONNEL SERVICES									
10016000-511000	REGULAR WAGES	\$ 274,454	\$ 290,141	\$ 272,938	\$ 285,000	\$ 290,854	\$ 264,579	\$ 264,579	\$ (26,275)
10016000-513000	OVERTIME	191	1,000	866	500	-	500	500	500
10016000-519000	SEASONAL WAGES	586	154	-	2,500	2,500	2,500	2,500	-
10016000-519900	VACANCY & TURNOVER SAVINGS		-	-	-	(34,407)	(29,000)	(29,000)	5,407
	SUB-TOTAL	275,231	291,295	273,804	288,000	258,947	238,579	238,579	(20,368)
FRINGE BENEFITS									
10016000-521000	SOCIAL SECURITY	20,434	22,052	20,373	20,655	22,218	20,218	20,218	(2,000)
10016000-522000	RETIREMENT	14,666	16,947	16,489	16,450	18,035	17,992	17,992	(43)
10016000-523000	HEALTH INSURANCE	49,449	57,211	59,169	59,500	66,065	61,639	61,639	(4,426)
10016000-524000	LIFE INSURANCE	537	590	585	650	652	471	471	(181)
10016000-525000	DENTAL INSURANCE	4,690	4,840	5,568	5,100	5,805	5,563	5,563	(242)
	SUB-TOTAL	89,776	101,640	102,184	102,355	112,775	105,883	105,883	(6,892)
MATERIALS & SUPPLIES									
10016000-531000	OFFICE SUPPLIES	2,415	2,448	92,342	3,055	3,055	2,750	2,750	(305)
10016000-532500	BANK SERVICE CHARGES	3,353	3,173	3,060	4,400	3,700	3,800	3,800	100
10016000-533100	MAINTENANCE AGREEMENTS	41,680	59,373	78,232	80,760	81,248	87,850	87,850	6,602
10016000-533300	FLEET RENTAL CHARGES	-	119	109	286	286	682	701	415
	SUB-TOTAL	47,448	65,113	173,743	88,501	88,289	95,082	95,101	6,812
CONTRACTUAL SERVICES									
10016000-541000	COMMUNICATIONS	8,963	9,364	7,843	10,000	10,760	9,900	9,900	(860)
10016000-543000	ADVERTISING & PRINTING	1,066	168	42	500	1,100	1,700	1,700	600
10016000-544000	PROFESSIONAL SERVICES	59,714	60,533	72,685	74,050	79,414	52,700	52,700	(26,714)
	SUB-TOTAL	69,743	70,065	80,571	84,550	91,274	64,300	64,300	(26,974)
PROFESSIONAL DEVELOPMENT									
10016000-562000	MILEAGE	500	419	358	400	500	500	500	-
10016000-563000	MEETINGS & TRAINING	1,796	1,626	2,446	2,735	3,835	3,865	3,865	30
10016000-564000	DUES AND MEMBERSHIPS	585	410	685	685	645	685	685	40
10016000-566000	PUBLICATIONS AND SUBSCRIPTIONS	90	239	-	200	200	250	250	50
	SUB-TOTAL	2,971	2,694	3,490	4,020	5,180	5,300	5,300	120
TRANSFERS/BAD DEBT EXPENSE									
10016000-574000	BAD DEBT EXPENSE	26,783	10,862	3,068	3,068	-	-	-	-
	SUB-TOTAL	26,783	10,862	3,068	3,068	-	-	-	-
CAPITAL ITEMS									
10016000-581000	MACHINERY & EQUIPMENT	-	-	-	-	-	-	-	-
10016000-581200	CONTINGENCY	-	-	-	-	14,699	160,000	160,000	145,301
	SUBTOTAL	-	-	-	-	14,699	160,000	160,000	145,301
TOTAL FINANCE DEPARTMENT		\$ 511,952	\$ 541,669	\$ 636,859	\$ 570,494	\$ 571,164	\$ 669,144	\$ 669,163	\$ 97,999

CITY OF SUN PRAIRIE
2017 APPROVED BUDGET
ADMINISTRATIVE SERVICES

		2014	2015	8/31/2016	2016	2016	2017	2017	INCREASE
		ACTUAL	ACTUAL	2016	PROJECTED	BUDGET	EXECUTIVE	APPROVED	(DECREASE)
RISK MANAGEMENT (165-00)									
INSURANCE									
10016500-551000	WORKERS' COMP COVERAGE	\$ 226,304	\$ 262,137	\$ 290,871	\$ 290,871	\$ 290,238	\$ 304,770	\$ 304,770	\$ 14,532
10016500-551200	WORKERS' COMP SAFETY AWARD	1,391	1,705	976	976	1,000	1,000	1,000	-
10016500-552000	PROPERTY COVERAGE	35,675	33,081	40,231	40,231	40,102	42,240	42,240	2,138
10016500-552100	PROPERTY COVERAGE PAYMENTS	-	-	-	-	5,000	5,000	5,000	-
10016500-553000	LIABILITY COVERAGE	48,728	46,450	47,846	47,846	47,022	50,420	50,420	3,398
10016500-553100	LIABILITY COVERAGE PAYMENTS	17,449	4,221	6,922	2,500	25,000	25,000	25,000	-
10016500-554000	VEHICLE COVERAGE	17,446	16,442	-	-	-	-	-	-
	SUB-TOTAL	346,993	364,036	386,845	382,424	408,362	428,430	428,430	20,068
PROFESSIONAL DEVELOPMENT									
10016500-562000	MILEAGE	-	-	-	-	150	150	150	-
	SUB-TOTAL	-	-	-	-	150	150	150	-
TOTAL RISK MANAGEMENT		\$ 346,993	\$ 364,036	\$ 386,845	\$ 382,424	\$ 408,512	\$ 428,580	\$ 428,580	\$ 20,068

CITY OF SUN PRAIRIE
2017 APPROVED BUDGET
ADMINISTRATIVE SERVICES

			8/31/2016						
		2014	2015	2016	2016	2016	2017	2017	INCREASE
		ACTUAL	ACTUAL	ACTUAL	PROJECTED	BUDGET	EXECUTIVE	APPROVED	(DECREASE)
ASSESSING (170-00)									
PERSONNEL SERVICES									
10017000-511000	REGULAR WAGES	\$ 204,367	\$ 207,975	\$ 236,993	\$ 253,800	\$ 262,992	\$ 278,647	\$ 278,647	\$ 15,655
10017000-513000	OVERTIME	118	42	-	-	1,200	1,200	1,200	-
	SUB-TOTAL	204,485	208,017	236,993	253,800	264,192	279,847	279,847	15,655
FRINGE BENEFITS									
10017000-521000	SOCIAL SECURITY	15,503	15,752	17,952	19,415	20,042	21,252	21,252	1,210
10017000-522000	RETIREMENT	10,855	11,235	14,060	15,736	16,308	18,846	18,846	2,538
10017000-523000	HEALTH INSURANCE	32,695	37,228	36,992	45,000	60,735	18,307	18,307	(42,428)
10017000-524000	LIFE INSURANCE	433	474	1,103	867	867	1,372	1,372	505
10017000-525000	DENTAL INSURANCE	3,308	3,102	3,476	5,289	5,289	4,811	4,811	(478)
	SUB-TOTAL	62,794	67,791	73,584	86,307	103,241	64,588	64,588	(38,653)
MATERIALS & SUPPLIES									
10017000-531000	OFFICE SUPPLIES	858	1,760	867	1,000	1,500	1,500	1,500	-
10017000-533100	MAINTENANCE AGREEMENTS	6,103	6,223	6,634	6,634	6,930	6,930	6,930	-
10017000-533300	FLEET RENTAL CHARGES	-	1,412	204	537	537	1,726	1,773	1,236
	SUB-TOTAL	6,961	9,395	7,705	8,171	8,967	10,156	10,203	1,236
CONTRACTUAL SERVICES									
10017000-541000	COMMUNICATIONS	2,852	5,334	2,354	6,400	4,400	6,400	6,400	2,000
10017000-543000	ADVERTISING & PRINTING	207	1,019	314	600	900	1,350	1,350	450
10017000-544000	PROFESSIONAL SERVICES	14,932	45,439	4,404	6,500	7,000	7,500	7,500	500
	SUB-TOTAL	17,991	51,792	7,073	13,500	12,300	15,250	15,250	2,950
PROFESSIONAL DEVELOPMENT									
10017000-562000	MILEAGE	14	-	35	300	500	500	500	-
10017000-563000	MEETINGS & TRAINING	1,676	1,919	1,132	3,000	4,425	4,790	4,790	365
10017000-564000	DUES AND MEMBERSHIPS	200	375	415	475	475	515	515	40
10017000-566000	PUBLICATIONS AND SUBSCRIPTIONS	559	542	497	3,000	5,000	3,196	3,196	(1,804)
	SUB-TOTAL	2,449	2,836	2,080	6,775	10,400	9,001	9,001	(1,399)
CAPITAL ITEMS									
10016000-581100	MINOR CAPITAL	1,998	-	-	-	-	-	-	-
	SUBTOTAL	1,998	-	-	-	-	-	-	-
TOTAL ASSESSING		\$ 296,678	\$ 339,831	\$ 327,433	\$ 368,553	\$ 399,100	\$ 378,842	\$ 378,889	\$ (20,211)

CITY OF SUN PRAIRIE
2017 APPROVED BUDGET
ADMINISTRATIVE SERVICES

			8/31/2016						
		2014	2015	2016	2016	2016	2017	2017	INCREASE
		ACTUAL	ACTUAL	ACTUAL	PROJECTED	BUDGET	EXECUTIVE	APPROVED	(DECREASE)
INFORMATION TECHNOLOGY (180-00)									
PERSONNEL SERVICES									
10018000-511000	REGULAR WAGES	\$ 287,152	\$ 272,137	\$ 329,670	\$ 360,584	\$ 360,584	\$ 336,824	\$ 336,824	\$ (23,760)
10018000-513000	OVERTIME	-	72	41	-	-	-	-	-
10018000-517000	MISCELLANEOUS COMPENSATION	1,033	6,515	5,803	7,000	7,000	10,009	10,009	3,009
10018000-519000	SEASONAL WAGES	13,673	5,358	11,320	12,480	12,480	13,520	13,520	1,040
	SUB-TOTAL	301,858	284,082	346,834	380,064	380,064	360,353	360,353	(19,711)
FRINGE BENEFITS									
10018000-521000	SOCIAL SECURITY	22,519	21,321	26,266	29,087	29,087	27,193	27,193	(1,894)
10018000-522000	RETIREMENT	16,190	15,242	20,037	22,359	22,359	23,129	23,129	770
10018000-523000	HEALTH INSURANCE	38,898	34,956	51,506	53,312	55,407	55,805	55,805	398
10018000-524000	LIFE INSURANCE	540	252	402	501	501	415	415	(86)
10018000-525000	DENTAL INSURANCE	3,464	2,879	4,548	4,774	4,774	4,902	4,902	128
	SUB-TOTAL	81,611	74,650	102,760	110,033	112,128	111,444	111,444	(684)
MATERIALS & SUPPLIES									
10018000-531000	OFFICE SUPPLIES	2	638	1,577	1,152	-	600	600	600
10018000-532000	OPERATING SUPPLIES	30,640	9,835	9,037	15,000	15,000	15,000	15,000	-
10018000-533100	MAINTENANCE AGREEMENTS	116,174	94,771	222,531	173,000	173,574	173,095	173,095	(479)
10018000-533300	FLEET RENTAL CHARGES	-	159	109	286	286	411	422	136
	SUB-TOTAL	146,816	105,403	233,254	189,438	188,860	189,106	189,117	257
CONTRACTUAL SERVICES									
10018000-541000	COMMUNICATIONS	70,333	81,872	79,938	91,494	91,514	69,904	69,904	(21,610)
10018000-544000	PROFESSIONAL SERVICES	59,572	10,438	16,841	15,000	16,900	28,200	28,200	11,300
	SUB-TOTAL	129,905	92,310	96,779	106,494	108,414	98,104	98,104	(10,310)
PROFESSIONAL DEVELOPMENT									
10018000-562000	MILEAGE	953	155	78	200	1,000	1,000	1,000	-
10018000-563000	MEETINGS & TRAINING	1,439	2,719	11,257	12,500	20,400	11,310	11,310	(9,091)
10018000-564000	DUES AND MEMBERSHIPS	470	249	200	400	570	400	400	(170)
10018000-566000	PUBLICATIONS AND SUBSCRIPTIONS	276	459	-	-	200	-	-	(200)
	SUB-TOTAL	3,138	3,582	11,534	13,100	22,170	12,710	12,710	(9,461)
CAPITAL ITEMS									
10018000-581000	MACHINERY & EQUIPMENT	3,590	-	-	-	-	-	-	-
10018000-588000	OFFICE FURNITURE & EQUIPMENT	314,731	193,893	279,621	336,750	338,029	296,000	296,000	(42,029)
	SUBTOTAL	318,321	193,893	279,621	336,750	338,029	296,000	296,000	(42,029)
TOTAL INFORMATION TECHNOLOGY		\$ 981,649	\$ 753,920	\$ 1,070,782	\$ 1,135,879	\$ 1,149,665	\$ 1,067,717	\$ 1,067,728	\$ (81,938)

CITY OF SUN PRAIRIE
2017 APPROVED BUDGET
POLICE

		2014	2015	8/31/2016	2016	2016	2017	2017	INCREASE
		ACTUAL	ACTUAL	2016	PROJECTED	BUDGET	EXECUTIVE	APPROVED	(DECREASE)
POLICE ADMINISTRATION (210-21)									
PERSONNEL SERVICES									
10021021-511000	REGULAR WAGES	436,122	441,213	\$ 424,495	\$ 450,518	\$ 450,653	\$ 456,834	\$ 456,834	\$ 6,181
10021021-513000	OVERTIME	-	-	1,166	1,751	800	800	800	-
10021021-514000	BOARDS AND COMMITTEES	1,260	900	840	1,200	1,200	1,200	1,200	-
	SUB-TOTAL	437,382	442,113	426,501	453,469	452,653	458,834	458,834	6,181
FRINGE BENEFITS									
10021021-521000	SOCIAL SECURITY	33,545	34,082	33,025	34,465	34,620	35,345	35,345	725
10021021-522000	RETIREMENT	42,735	40,709	38,810	42,920	40,625	47,299	47,299	6,674
10021021-523000	HEALTH INSURANCE	53,944	57,289	58,607	58,420	58,937	63,409	63,409	4,472
10021021-524000	LIFE INSURANCE	977	1,070	1,241	1,241	1,270	1,331	1,331	61
10021021-525000	DENTAL INSURANCE	5,291	5,291	5,598	5,598	5,612	6,065	6,065	453
	SUB-TOTAL	136,492	138,441	137,282	142,644	141,064	153,449	153,449	12,385
MATERIALS & SUPPLIES									
10021021-531000	OFFICE SUPPLIES	5,072	3,803	3,283	5,000	5,000	5,000	5,000	-
10021021-532000	OPERATING SUPPLIES	7,677	6,619	3,745	4,400	4,400	4,400	4,400	-
10021021-533000	REPAIRS AND MAINTENANCE	6,931	135	-	250	250	250	250	-
10021021-533100	MAINTENANCE AGREEMENTS	11,300	16,975	14,520	22,579	22,208	22,579	22,579	371
10021021-535000	UNIFORMS	2,400	2,800	2,800	2,800	2,800	2,800	2,800	-
	SUB-TOTAL	33,380	30,332	24,348	35,029	34,658	35,029	35,029	371
CONTRACTUAL SERVICES									
10021021-541000	COMMUNICATIONS	17,074	26,433	16,152	21,000	23,700	23,700	23,700	-
10021021-543000	ADVERTISING AND PRINTING	3,154	3,481	2,137	3,000	3,000	3,000	3,000	-
10021021-544000	PROFESSIONAL SERVICES	853	822	7,648	4,000	15,500	4,000	4,000	(11,500)
10021021-544500	RMS/CAD OPERATING EXPENSES	147,632	152,638	164,033	165,113	225,113	171,135	171,135	(53,978)
	SUB-TOTAL	168,713	183,374	189,971	193,113	267,313	201,835	201,835	(65,478)
PROFESSIONAL DEVELOPMENT									
10021021-562000	MILEAGE	-	-	-	-	100	100	100	-
10021021-563000	MEETINGS AND TRAINING	10,069	7,969	7,812	7,350	7,350	8,085	8,085	735
10021021-564000	DUES AND MEMBERSHIPS	565	1,053	905	1,005	745	900	900	155
10021021-566000	PUBLICATIONS AND SUBSCRIPTIONS	65	83	67	42	50	50	50	-
	SUB-TOTAL	10,699	9,105	8,784	8,397	8,245	9,135	9,135	890
TOTAL POLICE ADMINISTRATION		\$ 786,666	\$ 803,365	\$ 786,886	\$ 832,652	\$ 903,933	\$ 858,282	\$ 858,282	\$ (45,651)

CITY OF SUN PRAIRIE
2017 APPROVED BUDGET
POLICE

			8/31/2016						
		2014	2015	2016	2016	2016	2017	2017	INCREASE
		ACTUAL	ACTUAL	ACTUAL	PROJECTED	BUDGET	EXECUTIVE	APPROVED	(DECREASE)
POLICE PATROL (210-22)									
PERSONNEL SERVICES									
10021022-511000	REGULAR WAGES	\$ 2,397,771	\$ 2,494,967	\$ 2,543,070	\$ 2,627,309	\$ 2,677,896	\$ 2,590,064	\$ 2,590,064	\$ (87,832)
10021022-513000	OVERTIME	87,103	80,905	112,442	131,362	88,855	76,098	76,098	(12,757)
10021022-515000	LONGEVITY	11,400	11,600	10,150	13,050	13,050	10,200	10,200	(2,850)
10021022-516000	PREMIUM PAY	9,850	9,310	14,472	10,500	10,000	12,165	12,165	2,165
10021022-518000	HOLIDAY COMPENSATION	45,536	45,985	42,778	46,000	55,000	52,317	52,317	(2,683)
	SUB-TOTAL	2,551,660	2,642,767	2,722,911	2,828,221	2,844,801	2,740,844	2,740,844	(103,957)
FRINGE BENEFITS									
10021022-521000	SOCIAL SECURITY	192,959	202,015	209,642	216,321	216,567	210,103	210,103	(6,464)
10021022-522000	RETIREMENT	261,464	253,124	256,731	282,833	257,043	296,907	296,907	39,864
10021022-523000	HEALTH INSURANCE	346,912	356,594	365,296	364,517	384,246	374,264	374,264	(9,982)
10021022-524000	LIFE INSURANCE	2,961	2,956	3,127	3,138	3,486	3,208	3,208	(278)
10021022-525000	DENTAL INSURANCE	35,398	34,786	36,819	37,018	38,157	37,743	37,743	(414)
10021022-526000	UNEMPLOYMENT COMPENSATION	-	2,195	4,834	3,300	-	-	-	-
10021022-527000	LONG TERM DISABILITY	-	13	-	-	128	-	-	(128)
10021022-528000	POST EMPLOYMENT HEALTH PLAN	-	-	18,011	18,011	-	-	-	-
	SUB-TOTAL	839,694	851,683	894,460	925,138	899,627	922,225	922,225	22,598
MATERIALS & SUPPLIES									
10021022-532000	OPERATING SUPPLIES	19,433	39,492	26,685	23,720	25,500	23,000	23,000	(2,500)
10021022-533000	REPAIRS AND MAINTENANCE	1,282	2,383	1,717	2,000	2,500	2,000	2,000	(500)
10021022-535000	UNIFORMS	25,605	24,000	28,299	28,255	26,250	27,300	27,300	1,050
10021022-535500	BODY ARMOR	15,793	5,634	13,634	11,225	8,800	4,800	4,800	(4,000)
10021022-536000	FUEL PURCHASES	-	-	5	-	-	-	-	-
	SUB-TOTAL	62,113	71,509	70,340	65,200	63,050	57,100	57,100	(5,950)
CONTRACTUAL SERVICES									
10021022-541000	COMMUNICATIONS	17,758	24,760	29,338	24,500	16,660	24,045	24,045	7,385
10021022-542000	UTILITIES	3,172	2,489	2,364	2,500	2,700	2,500	2,500	(200)
10021022-546000	MEDICAL TESTING	2,418	1,486	1,994	3,000	2,500	2,500	2,500	-
	SUB-TOTAL	23,348	28,735	33,696	30,000	21,860	29,045	29,045	7,185
PROFESSIONAL DEVELOPMENT									
10021022-562000	MILEAGE	-	-	-	-	-	-	-	-
10021022-563000	MEETINGS AND TRAINING	37,187	17,640	17,986	18,900	18,375	19,800	19,800	1,425
10021022-563500	TRAINING EXPENSES	-	20,202	18,752	23,500	23,500	23,500	23,500	-
10021022-564000	DUES AND MEMBERSHIPS	570	165	-	200	500	1,200	1,200	700
10021022-565000	IN-HOUSE TRAINING	3,140	2,709	7,018	6,000	4,155	5,193	5,193	1,038
10021022-566000	PUBLICATIONS AND SUBSCRIPTIONS	25	-	120	120	-	-	-	-
	SUB-TOTAL	40,922	40,716	43,876	48,720	46,530	49,693	49,693	3,163
CAPITAL ITEMS									
10021022-581000	MACHINERY & EQUIPMENT EXPENSE	4,443	12,355	5,669	29,000	29,630	31,073	31,073	1,443
10021022-581100	MINOR CAPITAL	-	27,615	1,690	-	-	-	-	-
	SUBTOTAL	4,443	39,970	7,359	29,000	29,630	31,073	31,073	1,443
TOTAL POLICE PATROL		\$ 3,522,180	\$ 3,675,380	\$ 3,772,643	\$ 3,926,279	\$ 3,905,498	\$ 3,829,980	\$ 3,829,980	\$ (75,518)

CITY OF SUN PRAIRIE
2017 APPROVED BUDGET
POLICE

		2014	2015	8/31/2016	2016	2016	2017	2017	INCREASE
		ACTUAL	ACTUAL	2016	PROJECTED	BUDGET	EXECUTIVE	APPROVED	(DECREASE)
POLICE INVESTIGATION (210-23)									
PERSONNEL SERVICES									
10021023-511000	REGULAR WAGES	\$ 362,423	\$ 362,158	\$ 374,118	\$ 386,017	\$ 384,163	\$ 447,992	\$ 447,992	\$ 63,829
10021023-513000	OVERTIME	27,248	32,143	36,067	26,519	26,000	30,000	30,000	4,000
10021023-515000	LONGEVITY	3,400	3,600	3,500	3,800	3,800	3,400	3,400	(400)
10021023-516000	PREMIUM PAY	491	321	602	655	500	1,000	1,000	500
10021023-518000	HOLIDAY COMPENSATION	6,087	6,387	11,712	4,000	8,300	8,300	8,300	-
	SUB-TOTAL	399,649	404,609	425,999	420,991	422,763	490,692	490,692	67,929
FRINGE BENEFITS									
10021023-521000	SOCIAL SECURITY	30,474	30,899	32,325	29,530	29,401	37,241	37,241	7,840
10021023-522000	RETIREMENT	39,531	36,980	38,045	39,904	34,855	51,280	51,280	16,425
10021023-523000	HEALTH INSURANCE	53,476	56,810	66,629	66,185	58,271	91,007	91,007	32,736
10021023-524000	LIFE INSURANCE	813	917	1,135	1,130	1,129	1,185	1,185	56
10021023-525000	DENTAL INSURANCE	4,711	4,713	6,177	5,000	5,000	8,156	8,156	3,156
10021023-527000	LONG TERM DISABILITY	-	-	7	7	-	-	-	-
10021023-528000	POST EMPLOYMENT HEALTH PLAN	-	-	37,327	37,327	-	-	-	-
	SUB-TOTAL	129,005	130,319	181,645	179,083	128,656	188,869	188,869	60,213
MATERIALS & SUPPLIES									
10021023-532000	OPERATING SUPPLIES	5,578	5,522	8,110	7,200	6,700	7,200	7,200	500
10021023-533000	REPAIRS AND MAINTENANCE	-	69	30	250	250	250	250	-
10021023-535000	UNIFORMS	2,700	2,950	2,800	3,500	3,150	3,500	3,500	350
10021023-537000	RENTAL VEHICLES AND EQUIPMENT	4,442	4,056	4,308	4,500	4,500	9,500	9,500	5,000
	SUB-TOTAL	12,720	12,597	15,248	15,450	14,600	20,450	20,450	5,850
CONTRACTUAL SERVICES									
10021023-541000	COMMUNICATIONS	2,850	3,359	4,202	4,465	3,550	4,465	4,465	915
10021023-546000	MEDICAL TESTING	-	-	134	71	-	-	-	-
	SUB-TOTAL	2,850	3,359	4,335	4,536	3,550	4,465	4,465	915
PROFESSIONAL DEVELOPMENT									
10021023-562000	MILEAGE	-	-	-	-	-	-	-	-
10021023-563000	MEETINGS AND TRAINING	2,787	2,282	3,977	4,570	4,150	4,570	4,570	420
10021023-564000	DUES AND MEMBERSHIPS	-	120	150	175	100	175	175	75
10021023-566000	PUBLICATIONS AND SUBSCRIPTIONS	-	42	42	42	-	-	-	-
	SUB-TOTAL	2,787	2,444	4,169	4,787	4,250	4,745	4,745	495
TOTAL POLICE INVESTIGATION		\$ 547,011	\$ 553,328	\$ 631,396	\$ 624,847	\$ 573,819	\$ 709,221	\$ 709,221	\$ 135,402
POLICE COMMUNICATIONS (210-24)									
PERSONNEL SERVICES									
10021024-511000	REGULAR WAGES	\$ 400,012	\$ 384,323	\$ 373,728	\$ 397,236	\$ 419,930	\$ 422,107	\$ 422,107	\$ 2,177
10021024-513000	OVERTIME	34,220	39,056	22,840	29,825	22,000	32,000	32,000	10,000
10021024-516000	PREMIUM PAY	2,428	2,656	3,769	3,837	2,200	3,000	3,000	800
10021024-518000	HOLIDAY COMPENSATION	5,050	9,183	4,424	11,000	11,000	11,000	11,000	-
10021024-519000	SEASONAL WAGES	6,220	11,286	9,419	22,226	13,000	13,000	13,000	-
	SUB-TOTAL	447,930	446,504	414,178	464,124	468,130	481,107	481,107	12,977
FRINGE BENEFITS									
10021024-521000	SOCIAL SECURITY	33,595	33,853	31,655	35,505	35,812	36,474	36,474	662
10021024-522000	RETIREMENT	24,306	21,796	22,345	27,893	26,040	31,829	31,829	5,789
10021024-523000	HEALTH INSURANCE	86,285	92,990	82,509	82,321	114,131	87,519	87,519	(26,612)
10021024-524000	LIFE INSURANCE	727	736	844	906	1,010	932	932	(78)
10021024-525000	DENTAL INSURANCE	7,659	7,812	7,187	7,466	9,934	7,532	7,532	(2,402)
10021024-526000	UNEMPLOYMENT COMPENSATION	1,448	1,529	(155)	(155)	-	-	-	-
	SUB-TOTAL	154,020	158,716	144,386	153,936	186,927	164,286	164,286	(22,641)
MATERIALS & SUPPLIES									
10021024-532000	OPERATING SUPPLIES	788	991	336	750	750	750	750	-
10021024-533000	REPAIRS AND MAINTENANCE	2,437	3,225	1,054	1,500	750	1,000	1,000	250
10021024-533300	FLEET RENTAL CHARGES	-	278	-	-	-	-	-	-
	SUB-TOTAL	3,225	4,494	1,390	2,250	1,500	1,750	1,750	250
CONTRACTUAL SERVICES									
10021024-541000	COMMUNICATIONS	72,318	101,056	86,517	119,643	116,965	119,643	119,643	2,678
10021024-542000	UTILITIES	163	109	111	350	350	350	350	-
10021024-544000	PROFESSIONAL SERVICES	9,314	825	950	1,050	925	1,050	1,050	125
	SUB-TOTAL	81,795	101,990	87,579	121,043	118,240	121,043	121,043	2,803
PROFESSIONAL DEVELOPMENT									
10021024-563000	MEETINGS AND TRAINING	2,690	700	1,645	2,520	2,289	2,520	2,520	231
10021024-564000	DUES AND MEMBERSHIPS	92	321	137	229	229	229	229	-
	SUB-TOTAL	2,782	1,021	1,782	2,749	2,518	2,749	2,749	231
CAPITAL ITEMS									
10021024-581000	MACHINERY & EQUIPMENT EXPENSE	-	-	-	-	-	18,240	18,240	18,240
10021024-581100	MINOR CAPITAL	-	-	29,990	29,990	30,000	-	-	(30,000)
	SUBTOTAL	-	-	29,990	29,990	30,000	18,240	18,240	(11,760)
TOTAL POLICE COMMUNICATIONS		\$ 689,752	\$ 712,725	\$ 679,305	\$ 774,092	\$ 807,315	\$ 789,175	\$ 789,175	\$ (18,140)

CITY OF SUN PRAIRIE
2017 APPROVED BUDGET
POLICE

			8/31/2016						
		2014	2015	2016	2016	2016	2017	2017	INCREASE
		ACTUAL	ACTUAL	ACTUAL	PROJECTED	BUDGET	EXECUTIVE	APPROVED	(DECREASE)
POLICE RECORDS (210-25)									
PERSONNEL SERVICES									
10021025-511000	REGULAR WAGES	\$ 271,279	\$ 290,922	\$ 294,176	\$ 304,258	\$ 305,828	\$ 316,591	\$ 316,591	\$ 10,763
10021025-513000	OVERTIME	282	1,774	3,258	2,700	2,700	2,700	2,700	-
10021025-516000	PREMIUM PAY	112	93	10	400	400	400	400	-
	SUB-TOTAL	271,673	292,789	297,444	307,358	308,928	319,691	319,691	10,763
FRINGE BENEFITS									
10021025-521000	SOCIAL SECURITY	20,344	21,987	22,553	23,459	23,237	24,157	24,157	920
10021025-522000	RETIREMENT	15,842	17,047	17,247	19,012	17,986	20,636	20,636	2,650
10021025-523000	HEALTH INSURANCE	72,671	82,696	80,860	81,351	84,769	89,406	89,406	4,637
10021025-524000	LIFE INSURANCE	556	701	746	757	747	811	811	64
10021025-525000	DENTAL INSURANCE	6,465	6,934	7,282	7,336	7,354	7,948	7,948	594
	SUB-TOTAL	115,878	129,365	128,688	131,915	134,093	142,958	142,958	8,865
MATERIALS & SUPPLIES									
10021025-531000	OFFICE SUPPLIES	2	-	10	-	-	-	-	-
10021025-532000	OPERATING SUPPLIES	943	856	1,000	1,000	1,000	1,000	1,000	-
	SUB-TOTAL	943	856	1,000	1,000	1,000	1,000	1,000	-
CONTRACTUAL SERVICES									
10021025-541000	COMMUNICATIONS	114	-	-	-	-	-	-	-
	SUB-TOTAL	114	-	-	-	-	-	-	-
PROFESSIONAL DEVELOPMENT									
10021025-563000	MEETINGS AND TRAINING	1,308	1,061	343	1,650	1,500	1,650	1,650	150
	SUB-TOTAL	1,308	1,061	343	1,650	1,500	1,650	1,650	150
TOTAL POLICE RECORDS		\$ 389,916	\$ 424,071	\$ 427,475	\$ 441,923	\$ 445,521	\$ 465,299	\$ 465,299	\$ 19,778
DISTRICT LIAISON OFFICERS (210-26)									
PERSONNEL SERVICES									
10021026-511000	REGULAR WAGES	\$ 285,467	\$ 291,050	\$ 290,291	\$ 295,041	\$ 303,467	\$ 297,129	\$ 297,129	\$ (6,338)
10021026-513000	OVERTIME	7,764	10,403	18,923	15,100	18,000	18,000	18,000	-
10021026-515000	LONGEVITY	2,900	3,100	1,500	3,300	3,300	1,850	1,850	(1,450)
10021026-516000	PREMIUM PAY	373	187	753	700	700	700	700	-
10021026-518000	HOLIDAY COMPENSATION	6,843	7,676	6,805	9,000	9,000	9,000	9,000	-
	SUB-TOTAL	303,347	312,416	318,272	323,141	334,467	326,679	326,679	(7,788)
FRINGE BENEFITS									
10021026-521000	SOCIAL SECURITY	22,764	23,735	24,458	24,720	23,569	24,997	24,997	1,428
10021026-522000	RETIREMENT	31,462	30,316	30,424	30,666	29,227	35,476	35,476	6,249
10021026-523000	HEALTH INSURANCE	48,227	51,337	57,668	57,918	52,590	69,358	69,358	16,768
10021026-524000	LIFE INSURANCE	713	785	379	379	796	342	342	(454)
10021026-525000	DENTAL INSURANCE	4,283	4,293	5,366	5,366	4,548	6,273	6,273	1,725
	SUB-TOTAL	107,449	110,466	118,296	119,049	110,730	136,446	136,446	25,716
MATERIALS & SUPPLIES									
10021026-532000	OPERATING SUPPLIES	717	54	32	1,000	1,000	1,000	1,000	-
10021026-535000	UNIFORMS	2,700	2,950	3,450	3,450	3,150	2,800	2,800	(350)
	SUB-TOTAL	3,417	3,004	3,482	4,450	4,150	3,800	3,800	(350)
CONTRACTUAL SERVICES									
10021026-541000	COMMUNICATIONS	1,544	1,564	1,896	2,500	2,500	2,500	2,500	-
	SUB-TOTAL	1,544	1,564	1,896	2,500	2,500	2,500	2,500	-
PROFESSIONAL DEVELOPMENT									
10021026-563000	MEETINGS AND TRAINING	4,126	3,236	4,495	3,800	3,650	4,016	4,016	366
	SUB-TOTAL	4,126	3,236	4,495	3,800	3,650	4,016	4,016	366
TOTAL DISTRICT LIAISON OFFICERS		\$ 419,883	\$ 430,686	\$ 446,442	\$ 452,940	\$ 455,497	\$ 473,441	\$ 473,441	\$ 17,944
POLICE VEHICLES (210-27)									
MATERIALS & SUPPLIES									
10021027-536000	FLEET RENTAL CHARGES	\$ -	\$ 316,213	\$ 53,719	\$ 214,197	\$ 214,197	\$ 403,319	\$ 385,690	\$ 171,493
10021027-533300	FUEL PURCHASES	99,838	63,969	54,546	70,000	101,582	99,282	99,282	(2,300)
	SUB-TOTAL	99,838	380,182	108,265	284,197	315,779	502,601	484,972	169,193
TOTAL POLICE VEHICLES		\$ 99,838	\$ 380,182	\$ 108,265	\$ 284,197	\$ 315,779	\$ 502,601	\$ 484,972	\$ 169,193

CITY OF SUN PRAIRIE
2017 APPROVED BUDGET
POLICE

		2014	2015	8/31/2016	2016	2016	2017	2017	INCREASE
		ACTUAL	ACTUAL	2016	PROJECTED	BUDGET	EXECUTIVE	APPROVED	(DECREASE)
EMERGENCY MANAGEMENT (250-00)									
MATERIALS & SUPPLIES									
10025000-532000	OPERATING SUPPLIES	\$ -	\$ 258	\$ -	\$ 100	\$ 500	\$ 500	\$ 500	\$ -
10025000-533000	REPAIRS AND MAINTENANCE	-	1,003	977	4,000	4,500	4,500	4,500	-
	SUBTOTAL	-	1,261	977	4,100	5,000	5,000	5,000	-
PROFESSIONAL DEVELOPMENT									
10025000-563500	TRAINING EXPENSES	-	233	-	2,000	2,000	2,500	2,500	500
	SUBTOTAL	-	233	-	2,000	2,000	2,500	2,500	500
CAPITAL ITEMS									
10025000-581100	MINOR CAPITAL	-	6,356	-	-	-	-	-	-
	SUBTOTAL	-	6,356	-	-	-	-	-	-
TOTAL EMERGENCY MANAGEMENT		\$ -	\$ 7,850	\$ 977	\$ 6,100	\$ 7,000	\$ 7,500	\$ 7,500	\$ 500

CITY OF SUN PRAIRIE
2017 APPROVED BUDGET
FIRE DEPARTMENT

			8/31/2016						
		2014	2015	2016	2016	2016	2017	2017	INCREASE
		ACTUAL	ACTUAL	ACTUAL	PROJECTED	BUDGET	EXECUTIVE	APPROVED	(DECREASE)
FIRE (220-00)									
MATERIALS & SUPPLIES									
10022000-533200	JANITORIAL SERVICES	\$ -	\$ 408	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10022000-533300	FLEET RENTAL CHARGES	-	5,001	52,176	48,353	41,391	10,000	10,000	(31,391)
	SUB-TOTAL	-	5,409	52,176	48,353	41,391	10,000	10,000	(31,391)
CONTRACTUAL SERVICES									
10022000-541000	COMMUNICATIONS	3	30	-	-	-	-	-	-
10022000-542000	UTILITIES	21,464	21,709	16,646	23,000	23,000	23,000	23,000	-
10022000-544000	PROFESSIONAL SERVICES	181,018	-	6,180	11,224	11,224	-	-	(11,224)
10022000-544220	PAID ON PREMISE FIREFIGHTERS	338,284	-	-	-	-	-	-	-
10022000-544400	CONTRACTUAL SERVICES	-	680,831	749,732	850,000	863,236	871,750	927,570	64,334
10022000-548400	FIRE INSURANCE DUES PAYMENT	93,388	89,386	103,188	103,188	-	103,000	103,000	103,000
	SUB-TOTAL	634,157	791,956	875,746	987,412	897,460	997,750	1,053,570	156,110
CAPITAL ITEMS									
10022000-581000	MACHINERY & EQUIPMENT EXPENSE	60,577	9,641	13,310	13,310	13,310	55,200	54,276	40,966
	SUBTOTAL	60,577	9,641	13,310	13,310	13,310	55,200	54,276	40,966
TOTAL FIRE DEPARTMENT		\$ 694,734	\$ 807,006	\$ 941,232	\$ 1,049,075	\$ 952,161	\$ 1,062,950	\$ 1,117,846	\$ 165,686

CITY OF SUN PRAIRIE
2017 APPROVED BUDGET
EMERGENCY MEDICAL SERVICES

			8/31/2016						
		2014	2015	2016	2016	2016	2017	2017	INCREASE
		ACTUAL	ACTUAL	ACTUAL	PROJECTED	BUDGET	EXECUTIVE	APPROVED	(DECREASE)
EMS (230-00)									
PERSONNEL SERVICES									
10023000-511000	REGULAR WAGES	\$ 594,481	\$ 627,413	\$ 610,465	\$ 629,470	\$ 658,114	\$ 633,851	\$ 633,851	\$ (24,263)
10023000-513000	OVERTIME	303,176	286,077	302,133	310,047	310,672	321,723	321,723	11,051
10023000-517000	MISCELLANEOUS COMPENSATION	214	278	232	300	200	500	500	300
10023000-518000	HOLIDAY COMPENSATION	22,723	24,811	25,366	24,000	23,500	31,112	31,112	7,612
	SUB-TOTAL	920,594	938,579	938,196	963,817	992,486	987,186	987,186	(5,300)
FRINGE BENEFITS									
10023000-521000	SOCIAL SECURITY	68,889	71,144	72,338	74,340	74,521	74,736	74,736	215
10023000-522000	RETIREMENT	48,990	52,954	48,742	54,198	51,772	100,740	100,740	48,968
10023000-523000	HEALTH INSURANCE	142,689	166,668	168,733	168,420	182,662	163,329	163,329	(19,333)
10023000-524000	LIFE INSURANCE	729	820	1,004	1,036	1,117	1,138	1,138	21
10023000-525000	DENTAL INSURANCE	14,019	14,667	15,200	15,972	15,932	16,312	16,312	380
	SUB-TOTAL	279,386	306,253	306,016	313,966	326,004	356,255	356,255	30,251
MATERIALS & SUPPLIES									
10023000-531000	OFFICE SUPPLIES	-	26	36	400	550	550	550	-
10023000-532000	OPERATING SUPPLIES	54,857	58,762	52,850	57,000	56,000	60,000	60,000	4,000
10023000-533000	REPAIRS AND MAINTENANCE	441	1,364	92	2,800	3,000	3,000	3,000	-
10023000-533100	MAINTENANCE AGREEMENTS	13,150	14,019	14,104	16,743	16,743	24,364	24,364	7,621
10023000-533200	JANITORIAL SERVICES	350	468	323	581	600	600	600	-
10023000-533300	FLEET RENTAL CHARGES	-	113,626	8,551	83,712	83,712	98,922	101,632	17,920
10023000-534000	SMALL TOOLS	-	-	-	100	100	100	100	-
10023000-535000	UNIFORMS	6,575	4,048	5,337	7,350	7,500	7,500	7,500	-
10023000-536000	FUEL PURCHASES	19,144	12,747	9,383	15,000	15,538	15,000	15,000	(538)
	SUB-TOTAL	94,517	205,060	90,675	183,686	183,743	210,036	212,746	29,003
CONTRACTUAL SERVICES									
10023000-541000	COMMUNICATIONS	5,616	6,346	4,683	6,000	6,280	6,280	6,280	-
10023000-542000	UTILITIES	10,344	8,733	6,561	11,000	11,000	11,000	11,000	-
10023000-543000	ADVERTISING AND PRINTING	-	-	-	300	300	300	300	-
10023000-544000	PROFESSIONAL SERVICES	24,000	24,000	26,452	24,000	26,000	24,000	24,000	(2,000)
10023000-546000	MEDICAL TESTING	-	-	-	-	-	-	-	-
10023000-547000	BILLING SERVICES	58,167	62,923	55,439	55,000	58,399	44,000	44,000	(14,399)
	SUB-TOTAL	98,127	102,002	93,135	96,300	101,979	85,580	85,580	(16,399)
PROFESSIONAL DEVELOPMENT									
10023000-562000	MILEAGE	-	270	13	250	750	750	750	-
10023000-563000	MEETINGS AND TRAINING	2,295	2,360	3,029	4,600	4,600	9,190	9,190	4,590
10023000-564000	DUES AND MEMBERSHIPS	75	225	-	275	275	480	480	205
10023000-566000	PUBLICATIONS AND SUBSCRIPTIONS	44	44	77	270	270	230	230	(40)
	SUB-TOTAL	2,414	2,899	3,118	5,395	5,895	10,650	10,650	4,755
CAPITAL ITEMS									
10023000-581000	MACHINERY & EQUIPMENT EXPENSE	28,188	-	-	-	-	14,500	14,500	14,500
10023000-582000	VEHICLES	155,192	-	-	-	-	-	-	-
	SUBTOTAL	183,380	-	-	-	-	14,500	14,500	14,500
TOTAL EMS		\$ 1,578,418	\$ 1,554,793	\$ 1,431,141	\$ 1,563,164	\$ 1,610,107	\$ 1,664,207	\$ 1,666,917	\$ 56,810

CITY OF SUN PRAIRIE
2017 APPROVED BUDGET
PUBLIC WORKS

		2014	2015	8/31/2016	2016	2016	2017	2017	INCREASE
		<u>ACTUAL</u>	<u>ACTUAL</u>	<u>2016</u> <u>ACTUAL</u>	<u>PROJECTED</u>	<u>BUDGET</u>	<u>EXECUTIVE</u>	<u>APPROVED</u>	<u>(DECREASE)</u>
PUBLIC WORKS ADMINISTRATION (310-31)									
PERSONNEL SERVICES									
10031031-511000	REGULAR WAGES	\$ 116,005	\$ 127,011	\$ 115,989	\$ 121,564	\$ 121,564	\$ 142,833	\$ 142,833	\$ 21,269
10031031-513000	OVERTIME	207	367	326	400	400	550	550	150
	SUB-TOTAL	116,212	127,378	116,315	121,964	121,964	143,383	143,383	21,419
FRINGE BENEFITS									
10031031-521000	SOCIAL SECURITY	8,747	9,668	8,765	9,238	9,238	10,776	10,776	1,538
10031031-522000	RETIREMENT	6,136	7,875	7,191	7,538	7,538	9,752	9,752	2,214
10031031-523000	HEALTH INSURANCE	17,552	23,446	20,163	20,363	20,363	24,981	24,981	4,618
10031031-524000	LIFE INSURANCE	156	140	172	165	165	255	255	90
10031031-525000	DENTAL INSURANCE	1,604	1,946	1,738	1,742	1,742	2,183	2,183	441
10031031-526000	UNEMPLOYMENT COMPENSATION	21	-	-	-	-	-	-	-
10031031-528000	POST EMPLOYMENT HEALTH PLAN	26,794	-	-	-	-	-	-	-
	SUB-TOTAL	61,010	43,075	38,030	39,046	39,046	47,947	47,947	8,901
MATERIALS & SUPPLIES									
10031031-531000	OFFICE SUPPLIES	1,361	1,425	34,612	1,300	1,300	1,300	1,300	-
	SUB-TOTAL	1,361	1,425	34,612	1,300	1,300	1,300	1,300	-
CONTRACTUAL SERVICES									
10031031-541000	COMMUNICATIONS	8,843	12,063	8,240	8,800	8,800	8,000	8,000	(800)
10031031-543000	ADVERTISING AND PRINTING	37	-	-	-	-	-	-	-
	SUB-TOTAL	8,880	12,063	8,240	8,800	8,800	8,000	8,000	(800)
PROFESSIONAL DEVELOPMENT									
10031031-563000	MEETINGS AND TRAINING	4,507	461	452	500	500	650	650	150
10031031-564000	DUES AND MEMBERSHIPS	322	614	562	562	400	675	675	275
10031031-566000	PUBLICATIONS AND SUBSCRIPTIONS	148	-	-	-	-	-	-	-
	SUB-TOTAL	4,977	1,075	1,014	1,062	900	1,325	1,325	425
TOTAL PUBLIC WORKS ADMINISTRATION		\$ 192,440	\$ 185,016	\$ 198,210	\$ 172,172	\$ 172,010	\$ 201,955	\$ 201,955	\$ 29,945

CITY OF SUN PRAIRIE
2017 APPROVED BUDGET
PUBLIC WORKS

		2014	2015	8/31/2016	2016	2016	2017	2017	INCREASE
		ACTUAL	ACTUAL	2016	PROJECTED	BUDGET	EXECUTIVE	APPROVED	(DECREASE)
PUBLIC WORKS OPERATIONS (310-33)									
PERSONNEL SERVICES									
10031033-511000	REGULAR WAGES	\$ 321,339	\$ 342,412	\$ 327,273	\$ 379,469	\$ 379,469	\$ 347,915	\$ 347,915	\$ (31,554)
10031033-513000	OVERTIME	15,638	8,607	5,710	6,500	7,500	8,000	8,000	500
10031033-517000	MISCELLANEOUS COMPENSATION	2,634	1,150	682	1,500	2,250	3,585	3,585	1,335
10031033-519000	SEASONAL WAGES	23,396	26,651	25,156	30,000	30,000	30,000	30,000	-
	SUB-TOTAL	363,007	378,820	358,821	417,469	419,219	389,500	389,500	(29,719)
FRINGE BENEFITS									
10031033-521000	SOCIAL SECURITY	27,029	28,850	27,403	32,076	32,076	29,405	29,405	(2,671)
10031033-522000	RETIREMENT	19,278	20,960	19,189	23,528	23,528	24,327	24,327	799
10031033-523000	HEALTH INSURANCE	69,257	79,824	69,939	89,363	89,363	64,499	64,499	(24,864)
10031033-524000	LIFE INSURANCE	912	1,024	981	1,385	1,385	724	724	(661)
10031033-525000	DENTAL INSURANCE	7,420	7,800	8,019	9,095	9,095	9,561	9,561	466
10031033-526000	UNEMPLOYMENT COMPENSATION	147	1,110	5,550	5,550	-	-	-	-
10031033-528000	POST EMPLOYMENT HEALTH PLAN	-	-	13,945	13,945	-	-	-	-
	SUB-TOTAL	124,043	139,568	145,026	174,942	155,447	128,516	128,516	(26,931)
MATERIALS & SUPPLIES									
10031033-532000	OPERATING SUPPLIES	18,447	10,631	11,980	13,000	14,000	14,000	14,000	-
10031033-533000	REPAIRS AND MAINTENANCE	11,304	12,157	1,970	8,000	9,145	8,250	8,250	(895)
10031033-533300	FLEET RENTAL CHARGES	-	310,934	118,057	300,167	300,167	341,879	350,991	50,824
10031033-534000	SMALL TOOLS	464	96	505	505	250	350	350	100
10031033-535000	UNIFORMS	3,839	2,397	2,373	3,700	4,000	4,000	4,000	-
	SUB-TOTAL	34,054	336,215	134,886	325,372	327,562	368,479	377,591	50,029
CONTRACTUAL SERVICES									
10031033-542000	UTILITIES	23,004	24,243	13,132	22,000	21,000	22,000	22,000	1,000
10031033-544000	PROFESSIONAL SERVICES	6,143	4,107	4,150	6,350	6,350	8,338	8,338	1,988
10031033-544400	CONTRACTUAL SERVICES	-	1,125	-	-	-	-	-	-
10031033-546000	MEDICAL TESTING	1,230	-	592	850	850	1,100	1,100	250
	SUB-TOTAL	30,377	29,475	17,874	29,200	28,200	31,438	31,438	3,238
PROFESSIONAL DEVELOPMENT									
10031033-563000	MEETINGS AND TRAINING	774	467	588	1,900	1,900	3,000	3,000	1,100
	SUB-TOTAL	774	467	588	1,900	1,900	3,000	3,000	1,100
CAPITAL ITEMS									
10031033-581000	MACHINERY & EQUIPMENT EXPENSE	1,958	-	927	-	-	-	-	-
	SUBTOTAL	1,958	-	927	-	-	-	-	-
TOTAL PUBLIC WORKS OPERATIONS		\$ 554,213	\$ 884,545	\$ 658,121	\$ 948,884	\$ 932,328	\$ 920,933	\$ 930,045	\$ (2,283)

CITY OF SUN PRAIRIE
2017 APPROVED BUDGET
PUBLIC WORKS

		2014	2015	8/31/2016	2016	2016	2017	2017	INCREASE
		ACTUAL	ACTUAL	2016	PROJECTED	BUDGET	EXECUTIVE	APPROVED	(DECREASE)
SNOW AND ICE CONTROL (310-34)									
PERSONNEL SERVICES									
10031034-511000	REGULAR WAGES	\$ 2,048	\$ 41,069	\$ 36,400	\$ 40,000	\$ 20,901	\$ 10,500	\$ 10,500	\$ (10,401)
10031034-513000	OVERTIME	25,568	13,408	7,408	20,000	30,000	30,000	30,000	-
	SUB-TOTAL	27,616	54,477	43,807	60,000	50,901	40,500	40,500	(10,401)
FRINGE BENEFITS									
10031034-521000	SOCIAL SECURITY	2,107	4,077	3,382	-	3,847	3,098	3,098	(749)
10031034-522000	RETIREMENT	127	2,541	2,090	-	-	-	-	-
10031034-523000	HEALTH INSURANCE	-	9,299	9,777	-	-	-	-	-
10031034-524000	LIFE INSURANCE	-	100	95	-	-	-	-	-
10031034-525000	DENTAL INSURANCE	-	982	1,113	-	-	-	-	-
	SUB-TOTAL	2,234	16,999	16,458	-	3,847	3,098	3,098	(749)
MATERIALS & SUPPLIES									
10031034-532000	OPERATING SUPPLIES	252	254,768	199,505	226,135	226,135	200,000	200,000	(26,135)
10031034-533000	REPAIRS AND MAINTENANCE	18,857	15,428	3,614	12,000	14,083	15,500	15,500	1,417
10031034-537000	RENTAL VEHICLES AND EQUIPMENT	10,417	5,100	6,800	10,000	10,000	12,000	12,000	2,000
	SUB-TOTAL	29,526	275,296	209,919	248,135	250,218	227,500	227,500	(22,718)
CONTRACTUAL SERVICES									
10031034-544000	PROFESSIONAL SERVICES	1,082	1,525	3,215	4,500	6,600	11,600	11,600	5,000
10031034-544400	CONTRACTUAL SERVICES	118,480	79,575	31,115	40,000	78,215	70,000	70,000	(8,215)
	SUB-TOTAL	119,562	81,100	34,330	44,500	84,815	81,600	81,600	(3,215)
TOTAL SNOW AND ICE CONTROL		\$ 178,938	\$ 427,872	\$ 304,514	\$ 352,635	\$ 389,781	\$ 352,698	\$ 352,698	\$ (37,083)
TRAFFIC CONTROL (310-35)									
MATERIALS & SUPPLIES									
10031035-532000	OPERATING SUPPLIES	13,791	2,820	10,023	11,000	13,500	13,500	13,500	-
10031035-533000	REPAIRS AND MAINTENANCE	7,931	5,252	13,379	10,000	8,000	9,000	9,000	1,000
10031035-533100	MAINTENANCE AGREEMENTS	-	-	2,856	2,856	2,800	3,200	3,200	400
10031035-533150	MAINTENANCE- ACCIDENTS	-	-	-	-	-	-	-	-
10031035-534000	SMALL TOOLS	186	-	-	150	150	200	200	50
10031035-537000	RENTAL VEHICLES AND EQUIPMENT	-	-	-	-	-	-	-	-
	SUB-TOTAL	21,908	8,072	26,257	24,006	24,450	25,900	25,900	1,450
CONTRACTUAL SERVICES									
10031035-541000	COMMUNICATIONS	-	-	-	-	-	-	-	-
10031035-542000	UTILITIES	15,438	14,792	10,948	16,000	17,000	17,000	17,000	-
10031035-544400	CONTRACTUAL SERVICES	15,676	14,443	8,960	14,000	16,000	16,000	16,000	-
	SUB-TOTAL	31,114	29,235	19,908	30,000	33,000	33,000	33,000	-
PROFESSIONAL DEVELOPMENT									
10031035-563000	MEETINGS AND TRAINING	1,227	150	150	1,300	1,500	1,650	1,650	150
	SUB-TOTAL	1,227	150	150	1,300	1,500	1,650	1,650	150
CAPITAL ITEMS									
10031035-581000	MACHINERY & EQUIPMENT EXPENSE	32,118	52,257	33,844	38,000	42,000	33,750	33,750	(8,250)
10031035-581300	STREET/TRAFFIC SIGNS	619	-	-	-	-	-	-	-
	SUBTOTAL	32,737	52,257	33,844	38,000	42,000	33,750	33,750	(8,250)
TOTAL TRAFFIC CONTROL		\$ 86,986	\$ 89,714	\$ 80,160	\$ 93,306	\$ 100,950	\$ 94,300	\$ 94,300	\$ (6,650)

CITY OF SUN PRAIRIE
2017 APPROVED BUDGET
PUBLIC WORKS

		2014	2015	8/31/2016	2016	2016	2017	2017	INCREASE
		ACTUAL	ACTUAL	2016	PROJECTED	BUDGET	EXECUTIVE	APPROVED	(DECREASE)
STREET MAINTENANCE (310-36)									
MATERIALS & SUPPLIES									
10031036-532000	OPERATING SUPPLIES	48,778	34,651	54,158	85,000	90,000	90,000	90,000	-
10031036-533000	REPAIRS AND MAINTENANCE	14	452	588	588	-	-	-	-
	SUB-TOTAL	48,792	35,103	54,746	85,588	90,000	90,000	90,000	-
CONTRACTUAL SERVICES									
10031036-542000	UTILITIES	348,902	351,918	348,244	350,000	346,200	352,000	352,000	5,800
10031036-544000	PROFESSIONAL SERVICES	274,634	401,163	259,742	242,708	350,000	273,500	314,750	(35,250)
	SUB-TOTAL	623,536	753,081	607,986	592,708	696,200	625,500	666,750	(29,450)
TOTAL STREET MAINTENANCE		\$ 672,328	\$ 788,184	\$ 662,732	\$ 678,296	\$ 786,200	\$ 715,500	\$ 756,750	\$ (29,450)
TOTAL PUBLIC WORKS		\$ 2,737,249	\$ 2,375,331	\$ 1,903,738	\$ 2,245,293	\$ 2,381,269	\$ 2,285,386	\$ 2,335,748	\$ (45,521)
PUBLIC WORKS REFUSE (320-00)									
PERSONNEL SERVICES									
10032000-511000	REGULAR WAGES	\$ 13,733	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	SUB-TOTAL	13,733	-	-	-	-	-	-	-
FRINGE BENEFITS									
10032000-521000	SOCIAL SECURITY	1,051	-	-	-	-	-	-	-
	SUB-TOTAL	1,051	-	-	-	-	-	-	-
MATERIALS & SUPPLIES									
10032000-532000	OPERATING SUPPLIES	3,101	-	-	-	-	-	-	-
10032000-533000	REPAIRS AND MAINTENANCE	2,649	-	-	-	-	-	-	-
10032000-535000	UNIFORMS	300	-	-	-	-	-	-	-
10032000-537000	RENTAL VEHICLES AND EQUIPMENT	170	-	-	-	-	-	-	-
	SUB-TOTAL	6,220	-	-	-	-	-	-	-
CONTRACTUAL SERVICES									
10032000-542000	UTILITIES	798	-	-	-	-	-	-	-
10032000-543000	ADVERTISING AND PRINTING	2,386	-	-	-	-	-	-	-
10032000-544000	PROFESSIONAL SERVICES	1,394,206	-	-	-	-	-	-	-
	SUB-TOTAL	1,397,390	-	-	-	-	-	-	-
TOTAL PUBLIC WORKS REFUSE		\$ 1,418,394	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF SUN PRAIRIE
2017 APPROVED BUDGET
PUBLIC WORKS

		2014	2015	8/31/2016	2016	2016	2017	2017	INCREASE
		ACTUAL	ACTUAL	2016	PROJECTED	BUDGET	EXECUTIVE	APPROVED	(DECREASE)
PARKS MAINTENANCE (550-55)									
PERSONNEL SERVICES									
10055055-511000	REGULAR WAGES	\$ 256,508	\$ 253,712	\$ 265,425	282,189	283,330	320,084	320,084	36,754
10055055-513000	OVERTIME	9,872	7,481	9,863	12,606	9,000	10,000	10,000	1,000
10055055-517000	MISCELLANEOUS COMPENSATION	947	1,056	1,354	1,556	1,750	2,466	2,466	716
10055055-519000	SEASONAL WAGES	60,373	71,924	69,084	71,461	70,000	71,500	71,500	1,500
	SUB-TOTAL	327,700	334,173	345,726	367,812	364,080	404,050	404,050	39,970
FRINGE BENEFITS									
10055055-521000	SOCIAL SECURITY	24,854	25,497	26,130	27,913	27,734	30,393	30,393	2,659
10055055-522000	RETIREMENT	15,784	15,526	15,985	17,052	17,569	22,515	22,515	4,946
10055055-523000	HEALTH INSURANCE	60,110	60,218	62,337	62,566	68,905	72,010	72,010	3,105
10055055-524000	LIFE INSURANCE	794	814	943	920	957	1,096	1,096	139
10055055-525000	DENTAL INSURANCE	5,842	5,476	6,199	6,152	6,483	8,401	8,401	1,918
10055055-526000	UNEMPLOYMENT COMPENSATION	9,624	11,261	2,625	3,000	15,500	10,000	10,000	(5,500)
	SUB-TOTAL	117,008	118,792	114,219	117,603	137,148	144,415	144,415	7,267
MATERIALS & SUPPLIES									
10055055-531000	OFFICE SUPPLIES	32	239	2,500	1,000	2,500	2,000	2,000	(500)
10055055-532000	OPERATING SUPPLIES	20,601	18,301	20,309	20,000	20,000	24,000	24,000	4,000
10055055-533000	REPAIRS AND MAINTENANCE	20,780	21,385	7,237	20,000	25,058	28,000	28,000	2,942
10055055-533100	MAINTENANCE AGREEMENTS	-	550	-	2,000	2,000	2,000	2,000	-
10055055-533120	MAINTENANCE - TURF	1,617	1,352	1,035	1,850	1,850	2,300	2,300	450
10055055-533130	MAINTENANCE - PLAYGROUNDS	1,500	6,670	-	3,000	3,000	4,500	4,500	1,500
10055055-533300	FLEET RENTAL CHARGES	-	213,881	40,388	101,675	101,675	200,105	203,396	101,721
10055055-534000	SMALL TOOLS	264	75	348	350	250	250	250	-
10055055-535000	UNIFORMS	2,326	3,074	3,073	3,300	3,300	3,300	3,300	-
10055055-537000	RENTAL VEHICLES AND EQUIPMENT	500	-	-	-	-	-	-	-
	SUB-TOTAL	47,620	265,527	74,890	153,175	159,633	266,455	269,746	110,113
CONTRACTUAL SERVICES									
10055055-541000	COMMUNICATIONS	848	1,462	1,910	1,700	1,500	1,600	1,600	100
10055055-542000	UTILITIES	29,559	25,960	23,660	29,000	30,000	32,000	32,000	2,000
10055055-544000	PROFESSIONAL SERVICES	580	428	33	50	-	10,000	10,000	10,000
10055055-544345	CITY FLOWER BEDS	1,029	906	389	975	975	975	975	-
10055055-544400	CONTRACTUAL SERVICES	75	450	760	960	960	1,000	1,000	40
	SUB-TOTAL	32,091	29,206	26,752	32,685	33,435	45,575	45,575	12,140
PROFESSIONAL DEVELOPMENT									
10055055-563000	MEETINGS AND TRAINING	725	760	1,340	2,660	2,660	2,960	2,960	300
10055055-564000	DUES AND MEMBERSHIPS	-	250	260	350	350	600	600	250
	SUB-TOTAL	725	1,010	1,600	3,010	3,010	3,560	3,560	550
CAPITAL ITEMS									
10055055-581000	MACHINERY & EQUIPMENT EXPENSE	-	-	407	407	-	-	-	-
	SUB-TOTAL	-	-	407	407	-	-	-	-
TOTAL PARK MAINTENANCE		\$ 525,144	\$ 748,708	\$ 563,594	\$ 674,692	\$ 697,306	\$ 864,055	\$ 867,346	\$ 170,040

CITY OF SUN PRAIRIE
2017 APPROVED BUDGET
PUBLIC WORKS

		2014	2015	8/31/2016	2016	2016	2017	2017	INCREASE
		<u>ACTUAL</u>	<u>ACTUAL</u>	<u>2016</u> <u>ACTUAL</u>	<u>PROJECTED</u>	<u>BUDGET</u>	<u>EXECUTIVE</u>	<u>APPROVED</u>	<u>(DECREASE)</u>
FORESTRY (650-00)									
PERSONNEL SERVICES									
10065000-511000	REGULAR WAGES	\$ 22,810	\$ 42,725	\$ 46,687	\$ 48,438	\$ 48,076	\$ 51,634	\$ 51,634	\$ 3,558
10065000-513000	OVERTIME	173	3	48	60	-	200	200	200
10065000-517000	MISCELLANEOUS COMPENSATION	13	392	502	600	512	640	640	128
	SUB-TOTAL	22,996	43,120	47,237	49,098	48,588	52,474	52,474	3,886
FRINGE BENEFITS									
10065000-521000	SOCIAL SECURITY	1,748	3,269	3,511	3,865	3,716	3,902	3,902	186
10065000-522000	RETIREMENT	1,065	2,509	2,807	2,938	2,982	3,470	3,470	488
10065000-523000	HEALTH INSURANCE	4,342	8,202	8,167	8,167	10,182	9,208	9,208	(974)
10065000-524000	LIFE INSURANCE	117	36	104	105	105	106	106	1
10065000-525000	DENTAL INSURANCE	388	674	869	869	871	942	942	71
10065000-528000	POST EMPLOYMENT HEALTH PLAN	7,475	-	-	-	-	-	-	-
	SUB-TOTAL	15,135	14,690	15,457	15,944	17,856	17,628	17,628	(228)
MATERIALS & SUPPLIES									
10065000-532000	OPERATING SUPPLIES	2,076	5,984	1,066	3,780	3,624	3,750	3,750	126
10065000-533000	REPAIRS AND MAINTENANCE	90	1,045	493	500	500	500	500	-
	SUB-TOTAL	2,166	7,029	1,559	4,280	4,124	4,250	4,250	126
CONTRACTUAL SERVICES									
10065000-541000	COMMUNICATIONS	55	61	43	75	75	75	75	-
10065000-544000	CONTRACTUAL SERVICES	-	27,186	124,838	122,338	122,338	-	25,000	(97,338)
	SUB-TOTAL	55	27,247	124,882	122,413	122,413	75	25,075	(97,338)
PROFESSIONAL DEVELOPMENT									
10065000-563000	MEETINGS AND TRAINING	275	-	1,003	1,450	1,450	1,825	1,825	375
10065000-564000	DUES AND MEMBERSHIPS	-	-	375	880	880	400	400	(480)
	SUB-TOTAL	275	-	1,378	2,330	2,330	2,225	2,225	(105)
CAPITAL ITEMS									
10065000-581000	MACHINERY & EQUIPMENT EXPENSE	195	1,484	460	2,500	2,500	-	-	(2,500)
	SUB-TOTAL	195	1,484	460	2,500	2,500	-	-	(2,500)
TOTAL FORESTRY		\$ 40,822	\$ 93,570	\$ 190,972	\$ 196,565	\$ 197,811	\$ 76,652	\$ 101,652	\$ (96,159)

CITY OF SUN PRAIRIE
2017 APPROVED BUDGET
ENGINEERING DEPARTMENT

		8/31/2016							
		2014	2015	2016	2016	2016	2017	2017	INCREASE
		ACTUAL	ACTUAL	ACTUAL	PROJECTED	BUDGET	EXECUTIVE	APPROVED	(DECREASE)
ENGINEERING (330-00)									
PERSONNEL SERVICES									
10033000-511000	REGULAR WAGES	\$ 395,191	\$ 403,525	\$ 409,626	\$ 412,800	\$ 417,391	\$ 346,955	\$ 346,955	\$ (70,436)
10033000-513000	OVERTIME	16,712	12,962	16,893	19,900	5,000	10,000	10,000	5,000
	SUB-TOTAL	411,903	416,487	426,519	432,700	422,391	356,955	356,955	(65,436)
FRINGE BENEFITS									
10033000-521000	SOCIAL SECURITY	30,647	31,198	32,605	33,083	31,351	27,332	27,332	(4,019)
10033000-522000	RETIREMENT	24,223	24,537	25,384	25,584	25,881	24,258	24,258	(1,623)
10033000-523000	HEALTH INSURANCE	73,773	74,227	63,244	63,056	73,758	43,878	43,878	(29,880)
10033000-524000	LIFE INSURANCE	1,069	1,193	1,332	1,331	1,330	1,177	1,177	(153)
10033000-525000	DENTAL INSURANCE	7,399	7,035	7,206	7,206	7,225	6,260	6,260	(965)
	SUB-TOTAL	137,111	138,190	129,771	130,260	139,545	102,905	102,905	(36,640)
MATERIALS & SUPPLIES									
10033000-531000	OFFICE SUPPLIES	816	440	718	700	650	750	750	100
10033000-532000	OPERATING SUPPLIES	2,434	1,763	2,568	2,100	2,100	2,100	2,100	-
10033000-533000	REPAIRS AND MAINTENANCE	235	292	1,756	1,756	1,000	1,000	1,000	-
10033000-533100	MAINTENANCE AGREEMENTS	4,306	3,979	6,774	7,566	6,200	6,349	6,349	149
10033000-533300	FLEET RENTAL CHARGES	-	35,028	2,890	35,285	35,285	9,475	9,734	(25,551)
	SUB-TOTAL	7,791	41,502	14,706	47,407	45,235	19,674	19,933	(25,302)
CONTRACTUAL SERVICES									
10033000-541000	COMMUNICATIONS	5,083	4,510	3,953	5,400	5,400	5,400	5,400	-
10033000-543000	ADVERTISING AND PRINTING	-	50	-	-	-	-	-	-
10033000-544000	PROFESSIONAL SERVICES	33	23,649	-	-	-	2,250	2,250	2,250
	SUB-TOTAL	5,116	28,209	3,953	5,400	5,400	7,650	7,650	2,250
PROFESSIONAL DEVELOPMENT									
10033000-563000	MEETINGS AND TRAINING	1,473	1,686	1,983	1,980	2,000	2,000	2,000	-
10033000-564000	DUES AND MEMBERSHIPS	729	495	677	700	700	815	815	115
10033000-566000	PUBLICATIONS AND SUBSCRIPTIONS	-	69	87	165	175	200	200	25
	SUB-TOTAL	2,202	2,250	2,748	2,845	2,875	3,015	3,015	140
CAPITAL ITEMS									
10033000-581000	MACHINERY & EQUIPMENT EXPENSE	-	-	-	-	-	-	25,460	25,460
10033000-581100	MINOR CAPITAL	-	23,040	1,410	1,410	1,500	-	-	(1,500)
	SUBTOTAL	-	23,040	1,410	1,410	1,500	-	25,460	23,960
TOTAL ENGINEERING		\$ 564,123	\$ 649,678	\$ 579,106	\$ 620,022	\$ 616,946	\$ 490,199	\$ 515,918	\$ (101,028)

CITY OF SUN PRAIRIE
2017 APPROVED BUDGET
HEALTH & HUMAN SERVICES

		2014 ACTUAL	2015 ACTUAL	8/31/2016 2016 ACTUAL	2016 PROJECTED	2016 BUDGET	2017 EXECUTIVE	2017 APPROVED	INCREASE (DECREASE)
SENIOR CITIZEN PROGRAM (541-00)									
CONTRACTUAL SERVICES									
10054100-544000	PROFESSIONAL SERVICES	\$ 160,000	\$ 160,000	\$ 170,000	\$ 170,000	\$ 170,000	\$ 180,000	\$ 180,000	\$ 10,000
	SUB-TOTAL	160,000	160,000	170,000	170,000	170,000	180,000	180,000	10,000
TOTAL SENIOR CITIZEN PROGRAM		\$ 160,000	\$ 160,000	\$ 170,000	\$ 170,000	\$ 170,000	\$ 180,000	\$ 180,000	\$ 10,000
YOUTH PROGRAMS									
CONTRACTUAL SERVICES									
10054500-544000	PROFESSIONAL SERVICES	\$ 15,000	\$ 15,000	\$ 45,000	\$ 45,000	\$ 45,000	\$ 75,000	\$ 75,000	\$ 30,000
	SUB-TOTAL	15,000	15,000	45,000	45,000	45,000	75,000	75,000	30,000
TOTAL YOUTH PROGRAMS		\$ 15,000	\$ 15,000	\$ 45,000	\$ 45,000	\$ 45,000	\$ 75,000	\$ 75,000	\$ 30,000
CEMETERY									
CONTRACTUAL SERVICES									
10054910-544000	PROFESSIONAL SERVICES	\$ 8,000	\$ 8,500	\$ 9,500	\$ 9,500	\$ 9,500	\$ 9,500	\$ 9,500	\$ -
	SUB-TOTAL	8,000	8,500	9,500	9,500	9,500	9,500	9,500	-
TOTAL CEMETERY		\$ 8,000	\$ 8,500	\$ 9,500	\$ 9,500	\$ 9,500	\$ 9,500	\$ 9,500	\$ -
YOUTH & FAMILY COMMISSION (542-00)									
PERSONNEL SERVICES									
10054200-514000	BOARDS AND COMMITTEES	\$ 480	\$ 535	\$ 1,280	\$ 1,200	\$ 1,920	\$ 1,920	\$ 1,920	\$ -
	SUB-TOTAL	480	535	1,280	1,200	1,920	1,920	1,920	-
FRINGE BENEFITS									
10054200-521000	SOCIAL SECURITY	37	43	95	100	-	147	147	147
10054200-526000	UNEMPLOYMENT COMPENSATION	-	-	-	-	-	-	-	-
	SUB-TOTAL	37	43	95	100	-	147	147	147
MATERIALS & SUPPLIES									
10054200-532150	WORK PERMIT	10	10	10	10	-	10	10	10
	SUB-TOTAL	10	10	10	10	-	10	10	10
CONTRACTUAL SERVICES									
10054200-541000	COMMUNICATIONS	72	65	35	-	-	-	-	-
10054200-544000	PROFESSIONAL SERVICES	2,495	5,500	-	-	-	-	-	-
	SUB-TOTAL	2,567	5,565	35	-	-	-	-	-
PROFESSIONAL DEVELOPMENT									
10054200-563000	MEETINGS AND TRAINING	1,005	601	829	300	750	750	750	-
	SUB-TOTAL	1,005	601	829	300	750	750	750	-
TOTAL YOUTH & FAMILY COMMISSION		\$ 4,099	\$ 6,754	\$ 2,250	\$ 1,610	\$ 2,670	\$ 2,827	\$ 2,827	\$ 157
YOUTH & FAMILY COMMISSION: CARRYOVER BALANCE									
BEGINNING FUND BALANCE		3,794	2,395	2,641	2,641	2,641	3,090	3,090	
ADDITIONS		2,700	7,000		7,000	2,500	-	-	
EXPENSES		4,099	6,754		1,610	2,670	2,827	2,827	
ENDING FUND BALANCE		2,395	2,641		8,031	2,471	263	263	

CITY OF SUN PRAIRIE
2017 APPROVED BUDGET
RECREATION & MUSEUM

		8/31/2016							
		2014	2015	2016	2016	2016	2017	2017	INCREASE
		ACTUAL	ACTUAL	ACTUAL	PROJECTED	BUDGET	COMMITTEE	APPROVED	(DECREASE)
RECREATION ADMINISTRATION (550-51)									
PERSONNEL SERVICES									
10055051-511000	100-55-550-510-511000- REGULAR WAGES	\$ 135,275	\$ 147,895	\$ 147,191	\$ 156,306	\$ 156,306	\$ 162,832	\$ 162,832	\$ 6,526
10055051-513000	100-55-550-510-513000- OVERTIME	34	-	-	-	-	-	-	-
10055051-514000	100-55-550-510-514000- BOARDS AND COMMITTEES	740	560	780	900	900	900	900	-
	SUB-TOTAL	136,049	148,455	147,971	157,206	157,206	163,732	163,732	6,526
FRINGE BENEFITS									
10055051-521000	100-55-550-510-521000- SOCIAL SECURITY	9,941	11,269	11,300	11,934	11,934	12,438	12,438	504
10055051-522000	100-55-550-510-522000- RETIREMENT	8,129	9,170	9,126	9,693	9,693	11,073	11,073	1,380
10055051-523000	100-55-550-510-523000- HEALTH INSURANCE	23,601	28,644	29,072	29,362	29,362	31,776	31,776	2,414
10055051-524000	100-55-550-510-524000- LIFE INSURANCE	278	369	461	463	463	505	505	42
10055051-525000	100-55-550-510-525000- DENTAL INSURANCE	2,129	2,433	2,573	2,580	2,580	2,788	2,788	208
	SUB-TOTAL	44,078	51,885	52,532	54,032	54,032	58,580	58,580	4,548
MATERIALS & SUPPLIES									
10055051-531000	100-55-550-510-531000- OFFICE SUPPLIES	927	728	1,106	1,375	1,390	1,390	1,390	-
10055051-532000	100-55-550-510-532000- OPERATING SUPPLIES	120	-	18	14	-	-	-	-
10055051-532150	100-55-550-510-532150- WORK PERMITS	210	210	200	200	200	200	200	-
10055051-532500	100-55-550-510-532500- BANK SERVICE CHARGES	13,680	15,312	16,217	16,000	15,000	16,000	16,000	1,000
10055051-533100	100-55-550-510-533100- MAINTENANCE AGREEMENTS	525	2,148	1,878	3,000	3,000	3,000	3,000	-
10055051-533300	100-55-550-510-533300- FLEET RENTAL CHARGES	-	-	85	222	222	476	489	267
	SUB-TOTAL	15,462	18,398	19,503	20,811	19,812	21,066	21,079	1,267
CONTRACTUAL SERVICES									
10055051-541000	100-55-550-510-541000- COMMUNICATIONS	5,237	6,589	4,112	5,800	5,800	5,800	5,800	-
10055051-543000	100-55-550-510-543000- ADVERTISING AND PRINTING	1,342	759	1,500	1,500	1,500	1,500	1,500	-
	SUB-TOTAL	6,579	7,348	5,612	7,300	7,300	7,300	7,300	-
PROFESSIONAL DEVELOPMENT									
10055051-562000	100-55-550-510-562000- MILEAGE	765	540	725	1,200	2,000	2,000	2,000	-
10055051-563000	100-55-550-510-563000- MEETINGS AND TRAINING	1,183	1,330	1,310	1,900	1,900	1,900	1,900	-
10055051-564000	100-55-550-510-564000- DUES AND MEMBERSHIPS	410	260	330	710	710	710	710	-
	SUB-TOTAL	2,358	2,130	2,365	3,810	4,610	4,610	4,610	-
TOTAL RECREATION ADMINISTRATION		\$ 204,526	\$ 228,216	\$ 227,983	\$ 243,159	\$ 242,960	\$ 255,288	\$ 255,301	\$ 12,341

CITY OF SUN PRAIRIE
2017 APPROVED BUDGET
RECREATION & MUSEUM

		2014	2015	8/31/2016	2016	2016	2017	2017	INCREASE
		ACTUAL	ACTUAL	2016	PROJECTED	BUDGET	COMMITTEE	APPROVED	(DECREASE)
SUMMER RECREATION (550-53)									
PERSONNEL SERVICES									
10055053-511000	100-55-550-530-511000- REGULAR WAGES	\$ 61,270	\$ 57,398	\$ 52,631	\$ 53,000	\$ 70,214	\$ 70,214	\$ 70,214	\$ -
10055053-513000	100-55-550-530-513000- OVERTIME	-	-	101	101	-	-	-	-
	SUB-TOTAL	61,270	57,398	52,732	53,101	70,214	70,214	70,214	-
FRINGE BENEFITS									
10055053-521000	100-55-550-530-521000- SOCIAL SECURITY	4,688	4,396	4,034	4,100	5,726	5,726	5,726	-
10055053-526000	100-55-550-530-526000- UNEMPLOYMENT COMPENSATION	-	21	-	-	-	-	-	-
	SUB-TOTAL	4,688	4,417	4,034	4,100	5,726	5,726	5,726	-
MATERIALS & SUPPLIES									
10055053-532000	100-55-550-530-532000- OPERATING SUPPLIES	10,557	10,062	9,508	16,000	17,044	17,044	17,044	-
	SUB-TOTAL	10,557	10,062	9,534	16,026	17,044	17,044	17,044	-
CONTRACTUAL SERVICES									
10055053-543000	100-55-550-530-543000- ADVERTISING AND PRINTING	1,178	1,552	8,775	9,026	8,200	8,200	8,200	-
10055053-544000	100-55-550-530-544000- PROFESSIONAL SERVICES	31,348	27,908	25,314	23,000	30,500	30,500	30,500	-
10055053-544200	100-55-550-530-544200- TRANSPORTATION SERVICES	2,422	2,663	809	717	3,200	3,200	3,200	-
10055053-544300	100-55-550-530-544300- COMMISSIONED SALES	-	827	633	650	1,600	1,600	1,600	-
	SUB-TOTAL	34,948	32,950	35,530	33,393	43,500	43,500	43,500	-
TOTAL SUMMER RECREATION		\$ 111,463	\$ 104,827	\$ 101,830	\$ 106,620	\$ 136,484	\$ 136,484	\$ 136,484	\$ -
WINTER RECREATION (550-54)									
PERSONNEL SERVICES									
10055054-511000	100-55-550-540-511000- REGULAR WAGES	\$ 19,148	\$ 20,866	\$ 26,336	\$ 28,000	\$ 18,278	\$ 18,278	\$ 18,278	\$ -
	SUB-TOTAL	19,148	20,866	26,336	28,000	18,278	18,278	18,278	-
FRINGE BENEFITS									
10055054-521000	100-55-550-540-521000- SOCIAL SECURITY	1,465	1,597	2,015	2,150	1,382	1,382	1,382	-
	SUB-TOTAL	1,465	1,597	2,015	2,150	1,382	1,382	1,382	-
MATERIALS & SUPPLIES									
10055054-532000	100-55-550-540-532000- OPERATING SUPPLIES	3,186	3,713	4,164	6,200	6,200	6,200	6,200	-
	SUB-TOTAL	3,186	3,713	4,164	6,200	6,200	6,200	6,200	-
CONTRACTUAL SERVICES									
10055054-543000	100-55-550-540-543000- ADVERTISING AND PRINTING	121	164	7,603	9,000	10,000	10,000	10,000	-
10055054-544000	100-55-550-540-544000- PROFESSIONAL SERVICES	22,576	32,388	26,617	28,000	28,000	28,000	28,000	-
10055054-544200	100-55-550-540-544200- TRANSPORTATION SERVICES	1,590	2,105	950	2,200	2,200	2,200	2,200	-
	SUB-TOTAL	24,287	34,657	35,170	39,200	40,200	40,200	40,200	-
TOTAL WINTER RECREATION		\$ 48,086	\$ 60,833	\$ 67,685	\$ 75,550	\$ 66,060	\$ 66,060	\$ 66,060	\$ -
CONCERTS IN THE PARK (550-57)									
MATERIALS & SUPPLIES									
10055057-532000	100-55-550-570-532000- OPERATING SUPPLIES	\$ 155	\$ -	\$ 60	\$ 61	\$ 150	\$ 150	\$ 150	\$ -
	SUB-TOTAL	155	-	60	61	150	150	150	-
CONTRACTUAL SERVICES									
10055057-544000	100-55-550-570-544000- PROFESSIONAL SERVICES	2,480	3,050	4,322	4,525	2,670	6,500	4,500	1,830
	SUB-TOTAL	2,480	3,050	4,322	4,525	2,670	6,500	4,500	1,830
TOTAL CONCERTS IN THE PARK		\$ 2,635	\$ 3,050	\$ 4,382	\$ 4,586	\$ 2,820	\$ 6,650	\$ 4,650	\$ 1,830
TOTAL RECREATION DEPARTMENT		\$ 366,710	\$ 396,926	\$ 401,879	\$ 429,914	\$ 448,324	\$ 464,482	\$ 462,495	\$ 14,171
FAMILY AQUATIC CENTER (255)									
FAMILY AQUATIC CENTER REVENUES									
25504600-465502	255-46-100-000-465502- FAMILY AQUATIC CENTER FEES	\$ 184,095	\$ 191,484	\$ 210,241	\$ 210,236	\$ 192,000	\$ 206,762	\$ 206,762	\$ 14,762
25504800-484000	255-48-100-000-484000- INSURANCE DIVIDEND & RECOVERY	-	17,373	-	-	-	-	-	-
25504800-489000	255-48-100-000-489000- MISCELLANEOUS REVENUES	251	-	-	-	-	-	-	-
25504900-492100	255-49-100-000-492100- TRANSFER IN	-	44,915	11,644	11,644	20,900	2,189	2,189	(18,711)
TOTAL FAMILY AQUATIC CENTER REVENUES		184,346	253,772	221,885	221,880	212,900	208,951	208,951	(3,949)

CITY OF SUN PRAIRIE
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RECREATION & MUSEUM

		2014	2015	8/31/2016	2016	2016	2017	2017	INCREASE
		ACTUAL	ACTUAL	ACTUAL	PROJECTED	BUDGET	COMMITTEE	APPROVED	(DECREASE)
FAMILY AQUATIC CENTER EXPENDITURES									
PERSONNEL SERVICES									
25555052-511000	255-56-550-520-511000- REGULAR WAGES	\$ 135,357	\$ 136,251	\$ 139,868	\$ 139,868	\$ 145,575	\$ 159,075	\$ 159,075	\$ 13,500
25555052-513000	255-56-550-520-513000- OVERTIME	15	253	100	100	-	-	-	-
	SUB-TOTAL	135,372	136,504	139,968	139,968	145,575	159,075	159,075	13,500
FRINGE BENEFITS									
25555052-521000	255-56-550-520-521000- SOCIAL SECURITY	10,356	10,443	10,715	10,715	11,150	12,183	12,183	1,033
	SUB-TOTAL	10,356	10,443	10,715	10,715	11,150	12,183	12,183	1,033
MATERIALS & SUPPLIES									
25555052-532000	255-56-550-520-532000- OPERATING SUPPLIES	9,559	18,003	9,986	8,962	11,000	13,000	13,000	2,000
25555052-532300	255-56-550-520-532300- CONCESSION SUPPLIES	11,269	10,815	14,730	14,730	12,000	13,000	13,000	1,000
25555052-532350	255-56-550-520-532350- CHEMICALS	15,406	15,298	16,134	16,134	16,000	17,500	17,500	1,500
25555052-532400	255-56-550-520-532400- OPERATING PERMITS & LICENSES	1,298	1,298	1,306	1,306	1,350	1,350	1,350	-
25555052-533000	255-56-550-520-533000- REPAIRS AND MAINTENANCE	14,162	67,515	46,110	13,962	15,000	16,000	16,000	1,000
25555052-537000	255-56-550-520-537000- RENTAL VEHICLES AND EQUIPMENT	197	-	-	-	-	-	-	-
	SUB-TOTAL	51,891	112,929	88,266	55,094	55,350	60,850	60,850	5,500
CONTRACTUAL SERVICES									
25555052-541000	255-56-550-520-541000- COMMUNICATIONS	1,234	1,136	937	1,000	1,300	1,300	1,300	-
25555052-542000	255-56-550-520-542000- UTILITIES	45,473	38,819	27,759	38,000	42,000	42,000	42,000	-
25555052-544000	255-56-550-520-544000- PROFESSIONAL SERVICES	929	1,119	6,594	800	3,725	5,700	5,700	1,975
	SUB-TOTAL	47,636	41,074	35,290	39,800	47,025	49,000	49,000	1,975
PROFESSIONAL DEVELOPMENT									
25555052-563000	255-56-550-520-563000- MEETINGS AND TRAINING	-	-	315	315	600	600	600	-
	SUB-TOTAL	-	-	315	315	600	600	600	-
CAPITAL ITEMS									
25555052-581000	255-56-550-520-581000- MACHINERY & EQUIPMENT EXPENSE	-	21,442	-	-	-	4,500	4,500	4,500
25555052-589000	255-56-550-520-589000- MACHINERY & EQPMNT - REPLACED	3,155	-	20,351	20,351	20,900	-	-	(20,900)
	SUBTOTAL	3,155	21,442	20,351	20,351	20,900	4,500	4,500	(16,400)
TOTAL FAMILY AQUATIC CENTER EXPENDITURES		\$ 248,410	\$ 322,392	\$ 294,905	\$ 266,243	\$ 280,600	\$ 286,208	\$ 286,208	\$ 5,608
FAMILY AQUATIC CENTER: OPERATING & FACILITY IMPROVEMENTS FUND BALANCE									
BEGINNING FUND BALANCE		\$ (101,384)	\$ (162,293)	(254,386)	\$ (254,386)	\$ (254,386)	\$ (322,086)	\$ (322,086)	
ADDITIONS		184,346	208,857	210,241	210,236	192,000	206,762	206,762	
EXPENSES		245,255	300,950	274,554	245,892	259,700	281,708	281,708	
ENDING FUND BALANCE		(162,293)	(254,386)	(318,700)	(290,042)	(322,086)	(397,032)	(397,032)	
FAMILY AQUATIC CENTER: EQUIPMENT REPLACEMENT FUND BALANCE									
BEGINNING FUND BALANCE		28,688	25,533	49,006	\$ 25,533	\$ 25,533	\$ 27,844	\$ 27,844	
ADDITIONS		-	44,915	11,644	11,644	20,900	2,189	2,189	
EXPENSES		3,155	21,442	20,351	20,351	20,900	4,500	4,500	
ENDING FUND BALANCE		25,533	49,006	40,300	16,826	25,533	25,533	25,533	
FAMILY AQUATIC CENTER: SCHOLARSHIPS FUND BALANCE									
BEGINNING FUND BALANCE		3,458	3,458	3,458	3,458	3,458	3,458	3,458	
ADDITIONS		-	-	-	-	-	-	-	
EXPENSES		-	-	-	-	-	-	-	
ENDING FUND BALANCE		3,458	3,458	3,458	3,458	3,458	3,458	3,458	
TOTAL FAMILY AQUATIC CENTER FUND BALANCE		\$ (133,302)	\$ (201,922)	\$ (274,942)	\$ (269,758)	\$ (293,095)	\$ (368,042)	\$ (368,042)	

CITY OF SUN PRAIRIE
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RECREATION & MUSEUM

		2014	2015	8/31/2016	2016	2016	2017	2017	INCREASE
		ACTUAL	ACTUAL	2016	PROJECTED	BUDGET	COMMITTEE	APPROVED	(DECREASE)
MUSEUM (530-00)									
PERSONNEL SERVICES									
10053000-511000	100-55-530-000-511000- REGULAR WAGES	\$ 7,932	\$ 12,440	\$ 16,620	\$ 19,683	\$ 19,683	\$ 33,329	\$ 15,881	\$ (3,802)
	SUB-TOTAL	7,932	12,440	16,620	19,683	19,683	33,329	15,881	(3,802)
FRINGE BENEFITS									
10053000-521000	100-55-530-000-521000- SOCIAL SECURITY	607	952	1,272	1,215	1,509	12,829	1,215	(294)
10053000-526000	100-55-530-000-526000- UNEMPLOYMENT COMPENSATION	159	-	-	-	-	-	-	-
	SUB-TOTAL	766	952	1,272	1,215	1,509	12,829	1,215	(294)
MATERIALS & SUPPLIES									
10053000-531000	100-55-530-000-531000- OFFICE SUPPLIES	622	407	233	400	400	400	400	-
10053000-532000	100-55-530-000-532000- OPERATING SUPPLIES	7,818	4,238	2,504	8,300	8,300	8,300	8,300	-
10053000-533000	100-55-530-000-533000- REPAIRS AND MAINTENANCE	961	521	150	3,200	3,200	3,200	3,200	-
10053000-533100	100-55-530-000-533100- MAINTENANCE AGREEMENTS	2,076	1,703	2,040	2,000	2,000	2,000	2,000	-
10053000-533200	100-55-530-000-533200- JANITORIAL SERVICES	200	-	-	275	275	275	275	-
10053000-534000	100-55-530-000-534000- SMALL TOOLS	142	-	-	100	100	100	100	-
	SUB-TOTAL	11,819	6,869	4,927	14,275	14,275	14,275	14,275	-
CONTRACTUAL SERVICES									
10053000-541000	100-55-530-000-541000- COMMUNICATIONS	1,066	1,669	1,957	1,530	1,130	1,400	1,400	270
10053000-542000	100-55-530-000-542000- UTILITIES	4,274	3,492	2,787	3,600	3,600	3,600	3,600	-
10053000-543000	100-55-530-000-543000- ADVERTISING AND PRINTING	668	590	558	750	750	750	750	-
10053000-544000	100-55-530-000-544000- PROFESSIONAL SERVICES	1,139	525	300	750	750	750	750	-
	SUB-TOTAL	7,147	6,276	5,601	6,630	6,230	6,500	6,500	270
CAPITAL ITEMS									
10053000-581000	100-55-530-000-581000- MACHINERY & EQUIPMENT EXPENSE	694	-	-	300	750	750	750	-
10053000-584000	100-55-530-000-584000- BUILDING IMPROVEMENTS	-	-	3,055	4,800	4,800	4,800	4,800	-
10053000-588000	100-55-530-000-588000- OFFICE FURNITURE & EQUIPMENT	300	-	-	400	400	400	400	-
	SUB-TOTAL	994	-	3,055	5,500	5,950	5,950	5,950	-
TOTAL MUSEUM		\$ 28,658	\$ 26,537	\$ 31,475	\$ 47,303	\$ 47,647	\$ 72,883	\$ 43,821	\$ (3,826)

CITY OF SUN PRAIRIE
2017 APPROVED BUDGET
COMMUNITY DEVELOPMENT

		8/31/2016							
		2014	2015	2016	2016	2016	2017	2017	INCREASE
		<u>ACTUAL</u>	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>PROJECTED</u>	<u>BUDGET</u>	<u>EXECUTIVE</u>	<u>APPROVED</u>	<u>(DECREASE)</u>
PLANNING (610-00)									
PERSONNEL SERVICES									
10061000-511000	100-56-610-000-511000- REGULAR WAGES	\$ 249,978	\$ 261,562	\$ 241,231	\$ 252,737	\$ 267,644	\$ 268,094	\$ 260,894	\$ (6,750)
10061000-513000	100-56-610-000-513000- OVERTIME	-	-	990	990	-	1,000	1,000	1,000
10061000-514000	100-56-610-000-514000- BOARDS AND COMMITTEES	1,460	1,280	1,320	1,740	1,800	1,800	1,800	-
	SUB-TOTAL	251,438	262,842	243,541	255,467	269,444	270,894	263,694	(5,750)
FRINGE BENEFITS									
10061000-521000	100-56-610-000-521000- SOCIAL SECURITY	19,194	20,029	18,601	19,520	20,431	20,507	19,956	(475)
10061000-522000	100-56-610-000-522000- RETIREMENT	15,499	16,213	14,015	14,738	16,596	17,773	17,773	1,177
10061000-523000	100-56-610-000-523000- HEALTH INSURANCE	30,887	39,386	24,967	24,967	40,373	26,446	26,446	(13,927)
10061000-524000	100-56-610-000-524000- LIFE INSURANCE	636	708	750	750	935	927	927	(8)
10061000-525000	100-56-610-000-525000- DENTAL INSURANCE	2,752	3,345	2,799	2,800	3,547	2,928	2,928	(619)
10061000-528000	100-56-610-000-528000- POST EMPLOYMENT HEALTH PLAN	-	-	14,424	14,424	-	-	-	-
	SUB-TOTAL	68,968	79,681	75,555	77,199	81,882	68,581	68,030	(13,852)
MATERIALS & SUPPLIES									
10061000-531000	100-56-610-000-531000- OFFICE SUPPLIES	414	232	968	300	300	500	500	200
10061000-533300	100-56-610-000-533300- FLEET RENTAL CHARGES	-	239	89	234	234	234	240	6
	SUB-TOTAL	414	471	1,057	534	534	734	740	206
CONTRACTUAL SERVICES									
10061000-541000	100-56-610-000-541000- COMMUNICATIONS	2,014	2,450	2,126	2,500	2,500	2,500	2,500	-
10061000-544000	100-56-610-000-544000- PROFESSIONAL SERVICES	690	33,253	200	500	5,000	35,000	35,000	30,000
	SUB-TOTAL	2,704	35,703	2,326	3,000	7,500	37,500	37,500	30,000
PROFESSIONAL DEVELOPMENT									
10061000-562000	100-56-610-000-562000- MILEAGE	26	74	25	100	100	100	100	-
10061000-563000	100-56-610-000-563000- MEETINGS AND TRAINING	852	551	3,648	3,600	3,800	3,800	3,800	-
10061000-564000	100-56-610-000-564000- DUES AND MEMBERSHIPS	810	1,245	1,255	1,255	1,300	1,300	1,300	-
10061000-566000	100-56-610-000-566000- PUBLICATIONS AND SUBSCRIPTIONS	328	378	646	500	500	500	500	-
	SUB-TOTAL	2,016	2,248	5,574	5,455	5,700	5,700	5,700	-
TOTAL PLANNING		\$ 325,540	\$ 380,945	\$ 328,053	\$ 341,655	\$ 365,060	\$ 383,409	\$ 375,664	\$ 10,604

CITY OF SUN PRAIRIE
2017 APPROVED BUDGET
COMMUNITY DEVELOPMENT

		2014	2015	8/31/2016	2016	2016	2017	2017	INCREASE
		<u>ACTUAL</u>	<u>ACTUAL</u>	<u>2016</u> <u>ACTUAL</u>	<u>PROJECTED</u>	<u>BUDGET</u>	<u>EXECUTIVE</u>	<u>APPROVED</u>	<u>(DECREASE)</u>
BUILDING INSPECTION (240-00)									
PERSONNEL SERVICES									
10024000-511000	100-52-240-000-511000- REGULAR WAGES	\$ 224,130	\$ 210,875	\$ 225,009	\$ 235,532	\$ 258,375	\$ 276,429	\$ 271,928	\$ 13,553
10024000-513000	100-52-240-000-513000- OVERTIME	-	-	68	68	-	-	-	-
10024000-519000	100-52-240-000-519000- SEASONAL WAGES	27,709	26,071	22,440	23,500	25,000	25,000	25,000	-
	SUB-TOTAL	251,839	236,946	247,516	259,100	283,375	301,429	296,928	13,553
FRINGE BENEFITS									
10024000-521000	100-52-240-000-521000- SOCIAL SECURITY	18,987	17,954	18,601	19,906	21,678	23,416	23,068	1,390
10024000-522000	100-52-240-000-522000- RETIREMENT	13,332	12,267	11,621	12,745	14,286	18,798	18,469	4,183
10024000-523000	100-52-240-000-523000- HEALTH INSURANCE	39,334	50,128	47,266	48,500	58,724	81,962	77,792	19,068
10024000-524000	100-52-240-000-524000- LIFE INSURANCE	836	850	941	1,160	1,213	991	937	(276)
10024000-525000	100-52-240-000-525000- DENTAL INSURANCE	4,764	4,257	4,396	4,550	5,160	7,187	6,865	1,705
10024000-528000	100-52-240-000-528000- POST EMPLOYMENT HEALTH PLAN	-	-	34,469	34,470	-	-	-	-
	SUB-TOTAL	77,253	85,456	117,294	121,331	101,061	132,354	127,131	26,070
MATERIALS & SUPPLIES									
10024000-531000	100-52-240-000-531000- OFFICE SUPPLIES	244	910	1,034	1,000	1,000	2,600	2,600	1,600
10024000-532000	100-52-240-000-532000- OPERATING SUPPLIES	-	294	91	100	300	300	300	-
10024000-532400	100-52-240-000-532400- OPERATING PERMITS & LICENSES	6,000	6,985	6,000	6,000	6,000	6,000	6,000	-
10024000-533300	100-52-240-000-533300- FLEET RENTAL CHARGES	-	10,908	7,431	10,714	10,714	9,785	10,053	(661)
10024000-535000	100-52-240-000-535000- UNIFORMS	-	-	365	300	300	300	300	-
	SUB-TOTAL	6,244	19,097	14,921	18,114	18,314	18,985	19,253	939
CONTRACTUAL SERVICES									
10024000-541000	100-52-240-000-541000- COMMUNICATIONS	3,114	3,754	3,636	4,800	4,800	4,800	4,800	-
10024000-543000	100-52-240-000-543000- ADVERTISING AND PRINTING	-	-	78	-	150	-	-	(150)
10024000-544000	100-52-240-000-544000- PROFESSIONAL SERVICES	8,295	4,125	5,786	8,000	8,000	8,000	8,000	-
	SUB-TOTAL	11,409	7,879	9,499	12,800	12,950	12,800	12,800	(150)
PROFESSIONAL DEVELOPMENT									
10024000-563000	100-52-240-000-563000- MEETINGS AND TRAINING	1,341	1,428	1,526	1,600	1,650	3,200	3,200	1,550
10024000-564000	100-52-240-000-564000- DUES AND MEMBERSHIPS	162	890	492	700	700	700	700	-
10024000-566000	100-52-240-000-566000- PUBLICATIONS AND SUBSCRIPTIONS	-	91	18	100	250	250	250	-
	SUB-TOTAL	1,503	2,409	2,037	2,400	2,600	4,150	4,150	1,550
CAPITAL ITEMS									
10024000-581000	100-52-240-000-581000- MACHINERY & EQUIPMENT EXPENSE	7,515	-	-	-	-	-	-	-
10024000-588000	100-52-240-000-588000- OFFICE FURNITURE & EQUIP	1	-	-	-	-	500	500	500
	SUBTOTAL	7,516	-	-	-	-	500	500	500
TOTAL BUILDING INSPECTION		\$ 355,764	\$ 351,787	\$ 391,267	\$ 413,745	\$ 418,300	\$ 470,218	\$ 460,762	\$ 42,462

CITY OF SUN PRAIRIE
2017 APPROVED BUDGET
COMMUNITY DEVELOPMENT

		2014	2015	8/31/2016	2016	2016	2017	2017	INCREASE
		ACTUAL	ACTUAL	2016	PROJECTED	BUDGET	EXECUTIVE	APPROVED	(DECREASE)
				ACTUAL					
BUILDING MAINTENANCE (185-00)									
PERSONNEL SERVICES									
10018500-511000	100-51-185-000-511000- REGULAR WAGES	\$ 35,193	\$ 60,946	\$ 88,631	\$ 88,573	\$ 87,922	\$ 105,361	\$ 105,361	\$ 17,439
10018500-513000	100-51-185-000-513000- OVERTIME	40	69	3,850	400	-	2,000	2,000	2,000
10018500-519000	100-51-185-000-519000- SEASONAL WAGES	6,852	7,796	-	-	-	8,000	8,000	8,000
	SUB-TOTAL	42,085	68,811	92,481	88,973	87,922	115,361	115,361	27,439
FRINGE BENEFITS									
10018500-521000	100-51-185-000-521000- SOCIAL SECURITY	3,544	5,262	7,074	6,802	6,724	8,826	8,826	2,102
10018500-522000	100-51-185-000-522000- RETIREMENT	2,429	3,630	5,448	5,492	5,452	7,301	7,301	1,849
10018500-523000	100-51-185-000-523000- HEALTH INSURANCE	13,486	20,290	27,570	27,570	29,362	30,556	30,556	1,194
10018500-524000	100-51-185-000-524000- LIFE INSURANCE	171	94	97	97	110	113	113	3
10018500-525000	100-51-185-000-525000- DENTAL INSURANCE	1,216	1,723	2,573	2,573	2,580	2,788	2,788	208
	SUB-TOTAL	20,846	30,999	42,763	42,534	44,228	49,584	49,584	5,356
MATERIALS & SUPPLIES									
10018500-532000	100-51-185-000-532000- OPERATING SUPPLIES	22,767	27,399	24,399	24,000	24,000	27,000	27,000	3,000
10018500-533000	100-51-185-000-533000- REPAIRS AND MAINTENANCE	34,381	53,669	40,468	40,000	36,000	55,000	55,000	19,000
10018500-533100	100-51-185-000-533100- MAINTENANCE AGREEMENTS	15,801	11,423	15,087	20,000	24,000	33,828	33,828	9,828
10018500-533200	100-51-185-000-533200- JANITORIAL SERVICES	50,183	39,417	49,421	56,000	56,000	56,000	56,000	-
10018500-533300	100-51-185-000-533300- FLEET RENTAL CHARGES	-	-	-	-	-	2,678	2,751	2,751
10018500-534000	100-51-185-000-534000- SMALL TOOLS	65	-	650	400	400	1,500	1,500	1,100
10018500-535000	100-51-185-000-535000- UNIFORMS	-	200	648	350	650	500	500	(150)
10018500-536000	100-51-185-000-536000- FUEL PURCHASES	-	15	18	-	-	-	-	-
	SUB-TOTAL	123,197	132,123	130,689	140,750	141,050	176,506	176,579	35,529
CONTRACTUAL SERVICES									
10018500-541000	100-51-185-000-541000- COMMUNICATIONS	4,000	2,983	2,214	4,200	4,200	4,200	4,200	-
10018500-542000	100-51-185-000-542000- UTILITIES	164,828	162,946	119,212	150,000	153,000	168,000	168,000	15,000
10018500-543000	100-51-185-000-543000- ADVERTISING AND PRINTING	-	-	-	-	150	-	-	(150)
10018500-544400	100-51-185-000-544400- CONTRACTUAL SERVICES	5,980	7,395	13,711	15,000	20,000	12,000	12,000	(8,000)
	SUB-TOTAL	174,808	173,324	135,137	169,200	177,350	184,200	184,200	6,850
PROFESSIONAL DEVELOPMENT									
10018500-563000	100-51-185-000-563000- MEETINGS AND TRAINING	-	-	-	200	550	550	550	-
	SUB-TOTAL	-	-	-	200	550	550	550	-
CAPITAL ITEMS									
10018500-588000	100-51-185-000-588000- OFFICE FURNITURE & EQUIPMENT	20	2,745	5,133	5,300	5,000	79,310	45,610	40,610
10018500-589000	100-51-185-000-589000- MACHINERY & EQPMNT - REPLACED	-	30,938	6,579	30,000	30,000	83,020	83,020	53,020
	SUBTOTAL	20	33,683	11,712	35,300	35,000	162,330	128,630	93,630
TOTAL BUILDING MAINTENANCE		\$ 360,956	\$ 438,940	\$ 412,782	\$ 476,957	\$ 486,100	\$ 688,531	\$ 654,904	\$ 168,804

CITY OF SUN PRAIRIE
2017 APPROVED BUDGET
ECONOMIC DEVELOPMENT

		8/31/2016							
		2014	2015	2016	2016	2016	2017	2017	INCREASE
		ACTUAL	ACTUAL	ACTUAL	PROJECTED	BUDGET	EXECUTIVE	APPROVED	(DECREASE)
ECONOMIC DEVELOPMENT (620-00)									
PERSONNEL SERVICES									
10062000-511000	REGULAR WAGES	\$ 74,601	\$ 120,130	\$ 126,783	\$ 133,028	\$ 132,161	\$ 85,985	\$ 85,985	\$ (46,176)
	SUB-TOTAL	74,601	120,130	126,783	133,028	132,161	85,985	85,985	(46,176)
FRINGE BENEFITS									
10062000-521000	SOCIAL SECURITY	5,648	9,135	9,602	10,123	10,114	6,486	6,486	(3,628)
10062000-522000	RETIREMENT	4,625	7,072	7,861	8,248	8,195	5,847	5,847	(2,348)
10062000-523000	HEALTH INSURANCE	13,486	18,017	27,338	27,488	20,363	16,943	16,943	(3,420)
10062000-524000	LIFE INSURANCE	84	88	127	127	126	118	118	(8)
10062000-525000	DENTAL INSURANCE	1,216	1,500	2,504	2,504	1,742	1,533	1,533	(209)
	SUB-TOTAL	25,059	35,812	47,430	48,490	40,540	30,927	30,927	(9,613)
MATERIALS & SUPPLIES									
10062000-531000	OFFICE SUPPLIES	77	410	136	100	100	100	100	-
10062000-533300	FLEET RENTAL CHARGES	-	457	665	1,750	1,750	1,245	1,279	(471)
	SUB-TOTAL	77	867	800	1,850	1,850	1,345	1,379	(471)
CONTRACTUAL SERVICES									
10062000-541000	COMMUNICATIONS	606	618	658	1,000	1,600	1,600	1,600	-
10062000-543000	ADVERTISING AND PRINTING	5,185	5,214	-	500	500	1,000	1,000	500
10062000-543500	MARKETING	1,988	6,763	1,124	10,000	12,000	11,000	11,000	(1,000)
10062000-544000	PROFESSIONAL SERVICES	-	-	4,987	6,000	7,500	4,500	4,500	(3,000)
	SUB-TOTAL	7,779	12,595	6,769	17,500	21,600	18,100	18,100	(3,500)
PROFESSIONAL DEVELOPMENT									
10062000-562000	MILEAGE	-	31	-	20	100	250	250	150
10062000-563000	MEETINGS AND TRAINING	2,178	1,728	2,396	4,000	4,238	7,950	7,950	3,712
10062000-564000	DUES AND MEMBERSHIPS	560	1,095	1,120	1,120	875	1,080	1,080	205
10062000-566000	PUBLICATIONS AND SUBSCRIPT	405	299	361	300	300	300	300	-
	SUB-TOTAL	3,143	3,153	3,878	5,440	5,513	9,580	9,580	4,067
CAPITAL ITEMS									
10062000-581000	MACHINERY & EQUIPMENT	-	2,046	-	-	-	-	-	-
	SUB-TOTAL	-	2,046	-	-	-	-	-	-
TOTAL ECONOMIC DEVELOPMENT		\$ 110,659	\$ 174,603	\$ 185,660	\$ 206,308	\$ 201,664	\$ 145,937	\$ 145,971	\$ (55,693)

CITY OF SUN PRAIRIE
2017 APPROVED BUDGET
TRANSFERS

		8/31/2016							
		2014	2015	2016	2016	2016	2017	2017	INCREASE
		ACTUAL	ACTUAL	ACTUAL	PROJECTED	BUDGET	EXECUTIVE	APPROVED	(DECREASE)
TRANSFERS									
10069000-572000	TRANSFER	\$ 89,780	\$ 817,158	\$ 392,539	\$ 355,815	\$ 338,165	\$ 1,606,104	\$ 1,703,739	\$ 1,365,574
	SUB-TOTAL	89,780	817,158	392,539	355,815	338,165	1,606,104	1,703,739	1,365,574
TOTAL TRANSFERS		\$ 89,780	\$ 817,158	\$ 392,539	\$ 355,815	\$ 338,165	\$ 1,606,104	\$ 1,703,739	\$ 1,365,574

Taxi Planning Grant	-	5,000	5,000	5,000
Reiner & O'Keefe Traffic Study	1,047	-	-	(1,047)
Library Special Revenue Fund	-	1,415,240	1,415,240	1,415,240
Family Aquatic Center	-	-	-	-
Refuse Transfer	152,755	14,933	14,933	(137,822)
Park Fund FAC Equip/Replacement	-	9,248	9,248	9,248
Fleet Fund Transfer	-	-	62,644	-
Transit Transfer	184,363	214,174	189,174	29,811
	338,165	1,658,595	1,696,239	1,320,430

CITY OF SUN PRAIRIE
SPECIAL REVENUE FUNDS
2017 APPROVED BUDGET

	2014 <u>ACTUAL</u>	2015 <u>ACTUAL</u>	2016 <u>PROJECTED</u>	2016 <u>BUDGET</u>	2017 <u>EXECUTIVE</u>	2017 <u>APPROVED</u>	INCREASE (DECREASE)
TAXI PROGRAM							
TAXI PROGRAM REVENUES							
20004300-435350 STATE AID - TRANSIT	\$ 337,399	\$ 445,710	\$ 444,883	\$ 471,697	\$ 466,186	\$ 466,186	\$ 5,511
20004600-463500 TAXI PROGRAM FARES	-	198,067	205,000	205,000	205,000	205,000	-
20004800-485350 DONATIONS - TAXI PROGRAM	3,560	1,675	1,500	1,500	1,500	1,500	-
20004900-492100 TRANSFER IN: PLANNING GRANT	-	-	-	-	5,000	5,000	(5,000)
20004900-492100 TRANSFER IN	89,780	220,672	184,363	184,363	189,174	189,174	(4,811)
TOTAL TAXI PROGRAM REVENUES	\$ 430,739	\$ 866,124	\$ 835,746	\$ 862,560	\$ 866,860	\$ 866,860	\$ (4,300)
TAXI PROGRAM EXPENDITURES							
20035000-533300 FLEET RENTAL CHARGES	\$ -	\$ 6,893	\$ 6,600	\$ 6,600	\$ -	\$ -	\$ (6,600)
20035000-544000 PROF SVCS: TAXI CONTRACT	435,824	761,597	810,105	1,140,611	866,860	866,860	(273,751)
20035000-544000 PROF SVCS: REDUCED FARE PRGM	15,306	-	-	-	-	-	-
TOTAL TAXI PROGRAM EXPENDITURES	\$ 451,130	\$ 768,490	\$ 816,705	\$ 1,147,211	\$ 866,860	\$ 866,860	\$ (280,351)
TAXI PROGRAM: FUND BALANCE							
BEGINNING FUND BALANCE	\$ (183,370)	\$ (203,761)	\$ (106,127)	\$ (106,127)	\$ (390,779)	\$ (390,779)	
ADDITIONS	430,739	866,124	835,746	862,560	866,860	866,860	
EXPENSES	451,130	768,490	816,705	1,147,211	866,860	866,860	
ENDING FUND BALANCE	\$ (203,761)	\$ (106,127)	\$ (87,086)	\$ (390,779)	\$ (390,779)	\$ (390,779)	
PLUS PRIOR YEAR PAYMENTS DUE FROM STATE	132,142	106,127	106,127	106,127	153,297	153,297	
NET PROGRAM BALANCE	\$ (71,619)	\$ (0)	\$ 19,041	\$ (284,652)	\$ (237,482)	\$ (237,482)	

CITY OF SUN PRAIRIE
SPECIAL REVENUE FUNDS
2017 APPROVED BUDGET

	2014 <u>ACTUAL</u>	2015 <u>ACTUAL</u>	2016 <u>PROJECTED</u>	2016 <u>BUDGET</u>	2017 <u>EXECUTIVE</u>	2017 <u>APPROVED</u>	INCREASE (DECREASE)
TOURISM COMMISSION							
TOURISM REVENUES							
20004100-414000 PUBLIC ACCOMODATION TAX	\$ 43,974	\$ 51,746	\$ 42,500	\$ 40,000	\$ 45,000	\$ 45,000	\$ 5,000
TOTAL TOURISM REVENUES	\$ 43,974	\$ 51,746	\$ 42,500	\$ 40,000	\$ 45,000	\$ 45,000	\$ 5,000
TOURISM EXPENDITURES							
20057500-544000 PROFESSIONAL SERVICES	\$ 21,229	\$ 17,485	\$ 29,461	\$ 33,720	\$ 48,392	\$ 27,700	\$ (6,020)
TOTAL TOURISM EXPENDITURES	\$ 21,229	\$ 17,485	\$ 29,461	\$ 33,720	\$ 48,392	\$ 27,700	\$ (6,020)
TOURISM COMMISSION: FUND BALANCE							
BEGINNING FUND BALANCE	\$ 92,519	\$ 115,264	\$ 149,526	\$ 149,526	\$ 155,806	\$ 155,806	
ADDITIONS	43,974	51,746	42,500	40,000	45,000	45,000	
EXPENSES	21,229	17,485	29,461	33,720	48,392	27,700	
ENDING FUND BALANCE	\$ 115,264	\$ 149,526	\$ 162,565	\$ 155,806	\$ 152,414	\$ 173,106	

CITY OF SUN PRAIRIE
SPECIAL REVENUE FUNDS
2017 APPROVED BUDGET

	2014 <u>ACTUAL</u>	2015 <u>ACTUAL</u>	2016 <u>PROJECTED</u>	2016 <u>BUDGET</u>	2017 <u>EXECUTIVE</u>	2017 <u>APPROVED</u>	INCREASE (DECREASE)
EMERGENCY MEDICAL SERVICES FAP							
EMS FAP REVENUES							
20004300-435230 STATE GRANTS - EMS	\$ -	\$ -	\$ 13,876	\$ -	\$ 18,520	\$ 18,520	\$ 18,520
20004800-485230 DONATIONS- EMS	-	-	300	-	-	-	-
TOTAL EMS FAP REVENUES	\$ -	\$ -	\$ 14,176	\$ -	\$ 18,520	\$ 18,520	\$ 18,520
EMS FAP EXPENDITURES							
20023000-532000 OPERATING SUPPLIES	\$ -	\$ -	\$ 10,000	\$ -	\$ 18,520	\$ 18,520	\$ 18,520
TOTAL EMS FAP EXPENDITURES	\$ -	\$ -	\$ 10,000	\$ -	\$ 18,520	\$ 18,520	\$ 18,520
EMERGENCY MEDICAL SERVICES FAP: FUND BALANCE							
BEGINNING FUND BALANCE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
ADDITIONS	-	-	14,176	-	18,520	18,520	
EXPENSES	-	-	10,000	-	18,520	18,520	
ENDING FUND BALANCE	\$ -	\$ -	\$ 4,176	\$ -	\$ -	\$ -	

CITY OF SUN PRAIRIE
SPECIAL REVENUE FUNDS
2017 APPROVED BUDGET

		2014 <u>ACTUAL</u>	2015 <u>ACTUAL</u>	2016 <u>PROJECTED</u>	2016 <u>BUDGET</u>	2017 <u>EXECUTIVE</u>	2017 <u>APPROVED</u>	INCREASE (DECREASE)
POLICE PROGRAMS								
POLICE PROGRAM REVENUES								
20004300-435210	DONATIONS: K9 PROGRAM	-	230	1,500	-	488	488	488
20004300-435210	DONATIONS: SHOP WITH A COP	6,385	5,800	821	-	5,900	5,900	5,900
20004800-485210	DONATIONS - POLICE	-	-	-	2,500	-	-	(2,500)
20004800-489000	MISCELLANEOUS REVENUES: FORFEITURES	374	64	81	2,500	-	-	(2,500)
TOTAL POLICE PROGRAM REVENUES		\$ 6,759	\$ 6,094	\$ 2,402	\$ 5,000	\$ 6,388	\$ 6,388	\$ 1,388
POLICE PROGRAM EXPENDITURES								
20021000-532000	OPERATING SUPPLIES	\$ 65	\$ -	\$ 3,500	\$ 6,000	\$ 3,355	\$ 3,355	\$ (2,645)
20021000-532000	OPERATING SUPPLIES: K9 PROGRAM	243	343	1,345	3,000	3,000	3,000	-
20021000-532000	OPERATING SUPPLIES: FORFEITURES	505	-	-	10,138	-	-	(10,138)
20021000-544000	SHOP WITH A COP	3,281	4,375	3,817	4,000	4,000	4,000	-
TOTAL POLICE PROGRAM EXPENDITURES		\$ 4,095	\$ 4,718	\$ 8,662	\$ 23,138	\$ 10,355	\$ 10,355	\$ (12,783)
POLICE PROGRAMS: FUND BALANCE								
BEGINNING FUND BALANCE		\$ (2,300)	\$ 364	\$ 1,741	\$ 1,741	\$ (16,397)	\$ (16,397)	
ADDITIONS		6,759	6,094	2,402	5,000	6,388	6,388	
EXPENSES		4,095	4,718	8,662	23,138	10,355	10,355	
ENDING FUND BALANCE		\$ 364	\$ 1,741	\$ (4,519)	\$ (16,397)	\$ (20,364)	\$ (20,364)	

CITY OF SUN PRAIRIE
SPECIAL REVENUE FUNDS
2017 APPROVED BUDGET

	2014 <u>ACTUAL</u>	2015 <u>ACTUAL</u>	2016 <u>PROJECTED</u>	2016 <u>BUDGET</u>	2017 <u>EXECUTIVE</u>	2017 <u>APPROVED</u>	INCREASE (DECREASE)
RISK PROGRAMS							
RISK REVENUES							
20004800-485530 CVMIC SAFETY GRANT	\$ -	\$ -	\$ 7,000	\$ -	\$ 7,000	\$ 7,000	\$ 7,000
TOTAL RISK REVENUES	\$ -	\$ -	\$ 7,000	\$ -	\$ 7,000	\$ 7,000	\$ 7,000
RISK EXPENDITURES							
20031000-532000 OPERATIONAL SUPPLIES	\$ -	\$ -	\$ 1,147	\$ -	\$ 7,000	\$ 7,000	\$ 7,000
TOTAL RISK EXPENDITURES	\$ -	\$ -	\$ 1,147	\$ -	\$ 7,000	\$ 7,000	\$ 7,000
RISK: FUND BALANCE							
BEGINNING FUND BALANCE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
ADDITIONS	-	-	7,000	-	7,000	7,000	
EXPENSES	-	-	1,147	-	7,000	7,000	
ENDING FUND BALANCE	\$ -	\$ -	\$ 5,853	\$ -	\$ -	\$ -	

CITY OF SUN PRAIRIE
SPECIAL REVENUE FUNDS
2017 APPROVED BUDGET

	2014 <u>ACTUAL</u>	2015 <u>ACTUAL</u>	2016 <u>PROJECTED</u>	2016 <u>BUDGET</u>	2017 <u>EXECUTIVE</u>	2017 <u>APPROVED</u>	INCREASE (DECREASE)
LIBRARY PROGRAMS							
LIBRARY PROGRAM REVENUES							
20004300-435520 GRANTS - LIBRARY	\$ 525	\$ 525	\$ 2,000	\$ 2,000	\$ -	\$ -	\$ (2,000)
20004800-485520 DONATIONS - LIBRARY	13,974	2,589	-	-	-	-	-
20004800-485520 DONATIONS - PROJECTS	-	-	-	10,000	-	-	(10,000)
TOTAL LIBRARY PROGRAM REVENUES	\$ 14,499	\$ 3,114	\$ 2,000	\$ 12,000	\$ -	\$ -	\$ (12,000)
LIBRARY PROGRAM EXPENDITURES							
20052000-521000 SOCIAL SECURITY	\$ 5	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20052000-532000 OP SUPPLIES: GRANT PROJECTS	1,358	525	2,000	2,000	-	-	(2,000)
20052000-532000 OP SUPPLIES: DONATION PROJECTS	7,894	6,605	10,000	10,000	-	-	(10,000)
20052000-588000 CVMIC SAFETY GRANT	-	-	137	-	-	-	-
TOTAL LIBRARY PROGRAM EXPENDITURES	\$ 9,257	\$ 7,130	\$ 12,137	\$ 12,000	\$ -	\$ -	\$ (12,000)
LIBRARY PROGRAMS: FUND BALANCE							
BEGINNING FUND BALANCE	\$ 7,349	\$ 12,591	\$ 8,575	\$ 8,575	\$ 8,575	\$ 8,575	
ADDITIONS	14,499	3,114	2,000	12,000	-	-	
EXPENSES	9,257	7,130	12,137	12,000	-	-	
ENDING FUND BALANCE	\$ 12,591	\$ 8,575	\$ (1,562)	\$ 8,575	\$ 8,575	\$ 8,575	

CITY OF SUN PRAIRIE
SPECIAL REVENUE FUNDS
2017 APPROVED BUDGET

	2014 <u>ACTUAL</u>	2015 <u>ACTUAL</u>	2016 <u>PROJECTED</u>	2016 <u>BUDGET</u>	2017 <u>EXECUTIVE</u>	2017 <u>APPROVED</u>	INCREASE (DECREASE)
MUSEUM PROGRAMS							
MUSEUM REVENUES							
20004800-485530 DONATIONS - MUSEUM	\$ 1,891	\$ 244	\$ 3,547	\$ 200	\$ 7,000	\$ 7,000	\$ 6,800
TOTAL MUSEUM REVENUES	\$ 1,891	\$ 244	\$ 3,547	\$ 200	\$ 7,000	\$ 7,000	\$ 6,800
MUSEUM EXPENDITURES							
20053000-532000 OPERATIONAL SUPPLIES	\$ 163	\$ 99	\$ 500	\$ -	\$ 7,000	\$ 7,000	\$ 7,000
TOTAL MUSEUM EXPENDITURES	\$ 163	\$ 99	\$ 500	\$ -	\$ 7,000	\$ 7,000	\$ 7,000
MUSEUM PROGRAMS: FUND BALANCE							
BEGINNING FUND BALANCE	\$ 14,860	\$ 16,913	\$ 17,256	\$ 17,256	\$ 17,456	\$ 17,456	
ADDITIONS	1,891	244	3,547	200	7,000	7,000	
EXPENSES	163	99	500	-	7,000	7,000	
ENDING FUND BALANCE	\$ 16,913	\$ 17,256	\$ 20,303	\$ 17,456	\$ 17,456	\$ 17,456	

CITY OF SUN PRAIRIE
SPECIAL REVENUE FUNDS
2017 APPROVED BUDGET

		2014 <u>ACTUAL</u>	2015 <u>ACTUAL</u>	2016 <u>PROJECTED</u>	2016 <u>BUDGET</u>	2017 <u>EXECUTIVE</u>	2017 <u>APPROVED</u>	INCREASE (DECREASE)
RECREATION								
RECREATION REVENUE								
20004800-485550	DONATIONS - PARKS	\$ -	\$ -	\$ 3,198	\$ -	\$ 500	\$ 500	\$ 500
20004800-489000	MISCELLANEOUS: WPRA	-	-	810	-	2,000	2,000	2,000
20004900-492100	TRANSFER IN : WPRA DISCOUNT TICKETS	-	-	-	-	5,535	5,535	5,535
20004900-492100	TRANSFER IN : SCHOLARSHIP FUNDING	-	-	-	-	6,848	6,848	6,848
TOTAL RECREATION REVENUES		\$ -	\$ -	\$ 4,008	\$ -	\$ 14,883	\$ 14,883	\$ 14,883
RECREATION EXPENDITURES								
20055000-532000	OPERATIONAL SUPPLIES	-	-	3,198	-	-	-	-
20055000-544000	PROFESSIONAL SERVICES	-	-	1,800	-	-	-	-
20055000-563000	MEETINGS AND TRAINING	-	-	-	-	2,000	2,000	2,000
TOTAL RECREATION EXPENDITURES		\$ -	\$ -	\$ 4,998	\$ -	\$ 2,000	\$ 2,000	\$ 2,000
RECREATION: FUND BALANCE								
BEGINNING FUND BALANCE		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
ADDITIONS		-	-	4,008	-	14,883	14,883	
EXPENSES		-	-	4,998	-	2,000	2,000	
ENDING FUND BALANCE		\$ -	\$ -	\$ (990)	\$ -	\$ 12,883	\$ 12,883	

CITY OF SUN PRAIRIE
SPECIAL REVENUE FUNDS
2017 APPROVED BUDGET

	2014 <u>ACTUAL</u>	2015 <u>ACTUAL</u>	2016 <u>PROJECTED</u>	2016 <u>BUDGET</u>	2017 <u>EXECUTIVE</u>	2017 <u>APPROVED</u>	INCREASE (DECREASE)
ECONOMIC DEVELOPMENT							
ECONOMIC DEVELOPMENT REVENUE							
20004800-489000 TRANSFER IN	\$ -	\$ -	\$ -	\$ -	\$ 74,108	\$ 76,309	\$ 76,309
TOTAL ECONOMIC DEVELOPMENT REVENUES	\$ -	\$ -	\$ -	\$ -	\$ 74,108	\$ 76,309	\$ 76,309
ECONOMIC DEVELOPMENT EXPENDITURES							
20062000-511000 REGULAR WAGES	\$ -	\$ -	\$ -	\$ -	\$ 48,689	\$ 48,689	\$ 48,689
20062000-521000 SOCIAL SECURITY	-	-	-	-	3,725	3,725	3,725
20062000-522000 RETIREMENT	-	-	-	-	3,311	3,311	3,311
20062000-523000 HEALTH INSURANCE	-	-	-	-	16,680	16,680	16,680
20062000-524000 LIFE INSURANCE	-	-	-	-	216	216	216
20062000-525000 DENTAL INSURANCE	-	-	-	-	1,290	1,290	1,290
20062000-531000 OFFICE SUPPLIES	-	-	-	-	142	400	400
20062000-532000 OPERATING SUPPLIES	-	-	-	-	-	1,943	1,943
20062000-541000 COMMUNICATIONS	-	-	-	-	55	55	55
TOTAL ECONOMIC DEVELOPMENT EXPENDITURES	\$ -	\$ -	\$ -	\$ -	\$ 74,108	\$ 76,309	\$ 76,309
ECONOMIC DEVELOPMENT: FUND BALANCE							
BEGINNING FUND BALANCE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
ADDITIONS	-	-	-	-	74,108	76,309	
EXPENSES	-	-	-	-	74,108	76,309	
ENDING FUND BALANCE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	

CITY OF SUN PRAIRIE
2016 APPROVED BUDGET
TRANSPORTATION IMPACT FEE FUND

		2014 ACTUAL	2015 ACTUAL	2016 PROJECTED	2016 BUDGET	2017 EXECUTIVE	2017 APPROVED	INCREASE (DECREASE)
TRANSPORTATION IMPACT FEE (210)								
TRANSPORTATION IMPACT FEE REVENUES								
21004600-469210	IMPACT FEES - SINGLE FAMILY	\$ 27,607	\$ 72,050	\$ 73,624	\$ 25,000	\$ 50,000	\$ 50,000	\$ 25,000
21004600-469220	IMPACT FEES - MULTI-FAMILY	36,556	58,368	-	35,000	15,000	15,000	(20,000)
21004600-469230	IMPACT FEES - NON-RESIDENTIAL	502,099	241,053	117,704	400,000	50,000	50,000	(350,000)
21004700-471000	INVESTMENT INCOME	3,227	2,569	4,680	1,500	2,000	2,000	500
21004900-499000	FUND BALANCE APPLIED	-	-	-	125,336	-	-	(125,336)
TOTAL TRANSPORTATION IMPACT REVENUES		\$ 569,489	\$ 374,040	\$ 196,008	\$ 586,836	\$ 117,000	\$ 117,000	\$ (469,836)
TRANSPORTATION IMPACT FEE EXPENDITURES								
CAPITAL ITEMS								
21070000-544000	PROFESSIONAL SERVICES	-	-	\$ -	\$ 10,000	\$ -	\$ -	\$ (10,000)
21070000-572000	TRANSFER OUT	13,279	211,904	266,887	266,887	1,991,055	1,356,128	1,089,241
	SUB-TOTAL	13,279	211,904	266,887	276,887	1,991,055	1,356,128	1,079,241
TOTAL TRANSPORTATION IMPACT EXPENDITURES		\$ 13,279	\$ 211,904	\$ 266,887	\$ 276,887	\$ 1,991,055	\$ 1,356,128	\$ 1,079,241
TRANSPORTATION IMPACT FEE: FUND BALANCE								
BEGINNING FUND BALANCE		\$ 2,034,216	\$ 2,590,426	\$ 2,752,562	\$ 2,752,562	\$ 3,062,511	\$ 3,062,511	
ADDITIONS		569,489	374,040	196,008	586,836	117,000	117,000	
EXPENSES		13,279	211,904	266,887	276,887	1,991,055	1,356,128	
ENDING FUND BALANCE		\$ 2,590,426	\$ 2,752,562	\$ 2,681,683	\$ 3,062,511	\$ 1,188,456	\$ 1,823,383	

CITY OF SUN PRAIRIE
SUN PRAIRIE MEDIA CENTER SPECIAL REVENUE FUND
2017 APPROVED BUDGET

		2014	2015	8/31/2016	2016	2016	2017	2017	INCREASE
		ACTUAL	ACTUAL	2016	PROJECTED	BUDGET	EXECUTIVE	APPROVED	(DECREASE)
				ACTUAL					
CABLE ACCESS TELEVISION REVENUES									
22004400-441500	CABLE TV FRANCHISE FEES	\$ 354,425	\$ 366,975	\$ 184,751	\$ 369,546	\$ 350,000	\$ 350,000	\$ 350,000	\$ -
22004700-471000	INVESTMENT INCOME	195	329	-	-	-	-	-	-
22004800-484000	INSURANCE DIVIDEND & RECOVERY	-	-	-	262	-	369	369	369
22004800-489000	MISCELLANEOUS REVENUES	17,265	23,438	26,445	25,000	14,000	17,500	17,500	3,500
22004900-492100	TRANSFER IN	-	2,500	-	-	-	-	-	-
TOTAL CABLE ACCESS TELEVISION REVENUES		\$ 371,885	\$ 393,242	\$ 211,196	\$ 394,808	\$ 364,000	\$ 367,869	\$ 367,869	\$ 3,869
CABLE ACCESS TELEVISION EXPENDITURES									
PERSONNEL SERVICES									
22051000-511000	REGULAR WAGES	\$ 159,633	\$ 174,759	\$ 136,840	\$ 182,963	\$ 192,533	\$ 234,642	\$ 234,642	\$ 42,109
22051000-513000	OVERTIME	-	102	150	225	-	-	-	-
22051000-514000	BOARDS AND COMMITTEES	200	400	240	480	480	480	480	-
22051000-519000	SEASONAL WAGES	14,033	12,403	9,195	12,734	11,000	11,138	11,138	138
	SUB-TOTAL	173,867	187,664	146,425	196,402	204,013	246,260	246,260	42,247
FRINGE BENEFITS									
22051000-521000	SOCIAL SECURITY	12,621	13,767	10,891	14,590	17,377	18,397	18,397	1,020
22051000-522000	RETIREMENT	9,308	10,835	8,484	11,344	13,934	15,955	15,955	2,021
22051000-523000	HEALTH INSURANCE	41,020	36,382	25,336	38,986	35,044	45,999	45,999	10,955
22051000-524000	LIFE INSURANCE	165	178	142	187	197	334	334	137
22051000-525000	DENTAL INSURANCE	4,511	4,273	3,234	4,311	4,322	5,257	5,254	932
	SUB-TOTAL	67,625	65,434	48,086	69,418	70,874	85,942	85,939	15,065
MATERIALS & SUPPLIES									
22051000-531000	OFFICE SUPPLIES	2,481	2,385	4,949	3,467	3,000	4,000	4,000	1,000
22051000-532000	OPERATING SUPPLIES	2,991	2,738	4,955	5,867	4,000	4,000	4,000	-
22051000-532150	WORK PERMITS	50	-	-	10	-	-	-	-
22051000-532500	BANK SERVICE CHARGES	1,269	1,209	608	912	1,000	-	-	(1,000)
22051000-533000	REPAIRS AND MAINTENANCE	292	818	992	2,000	2,000	2,000	2,000	-
22051000-533100	MAINTENANCE AGREEMENTS	4,635	7,628	5,957	9,000	6,840	8,925	8,925	2,085
22051000-533300	FLEET RENTAL CHARGES	-	-	54	146	146	491	438	292
22051000-536000	FUEL PURCHASES	88	-	-	200	-	-	-	-
	SUB-TOTAL	11,805	14,778	17,515	21,602	16,986	19,416	19,363	2,377
CONTRACTUAL SERVICES									
22051000-541000	COMMUNICATIONS	6,453	6,342	3,930	5,629	5,000	5,000	5,000	-
22051000-542000	UTILITIES	10,427	9,847	6,812	8,628	10,000	10,000	10,000	-
22051000-544000	PROFESSIONAL SERVICES	16,571	16,619	16,467	22,664	18,407	4,922	4,922	(13,485)
	SUB-TOTAL	33,451	32,808	27,209	36,920	33,407	19,922	19,922	(13,485)
INSURANCE									
22051000-551000	WORKERS' COMPENSATION COVERAGE	400	459	4,098	5,263	5,263	757	757	(4,506)
22051000-552000	PROPERTY COVERAGE	320	304	14	15	15	15	15	-
22051000-553000	LIABILITY COVERAGE	60	82	874	1,043	695	908	908	213
22051000-554000	VEHICLE COVERAGE	45	42	-	45	45	50	50	5
	SUB-TOTAL	825	887	4,986	6,366	6,018	1,730	1,730	(4,288)
PROFESSIONAL DEVELOPMENT									
22051000-562000	MILEAGE	-	205	-	250	-	-	-	-
22051000-563000	MEETINGS AND TRAINING	2,817	2,610	2,120	3,479	1,440	2,120	2,120	680
	SUB-TOTAL	2,817	2,815	2,120	3,729	1,440	2,120	2,120	680
CAPITAL ITEMS									
22051000-581000	MACHINERY & EQUIPMENT EXPENSE	214	31,486	240	240	-	-	-	-
22051000-588000	OFFICE FURNITURE & EQUIPMENT	-	-	558	558	-	-	-	-
22051000-589000	MACHINERY & EQPMNT - REPLACED	25,968	36,279	27,012	37,500	40,000	58,600	50,600	10,600
	SUBTOTAL	26,183	67,765	27,810	38,298	40,000	58,600	50,600	10,600
TOTAL CABLE ACCESS TELEVISION EXPENDITURES		\$ 316,573	\$ 372,151	\$ 274,151	\$ 372,734	\$ 372,738	\$ 433,990	\$ 425,934	\$ 53,196
CABLE ACCESS TELEVISION: OPERATING FUND BALANCE									
BEGINNING FUND BALANCE		218,851	278,632	314,502	314,502	314,502	324,264	324,264	
ADDITIONS		371,885	393,242	211,196	394,808	364,000	367,869	367,869	
EXPENSES		312,104	357,371	268,639	356,734	354,238	396,890	396,834	
ENDING FUND BALANCE		278,632	314,502	257,058	352,576	324,264	295,243	295,299	
CABLE ACCESS TELEVISION: REPLACEMENT FUND									
BEGINNING FUND BALANCE		48,951	44,483	29,703	29,703	29,703	11,203	11,203	
ADDITIONS		21,500	21,500	21,500	21,500	21,500	21,500	21,500	
EXPENSES		25,968	36,279	27,012	37,500	40,000	58,600	50,600	
ENDING FUND BALANCE		44,483	29,703	24,191	13,703	11,203	(25,897)	(17,897)	
PATRICK MARSH FUNDS		2,150	2,150	2,150	2,150	2,150	2,150	2,150	
TOTAL CABLE ACCESS TELEVISION FUND BALANCE		\$ 325,264	\$ 346,355	\$ 283,400	\$ 368,429	\$ 337,617	\$ 271,496	\$ 279,552	

CITY OF SUN PRAIRIE
REFUSE AND RECYCLE SPECIAL REVENUE FUND
2017 APPROVED BUDGET

	2014	2015	9/22/2015	2016	2016	2017	2017	INCREASE
	ACTUAL	ACTUAL	2016	PROJECTED	BUDGET	EXECUTIVE	APPROVED	(DECREASE)
REFUSE AND RECYCLE FUND								
PUBLIC CHARGES FOR SERVICES								
23004200-428000 INTEREST SPECIAL ASSESSMENTS	\$ -	\$ 264	\$ 914	\$ 475	\$ -	\$ -	\$ -	\$ -
23004200-429000 DELINQUENT SA REVENUE	-	2,098	3,013	2,220	-	-	-	-
SUBTOTAL	-	2,362	3,928	2,695	-	-	-	-
INTERGOVERNMENTAL REVENUES								
23004300-43540 STATE GRANTS - RECYCLE	-	47,324	45,404	45,404	37,361	45,000	45,000	7,639
SUBTOTAL	-	47,324	45,404	45,404	37,361	45,000	45,000	7,639
PUBLIC CHARGES FOR SERVICES								
23004600-463200 RECYCLE FEES	-	430,432	432,930	429,332	416,460	475,361	475,361	58,901
23004600-463205 REFUSE FEES	-	657,251	687,963	675,491	672,015	742,752	742,752	70,737
23004600-463250 APPLIANCE COLLECTION CHARGES	-	165	237	232	-	200	200	200
SUBTOTAL	-	1,087,848	1,121,129	1,105,055	1,088,475	1,218,313	1,218,313	129,838
INVESTMENT INCOME								
23004700-471000 INVESTMENT INCOME	-	547	1,897	1,500	-	1,500	1,500	1,500
MISCELLANEOUS REVENUES								
23004800-483200 SALE OF MATERIAL AND EQUIPMENT	-	9,568	5,413	6,617	-	6,000	6,000	6,000
23004800-489000 MISCELLANEOUS REVENUES	-	963	23,775	23,775	-	-	-	-
SUBTOTAL	-	10,531	29,188	30,392	-	6,000	6,000	6,000
OTHER FINANCING SOURCES								
23004900-492100 TRANSFER IN GENERAL FUND	-	320,002	152,755	152,755	152,755	14,933	14,933	(137,822)
23004900-499000 FUND BALANCE APPLIED	-	-	-	-	-	30,000	30,000	30,000
SUBTOTAL	-	320,002	152,755	152,755	152,755	44,933	44,933	(107,822)
TOTAL REFUSE AND RECYCLE REVENUES	\$ -	\$ 1,468,615	\$ 1,354,300	\$ 1,337,801	\$ 1,278,591	\$ 1,315,746	\$ 1,315,746	\$ 37,155
REFUSE AND RECYCLE EXPENDITURES								
PERSONNEL SERVICES								
23032000-519000 SEASONAL WAGES	\$ -	\$ 14,314	\$ 13,445	\$ 15,000	\$ 17,400	\$ 17,400	\$ 17,400	\$ -
SUBTOTAL	-	14,314	13,445	15,000	17,400	17,400	17,400	-
FRINGE BENEFITS								
23032000-521000 SOCIAL SECURITY	-	1,095	1,029	1,147	1,331	1,331	1,331	-
SUBTOTAL	-	1,095	1,029	1,147	1,331	1,331	1,331	-
MATERIALS AND SUPPLIES								
23032000-532000 OPERATING SUPPLIES	-	29,601	3,255	2,500	2,500	2,500	2,500	-
23032000-533000 REPAIRS AND MAINTENANCE	-	454	-	1,000	2,000	2,000	2,000	-
23032000-535000 UNIFORMS	-	100	-	300	300	300	300	-
SUBTOTAL	-	30,155	3,255	3,800	4,800	4,800	4,800	-
CONTRACTUAL SERVICES								
23032000-542000 UTILITIES	-	1,228	719	1,000	1,000	1,000	1,000	-
23032000-543000 ADVERTISING AND PRINTING	-	1,426	411	2,500	2,500	2,500	2,500	-
23032000-544400 CONTRACTUAL SERVICES	-	1,362,956	1,137,471	1,210,000	1,225,560	1,230,715	1,230,715	5,155
SUBTOTAL	-	1,365,610	1,138,601	1,213,500	1,229,060	1,234,215	1,234,215	5,155
CAPITAL ITEMS								
23032000-581000 MACHINERY & EQUIPMENT EXPENSE	-	2,207	24,360	28,000	28,000	58,000	58,000	30,000
SUBTOTAL	-	2,207	24,360	28,000	28,000	58,000	58,000	30,000
TOTAL REFUSE AND RECYCLE EXPENDITURES	\$ -	\$ 1,413,381	\$ 1,180,689	\$ 1,261,447	\$ 1,280,591	\$ 1,315,746	\$ 1,315,746	\$ 35,155

Refuse & Recycle Fund								
BEGINNING FUND BALANCE	\$ -	\$ -	\$ 55,234	\$ 55,234	\$ 55,234	\$ 53,234	\$ 53,234	
ADDITIONS	-	1,468,615	1,354,300	1,337,801	1,278,591	1,315,746	1,315,746	
EXPENSES	-	1,413,381	1,180,689	1,261,447	1,280,591	1,315,746	1,315,746	
ENDING FUND BALANCE	\$ -	\$ 55,234	\$ 228,845	\$ 131,588	\$ 53,234	\$ 53,234	\$ 53,234	

CITY OF SUN PRAIRIE
2017 APPROVED BUDGET
WISCONSIN DEVELOPMENT FUND

	2014 ACTUAL	2015 ACTUAL	2016 PROJECTED	2016 BUDGET	2017 RECOMMEND	2017 EXECUTIVE	2017 APPROVED	INCREASE (DECREASE)
WISCONSIN DEVELOPMENT FUND (240)								
WISCONSIN DEVELOPMENT FUND FEE REVENUES								
24004700-471000 INVESTMENT INCOME	\$ 69	\$ 107	\$ 400	\$ 50	\$ 475	\$ 475	\$ 475	\$ 425
24004800-471200 INTEREST INCOME	3,181	2,196	1,445	1,445	655	655	655	(790)
24004800-489000 MISCELLANEOUS REVENUES	12,969	13,955	14,705	14,705	15,496	15,496	15,496	791
TOTAL WISCONSIN DEVELOPMENT FUND REVENUES	\$ 16,219	\$ 16,258	\$ 16,550	\$ 16,200	\$ 16,626	\$ 16,626	\$ 16,626	\$ 426
WISCONSIN DEVELOPMENT FUND EXPENDITURES								
24062500-544000 PROFESSIONAL SERVICES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
24062500-5482500 ECONOMIC DEVELOPMENT LOAN	-	-	-	-	-	-	-	-
TOTAL WISCONSIN DEVELOPMENT FUND EXPENDITURES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
WISCONSIN DEVELOPMENT FUND: FUND BALANCE								
BEGINNING FUND BALANCE	\$ 81,280	\$ 97,499	\$ 113,757	\$ 113,757	\$ 129,957	\$ 129,957	\$ 129,957	
ADDITIONS	16,219	16,258	16,550	16,200	16,626	16,626	16,626	
EXPENSES	-	-	-	-	-	-	-	
ENDING FUND BALANCE	\$ 97,499	\$ 113,757	\$ 130,307	\$ 129,957	\$ 146,583	\$ 146,583	\$ 146,583	

CITY OF SUN PRAIRIE
PARK IMPROVEMENT FUND
2017 APPROVED BUDGET

		8/31/2016							
		2014	2015	2016	2016	2016	2017	2017	INCREASE
		<u>ACTUAL</u>	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>PROJECTED</u>	<u>BUDGET</u>	<u>EXECUTIVE</u>	<u>APPROVED</u>	<u>(DECREASE)</u>
PARK FUND REVENUES									
25004400-443600	PARK FEES - BUILDING PERMITS	\$ 81,549	\$ 100,024	\$ 60,885	\$ 63,000	\$ 50,000	\$ 67,000	\$ 67,000	17,000
25004400-443610	PARK FEES - DEVELOPMENT AGMNTS	11,400	40,051	41,040	40,000	35,000	50,000	50,000	15,000
25004600-465500	PARKS MISCELLANEOUS CHARGES	4,950	8,777	8,322	7,725	6,000	-	-	(6,000)
25004600-465505	DOG PARK USE FEES	17,008	18,109	18,016	17,271	15,000	-	-	(15,000)
25004600-466500	STREET TREE CHARGES	52,213	-	-	-	-	-	-	-
25004600-469240	IMPACT FEES	-	-	44,938	32,670	-	17,800	17,800	17,800
25055000-465507	SOFTBALL FEES	-	3,985	3,605	3,605	-	-	-	-
25004700-471000	INVESTMENT INCOME	1,346	12,512	6,564	5,000	10,000	-	-	(10,000)
25004800-485553	DONATIONS - PARKS SCHOLARSHIPS	709	163	210	200	-	-	-	-
25004800-485650	DONATIONS - FORESTRY	150	-	-	-	-	-	-	-
25004800-489000	MISCELLANEOUS REVENUES	91	849	570	600	-	-	-	-
25004900-499000	FUND BALANCE APPLIED	-	-	-	-	6,100	-	-	(6,100)
25004900-492100	TRANSFER IN	-	-	-	-	-	9,248	9,248	9,248
TOTAL PARK FUND REVENUES		\$ 169,416	\$ 184,470	\$ 184,151	\$ 170,071	\$ 122,100	\$ 144,048	\$ 144,048	\$ 21,948
PARK FUND EXPENDITURES									
MATERIALS & SUPPLIES									
25055000-532000	OPERATING SUPPLIES	\$ 8,267	\$ 5,102	\$ 30,205	\$ 25,000	\$ 25,500	\$ -	\$ -	\$ (25,500)
25055000-533000	REPAIRS AND MAINTENANCE	1,122	-	-	10,000	20,000	-	-	(20,000)
SUB-TOTAL		9,389	5,102	30,205	35,000	45,500	-	-	(45,500)
CONTRACTUAL SERVICES									
25055000-544000	PROFESSIONAL SERVICES	-	-	21,651	48,000	78,000	16,000	16,000	(62,000)
SUB-TOTAL		-	-	21,651	48,000	78,000	16,000	16,000	(62,000)
PROFESSIONAL SERVICES									
25055000-563000	MEETINGS AND TRAINING	-	1,137	-	-	-	-	-	-
SUB-TOTAL		-	1,137	-	-	-	-	-	-
TRANSFERS									
25055000-572000	TRANSFER OUT	-	345,875	91,404	121,160	121,160	84,288	84,288	(36,872)
SUB-TOTAL		-	345,875	91,404	121,160	121,160	84,288	84,288	(36,872)
CAPITAL ITEMS									
25055000-583300	PARK IMPROVEMENTS	112,728	23,869	41,542	25,708	97,600	22,000	22,000	(75,600)
SUBTOTAL		112,728	23,869	41,542	25,708	97,600	22,000	22,000	(75,600)
TOTAL PARK FUND EXPENDITURES		\$ 122,117	\$ 375,982	\$ 184,802	\$ 229,868	\$ 342,260	\$ 122,288	\$ 122,288	\$ (219,972)

PARK FEE: FUND BALANCE								
BEGINNING FUND BALANCE	\$ 1,076,586	\$ 1,123,884	\$ 923,872	\$ 923,872	\$ 923,872	\$ 703,712	\$ 703,712	
ADDITIONS	169,416	175,970	139,213	137,401	122,100	126,248	126,248	
EXPENSES	<u>122,117</u>	<u>375,982</u>	<u>184,802</u>	<u>229,868</u>	<u>342,260</u>	<u>122,288</u>	<u>122,288</u>	
ENDING FUND BALANCE	\$ 1,123,884	\$ 923,872	\$ 878,283	\$ 831,406	\$ 703,712	\$ 707,673	\$ 707,673	

PARK IMPACT FEE: FUND BALANCE								
BEGINNING FUND BALANCE	\$ -	\$ -	\$ 8,500	\$ 8,500	\$ 8,500	\$ 8,500	\$ 8,500	
ADDITIONS	-	8,500	44,938	32,670	-	17,800	17,800	
EXPENSES	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
ENDING FUND BALANCE	\$ -	\$ 8,500	\$ 53,438	\$ 41,170	\$ 8,500	\$ 26,300	\$ 26,300	

PARK FUND: FUND BALANCE								
BEGINNING FUND BALANCE	\$ 1,076,586	\$ 1,123,884	\$ 932,372	\$ 932,372	\$ 932,372	\$ 712,212	\$ 712,212	
ADDITIONS	169,416	184,470	184,151	170,071	122,100	144,048	144,048	
EXPENSES	<u>122,117</u>	<u>375,982</u>	<u>184,802</u>	<u>229,868</u>	<u>342,260</u>	<u>122,288</u>	<u>122,288</u>	
ENDING FUND BALANCE	\$ 1,123,884	\$ 932,372	\$ 931,721	\$ 872,576	\$ 712,212	\$ 733,973	\$ 733,973	

CITY OF SUN PRAIRIE
STREET TREE FUND
2017 APPROVED BUDGET

		8/31/2016								
		2014	2015	2015	2016	2016	2016	2017	2017	INCREASE
		<u>ACTUAL</u>	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>PROJECTED</u>	<u>BUDGET</u>	<u>EXECUTIVE</u>	<u>APPROVED</u>	<u>(DECREASE)</u>
TREE FUND REVENUES										
25104600-466500	STREE TREE CHARGES	\$ -	\$ -	\$ 51,141	\$ 66,653	\$ 43,000	\$ 48,359	\$ 59,100	\$ 59,100	\$ 10,741
25104800-485650	DONATIONS-FORESTRY	-	-	1,100	-	-	-	-	-	-
25104800-489000	MISCELLANEOUS REVENUES	-	-	-	542	542	-	-	-	-
25104900-492100	TRANSFER IN	-	-	211,832	-	-	-	-	-	-
25104900-499000	FUND BALANCE APPLIED	-	-	-	-	-	-	36,000	36,000	36,000
TOTAL TREE FUND REVENUES		\$ -	\$ -	\$ 264,073	\$ 67,195	\$ 43,542	\$ 48,359	\$ 95,100	\$ 95,100	\$ 46,741
TREE FUND EXPENDITURES										
MATERIALS & SUPPLIES										
2516500-537000	RENTAL VEHICLES & EQUIPMENT	\$ -	\$ -	\$ -	\$ 660	\$ 660	\$ -	\$ -	\$ -	\$ -
	SUB-TOTAL	-	-	-	660	660	-	-	-	-
CONTRACTUAL SERVICES										
25165000-544400	CONTRACTUAL SERVICES	-	-	-	-	-	-	12,000	12,000	12,000
	SUB-TOTAL	-	-	-	-	-	-	12,000	12,000	12,000
CAPITAL ITEMS										
25165000-583400	LAND IMPROVEMENTS-STREET TREES	-	-	84,735	103,212	116,631	110,000	82,350	82,350	(27,650)
58165000-583500	LAND IMPROVEMENTS- ARBOR DAY	-	-	494	217	217	-	750	750	750
	SUBTOTAL	-	-	85,229	103,428	116,848	110,000	83,100	83,100	(26,900)
TOTAL TREE FUND EXPENDITURES		\$ -	\$ -	\$ 85,229	\$ 104,088	\$ 117,508	\$ 110,000	\$ 95,100	\$ 95,100	\$ (14,900)
TREE FUND: FUND BALANCE										
BEGINNING FUND BALANCE		\$ -	\$ -	\$ -	\$ 178,844	\$ 178,844	\$ 178,844	\$ 117,203	\$ 117,203	
ADDITIONS		-	-	264,073	67,195	43,542	48,359	95,100	95,100	
EXPENSES		-	-	85,229	104,088	117,508	110,000	95,100	95,100	
ENDING FUND BALANCE		\$ -	\$ -	\$ 178,844	\$ 141,950	\$ 104,878	\$ 117,203	\$ 117,203	\$ 117,203	

CITY OF SUN PRAIRIE
LIBRARY SPECIAL REVENUE FUND
2017 APPROVED BUDGET

		2014 ACTUAL	2015 ACTUAL	8/31/2016 2016 ACTUAL	2016 PROJECTED	2016 BUDGET	2017 EXECUTIVE	2017 APPROVED	INCREASE (DECREASE)
LIBRARY SPECIAL REVENUE FUND									
INTERGOVERNMENTAL REVENUES									
26004300-435520	STATE GRANTS - RECYCLE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,225	\$ 2,225	\$ 2,225
26004300-437520	COUNTY AID - LIBRARY	-	-	-	-	-	454,580	454,580	454,580
	SUBTOTAL	-	-	-	-	-	456,805	456,805	456,805
FINES AND FORFEITURES									
26004500-4455200	LIBRARY FINES	-	-	-	-	-	37,000	37,000	37,000
	SUBTOTAL	-	-	-	-	-	37,000	37,000	37,000
PUBLIC CHARGES FOR SERVICES									
26004600-465200	LIBRARY MISC CHARGES	-	-	-	-	-	7,050	7,050	7,050
	SUBTOTAL	-	-	-	-	-	7,050	7,050	7,050
OTHER FINANCING SOURCES									
26004900-492100	TRANSFER IN	-	-	-	-	-	1,387,749	1,422,740	1,422,740
26004900-499000	FUND BALANCE APPLIED	-	-	-	-	-	50,000	25,000	25,000
	SUBTOTAL	-	-	-	-	-	1,437,749	1,447,740	1,447,740
TOTAL LIBRARY SPECIAL REVENUE FUND REVENUES		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,938,604	\$ 1,948,595	\$ 1,948,595
LIBRARY ADMINISTRATION (520-41)									
PERSONNEL SERVICES									
26052041-511000	REGULAR WAGES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 996,382	\$ 996,382	\$ 996,382
26052041-516000	PREMIUM PAY	-	-	-	-	-	1,507	1,507	1,507
26052041-519000	SEASONAL WAGES	-	-	-	-	-	6,122	6,122	6,122
	SUB-TOTAL	-	-	-	-	-	1,004,011	1,004,011	1,004,011
FRINGE BENEFITS									
26052041-521000	SOCIAL SECURITY	-	-	-	-	-	74,097	74,097	74,097
26052041-522000	RETIREMENT	-	-	-	-	-	58,194	58,194	58,194
26052041-523000	HEALTH INSURANCE	-	-	-	-	-	209,355	209,355	209,355
26052041-524000	LIFE INSURANCE	-	-	-	-	-	2,814	2,814	2,814
26052041-525000	DENTAL INSURANCE	-	-	-	-	-	19,241	19,241	19,241
	SUB-TOTAL	-	-	-	-	-	363,701	363,701	363,701
MATERIALS & SUPPLIES									
26052041-531000	OFFICE SUPPLIES	-	-	-	-	-	3,000	3,000	3,000
26052041-533000	REPAIRS AND MAINTENANCE	-	-	-	-	-	1,000	1,000	1,000
26052041-533100	MAINTENANCE AGREEMENTS	-	-	-	-	-	11,000	11,000	11,000
	SUB-TOTAL	-	-	-	-	-	15,000	15,000	15,000
CONTRACTUAL SERVICES									
26052041-541000	COMMUNICATIONS	-	-	-	-	-	6,000	6,000	6,000
26052041-542500	SPECIAL PROGRAMS	-	-	-	-	-	8,000	8,000	8,000
26052041-543000	ADVERTISING AND PRINTING	-	-	-	-	-	2,000	2,000	2,000
	SUB-TOTAL	-	-	-	-	-	16,000	16,000	16,000
PROFESSIONAL DEVELOPMENT									
26052041-562000	MILEAGE	-	-	-	-	-	650	650	650
26052041-563000	MEETINGS AND TRAINING	-	-	-	-	-	2,800	2,800	2,800
26052041-564000	DUES AND MEMBERSHIPS	-	-	-	-	-	3,200	3,200	3,200
	SUB-TOTAL	-	-	-	-	-	6,650	6,650	6,650
CAPITAL ITEMS									
26052041-581000	MACHINERY & EQUIPMENT EXPENSE	-	-	-	-	-	2,500	2,500	2,500
	SUB-TOTAL	-	-	-	-	-	2,500	2,500	2,500
TOTAL LIBRARY ADMINISTRATION		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,407,862	\$ 1,407,862	\$ 1,407,862
LIBRARY COLLECTION (520-42)									
MATERIALS & SUPPLIES									
26052042-532000	OPERATING SUPPLIES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,708	\$ 27,108	\$ 27,108
26052042-532200	LIBRARY MATERIALS	-	-	-	-	-	192,534	234,885	234,885
26052042-532250	RENTAL LIBRARY MATERIALS	-	-	-	-	-	-	2,500	2,500
	SUB-TOTAL	-	-	-	-	-	206,242	264,493	264,493
CONTRACTUAL SERVICES									
26052042-544000	PROFESSIONAL SERVICES	-	-	-	-	-	112,040	113,340	113,340
	SUB-TOTAL	-	-	-	-	-	112,040	113,340	113,340
TOTAL LIBRARY COLLECTION		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 318,282	\$ 377,833	\$ 377,833

CITY OF SUN PRAIRIE
LIBRARY SPECIAL REVENUE FUND
2017 APPROVED BUDGET

		2014 ACTUAL	2015 ACTUAL	8/31/2016 2016 ACTUAL	2016 PROJECTED	2016 BUDGET	2017 EXECUTIVE	2017 APPROVED	INCREASE (DECREASE)
LIBRARY BUILDINGS AND GROUNDS (520-43)									
MATERIALS & SUPPLIES									
26052043-532000	OPERATING SUPPLIES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,000	\$ 3,000	\$ 3,000
26052043-533000	REPAIRS AND MAINTENANCE	-	-	-	-	-	9,000	9,000	9,000
26052043-533100	MAINTENANCE AGREEMENTS	-	-	-	-	-	2,400	2,400	2,400
26052043-533200	JANITORIAL SERVICES	-	-	-	-	-	25,000	25,000	25,000
	SUB-TOTAL	-	-	-	-	-	39,400	39,400	39,400
CONTRACTUAL SERVICES									
26052043-542000	UTILITIES	-	-	-	-	-	58,000	58,000	58,000
	SUB-TOTAL	-	-	-	-	-	58,000	58,000	58,000
CAPITAL ITEMS									
26052043-581000	MACHINERY & EQUIPMENT EXPENSE	-	-	-	-	-	30,000	30,000	30,000
26052043-588000	OFFICE FURNITURE & EQUIPMENT	-	-	-	-	-	10,000	10,000	10,000
26052043-589000	MACHINERY & EQPMNT - REPLACED	-	-	-	-	-	25,500	25,500	25,500
	SUB-TOTAL	-	-	-	-	-	65,500	65,500	65,500
TOTAL LIBRARY BUILDINGS & GROUNDS		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 162,900	\$ 162,900	\$ 162,900

Library Special Revenue Fund Balance

BEGINNING FUND BALANCE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
ADDITIONS	-	-	-	-	-	-	1,938,604	1,948,595
EXPENSES	-	-	-	-	-	-	1,889,044	1,948,595
ENDING FUND BALANCE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	49,560	\$ -

**CITY OF SUN PRAIRIE
DEBT SERVICE FUND
2017 APPROVED BUDGET**

		8/31/2016							
		2014	2015	2016	2016	2016	2017	2017	INCREASE
		<u>ACTUAL</u>	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>PROJECTED</u>	<u>BUDGET</u>	<u>EXECUTIVE</u>	<u>APPROVED</u>	<u>(DECREASE)</u>
DEBT SERVICE FUND									
30004000-401000	GENERAL PROPERTY TAXES	\$ 6,326,108	\$ 6,574,270	\$ 6,648,847	\$ 6,648,847	\$ 6,648,847	\$ 6,619,638	\$ 6,619,638	\$ (29,209)
30004200-421000	SPECIAL ASSESSMENTS	3,858	-	-	-	-	-	-	-
30004700-471000	INVESTMENT INCOME	(5,740)	-	-	-	-	-	-	-
30004800-482100	MISCELLANEOUS RENTS	32,839	39,884	38,006	38,006	38,005	39,146	39,146	1,141
30004800-489000	MISCELLANEOUS REVENUES	1,618	5,286	3,659	2,500	1,800	2,500	2,500	700
30004900-491200	PROCEEDS OF NOTES	-	375,000	3,735,000	-	-	-	-	-
30004900-491900	BOND PREMIUM	-	9,097	251,158	-	-	-	-	-
30004900-492100	TRANSFER IN	103,518	30,065	203,844	-	-	-	-	-
TOTAL DEBT SERVICE FUND REVENUES		\$ 6,462,201	\$ 7,033,602	\$ 6,686,853	\$ 6,686,853	\$ 6,686,852	\$ 6,658,784	\$ 6,661,284	\$ (28,068)
DEBT SERVICE FUND EXPENDITURES									
30080000-544000	PROFESSIONAL SERVICES	\$ 363	\$ 2,040	-	-	2,000	2,000	2,000	-
30080000-592000	PRINCIPAL ON DEBT	9,755,837	6,264,771	6,015,732	6,012,428	6,015,732	6,054,996	6,054,996	39,264
30080000-594000	INTEREST ON DEBT	908,748	784,617	670,920	670,920	670,920	604,288	604,288	(66,632)
30080000-596000	PAYMENT TO ESCROW AGENT	-	-	4,145,668	-	-	-	-	-
30080000-597000	DEBT ISSUANCE EXPENSE	-	3,457	45,827	-	-	-	-	-
TOTAL DEBT SERVICE FUND EXPENDITURES		\$ 10,664,948	\$ 7,054,885	\$ 10,878,147	\$ 6,683,348	\$ 6,688,652	\$ 6,661,284	\$ 6,661,284	\$ (27,368)
DEBT SERVICE FUND: FUND BALANCE									
BEGINNING FUND BALANCE		\$ 4,234,727	\$ 31,980	\$ 10,697	\$ 10,697	\$ 10,697	\$ 8,897	\$ 8,897	
ADDITIONS		6,462,201.00	7,033,602.00	6,686,852.68	6,686,853.00	6,686,852.00	6,658,784.00	6,661,284.00	
EXPENSES		<u>10,664,948.00</u>	<u>7,054,885.00</u>	<u>10,878,146.75</u>	<u>6,683,348.00</u>	<u>6,688,652.00</u>	<u>6,661,284.00</u>	<u>6,661,284.00</u>	
ENDING FUND BALANCE		\$ 31,980	\$ 10,697	\$ (4,180,597)	\$ 14,202	\$ 8,897	\$ 6,397	\$ 8,897	

CITY OF SUN PRAIRIE
TAX INCREMENT FINANCE DISTRICT #6
2017 APPROVED BUDGET

		8/31/21016							
		2014 <u>ACTUAL</u>	2015 <u>ACTUAL</u>	2016 <u>ACTUAL</u>	2016 <u>PROJECTED</u>	2016 <u>BUDGET</u>	2017 <u>EXECUTIVE</u>	2017 <u>APPROVED</u>	INCREASE <u>(DECREASE)</u>
TAX INCREMENT FINANCE DISTRICT #6									
SOURCES OF FUNDING									
50604000-401000	GENERAL PROPERTY TAXES	\$ 133,509	\$ 135,574	\$ 135,270	\$ 135,270	\$ 136,608	\$ 132,837	\$ 132,837	\$ (3,771)
50604300-434300	STATE AID - EXEMPT COMPUTERS	202	869	-	-	-	-	-	-
50604700-471000	INVESTMENT INCOME	12	-	1,242	1,242	500	1,000	1,000	500
50604800-489000	MISCELLANEOUS REVENUES	35,960	35,824	28,314	28,314	27,000	29,471	29,471	2,471
TOTAL TAX INCREMENT FINANCE DISTRICT #6 REVENUES		<u>\$ 169,683</u>	<u>\$ 172,267</u>	<u>\$ 164,825</u>	<u>\$ 164,826</u>	<u>\$ 164,108</u>	<u>\$ 163,308</u>	<u>\$ 163,308</u>	<u>\$ (800)</u>
USES OF FUNDING									
50670000-544000	PROFESSIONAL SERVICES	\$ 1,091	\$ 1,709	\$ 4,500	\$ 4,800	\$ 4,800	\$ 1,449	\$ 1,449	\$ (3,351)
50680000-592000	PRINCIPAL ON DEBT	189,816	140,638	139,044	139,044	139,044	142,960	142,960	3,916
50680000-594000	INTEREST ON DEBT	31,682	27,781	23,983	23,983	23,984	19,236	19,236	(4,748)
50680000-597000	DEBT ISSUANCE EXPENSE	-	-	40	40	-	-	-	-
TOTAL TAX INCREMENT FINANCE DISTRICT #6 EXPENDITURES		<u>\$ 222,589</u>	<u>\$ 170,128</u>	<u>\$ 167,567</u>	<u>\$ 167,867</u>	<u>\$ 167,828</u>	<u>\$ 163,645</u>	<u>\$ 163,645</u>	<u>\$ (4,183)</u>
TAX INCREMENT FINANCE DISTRICT #6: FUND BALANCE									
BEGINNING FUND BALANCE		\$ 79,013	\$ (107,103)	\$ (104,964)	\$ (104,964)	\$ (104,964)	\$ (108,684)	\$ (108,684)	
ADDITIONS		169,683	172,267	164,825	164,826	164,108	163,308	163,308	
EXPENSES		222,589	170,128	167,567	167,867	167,828	163,645	163,645	
2014 RESTATEMENT		(133,210)	-	-	-	-	-	-	
ENDING FUND BALANCE		\$ (107,103)	\$ (104,964)	\$ (107,706)	\$ (108,005)	\$ (108,684)	\$ (109,021)	\$ (109,021)	

**CITY OF SUN PRAIRIE
CAPITAL PROJECTS FUND
2017 APPROVED BUDGET**

	2014 ACTUAL	2015 ACTUAL	8/31/2016 2016 ACTUAL	2016 PROJECTED	2016 BUDGET	2017 EXECUTIVE	2017 APPROVED	INCREASE (DECREASE)
CAPITAL PROJECTS FUND								
SPECIAL ASSESSMENTS								
40004200-420300 DEVELOPER CONTRIBUTIONS	30,802	-	105,000	105,000	-	-	-	-
40004200-421000 SPECIAL ASSESSMENTS	215,684	7,845	41,071	41,071	-	-	-	-
40004200-435350 STATE AID - TRANSIT	16,111	219,351	-	-	-	-	-	-
SUBTOTAL	262,597	227,196	146,071	146,071	-	-	-	-
INTERGOVERNMENTAL REVENUE								
40004300-435360 STATE GRANTS - SAFE ROUTES	18,445	257,267	-	-	-	-	-	-
40004300-435370 STATE GRANTS - STREET IMPROVEM	59,858	65,282	-	-	-	-	-	-
SUBTOTAL	78,303	322,549	-	-	-	-	-	-
LICENSES AND PERMITS								
40004400-443100 BUILDING PERMITS	19,607	12,914	19,045	12,250	-	17,503	17,503	17,503
SUBTOTAL	19,607	12,914	19,045	12,250	-	17,503	17,503	17,503
PUBLIC CHARGES FOR SERVICES								
40004600-463100 PUBLIC WORKS MISC CHARGES	-	-	25,020	25,000	-	-	-	-
SUBTOTAL	-	-	25,020	25,000	-	-	-	-
INVESTMENT INCOME								
40004700-471000 INVESTMENT INCOME	-	312	-	-	-	-	-	-
SUBTOTAL	-	312	-	-	-	-	-	-
MISCELLANEOUS REVENUE								
40004800-488800 UTILITY REIMBURSEMENT	1,085,056	-	-	-	776,000	1,477,500	1,477,500	701,500
40004800-489000 MISCELLANEOUS REVENUES	130,000	-	-	-	50,843	-	-	(50,843)
SUBTOTAL	1,215,056	-	-	-	826,843	1,477,500	1,477,500	650,657
OTHER FINANCING SOURCES								
40004900-491100 PROCEEDS OF BONDS	-	-	-	4,195,000	4,181,435	-	-	(4,181,435)
40004900-491200 PROCEEDS OF NOTES	3,700,000	2,440,000	-	-	-	6,545,355	6,259,884	6,259,884
40004900-491900 BOND PREMIUM	111,112	26,433	221,298	221,298	-	-	-	-
40004900-492100 TRANSFER IN	492,132	260,254	110,093	266,887	266,887	2,125,043	1,490,116	1,223,229
40004900-499000 FUND BALANCE APPLIED	-	-	-	-	500,000	-	-	(500,000)
SUBTOTAL	4,303,244	2,726,687	331,391	4,683,185	4,948,322	8,670,398	7,750,000	2,801,678
TOTAL CAPITAL PROJECTS FUND REVENUES	\$ 5,878,807	\$ 3,289,658	\$ 521,527	\$ 4,866,506	\$ 5,775,165	\$ 10,165,401	\$ 9,245,003	\$ 3,469,838

CAPITAL PROJECTS FUND EXPENDITURES

CAPITAL OUTLAY								
40080000-544000 PROFESSIONAL SERVICES	\$ 99,301	\$ 45,524	\$ 77,263	\$ 77,263	\$ 268,390	\$ 206,463	\$ 206,463	\$ (61,927)
40080000-572000 TRANSFER OUT	66,842	15,028	-	203,844	-	-	-	-
40080000-581000 MACHINERY & EQUIPMENT EXPENSE	-	-	10,000	10,000	10,000	-	-	(10,000)
40080000-583200 LAND IMPROVEMENTS	-	-	122,049	122,049	100,000	-	-	(100,000)
40080000-583300 PARK IMPROVEMENTS	-	-	-	-	-	30,000	30,000	30,000
40080000-584000 BUILDING IMPROVEMENTS	-	-	123,898	123,898	383,850	206,677	181,677	(202,173)
40080000-585100 WATER MAIN	1,241,736	(4,109)	(9,564)	(9,564)	776,000	1,477,500	1,477,500	701,500
40080000-586000 STREET IMPROVMENTS	2,489,038	1,871,376	2,307,141	2,307,141	3,596,950	6,962,398	5,907,000	2,310,050
40080000-586400 SIDEWALK IMPROVEMENTS	500,666	798,047	440,842	440,842	412,000	441,561	366,561	(45,439)
40080000-586500 BIKEPATH IMPROVEMENTS	98,759	333,334	-	-	1,005	-	235,000	233,995
40080000-586600 TRAFFIC SIGNAL IMPROVEMENTS	-	-	259,773	259,773	420,463	712,402	712,402	291,939
40080000-597000 DEBT ISSUANCE EXPENSE	71,508	43,899	46,659	46,659	80,700	128,400	128,400	47,700
SUBTOTAL	4,567,850	3,103,099	3,378,062	3,581,905	6,049,358	10,165,401	9,245,003	3,195,645
OTHER FINANCING USES								
40090000-572000 TRANSFER OUT	-	15,037	203,844	-	-	-	-	-
SUBTOTAL	-	15,037	203,844	-	-	-	-	-
TOTAL CAPITAL PROJECTS FUND EXPENDITURES	\$ 4,567,850	\$ 3,118,136	\$ 3,581,906	\$ 3,581,905	\$ 6,049,358	\$ 10,165,401	\$ 9,245,003	\$ 3,195,645

Capital Projects Fund: Fund Balance

BEGINNING FUND BALANCE	\$ (451,439)	\$ 859,518	\$ 1,031,040	\$ 1,031,040	\$ 1,031,040	\$ 756,847	\$ 756,847
ADDITIONS	5,878,807	3,289,658	521,527	4,866,506	5,775,165	10,165,401	9,245,003
EXPENSES	4,567,850	3,118,136	3,581,906	3,581,905	6,049,358	10,165,401	9,245,003
ENDING FUND BALANCE	\$ 859,518	\$ 1,031,040	\$ (2,029,339)	\$ 2,315,641	\$ 756,847	\$ 756,847	\$ 756,847

**CITY OF SUN PRAIRIE
DEVELOPMENT PROJECTS FUND
2017 APPROVED BUDGET**

		8/31/2016							
		2014 <u>ACTUAL</u>	2015 <u>ACTUAL</u>	2016 <u>ACTUAL</u>	2016 <u>PROJECTED</u>	2016 <u>BUDGET</u>	2017 <u>EXECUTIVE</u>	2017 <u>APPROVED</u>	INCREASE (DECREASE)
DEVELOPMENT PROJECTS FUND REVENUES									
49004600-463100	PUBLIC WORKS MISC CHARGES	\$ 54,754	\$ 217,377	\$ 237,826	\$ 175,000	\$ 50,000	\$ -	\$ -	\$ (50,000)
49004800-489000	MISCELLANEOUS REVENUES	-	1,411	783	783	-	-	-	-
TOTAL DEVELOPMENT FUND REVENUES		\$ 54,754	\$ 218,788	\$ 238,609	\$ 175,783	\$ 50,000	\$ -	\$ 40,000	\$ (10,000)
DEVELOPMENT FUND EXPENDITURES									
CAPITAL OUTLAY									
49080000-544000	PROFESSIONAL SERVICES	\$ 138,415	\$ 245,317	\$ 157,232	\$ -	\$ 40,108	\$ -	\$ 40,000	\$ (108)
	SUB-TOTAL	138,415	245,317	157,232	-	40,108	-	40,000	(108)
TOTAL DEVELOPMENT FUND EXPENDITURES		\$ 138,415	\$ 245,317	\$ 157,232	\$ -	\$ 40,108	\$ -	\$ 40,000	\$ (108)
DEVELOPMENT FUND: FUND BALANCE									
BEGINNING FUND BALANCE		\$ (22,825)	\$ (106,486)	\$ (133,015)	\$ (133,015)	\$ (133,015)	\$ (123,123)	\$ (123,123)	
ADDITIONS		54,754	218,788	238,609	175,783	50,000	-	40,000	
EXPENSES		<u>138,415</u>	<u>245,317</u>	<u>157,232</u>	<u>-</u>	<u>40,108</u>	<u>-</u>	<u>40,000</u>	
ENDING FUND BALANCE		\$ (106,486)	\$ (133,015)	\$ (51,638)	\$ 42,768	\$ (123,123)	\$ (123,123)	\$ (123,123)	

CITY OF SUN PRAIRIE
TAX INCREMENT FINANCE DISTRICT #7
2017 APPROVED BUDGET

		2014 <u>ACTUAL</u>	2015 <u>ACTUAL</u>	2016 <u>PROJECTED</u>	2016 <u>BUDGET</u>	2017 <u>EXECUTIVE</u>	2017 <u>APPROVED</u>	INCREASE (DECREASE)
TAX INCREMENT FINANCE DISTRICT #7								
SOURCES OF FUNDING								
50704000-401000	GENERAL PROPERTY TAXES	\$ 922,993	\$ 880,671	\$ 864,494	\$ 873,048	\$ 938,816	\$ 938,816	\$ 65,768
50704300-434300	STATE AID - EXEMPT COMPUTERS	48,965	49,421	5,500	100	5,000	5,000	4,900
50704700-471000	INVESTMENT INCOME	1,045	3,111	37,666	47,000	37,000	37,000	(10,000)
TOTAL TAX INCREMENT FINANCE DISTRICT #7 REVENUES		\$ 1,157,363	\$ 933,203	\$ 907,660	\$ 920,148	\$ 980,816	\$ 980,816	\$ 60,668
USES OF FUNDING								
CAPITAL OUTLAY								
50770000-544000	PROFESSIONAL SERVICES	\$ 1,481	\$ 29,958	\$ 27,101	\$ 27,101	\$ 21,208	\$ 21,454	\$ (5,647)
50770000-548000	ECONOMIC DEVELOPMENT PAYMENTS	-	-	-	-	274,000	274,000	274,000
50770000-572000	TRANSFER OUT	-	11,555	30,804	30,804	3,938	3,938	(26,866)
50770000-585000	SANITARY SEWER	-	3,588	-	-	-	-	-
50770000-586000	STREET IMPROVMENTS	-	206,691	-	-	80,000	80,000	80,000
50770000-587000	STORM SEWER IMPROVEMENTS	-	7,098	-	-	-	-	-
	SUBTOTAL	1,481	258,890	57,905	57,905	379,146	379,392	321,487
OTHER FINANCING USES								
50780000-592000	PRINCIPAL ON DEBT	420,000	415,000	415,000	415,000	445,000	445,000	30,000
50780000-594000	INTEREST ON DEBT	147,376	135,690	122,618	122,618	107,760	107,760	(14,858)
50780000-597000	DEBT ISSUANCE EXPENSE	-	-	197	-	-	-	-
	SUBTOTAL	567,376	550,690	537,815	537,618	552,760	552,760	15,142
TOTAL TAX INCREMENT FINANCE DISTRICT #7 EXPENDITURES		\$ 568,857	\$ 809,580	\$ 595,720	\$ 595,523	\$ 931,906	\$ 932,152	\$ 336,629

TAX INCREMENT FINANCE DISTRICT #7: FUND BALANCE		2014 <u>ACTUAL</u>	2015 <u>ACTUAL</u>	2016 <u>PROJECTED</u>	2016 <u>BUDGET</u>	2017 <u>EXECUTIVE</u>	2017 <u>APPROVED</u>
BEGINNING FUND BALANCE		\$ 1,980,672	\$ 1,980,956	\$ 2,104,579	\$ 2,104,579	\$ 2,429,204	\$ 2,429,204
ADDITIONS		1,157,363	933,203	907,660	920,148	980,816	980,816
EXPENSES		568,857	809,580	595,720	595,523	931,906	932,152
ENDING FUND BALANCE		\$ 1,980,956	\$ 2,104,579	\$ 2,416,519	\$ 2,429,204	\$ 2,478,114	\$ 2,477,868

CITY OF SUN PRAIRIE
TAX INCREMENT FINANCE DISTRICT #8
2017 APPROVED BUDGET

		2014	2015	8/31/21016	2016	2016	2017	2017	INCREASE
		<u>ACTUAL</u>	<u>ACTUAL</u>	<u>2016</u> <u>ACTUAL</u>	<u>PROJECTED</u>	<u>BUDGET</u>	<u>EXECUTIVE</u>	<u>APPROVED</u>	<u>(DECREASE)</u>
TAX INCREMENT FINANCE DISTRICT #8									
SOURCES OF FUNDING									
50804000-401000	GENERAL PROPERTY TAXES	\$ 1,730,725	\$ 1,649,714	\$ 1,655,417	\$ 1,655,417	\$ 1,671,796	\$ 1,677,629	\$ 1,677,629	\$ 5,833
50804300-434300	STATE AID - EXEMPT COMPUTERS	19,373	23,253	26,956	26,956	20,000	25,000	25,000	5,000
50804300-435370	STATE GRANTS - STREET IMPROVEM	-	-	66,144	66,144	-	-	-	-
50804600-463100	PUBLIC WORKS MISC CHARGES	17,862	15,545	21,132	22,000	14,000	16,000	16,000	2,000
50804700-471000	INVESTMENT INCOME	43	-	-	64	-	-	-	-
50804800-489000	MISCELLANEOUS REVENUES	21	83	-	-	-	-	-	-
50804900-491100	PROCEEDS OF BONDS	11,236,410	-	-	591,672	739,500	-	-	(739,500)
TOTAL TAX INCREMENT FINANCE DISTRICT #8 REVENUES		\$ 13,004,434	\$ 1,688,595	\$ 1,769,649	\$ 2,362,253	\$ 2,445,296	\$ 1,718,629	\$ 1,718,629	\$ (726,667)

USES OF FUNDING

CAPITAL OUTLAY

50870000-544000	PROFESSIONAL SERVICES	\$ 1,481	\$ 4,909	\$ 5,412	\$ 7,722	\$ 38,086	\$ 43,197	\$ 43,564	\$ 5,478
50870000-544400	CONTRACTUAL SERVICES	14,650	17,800	20,878	22,000	16,000	16,000	16,000	-
50870000-548000	ECONOMIC DEVELOPMENT PAYMENTS	113,082	112,735	111,955	111,955	114,000	130,400	130,400	16,400
50870000-548200	FAÇADE IMPROVEMENT GRANT PYMTS	-	-	-	-	50,000	-	-	(50,000)
50870000-572000	TRANSFER OUT	-	11,555	13,695	13,695	13,695	3,937	3,937	(9,758)
50870000-586000	STREET IMPROVMENTS	35,466	206,691	523,325	512,018	650,000	-	-	(650,000)
50870000-586400	SIDEWALK IMPROVEMENTS	-	-	46,092	46,092	42,000	-	-	(42,000)
50870000-586500	BIKEPATH IMPROVEMENTS	-	-	30,792	30,792	23,000	-	-	(23,000)
50870000-587000	STORM SEWER IMPROVEMENTS	-	7,098	-	-	-	-	-	-
SUBTOTAL		164,679	360,788	752,150	744,274	946,781	193,534	193,901	(752,881)

OTHER FINANCING USES

50880000-544000	PROFESSIONAL SERVICES	\$ -	\$ 1,000	48	48	-	-	-	-
50880000-592000	PRINCIPAL ON DEBT	11,347,110	1,250,000	1,350,000	1,350,000	1,350,000	1,455,000	1,455,000	105,000
50880000-594000	INTEREST ON DEBT	624,582	295,994	241,402	241,402	241,403	262,377	262,377	20,974
50880000-596000	PAYMENT TO ESCROW AGENT	-	-	914,255	-	-	-	-	-
50880000-597000	DEBT ISSUANCE EXPENSE	270,037	-	17,032	763	14,500	-	-	(14,500)
SUBTOTAL		12,241,729	1,546,994	2,522,736	1,592,213	1,605,903	1,717,377	1,717,377	111,474

TOTAL TAX INCREMENT FINANCE DISTRICT #8 EXPENDITURES	\$ 12,406,408	\$ 1,907,782	\$ 3,274,885	\$ 2,336,487	\$ 2,552,684	\$ 1,910,911	\$ 1,911,278	\$ (641,407)
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TAX INCREMENT FINANCE DISTRICT #8: FUND BALANCE		2014	2015	2016	2016	2016	2017	2017
		<u>ACTUAL</u>	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>PROJECTED</u>	<u>BUDGET</u>	<u>EXECUTIVE</u>	<u>APPROVED</u>
BEGINNING FUND BALANCE	\$	556,425	\$ (553,439)	\$ (772,626)	\$ (772,626)	\$ (772,626)	\$ (880,014)	\$ (880,014)
ADDITIONS		13,004,434	1,688,595	1,769,649	2,362,253	2,445,296	1,718,629	1,718,629
EXPENSES		12,406,408	1,907,782	3,274,885	2,336,487	2,552,684	1,910,911	1,911,278
2014 RESTATEMENT		(1,707,890)	-	-	-	-	-	-
ENDING FUND BALANCE	\$	(553,439)	\$ (772,626)	\$ (2,277,862)	\$ (746,860)	\$ (880,014)	\$ (1,072,296)	\$ (1,072,663)

CITY OF SUN PRAIRIE
TAX INCREMENT FINANCE DISTRICT #9
2017 APPROVED BUDGET

		2014 <u>ACTUAL</u>	2015 <u>ACTUAL</u>	2016 <u>PROJECTED</u>	2016 <u>BUDGET</u>	2017 <u>EXECUTIVE</u>	2017 <u>APPROVED</u>	INCREASE (DECREASE)
TAX INCREMENT FINANCE DISTRICT #9								
SOURCES OF FUNDING								
50904000-401000	GENERAL PROPERTY TAXES	\$ -	\$ 33,110	\$ 541,294	\$ 546,649	\$ 926,169	\$ 926,169	\$ 379,520
50904300-434300	STATE AID - EXEMPT COMPUTERS	2,926	4,755	5,938	4,500	5,500	5,500	1,000
50904900-491200	PROCEEDS OF NOTES	555,000	-	-	-	53,126	53,126	53,126
50904900-499000	FUND BALANCE APPLIED	-	-	-	-	80,862	80,862	80,862
TOTAL TAX INCREMENT FINANCE DISTRICT #9 REVENUES		\$ 4,890,163	\$ 37,865	\$ 547,232	\$ 551,149	\$ 1,065,657	\$ 1,065,657	\$ 514,508
USES OF FUNDING								
CAPITAL OUTLAY								
50970000-531000	OFFICE SUPPLIES	\$ -	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ -
50970000-544000	PROFESSIONAL SERVICES	60,579	47,252	27,871	27,871	35,729	36,218	8,347
50970000-548000	ECONOMIC DEVELOPMENT PAYMENTS	-	138,000	62,385	75,000	603,000	603,000	528,000
50970000-572000	TRANSFER OUT	10,596	-	23,454	23,454	137,926	137,926	114,472
SUBTOTAL		465,666	186,252	113,710	126,325	776,655	777,144	650,819
OTHER FINANCING USES								
50980000-592000	PRINCIPAL ON DEBT	4,210,000	15,000	60,000	60,000	235,000	235,000	175,000
50980000-594000	INTEREST ON DEBT	152,037	171,470	161,775	161,775	159,725	159,725	(2,050)
50980000-597000	DEBT ISSUANCE EXPENSE	72,409	-	-	-	2,700	2,700	2,700
SUBTOTAL		4,434,446	186,470	221,775	221,775	397,425	397,425	175,650
TOTAL TAX INCREMENT FINANCE DISTRICT #9 EXPENDITURES		\$ 4,900,112	\$ 372,722	\$ 335,485	\$ 348,100	\$ 1,174,080	\$ 1,174,569	\$ 826,469
TAX INCREMENT FINANCE DISTRICT #9: FUND BALANCE								
		2014 <u>ACTUAL</u>	2015 <u>ACTUAL</u>	2016 <u>PROJECTED</u>	2016 <u>BUDGET</u>	2017 <u>EXECUTIVE</u>	2017 <u>APPROVED</u>	
BEGINNING FUND BALANCE		\$ (772,790)	\$ (782,739)	\$ (1,117,596)	\$ (1,117,596)	\$ (914,547)	\$ (914,547)	
ADDITIONS		4,890,163	37,865	547,232	551,149	1,065,657	1,065,657	
EXPENSES		<u>4,900,112</u>	<u>372,722</u>	<u>335,485</u>	<u>348,100</u>	<u>1,174,080</u>	<u>1,174,569</u>	
ENDING FUND BALANCE		\$ (782,739)	\$ (1,117,596)	\$ (905,849)	\$ (914,547)	\$ (1,022,970)	\$ (1,023,459)	

CITY OF SUN PRAIRIE
TAX INCREMENT FINANCE DISTRICT #11
2017 APPROVED BUDGET

	2015 <u>ACTUAL</u>	2016 <u>PROJECTED</u>	2016 <u>BUDGET</u>	2017 <u>EXECUTIVE</u>	2017 <u>APPROVED</u>	INCREASE (DECREASE)
TAX INCREMENT FINANCE DISTRICT #11						
SOURCES OF FUNDING						
51104000-401000 GENERAL PROPERTY TAXES	\$ -	\$ -	\$ -	\$ 48,352	\$ 48,352	\$ 48,352
51104300-434300 STATE AID - EXEMPT COMPUTERS	-	-	4,000	4,000	4,000	-
TOTAL TAX INCREMENT FINANCE DISTRICT #11 REVENUES	\$ -	\$ -	\$ 4,000	\$ 52,352	\$ 52,352	\$ 48,352
USES OF FUNDING						
CAPITAL OUTLAY						
51170000-544000 PROFESSIONAL SERVICES	\$ 21,864	\$ 12,137	\$ 22,061	\$ 109,273	\$ 109,884	\$ 87,823
51170000-572000 TRANSFER OUT	-	35,619	35,619	3,937	3,937	(31,682)
SUBTOTAL	21,864	47,756	57,680	113,210	113,821	56,141
TOTAL TAX INCREMENT FINANCE DISTRICT #11 EXPENDITURES	\$ 21,864	\$ 47,756	\$ 57,680	\$ 113,210	\$ 113,821	\$ 56,141

TAX INCREMENT FINANCE DISTRICT #11: FUND BALANCE					
	2015 <u>ACTUAL</u>	2016 <u>PROJECTED</u>	2016 <u>BUDGET</u>	2017 <u>EXECUTIVE</u>	2017 <u>APPROVED</u>
BEGINNING FUND BALANCE	\$ -	\$ (21,864)	\$ (21,864)	\$ (75,544)	\$ (75,544)
ADDITIONS	-	-	4,000	52,352	52,352
EXPENSES	21,864	47,756	57,680	113,210	113,821
ENDING FUND BALANCE	\$ (21,864)	\$ (69,620)	\$ (75,544)	\$ (136,402)	\$ (137,013)

CITY OF SUN PRAIRIE
TAX INCREMENT FINANCE DISTRICT #12
2017 APPROVED BUDGET

		8/31/21016					
		2016	2016	2016	2017	2017	INCREASE
		<u>ACTUAL</u>	<u>PROJECTED</u>	<u>BUDGET</u>	<u>EXECUTIVE</u>	<u>APPROVED</u>	<u>(DECREASE)</u>
TAX INCREMENT FINANCE DISTRICT #12							
SOURCES OF FUNDING							
51204900-491200	PROCEEDS OF NOTES	\$ 200,000	\$ 200,000	\$ -	\$ 3,899,444	\$ 3,899,444	\$ 3,899,444
51204900-491900	BOND PREMIUM	10,480	9,648	-	-	-	-
51204900-499000	FUND BALANCE APPLIED	-	-	17,650	-	-	(17,650)
TOTAL TAX INCREMENT FINANCE DISTRICT #12 REVENUES		\$ 210,480	\$ 209,648	\$ 17,650	\$ 3,899,444	\$ 3,899,444	\$ 3,881,794
USES OF FUNDING							
CAPITAL OUTLAY							
51270000-544000	PROFESSIONAL SERVICES	\$ 17,989	\$ 17,650	\$ 17,650	\$ 131,662	\$ 132,151	\$ 114,501
51270000-583000	LAND ACQUISITION	-	-	-	3,899,444	3,899,444	3,899,444
	SUBTOTAL	17,989	17,650	17,650	4,031,106	4,031,595	4,013,945
OTHER FINANCING USES							
51280000-592000	PRINCIPAL ON DEBT	-	-	-	20,000	20,000	20,000
51280000-594000	INTEREST ON DEBT	-	-	-	4,911	4,911	4,911
51280000-597000	DEBT ISSUANCE EXPENSE	2,225	-	-	-	-	-
	SUBTOTAL	2,225	-	-	24,911	24,911	24,911
TOTAL TAX INCREMENT FINANCE DISTRICT #12 EXPENDITURES		\$ 20,213	\$ 17,650	\$ 17,650	\$ 4,056,017	\$ 4,056,506	\$ 4,038,856
TAX INCREMENT FINANCE DISTRICT #12: FUND BALANCE							
BEGINNING FUND BALANCE		\$ -	\$ -	\$ -	\$ -	\$ -	-
ADDITIONS		210,480	209,648	17,650	3,899,444	3,899,444	
EXPENSES		<u>20,213</u>	<u>17,650</u>	<u>17,650</u>	<u>4,056,017</u>	<u>4,056,506</u>	
ENDING FUND BALANCE		\$ 190,267	\$ 191,998	\$ -	\$ (156,573)	\$ (157,062)	

CITY OF SUN PRAIRIE
2017 APPROVED BUDGET
WATER POLLUTION CONTROL FACILITY

	<u>2014</u>	<u>2015</u>	<u>8/31/2016</u>	<u>2016</u>	<u>2016</u>	<u>2017</u>	<u>2017</u>	<u>INCREASE</u>
	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>PROJECTED</u>	<u>BUDGET</u>	<u>EXECUTIVE</u>	<u>APPROVED</u>	<u>(DECREASE)</u>
WASTEWATER TREATMENT PLANT (610)								
WASTEWATER REPLACEMENT ACCOUNT								
61081085-581000 MACHINERY & EQUIPMENT EXPENSE	17,180	12,846	35,782	60,000	158,514	130,000	130,000	(28,514)
61081085-589000 MACHINERY & EQPMNT - REPLACED	46,549	51,383	132,035	100,000	298,207	718,570	718,570	420,363
TOTAL WWTP REPLACEMENT ACCOUNT	63,729	64,229	167,817	160,000	456,721	848,570	848,570	391,849
TOTAL WWTP OPERATING EXPENSES	2,985,834	3,022,852	1,888,333	3,408,283	3,796,128	4,250,087	4,250,087	453,959
OPERATING INCOME (LOSS)	776,214	748,636	1,978,052	373,150	62,872	(373,017)	(373,017)	(435,889)
WASTEWATER NON-OPERATING REVENUES								
61004200-420100 NON-OPERATING CAPITAL CONTRIBUTIONS	415,659	590,457	-	-	-	-	-	-
61004200-421000 SPECIAL ASSESSMENTS	26,707	5,351	-	-	-	-	-	-
61004200-428000 INTEREST SPECIAL ASSESSMENTS	334	167	1,882	1,881	-	-	-	-
61004400-443811 SANITARY SEWER CONNECTION FEE	425,770	479,937	433,956	290,000	200,000	349,000	349,000	149,000
61004400-443812 INTERCEPTOR CONNECTION FEE	269,943	235,731	360,836	290,000	75,000	188,000	188,000	113,000
61004700-471000 INVESTMENT INCOME (UNRESTRICTED)	9,689	8,912	22,643	17,000	7,500	10,000	10,000	2,500
61004700-471100 INVESTMENT INCOME RESTRICTED	-	24,488	11,687	10,000	8,000	10,000	10,000	2,000
61004800-483200 SALE OF MATERIAL AND EQUIP	66,647	-	4,069	4,069	25,000	-	-	(25,000)
61004800-484000 INSURANCE DIVIDEND & RECOV	-	4,481	12,355	1,213	-	4,227	4,227	4,227
61004900-491900 BOND PREMIUM	1,360	2,621	26,267	-	-	-	-	-
61004900-492100 TRANSFER IN	615	-	-	-	-	-	-	-
61004900-499000 FUND BALANCE APPLIED	-	-	-	-	47,000	-	-	(47,000)
TOTAL WASTEWATER NON-OPERATING REVENUES	1,216,724	1,352,145	873,694	614,163	362,500	561,227	561,227	198,727
WASTEWATER DEBT SERVICE EXPENSE								
61081084-592000 PRINCIPAL ON DEBT	-	-	988,292	988,292	988,292	1,042,881	1,042,881	54,589
61081084-594000 INTEREST ON DEBT	266,365	250,378	234,096	234,096	234,096	217,013	217,013	(17,083)
61081084-596000 PAYMENT TO ESCROW AGENT	-	-	118,773	-	-	-	-	-
61081084-597000 DEBT ISSUANCE EXPENSE	6,378	4,768	5,386	-	1,000	-	-	(1,000)
TOTAL WWTP DEBT SERVICE EXPENSE	272,743	255,146	1,346,548	1,222,388	1,223,388	1,259,894	1,259,894	36,506
WASTEWATER PLANT EXPANSION								
61081086-544000 PROFESSIONAL SERVICES	28,988	113,132	49,476	181,873	181,873	107,700	107,700	(74,173)
61081086-572000 TRANSFER OUT	4,982	-	-	-	-	-	-	-
61081086-581000 MACHINERY & EQUIPMENT EXPENSE	-	-	5,055	1,900	-	-	-	-
TOTAL WWTP PLANT EXPANSION	33,970	113,132	54,531	183,773	181,873	107,700	107,700	(74,173)
WASTEWATER CAPITAL PROJECTS								
61081087-544000 PROFESSIONAL SERVICES	24,655	1,899	52,873	10,069	6,705	-	-	(6,705)
61081087-585000 SANITARY SEWER	-	368,195	190,142	-	528,326	755,000	755,000	226,674
61081089-585000 SANITARY SEWER	-	-	151,526	394,200	394,200	-	-	(394,200)
TOTAL WWTP CAPITAL PROJECTS	24,655	370,094	394,540	404,269	929,232	755,000	755,000	(174,232)
TOTAL NON-OPERATING REVENUES/OTHER FINANCING USES	885,356	613,773	(921,925)	(1,196,267)	(1,971,993)	(1,561,367)	(1,561,367)	410,626
TOTAL SOURCES (USES) OF FUNDS	1,661,570	1,362,409	1,056,128	(823,117)	(1,909,121)	(1,934,384)	(1,934,384)	(25,263)

CITY OF SUN PRAIRIE
2017 APPROVED BUDGET
STORMWATER UTILITY

		2014 YTD ACTUAL	2015 YTD ACTUAL	8/31/2016 ACTUAL	2016 PROJ	2016 BUDGET	2016 EXECUTIVE	2016 APPROVED	INCREASE (DECREASE)
CONTRACTUAL SERVICES									
65085092-542000	UTILITIES	8,423	5,481	11,646	9,500	10,500	10,000	10,000	(500)
65085092-544000	PROFESSIONAL SERVICES	84,503	74,964	119,577	150,000	179,700	155,600	155,600	(24,100)
	SUB-TOTAL	92,926	80,445	131,222	159,500	190,200	165,600	165,600	(24,600)
PROFESSIONAL DEVELOPMENT									
65085092-563000	MEETINGS & TRAINING	50	604	384	650	650	1,100	1,100	450
	SUB-TOTAL	50	604	384	650	650	1,100	1,100	450
TRANSFERS/BAD DEBT EXPENSE									
65085092-571000	DEPRECIATION EXPENSE	851,409	896,158	-	900,000	900,000	900,000	900,000	-
	SUBTOTAL	851,409	896,158	-	900,000	900,000	900,000	900,000	-
CAPITAL ITEMS									
65085092-581000	MACHINERY & EQUIPMENT EXPENSE	-	-	940	940	1,000	11,171	23,711	22,711
	SUBTOTAL	-	-	940	940	1,000	11,171	23,711	22,711
TOTAL STORMWATER MAINTENANCE EXPENSE		\$ 1,243,339	\$ 1,281,821	\$ 438,055	\$ 1,351,321	\$ 1,424,987	\$ 1,488,087	\$ 1,500,627	\$ 75,640
STORMWATER STREET CLEANING EXPENSE									
MATERIALS & SUPPLIES									
65085093-532000	OPERATING SUPPLIES	\$ -	\$ 1,278	\$ 380	\$ 380	\$ -	\$ 400	\$ 400	\$ 400
65085093-533000	REPAIRS AND MAINTENANCE	14,456	3,363	4,695	8,000	13,200	13,000	13,000	(200)
65085093-536000	FUEL PURCHASES	20,362	14,565	13,965	16,000	20,501	18,000	18,000	(2,501)
	SUB-TOTAL	34,818	19,206	19,041	24,380	33,701	31,400	31,400	(2,301)
CONTRACTUAL SERVICES									
65085093-544000	PROFESSIONAL SERVICES	-	61,681	80,823	40,600	40,600	34,000	34,000	(6,600)
	SUB-TOTAL	-	61,681	80,823	40,600	40,600	34,000	34,000	(6,600)
TOTAL STORMWATER STREET CLEANING EXPENSE		\$ 34,818	\$ 80,887	\$ 99,864	\$ 64,980	\$ 74,301	\$ 65,400	\$ 65,400	\$ (8,901)
TOTAL STORMWATER OPERATING EXPENSE		\$ 1,458,330	\$ 1,577,755	\$ 759,015	\$ 1,638,759	\$ 1,726,696	\$ 1,865,091	\$ 1,877,631	\$ 150,935
OPERATING INCOME (LOSS)		\$ 158,057	\$ 97,363	\$ 1,031,305	\$ 110,314	\$ 71,374	\$ 71,609	\$ 59,069	\$ (12,305)
STORMWATER NON-OPERATING REVENUES									
65004200-420100	NON-OPERATING CAPITAL CONTRIBUTIONS	\$ 312,560	\$ 726,365	\$ 21,000	\$ -	\$ -	\$ -	\$ -	\$ -
65004200-421000	SPECIAL ASSESSMENTS	-	1,920	-	-	-	-	-	-
65004300-437850	COUNTY GRANTS - STORMWATER	-	-	50,000	-	-	-	-	-
65004700-471000	INVESTMENT INCOME	2,010	3,168	10,695	7,000	3,100	6,700	6,700	3,600
65004800-484000	INSURANCE DIVIDEND & RECOVERY	-	1,828	1,566	371	-	1,258	1,258	1,258
65004800-489000	MISCELLANEOUS REVENUES	60,062	5,422	1,650	1,650	-	-	-	-
65004900-491100	BOND PROCEEDS	-	-	-	-	3,845,450	1,700,000	1,700,000	(2,145,450)
65004900-491900	BOND PREMIUM	2,553	8,828	228,564	-	-	-	-	-
65004900-494000	GAIN ON SALE OF CAP ASSETS	-	21,585	-	-	-	-	-	-
65004900-492100	TRANSFER IN	201,790	-	-	-	-	-	-	-
65004900-499000	FUND BALANCE APPLIED	-	-	-	-	3,500	-	-	(3,500)
TOTAL STORMWATER NON-OPERATING REVENUES		\$ 578,975	\$ 769,116	\$ 313,475	\$ 9,021	\$ 3,852,050	\$ 1,707,958	\$ 1,707,958	\$ (2,144,092)
STORMWATER DEBT SERVICE									
65085095-592000	PRINCIPAL ON DEBT	\$ -	\$ -	315,000	\$ 315,000	\$ 315,000	\$ 624,750	\$ 624,750	309,750
65085095-594000	INTEREST ON DEBT	40,912	56,841	59,341	59,341	59,341	177,776	177,776	118,435
65085095-596000	PAYMENT TO ESCROW AGENT	-	-	129,040	-	-	-	-	-
65085095-597000	DEBT ISSUANCE COSTS	26,767	10,255	73,370	50,000	75,400	-	-	(75,400)
	SUB-TOTAL	67,679	67,096	576,750	424,341	449,741	802,526	802,526	352,785
TOTAL STORMWATER DEBT SERVICE EXPENSE		\$ 67,679	\$ 67,096	\$ 576,750	\$ 424,341	\$ 449,741	\$ 802,526	\$ 802,526	\$ 352,785

CITY OF SUN PRAIRIE
2017 APPROVED BUDGET
STORMWATER UTILITY

		<u>2014</u>	<u>2015</u>	<u>8/31/2016</u>	<u>2016</u>	<u>2016</u>	<u>2016</u>	<u>2016</u>	<u>INCREASE</u>
		<u>YTD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>ACTUAL</u>	<u>PROJ</u>	<u>BUDGET</u>	<u>EXECUTIVE</u>	<u>APPROVED</u>	<u>(DECREASE)</u>
STORMWATER CAPITAL EXPENSE									
CAPITAL ITEMS									
65085096-581000	MACHINERY & EQUIPMENT EXPENSE	\$ -	\$ -	\$ 19,993	\$ 24,000	\$ 24,000	\$ -	\$ -	\$ (24,000)
	SUBTOTAL	-	-	19,993	24,000	24,000	-	-	(24,000)
CAPITAL PROJECTS									
65085096-544000	PROFESSIONAL SERVICES	64,765	16,556	81,460	78,050	91,200	31,000	31,000	(60,200)
65085096-583000	LAND ACQUISITION	-	-	-	-	1,000,000	1,700,000	1,700,000	700,000
65085096-587000	STORM SEWER IMPROVEMENTS	7,843	-	2,403,282	-	2,760,050	1,087,500	1,087,500	(1,672,550)
65085096-589900	LOSS ON DISPOSAL OF ASSETS	1,706	-	-	-	-	-	-	-
	SUBTOTAL	95,412	16,556	2,484,742	78,050	3,851,250	2,818,500	2,818,500	(1,032,750)
TOTAL STORMWATER CAPITAL EXPENSE		\$ 95,412	\$ 16,556	\$ 2,504,736	\$ 102,050	\$ 3,875,250	\$ 2,818,500	\$ 2,818,500	\$ (1,056,750)
TOTAL NON-OPERATING REVENUES AND OTHER FINANCING USES									
		\$ 415,884	\$ 685,464	\$ (2,768,011)	\$ (517,370)	\$ (472,941)	\$ (1,913,068)	\$ (1,913,068)	\$ (1,440,127)
TOTAL SOURCES (USES) OF FUNDS		\$ 573,941	\$ 782,827	\$ (1,736,706)	\$ (407,056)	\$ (401,567)	\$ (1,841,459)	\$ (1,853,999)	\$ (1,452,432)

CITY OF SUN PRAIRIE
2017 APPROVED BUDGET
FLEET INSERVICE FUND

		<u>2015</u>	<u>8/31/2016</u>	<u>2016</u>	<u>2016</u>	<u>2017</u>	<u>2017</u>	<u>INCREASE</u>
		<u>ACTUAL</u>	<u>ACTUAL</u>	<u>PROJECTION</u>	<u>BUDGET</u>	<u>EXECUTIVE</u>	<u>APPROVED</u>	<u>(DECREASE)</u>
FLEET INTERNAL SERVICE FUND								
FLEET OPERATING REVENUES								
70004700-474140	CITYCLERK RENTAL CHARGES	\$ 179	\$ 169	\$ 524	\$ 524	\$ 102	\$ 105	(419)
70004700-474155	HR RENTAL CHARGES	-	-	-	-	57	58	58
70004700-474160	FINANCE RENTAL CHARGES	119	109	337	337	682	701	364
70004700-474170	ASSESSING RENTAL CHARGES	1,412	204	633	633	1,726	1,773	1,140
70004700-474180	INFORMATION TECH RENTAL CHARGES	159	109	337	337	411	422	85
70004700-474185	BUILDING MAINT RENTAL CHARGES	-	-	-	-	2,678	2,751	2,751
70004700-474210	POLICE RENTAL CHARGES	316,668	58,484	277,814	277,814	319,977	324,250	46,436
70004700-474215	POLICE COMM RENTAL CHARGES	279	-	-	-	-	-	-
70004700-474220	FIRE RENTAL CHARGES	3,268	53,035	49,989	41,391	10,000	10,000	(31,391)
70004700-474230	EMS RENTAL CHARGES	113,626	8,883	98,667	98,667	98,922	101,632	2,965
70004700-474240	BUILDING INSPECTION RENTAL CHARGE	12,709	11,093	38,628	38,628	9,785	10,053	(28,575)
70004700-474310	STREET MAINT RENTAL CHARGES	310,934	145,234	300,167	300,167	341,879	350,991	50,824
70004700-474330	ENGINEERING RENTAL CHARGES	35,028	2,890	36,765	36,765	9,475	9,734	(27,031)
70004700-474350	TRANSIT RENTAL CHARGES	6,893	-	6,600	6,600	-	-	(6,600)
70004700-474520	LIBRARY RENTAL CHARGES	917	-	-	-	-	-	-
70004700-474510	SPMC RENTAL CHARGES	-	-	-	-	426	438	438
70004700-474550	PARKS & MAINT RENTAL CHARGES	213,881	40,473	24,751	-	200,105	203,396	203,396
70004700-474551	RECREATION RENTAL CHARGES	-	-	-	-	476	489	489
70004700-474610	COMMUNITY DEV RENTAL CHARGES	239	89	275	275	234	240	(35)
70004700-474620	ECONOMIC DEV RENTAL CHARGES	457	665	2,063	2,063	1,245	1,279	(784)
TOTAL FLEET OPERATING REVENUES		\$ 1,016,768	\$ 321,435	\$ 837,550	\$ 804,201	\$ 998,180	\$ 1,018,312	\$ 214,112
FLEET INSERVICE OPERATING EXPENSES								
FLEET ADMINISTRATIVE COSTS								
70088072-551000	WORKERS' COMPENSATION COVERAGE	\$ -	\$ 6,165	\$ 6,165	\$ 5,839	\$ 9,843	\$ 9,843	\$ 4,004
70088072-552000	PROPERTY COVERAGE	-	3,582	3,582	3,571	3,762	3,762	191
70088072-553000	LIABILITY COVERAGE	-	989	989	785	1,038	1,038	253
70088072-554000	VEHICLE COVERAGE	-	13,575	13,575	11,923	15,678	15,678	3,755
70088072-554100	VEHICLE COVERAGE PAYMENTS	-	2,371	2,371	-	10,000	10,000	10,000
	SUB-TOTAL	-	26,682	26,682	22,118	40,321	40,321	18,203
TOTAL FLEET ADMIN EXPENSE		\$ -	\$ 26,682	\$ 26,682	\$ 22,118	\$ 40,321	\$ 40,321	\$ 18,203

CITY OF SUN PRAIRIE
2017 APPROVED BUDGET
FLEET INSERVICE FUND

		<u>2015</u>	<u>8/31/2016</u>	<u>2016</u>	<u>2016</u>	<u>2017</u>	<u>2017</u>	<u>INCREASE</u>
		<u>ACTUAL</u>	<u>ACTUAL</u>	<u>PROJECTION</u>	<u>BUDGET</u>	<u>EXECUTIVE</u>	<u>APPROVED</u>	<u>(DECREASE)</u>
FLEET MAINTENANCE EXPENSE								
PERSONNEL SERVICES								
70088072-511000	REGULAR WAGES	\$ 266,613	220,219	\$ 220,086	\$ 220,086	\$ 195,945	\$ 195,945	(24,141)
70088072-513000	OVERTIME	839	3,150	2,000	600	1,200	1,200	600
70088072-517000	MISCELLANEOUS COMPENSATION	1,806	1,737	1,750	1,750	2,723	2,723	973
	SUB-TOTAL	269,258	225,106	223,836	222,436	199,868	199,868	(22,568)
FRINGE BENEFITS								
70088072-521000	SOCIAL SECURITY	16,139	17,160	16,759	16,759	15,091	15,091	(1,668)
70088072-522000	RETIREMENT	13,129	13,692	13,647	13,647	13,590	13,590	(57)
70088072-523000	HEALTH INSURANCE	48,460	48,241	49,725	49,725	46,628	46,628	(3,097)
70088072-524000	LIFE INSURANCE	346	464	491	491	421	421	(70)
70088072-525000	DENTAL INSURANCE	4,071	4,300	4,322	4,322	4,113	4,113	(209)
	SUB-TOTAL	82,145	83,857	84,944	84,944	79,843	79,843	(5,101)
MATERIALS & SUPPLIES								
70088072-531000	OFFICE SUPPLIES	-	-	-	-	200	200	200
70088072-532000	OPERATING SUPPLIES	14,204	15,385	10,000	10,000	11,000	11,000	1,000
70088072-533000	REPAIRS AND MAINTENANCE	133,509	177,301	130,000	100,045	104,000	104,000	3,955
70088072-533210	REPAIRS AND MAINTENANCE - POLICE	1,220	7,780	26,435	27,500	27,000	27,000	(500)
70088072-533220	REPAIRS AND MAINTENANCE - FIRE	1,840	9,037	6,500	7,000	7,000	7,000	-
70088072-533230	REPAIRS AND MAINTENANCE - EMS	-	825	3,000	6,000	6,000	6,000	-
70088072-534000	SMALL TOOLS	3,107	3,113	3,000	2,800	3,000	3,000	200
70088072-535000	UNIFORMS	1,220	1,663	1,600	1,300	1,400	1,400	100
70088072-536000	FUEL PURCHASES	71,380	54,057	105,000	114,210	105,000	105,000	(9,210)
	SUB-TOTAL	226,480	269,160	285,535	268,855	264,600	264,600	(4,255)
CONTRACTUAL SERVICES								
70031032-541000	COMMUNICATIONS	-	535	400	380	480	480	100
70031032-542000	UTILITIES	15,608	12,010	16,000	17,500	17,500	17,500	-
70031032-544000	PROFESSIONAL SERVICES	6,825	9,313	7,500	5,425	5,270	5,270	(155)
	SUB-TOTAL	22,433	21,857	23,900	23,305	23,250	23,250	(55)
FIXED CHARGES								
70088032-571000	DEPRECIATION	528,906	-	520,000	29,907	530,000	530,000	500,093
	SUB-TOTAL	528,906	-	520,000	29,907	530,000	530,000	500,093
PROFESSIONAL DEVELOPMENT								
70031032-563000	MEETINGS & TRAINING	-	315	750	1,200	1,200	1,200	-
	SUB-TOTAL	-	315	750	1,200	1,200	1,200	-
CAPITAL ITEMS								
70031032-581100	MINOR CAPITAL	895	-	-	-	-	-	-
70031032-582000	VEHICLES	-	735,449	-	741,223	806,000	806,000	64,778
70031032-582210	VEHICLES POLICE	-	86,196	82,000	82,000	225,440	225,440	143,440
70031032-582310	PUBLIC WORKS VEHICLES	-	569,986	595,000	599,725	470,440	470,440	(129,285)
	SUBTOTAL	895	1,391,631	677,000	1,422,947	1,501,880	1,501,880	78,933
TOTAL FLEET MAINTENANCE EXPENSE		\$ 1,130,117	\$ 1,991,925	\$ 1,815,965	\$ 2,053,595	\$ 2,600,641	\$ 2,600,641	\$ 547,046
OPERATING INCOME (LOSS)		\$ (113,349)		\$ (1,005,097)	\$ (1,271,512)	\$ (1,642,782)	\$ (1,622,650)	\$ (351,138)

CITY OF SUN PRAIRIE
2017 APPROVED BUDGET
FLEET INSERVICE FUND

	<u>2015 ACTUAL</u>	<u>8/31/2016 ACTUAL</u>	<u>2016 PROJECTION</u>	<u>2016 BUDGET</u>	<u>2017 EXECUTIVE</u>	<u>2017 APPROVED</u>	<u>INCREASE (DECREASE)</u>
FLEET NON-OPERATING REVENUES							
70004300-438215 MISCELLANEOUS GRANTS	\$ -	\$ -	\$ -	\$ -	\$ 7,000	\$ 7,000	\$ 7,000
70004800-483200 SALE OF MATERIAL AND EQUIPMENT	-	42,644	12,250	65,000	-	-	(65,000)
70004800-484000 INSURANCE DIVIDEND & RECOVERY	-	32,426	31,144	-	4,166	4,166	4,166
70004800-488800 UTILITY REIMBURSEMENT	321	-	-	-	-	-	-
70004800-489000 MISCELLANEOUS REVENUES	3,488	5,869	3,808	-	-	-	-
70004900-491100 BOND PROCEEDS	-	-	-	1,186,832	1,063,900	1,063,900	(122,932)
70004900-491900 BOND PREMIUM	66	60,712	-	-	-	-	-
70004900-492100 TRANSFER IN	224,232	-	-	-	-	-	-
70004900-499000 FUND BALANCE APPLIED	-	-	-	-	100,000	40,702	40,702
70004900-494000 GAIN/(LOSS) ON DISPOSAL OF ASSETS	36,193	-	-	-	68,000	68,000	68,000
TOTAL FLEET NON-OPERATING REVENUES	\$ 264,300	\$ 141,650	\$ 47,202	\$ 1,251,832	\$ 1,243,066	\$ 1,183,768	\$ (68,064)
FLEET DEBT SERVICE							
70088095-592000 PRINCIPAL ON DEBT	\$ -	\$ -	\$ -	\$ -	\$ 140,000	\$ 140,000	\$ 140,000
70088095-594000 INTEREST ON DEBT	1,499	3,387	3,387	3,387	31,905	31,905	28,518
70088095-597000 DEBT ISSUANCE COSTS	2,789	13,180	-	-	20,900	20,900	20,900
TOTAL FLEET DEBT SERVICE EXPENSE	\$ 4,288	\$ 16,567	\$ 3,387	\$ 3,387	\$ 192,805	\$ 192,805	\$ 189,418
TOTAL NON-OPERATING REVENUES AND OTHER FINANCING USES	\$ 260,012	\$ 125,083	\$ 43,815	\$ 1,248,445	\$ 1,050,261	\$ 990,963	\$ (257,482)
TOTAL SOURCES (USES) OF FUNDS	\$ 146,663	\$ 125,083	\$ (961,282)	\$ (23,067)	\$ (592,521)	\$ (631,687)	\$ (608,620)

CITY OF SUN PRAIRIE
BUSINESS IMPROVEMENT DISTRICT FUND
2017 APPROVED BUDGET

	<u>2014 ACTUAL</u>	<u>2015 ACTUAL</u>	<u>2016 PROJECTED</u>	<u>2016 BUDGET</u>	<u>2017 EXECUTIVE</u>	<u>2013 APPROVED</u>	<u>INCREASE (DECREASE)</u>
BUSINESS IMPROVEMENT DISTRICT							
BUSINESS IMPROVEMENT DISTRICT REVENUES							
81004200-422000 BID DISTRICT ASSESSMENT	\$ 92,000	\$ 92,000	\$ 92,000	\$ 92,000	\$ 92,000	\$ 92,000	\$ -
81004700-471000 INVESTMENT INCOME	82	128	-	-	-	-	-
81004800-485000 DONATIONS - GENERAL	-	-	-	3,000	-	-	(3,000)
81004800-489000 MISCELLANEOUS REVENUES	8,729	9,180	395	5,000	8,850	8,850	3,850
81004800-499000 FUND BALANCE APPLIED	-	-	-	39,500	27,416	27,416	(12,084)
TOTAL REVENUES	\$100,811	\$ 101,308	\$ 92,395	\$ 139,500	\$ 128,266	\$ 128,266	\$ (11,234)
BUSINESS IMPROVEMENT DISTRICT EXPENDITURES							
CONTRACTUAL SERVICES							
81066000-541000 COMMUNICATIONS	\$ 267	\$ 27	\$ 13	\$ -	\$ -	\$ -	\$ -
81066000-544000 PROFESSIONAL SERVICES	1,500	5,000	71	-	27,416	27,416	27,416
81066000-544400 BID ADVERTISING- 81101	5,275	3,452	5,375	4,000	4,000	4,000	-
81066000-544400 BEAUTIFICATION/MAINTENANCE- 81102	15,367	38,646	42,750	54,750	34,750	34,750	(20,000)
81066000-544400 WINE WALK- 81103	8,364	6,446	9,455	2,500	8,000	8,000	5,500
81066000-544400 BLOCK PARTY- 81104	9,769	12,855	10,958	8,000	-	-	(8,000)
81066000-544400 BID REIMBURSEMENT- 81105	-	-	8,000	8,000	6,000	6,000	(2,000)
81066000-544400 BUSINESS RECRUITMENT- 81106	389	1,682	11,750	11,750	1,500	1,500	(10,250)
81066000-544400 BID MISCELLANEOUS- 81107	202	731	1,500	1,500	600	600	(900)
81066000-544400 ADMINISTRATIVE EXPENSE- 81108	21,700	30,126	29,500	29,500	29,500	29,500	-
81066000-544400 TASTE OF SUN PRAIRIE- 81109	2,000	1,165	1,000	1,000	1,000	1,000	-
81066000-544400 ART FEST- 81110	4,557	4,128	4,000	4,000	-	-	(4,000)
81066000-544400 LADIES NIGHT OUT- 81111	2,655	2,565	3,000	3,000	3,500	3,500	500
81066000-544400 CAR CRUISE- 81112	1,263	1,500	1,500	1,500	1,500	1,500	-
81066000-544400 FARMERS MARKET- 81113	1,000	1,000	1,500	1,500	1,500	1,500	-
81066000-544400 GROUNDHOG DAY- 81114	905	755	2,958	1,500	2,000	2,000	500
81066000-544400 FALL FESTIVAL- 81115	3,052	3,068	4,000	4,000	4,000	4,000	-
81066000-544400 FIRE TRUCK PARADE- 81116	3,400	2,848	3,000	3,000	3,000	3,000	-
	81,665	115,996	140,331	139,500	128,266	128,266	(11,234)
TOTAL EXPENDITURES	\$ 81,665	\$ 115,996	\$ 140,331	\$ 139,500	\$ 128,266	\$ 128,266	\$ (11,234)
BID DISTRICT: FUND BALANCE							
BEGINNING FUND BALANCE	\$ 79,466	\$ 98,612	\$ 83,924	\$ 83,924	\$ 83,924	\$ 83,924	
ADDITIONS	100,811	101,308	92,395	139,500	128,266	128,266	
EXPENSES	81,665	115,996	140,331	139,500	128,266	128,266	
ENDING FUND BALANCE	\$ 98,612	\$ 83,924	\$ 35,988	\$ 83,924	\$ 83,924	\$ 83,924	

CITY OF SUN PRAIRIE
COMMUNITY DEVELOPMENT AUTHORITY
2017 APPROVED BUDGET

	<u>2014</u> <u>ACTUAL</u>	<u>2015</u> <u>ACTUAL</u>	<u>8/31/2016</u> <u>ACTUAL</u>	<u>2016</u> <u>PROJECTED</u>	<u>2016</u> <u>BUDGET</u>	<u>2017</u> <u>EXECUTIVE</u>	<u>2017</u> <u>APPROVED</u>	<u>INCREASE</u> <u>(DECREASE)</u>
COMMUNITY DEVELOPMENT AUTHORITY (850)								
COMMUNITY DEVELOPMENT AUTHORITY REVENUES								
85004700-471300 INTEREST INCOME - LEASE REC	\$ 364,925	\$ 381,725	\$ 348,700	\$ 348,700	\$ -	\$ 316,618	\$ 316,618	\$ 316,618
85004800-489000 MISCELLANEOUS REVENUES	-	-	1,000	1,000	341,701	-	-	(341,701)
TOTAL REVENUES	\$ 364,925	\$ 381,725	\$ 349,700	\$ 349,700	\$ 341,701	\$ 316,618	\$ 316,618	\$ (25,083)

COMMUNITY DEVELOPMENT AUTHORITY EXPENDITURES

DEBT PAYMENTS								
85068500-594000 INTEREST ON DEBT	364,925	463,646	\$ 348,700	\$ 341,701	\$ 341,701	\$ 316,618	\$ 316,618	\$ (25,083)
85068500-597000 DEBT ISSUANCE EXPENSE	-	-	1,000	1,000	-	-	-	-
TOTAL EXPENDITURES	\$ 364,925	\$ 463,646	\$ 349,700	\$ 342,701	\$ 341,701	\$ 316,618	\$ 316,618	\$ (25,083)

COMMUNITY DEVELOPMENT AUTHORITY: FUND BALANCE

BEGINNING FUND BALANCE	\$ 532,489	\$ 532,489	\$ 450,568	\$ 450,568	\$ 450,568	\$ 450,568	\$ 450,568
ADDITIONS	364,925	381,725	349,700	349,700	341,701	316,618	316,618
EXPENSES	<u>364,925</u>	<u>463,646</u>	<u>349,700</u>	<u>342,701</u>	<u>341,701</u>	<u>316,618</u>	<u>316,618</u>
ENDING FUND BALANCE	\$ 532,489	\$ 450,568	\$ 450,568	\$ 457,567	\$ 450,568	\$ 450,568	\$ 450,568