CITY OF MIDDLETON
WISCONSIN

2023 REQUESTED
ANNUAL BUDGET

FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2023

REQUESTED BUDGET

Fiscal Year 2023

January 1, 2023 – December 31, 2023

COMMON COUNCIL:

Mayor Gurdip Brar

District 1 Alder Kathy Olson

District 2 Alder Kendra Wochos

District 3 Alder Katy Nelson

District 4 Alder Emily Kuhn

District 5 Alder Luke Fuszard

District 6 Alder Lisa Janairo

District 7 Alder Dan Ramsey II

District 8 Alder Randall Crow

City of Middleton, Wisconsin

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Bryan Gadow

City Administrator

www.cityofmiddleton.us

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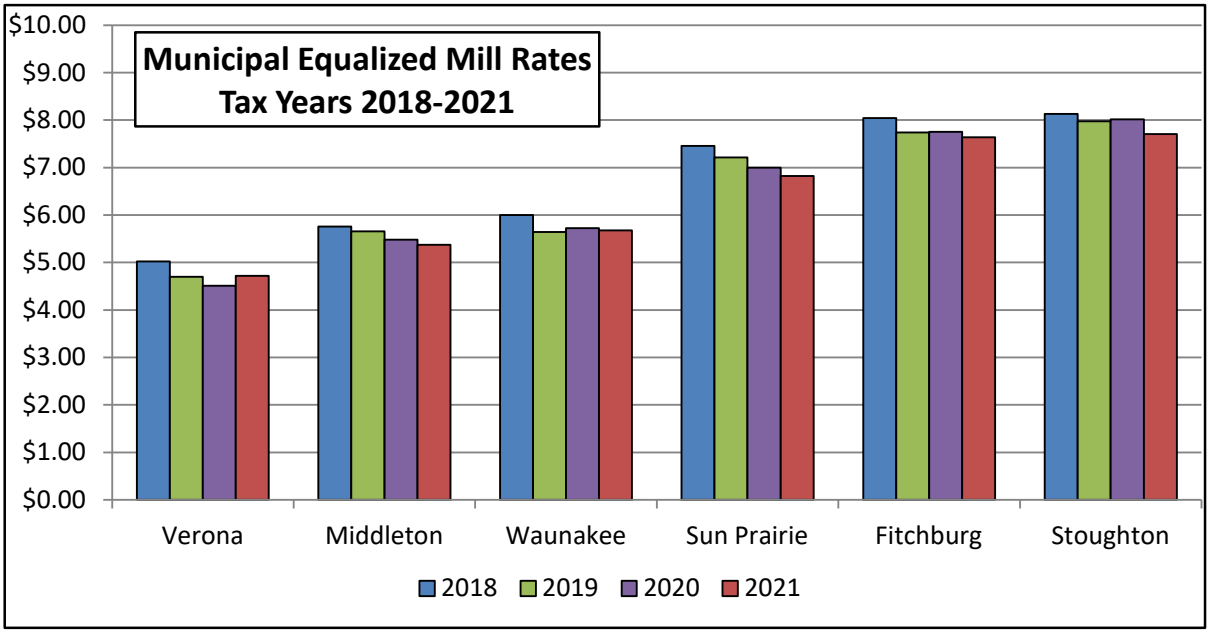
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Dane County Peer Municipality Comparisons

	2018 Tax Year	2019 Tax Year	2020 Tax Year	2021 Tax Year
Village of Waunakee				
Mill Rate	6.00	5.64	5.73	5.68
Tax Levy	$ 10,522,082	$ 10,884,476	$ 11,152,148	$ 11,951,892
Full Value (millions)	$ 1,880	$ 2,071	$ 2,150	$ 2,307
City of Verona				
Mill Rate	5.02	4.70	4.51	4.72
Tax Levy	$ 13,721,091	$ 13,949,140	$ 14,235,821	$ 14,432,042
Full Value (millions)	$ 2,908	$ 3,072	$ 3,273	$ 3,200
City of Middleton				
Mill Rate	5.75	5.65	5.48	5.37
Tax Levy	$ 17,490,292	$ 17,985,016	$ 18,412,716	$ 19,292,429
Full Value (millions)	$ 3,546	$ 3,830	$ 4,077	$ 4,263
City of Fitchburg				
Mill Rate	8.05	7.74	7.75	7.64
Tax Levy	$ 22,776,253	$ 23,733,085	$ 24,883,705	$ 26,952,845
Full Value (millions)	$ 3,135	$ 3,419	$ 3,706	$ 4,100
City of Sun Prairie				
Mill Rate	7.46	7.21	7.00	6.82
Tax Levy	$ 23,361,354	$ 24,547,028	$ 25,258,874	$ 26,576,338
Full Value (millions)	$ 3,310	$ 3,634	$ 3,864	$ 4,176
City of Stoughton				
Mill Rate	8.13	7.98	8.02	7.71
Tax Levy	$ 9,032,362	$ 9,383,714	$ 9,611,806	$ 9,911,584
Full Value (millions)	$ 1,163	$ 1,234	$ 1,268	$ 1,341



Community Profile

BACKGROUND

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

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

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

Tax Increment Financing District #3 (TID #3) was created in 1993 with a base value of $63,401,800. According to the Wisconsin Department of Revenue, as of 2022 TID #3's value increment totals $571,793,900. An additional $470,000,000 in value has been subtracted from TID #3 providing additional tax base for all taxing jurisdictions.

The city also has maintained green space and recreational areas. Approximately 25 percent of the land within the city limits is open space, which includes 27 parks and 25 conservancy areas encompassing 1,100 acres. The quality of life in Middleton, often called the Good Neighbor City, was nationally recognized in 2007 when *Money*® magazine named it "The Best Place to Live" in the U.S.A.

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

HIGHWAY MILES TO MAJOR CITIES

Milwaukee, WI	92
Chicago, IL	156
Minneapolis, MN	262
Des Moines, IA	288
Indianapolis, IN	341
St. Louis, MO	368
Omaha, NE	426



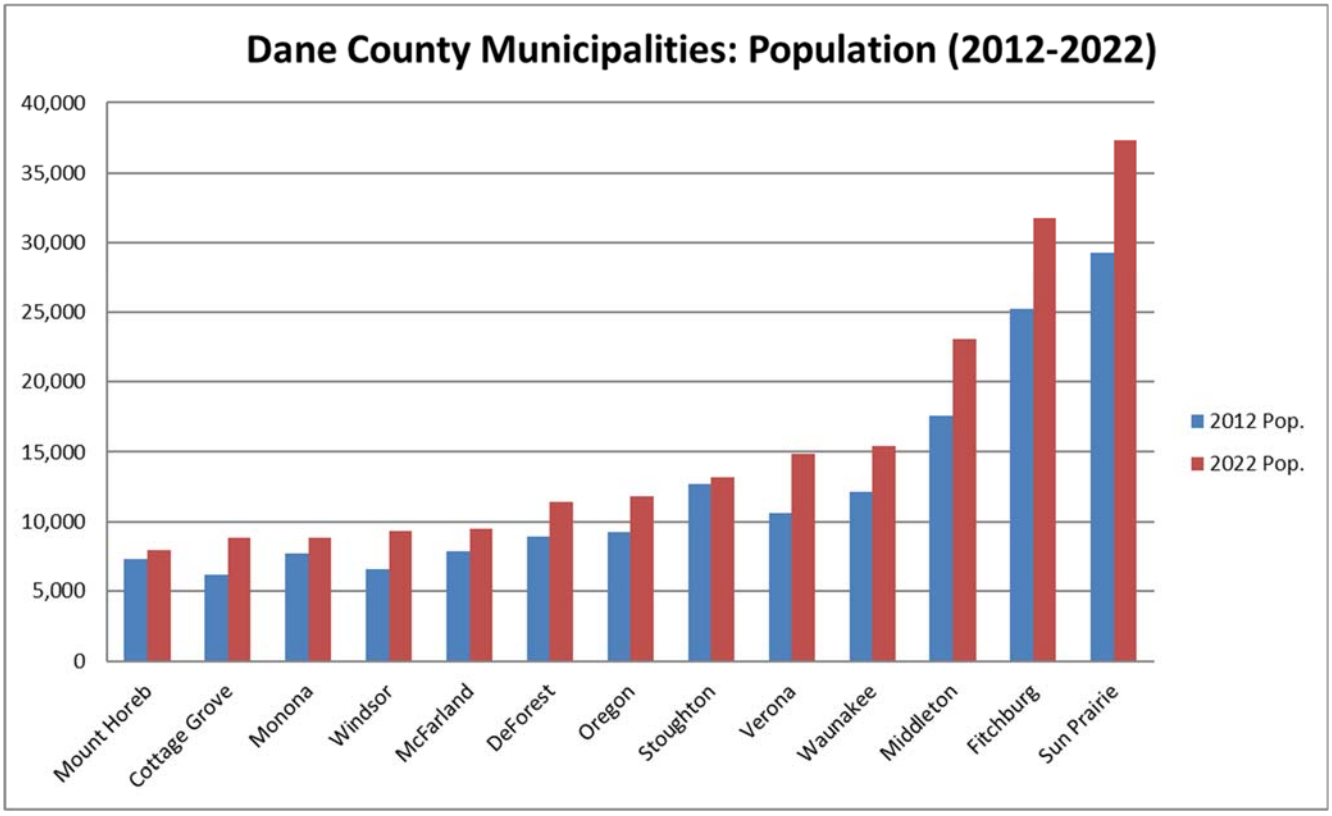
Community Profile

Dane County Municipalities: Population (2012-2022)			
Municipality	**2012 Pop.**	**2022 Pop.**	**Growth Rate**
Mount Horeb	7,294	7,871	7.91%
Cottage Grove	6,174	8,854	43.41%
Monona	7,624	8,869	16.33%
Windsor	6,507	9,305	43.00%
McFarland	7,827	9,537	21.85%
DeForest	8,955	11,388	27.17%
Oregon	9,269	11,815	27.47%
Stoughton	12,695	13,204	4.01%
Verona	10,632	14,889	40.04%
Waunakee	12,142	15,426	27.05%
Middleton	***17,589***	***23,031***	***30.94%***
Fitchburg	25,222	31,817	26.15%
Sun Prairie	29,274	37,304	27.43%

Community Profile

CITY OF MIDDLETON DEMOGRAPHIC STATISTICS

TEN YEAR **HISTORY**



YEAR	POPULATION *	UNEMPLOYMENT RATE (Madison Statistical Area)
2012	17,903	4.4%
2013	18,146	4.9%
2014	18,323	4.9%
2015	18,810	3.3%
2016	19,317	3.4%
2017	20,151	2.4%
2018	20,472	2.3%
2019	20,713	2.3%
2020	21,827	3.0%
2021	22,626	2.3%
2022	23,031	2.5%

***** US Census Bureau, Population and Housing Unit Estimates; WI Dept. of Administration
# US Department of Labor, Bureau of Labor Statistics [Madison Metropolitan Statistical Area]

Community Profile

GOVERNMENT

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

COMMUNITY FACILITIES

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

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

The crown jewel of our community is the Pheasant Branch Conservancy. This wetland is located on the City's eastern boundary on the northwest side of Lake Mendota. The conservancy features natural springs and seeps which flow into Pheasant Branch Creek and Lake Mendota at a rate of 1,800 gallons of water per minute. The northern portion of the conservancy is owned and maintained by Dane County Parks, while the remaining southern portion is owned and maintained by the City of Middleton. The oak savannas, prairies, and wetlands of the conservancy are home to an abundance of native vegetation and wildlife species including the endangered Blanding's turtle. This natural setting offers a quiet refuge for wildlife viewers, hikers, and bird watchers. In 2018, a devastating flood impacted the City of Middleton and hit the Pheasant Branch Creek and Conservancy particularly hard. Efforts are underway to restore the Conservancy, but full restoration will take time.

EDUCATION

The City of Middleton belongs to the Middleton-Cross Plains Area School District. There are six elementary schools, two middle schools, one senior high school, and one alternative senior high school in the district. The District has a projected enrollment of 7,360 students for the 2021-2022 school year.

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

MEDICAL

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

LARGEST EMPLOYERS (2020 Estimates)

PPD (Bio-Pharmaceutical) (1,700)
Middleton-Cross Plains Area School Dist. (1,400)
Electronic Theatre Controls (939)
UW Medical Foundation (650)
North Central Group (480)
Springs Window Fashions (470)
Spectrum Brands (451)
American Girl Brands (413)
West Corporation (400)
HyCite (376)

CLIMATE

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

Boards, Committees, & Commissions

Public Works Committee
Carl Stumpf
Bob Lyons (Chair)
Gayathri Dinakararn
Don Knorr (Vice-Chair)
Kerrie Schueffner
Kendra Wochos (Alder)
Dan Ramsey II (Alder)
Shawn Stauske (Staff)

Finance Committee
Lisa Janairo (Alder) (Chair)
Emily Kuhn (Alder)
Kathy Olson (Alder)
Dan Ramsey II (Alder)
Bill Burns (Staff)

Personnel/Negotiating Committee
Kathy Olson(Alder) (Chair)
Emily Kuhn (Alder)
Luke Fuszard(Alder)
Brian Wolhaupter (Staff)

License & Ordinance Committee
Kendra Wochos (Alder)
Luke Fiszard(Alder)
Katy Nelson (Alder) (Chair)
Jeremy Geiszler(Staff)

Commission on Aging
Kenneth Markart
Jolene Olson
Stephen Small
Michael Lester
Stacy Austin-Li
Jim Schwartz
Burton Jones
Emily Kuhn (Alder)
Tammy Derrickson (Staff)

Airport Commission
David Lorman
Kevin Munson
Michelle Bond
John Hallick
Brian Shaw
Luke Fuszard (Alder)
Lisa Janairo (Alder)
Bryan Gadow (Staff)
Mark Opitz (Staff)

Arts Committee
Julia Luedtke
Erin Summers
Michelle Phillips
Jessica Longstreth
Sonali Mukhija
Maria Wood
Meghan McCombs
Brian Strassburg
Srija Katukam
Katy Nelson (Alder)
Abby Attoun-Tucker (Staff)

Board of Review
Jian Joe Zhou (Vice Chair)
Maureen Moran
Richard Megna
Curt Fuszard
Laurie Ellis-Mcleod
Lorie Burns (Staff)

Building Committee
Gurdip Brar (Mayor)
Kathy Olson (Alder)
Bryan Gadow (Staff)

Community Development Authority
Belinda Baron
Chris Weber
Kari Oakes
Keri Lore
Kieran Furlong
Kathy Olson (Alder)
Katy Nelson (Alder)
Gurdip Brar (Mayor) (Chair)
Abby Attoun-Tucker (Staff)

Conservancy Lands Committee
Tom Bernthal
David Shaw
David Clutter
Cheryl Vickroy
Bob Lyons
Rhea Dalvie
Susan West (Alder)
Randall Crow(Alder)
Mark Wegner (Staff)

Boards, Committees, & Commissions

Emergency Medical Services Commission
Joel Fait
Dave Laufenberg
Michael Lohmeier, M.D.
Denise Schmidt
Randall Crow (Alder)
Steve Wunsch (Staff)
Vacant Spot Open

Emergency Preparedness Committee
Gurdip Brar (Mayor)
Troy Hellenbrand (Staff)
Bryan Gadow (Staff)
Shawn Stauske (Staff)
Steve Wunsch (Staff)
Kathy Olson (Alder)

Fire Commission
Julie Brunette
Luke Fuszard (Alder)

Landmarks Commission
Eric Baker
Michelle Clasen
John Bechtol
Elizabeth Hilton
Jamie O'Donnell
Thomas Keller
Kendra Wochos(Alder)
Daphne Xu (Staff)

Library Board
Franz Varga
Jean Phillips
Karene Cary
Stephanie Kirker
Art Waldman
Theresa Kim
Dan Barker
Randall Crow(Alder)
Marybeth Paulisse
Jocelyne Sansing(Staff)

Parks, Recreation & Forestry Commission
David Shaw
John Schaffer (Chair)
Joan Perry
Erica Pollek
Kurt Hellenbrand
Nick Adams
Claire Wallsch-Drury
Dan Ramsey II (Alder)
Matt Amundson (Staff)

Pedestrian, Bicycle & Transit Committee
Tad Dockery
James Schuetz
Peter Connor
Nate Day
Ella Donner
Ken Markart
Dan Ramsey
Kerrie Schueffner
Dana Monogue
Katy Nelson (Alder)
Mark Opitz (Staff)

Plan Commission
Chris Harp
Michael Slavish
Gretchen Erdmann-Hermans
Randy Bruce
John Schaffer
Dan Ramsey II (Alder)
Gurdip Brar (Mayor) (Chair)
Abby Attoun-Tucker (Staff)

Pleasant View Golf Course Advisory Committee
Luke Bluma
Tom Scott
Carl Cappabianca
Brad Davis
Kelsey Skogland
Mark Langworthy
Kendra Wochos(Alder)
Jeremy Cabalka (Staff)

Police Commission
Laura Albert
Paul Kinne
April Kigeya
Dobie Giles
Terri Gureno
Troy Hellenbrand (Staff)

Airport Advisory Committee
Michelle Bond, David Lorman
Kevin Munson, Bryan Shaw
Gurdip Brar (Mayor)
Luke Fuzard (Alder)
John Hallick (Chair)
Lisa Janairo (Alder)

Boards, Committees, & Commissions

Public Safety Committee
Tom Yost
Abigail Gage
Robin Palorian
Saad Niazi
Bartlett Durand
Emily Kuhn (Alder)
Troy Hellenbrand (Staff)

Storm Water Utility Board
Jim Bachhuber
Kenneth Potter
Warren Gebert
Richard Weihert(staff)

Sustainability Committee
Kristie Pulvermacher
Kermit Hovey (Vice Chair)
Kelsey Baubie
Dominick Bindl
Scott Harrington
Laura Buchholz
Richard Lathrop
Debra Weitzel
Shreya Ramesh
Lisa Janairo (Alder)
Kelly Hilyard (Staff)

Tourism Commission
Jim Strom (Vice Chair)
Cory Mace (Chair)
Jose Garcia Pino
Kevin Bagstad
Kate Miller
Kathy Olson (Alder)
Mari Olson (Staff)

Water Resources Management Commission
Kenneth Potter (Vice Chair)
Warren Gebert (Chair)
Jim Bachhuber
Grace Wilkinson
Julie Urban
David Shaw
Lisa Janairo (Alder)
Erik Sorensen (Staff)

Commission on Youth
Eric Engel
Catie O'Leary
Adam Cummings
Joanna Rolden
Maddox Lee
Carson Lyons
Randall Crow(Alder)
Rebecca Price(Staff)

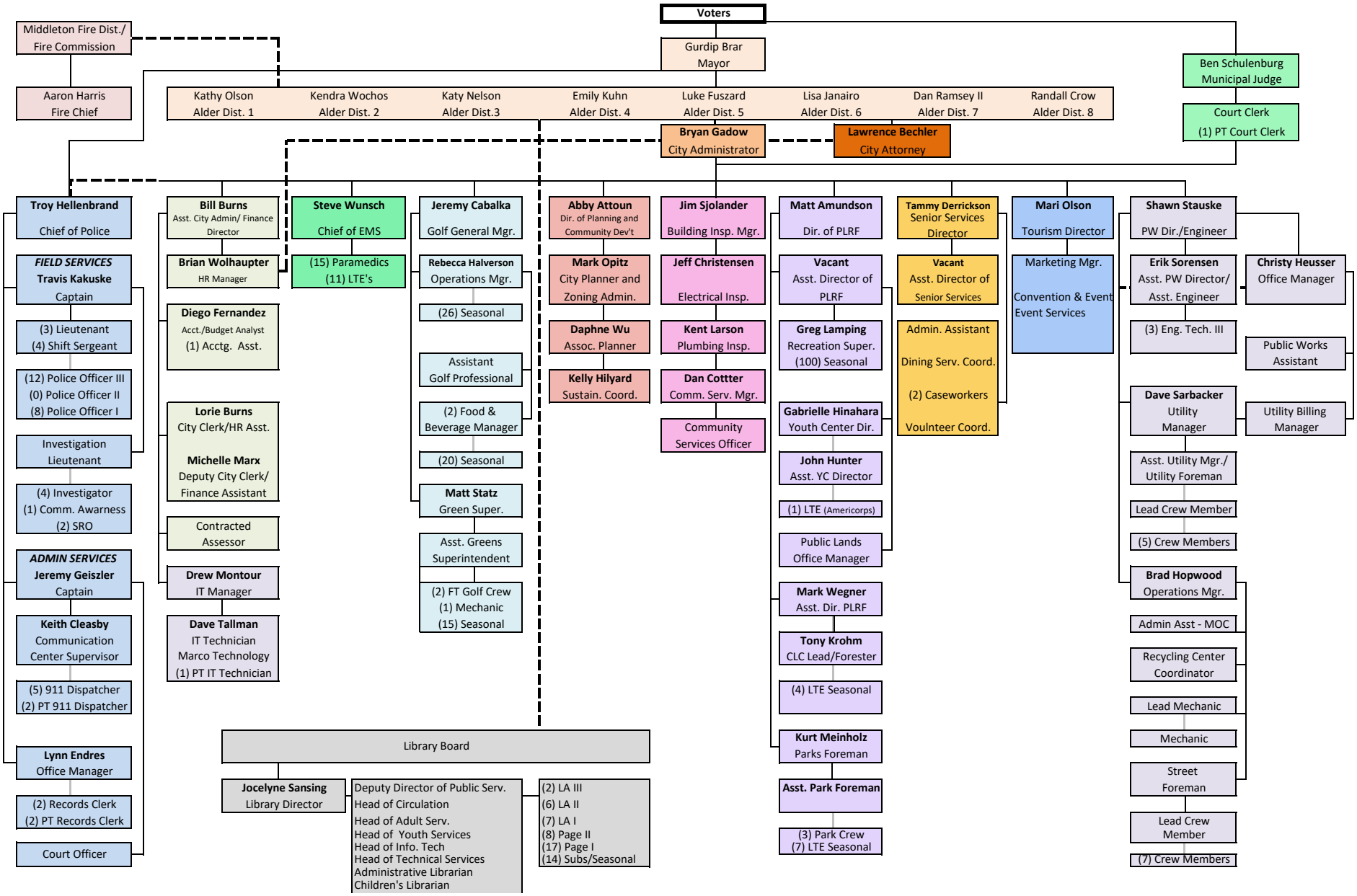
TID Joint Review Board
Gurdip Brar(Mayor)
Mike Davis, Bill Burns, Abby Atton (Staff)

Workforce Housing Committee
Laura Phelan
Alan Hickle
Darren Fortney
Sam Adams
Matthew Quock
Ben Roden
Christina Stewart
VACANT
Mike Slavish
Randall Crow(Alder)
Bryan Gadow (Staff)
Abby Attoun(Staff)

Zoning Board of Appeals
John Aronica
Dave Schultz
Mark Wohlferd
Paul Raisleger (Chair)
Justin Ballweg
Robert Mangas
Elizabeth Hetrick
Daphne Xu (Staff)
Mark Opitz (Staff)

Community Campus Committee
Justin Ballweg
Sue Bradley
Jennifer Cole
Cindy Zellers

City of Middleton Organizational Chart



Department	2022 Authorized Full-Time Positions	2022 Authorized Part-Time Positions	2022 Authorized Full-Time Equivalent	2023 Requested Full-Time Positions	2023 Requested Part-Time	2023 Requested Full-Time Equivalent
General Government						
Muncipal Court	1	1	1.25	1	1	1.25
Information Technology	2	1	2.50	2	1	2.50
City Administrator	1	0	1.00	2	0	2.00
Finance/City Clerk/HR	5	1	5.60	5	2	6.10
Total	**9**	**3**	**10.35**	**10**	**4**	**11.85**
Public Safety						
Police Department	49	2	50.25	53	2	54.25
EMS	16	11	17.00	16	11	17.00
Bldg. Insp./Comm. Svcs.	4	1	4.50	4	1	4.50
Total	**69**	**14**	**71.75**	**73**	**14**	**75.75**
Public Works						
Public Works/Engineering	19	6	21.13	19	6	21.13
Utilities (Split 75%Water 25%Sewer)	9	0	9.00	9	0	9.00
Total	**28**	**6**	**30.13**	**28**	**6**	**30.13**
Leisure/Recreation						
Senior Center	2	8	5.79	3	7	6.29
Recreation	2	131	18.13	2	131	18.13
Youth Center	1	2	2.06	1	2	2.06
Library*	13	17	19.60	13	17	19.60
Golf Course	8	60	17.00	8	60	17.00
Total	**26**	**218**	**62.57**	**27**	**217**	**63.08**
Conservation / Development						
Planning	4	0	4.00	4	0	4.00
CDA	0	1	0.50	0	1	0.50
Public Lands/Forestry	8	12	12.10	9	12	13.10
Tourism	3	0	3.00	3	0	3.00
Total	**15**	**13**	**19.60**	**16**	**13**	**20.60**
TOTAL ALL DEPARTMENTS	**147**	**254**	**194.40**	**154**	**254**	**201.41**

* Excludes Library Page Positions

Budget Policy-Common Council Approved 8/6/13

INTRODUCTION

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

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

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

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

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

Budget Policy-Common Council Approved 8/6/13

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

CITY OF MIDDLETON BUDGET POLICY DEFINITIONS

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

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

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

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

Budget Policy-Common Council Approved 8/6/13

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

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

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

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

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

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

Budget Process

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

3.01 ANNUAL BUDGET.

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

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

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

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

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

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

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

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

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

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

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

Budget Development Calendar

Operational Development Calendar – Major Events	
Month	**Event**
June	Prepare Budget Calendar for review by Administration, Mayor, and Finance Committee. Administrative Service Department prepares budget request forms and instructions.
July	Budget Kick-Off Meetings with Finance Committee & Department Managers
August	Department managers submit completed request materials.
Aug.-Sept.	Mayor, Administrator, and Finance Staff meet with department managers to review budget requests. Finance staff prepare requested budget document.
Sept. – Oct.	Finance Committee meets with department managers to review requests. The Mayor and Finance Committee deliberate and develop budget recommendations to present to the entire Common Council.
October	Finance Committee recommends and Common Council authorizes public hearing and publication of proposed budget in local newspaper.
November	Common Council holds public hearing on proposed budget, considers amendments, and approves proposed budget and tax levy.
Jan. 1	New Fiscal Year Begins

2023 Budget Process Calendar

June 21, 2022	**Finance Committee & Council**: Set 2023 Budget Schedule
July 19, 2022	**Finance Committee:** Budget Kick-Off Meeting, Direction to Departments
July 20, 2022	**Department Manager Meeting:** Budget Kick-off Meeting & Budget Instructions
August 16, 2022	**Finance Committee & Council:** Resolution authorizing Levy Limit Referendum
August 19, 2022	**Department Operating & Capital Budget Requests Due**
August 29, 2022 to September 2, 2022	**Mayor, Administration & Finance:** Department Budget Request Review Meetings
September 6-9, 2022	**Mayor, Administration & Finance:** Develop Budget Recommendations (Two options assuming referendum passage & failure)
Sept 15 & 29, 2022	**Finance Committee:** Budget Work Sessions
October 4, 2022	**Finance Committee & Council:** Authorize Public Hearing Recommendation
October 13, 2022	Date of Publication for Public Hearing Notice (earliest date for PH 10/28/22)
November 8, 2022	**Election Day / Levy Limit Referendum**
November 10, 2022	**Special Council Meeting:** Budget Public Hearing & Deliberations
November 15, 2022	**Regular Council Meeting**: Approval of Budget and Property Tax Levy

Budget Amendments

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

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

Basis of Budgeting

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

Long Range Planning - Capital Improvement Plan (CIP) Overview

As part of the annual budget and the long range planning process, the City has a 5-year Capital Improvement Plan (CIP). Departments include major construction, infrastructure rehabilitations, major equipment replacements and acquisitions in the CIP. The 2021 CIP projects are listed in the 2021-2025 CIP. This process is repeated annually.

Basis of Accounting

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

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

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

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

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

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

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

Fund Structure

The City of Middleton funds are divided into two types: Governmental Fund Types and Proprietary Fund Types.

Governmental Funds

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

General Fund (100): The General Fund accounts for all financial activities funded by non-specially designated and defined revenues, such as property and room taxes, permits and fees, non-designated intergovernmental revenue, parking fees and fines and forfeitures. The General Fund accounts for expenses such as general government, public safety including police and emergency medical services, public works, parks, recreation and conservancy.

Special Revenue Funds: This group of funds accounts for revenues and related disbursement activities having specific purposes, regulations and designations. The funds in this group include:

- **Impact Fee Fund (200):** Impact fees collected for Police, Fire and EMS facilities are reported in this fund along with transfers to the Debt Service Fund to support debt service payments for those facilities.

- **Tourism Fund (201):** Primarily financed by room tax collections. 70% of room taxes are credited to Fund 201 with the remaining 30% credited to the General Fund.

- **Community Development Authority Fund (203):** The Community Development Authority (CDA) is a component unit of the City of Middleton. The CDA is a legally separate organization from the rest of the government.

- **Library Trust Fund (204):** Gifts and other library restricted donations are accounted for in this fund. In addition a library endowment and related transactions are recorded in Fund 204. Uses of Fund 204 proceeds are governed by the Library Board.

- **Subdividers Fund (206):** Revenues and resulting expenses emanating from agreements between the City and developers are accounted for in this fund. Examples include street light deposits, engineering fees, street and traffic sign deposits, materials and compacting testing and development monitoring activities.

- **OPEB (Other Post-Employment Benefits) Fund (207):** Upon retirement an employee's sick leave balance is converted to a monetary equivalent and accounted for in OPEB Special Revenue Fund 207. The retired employee may then use their retired balance to offset health related costs, such as health insurance premiums, until the balance is depleted. Activity for this fund is shown combined with the City's General Fund for financial reporting purposes.

- **Police Special Revenue and Activities Fund (208):** Revenues and related expenses from specially designated sources are accounted for in this fund. For example, Police grants, such as Shop with a Cop, Drug Training, and Bulletproof Vests are recorded in Fund 208.

- **EMS (Emergency Medical Service) Special Revenue and Activities Fund (209):** Revenues and related expenses from specially designated sources restricted to EMS activities are recorded in this fund. One example is a patient tracking scanner grant.

- **Public Lands Special Revenue and Activities Fund (210):** Revenues and related expenses from specially designated sources restricted to Public Lands activities are recorded in this fund. Examples include Arbor Day donations, memorial bench and tree donations, community garden revenue and dog park donations.

- **Senior Center Special Revenue and Activities Fund (211):** Revenues and related expenses from specially designated sources restricted to Senior Center activities are recorded in this fund. Examples include Senior Center donations and the Dane County nutrition revenue.

- **Library Operations Fund (212):** Revenues and related expenses from specially designated sources restricted to Library Operations activities are recorded in this fund. Major sources include an annual transfer from the General Fund to Fund 212 as well as Dane County facility and operational reimbursements.

- **Youth Center (214):** Revenues and related expenses related to the operation of the Middleton Youth Center are recorded in this fund. Major sources of funding include an annual transfer from the City's General Fund and contributions from the Middleton Cross Plains Area School District and Dane County.

- **American Rescue Plan (215):** Revenues and related expenses related to the federal American Rescue Plan Act are recorded in this fund. The City received 50% of its $2,096,930 allocation in 2021 with the remaining 50% to be paid in 2022. Revenues will be recognized as eligible expenditures are incurred.

- **Economic Development Grant (216):** Revenues and related expenses for the Middleton Economic Recovery Loan program are recorded in this fund. This fund also hold the City's remaining de-federalized CDBG revolving loan funds.

Debt Service Fund (300): Financial transactions related to the City's general obligation bonds and notes are recorded in Fund 300. Specifically these include principal and interest payments as well as paying agent service fees.

Capital Project Funds

- **Tax Increment Financing (District) #3 Fund (401):** Tax Increment District #3 was initially established in 1993. The property tax increments resulting from development activities are recorded in Fund 401. Tax increment is defined as the amount of new taxes above the property taxes generated prior to development. The property taxes generated prior to development is

referred to as the base property tax amount. Expenditures in Fund 401 generally include payments to developers as incentives for new development activity in the Tax Increment District or TID and other related disbursements. The Greenway Center area development, the Discovery Springs development and the Downtown rehabilitation are major projects occurring in this District.

- **Public Works Capital Construction Fund (412):** The Department of Public Works is responsible for major capital construction in the City. This activity is segregated in Fund 412. Revenues have been from the annual sale of general obligation notes. Projects include road reconstruction and rejuvenation, sidewalk rehabilitation, traffic studies and other infrastructure activities. The proposed construction of a new Municipal Operation Center to replace the Public Works garage will be recorded in Fund 412.

- **Public Lands Capital Construction and Acquisition Fund (414):** The Department of Public Lands is responsible for major capital park, conservancy, recreation and forestry activities. Specific projects include Pheasant Branch stream bank stabilization and boardwalk construction, Pheasant Branch Conservancy South Fork Trail construction, Graber Pond restoration, Wetland Mitigation sites, Lakeview Park improvements, emerald ash tree removal and replacement, aquatic center improvements and boat launch improvements. Revenues have been from the annual sale of general obligation notes.

- **Other Capital Projects and Acquisition Fund (416):** This fund records capital financial transactions for other City departments. These include the Police Department vehicle replacements, the Emergency Medical Service defibrillator and monitor replacements, the Library radio frequency identification project, the Library self-checkout project and bike and pedestrian facility improvements. Revenues have been from the annual sale of general obligation notes.

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

Proprietary Funds

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

Enterprise Funds: Enterprise funds are governmental accounting funds in which the services provided are financed and operated similar to those of a private business. User fees are established and revised to ensure that revenues are adequate to meet all necessary expenditures. Revenues in Enterprise Funds are restricted to the funds within which they reside.

- **Water Utility Fund (610):** The City operates a water utility with seven deep wells with a total delivering capacity of 5,840 gallons per minute. All financial activities related to the water utility are recorded in Fund 610. The rates charges to utility customers are regulated and approved by the Public Service Commission of Wisconsin.

- **Sewer Utility Fund (620):** The City contracts with the Madison Metropolitan Sewerage District, which was created in 1930. In 2012 the District served 340,000 Dane County customers in five cities, seven villages and 28 town/sanitary districts. The City bills Middleton customers and in turn pays the District for treatment costs. The City is responsible for transmission lines and related pump stations within the City limits.

- **Storm Water Utility Fund (630):** Storm water utility fees are based on the total impervious surface on a property. Revenue is used to support the safe and healthy management of storm water. All financial activities related to the storm water utility are recorded in Fund 630.

- **Middleton Utility District (MUD) (640):** The Middleton Utility District was created in 2015 to facilitate extension of water and sanitary sewer utility to the Community of Bishops Bay. The property owners in the Utility District pay a special tax to cover the City's borrowing costs for construction of the water and sewer utility extensions.

- **Golf Course Fund (650):** The City operates a 305 acre golf course, Pleasant View Golf Course overlooking the City, the City of Madison and Lake Mendota to the east. All revenues, such as greens fees, league and membership fees as well as related course expenses, such as food and beverage concessions and greens maintenance activities are recorded in Fund 650.

- **Airport Fund (660):** The City of Middleton owns an airport located in the northwest section of the City. The operations of the Airport are performed by a private operator under the terms of a lease arrangement with the City. Revenues in Fund 660 include land lease rent, fuel fees, hangar fees and building lease.

Internal Service Funds

Internal Service Funds are used to report activity that provides services or goods to other funds on a cost-reimbursement basis.

Risk Management Fund (710): The City of Middleton established an internal service fund for insurance and risk management beginning in 2017. This fund is used to record expenditures for the purchase of liability, workers compensation, property and related insurance as well as to report claims activity. Costs will be charged to other City funds based on an allocation of insurance premiums and claims costs.

Trust and Agency Funds

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

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

2023 REQUESTED BUDGET SUMMARY: ALL FUNDS

	2022 PROJECTED BALANCE	2023 REQUESTED REVENUES	2023 REQUESTED EXPENDITURES	2023 PROJECTED BALANCE	2022/2023 TAX LEVY
GENERAL FUND	**$ 11,216,945**	**$ 23,896,672**	**$ 24,702,000**	**$ 10,411,617**	**$ 15,076,229**
SPECIAL REVENUE FUNDS					
Tourism Fund	2,135,241	1,260,000	1,314,143	2,081,098	-
Library Operations Fund	575,087	2,387,909	2,387,909	575,087	-
Library Trust & Special Activities	415,435	25,000	25,000	415,435	-
Impact Fees	1,232,419	62,500	215,000	1,079,919	-
Subdividers Fund	1,156,833	50,000	50,000	1,156,833	-
Police Special Activities	35,960	10,000	10,000	35,960	-
EMS Special Activities	44,297	20,000	20,000	44,297	-
Public Lands Special Activities	2,101,079	300,000	389,000	2,012,079	-
Senior Center Special Activities	166,311	30,000	30,000	166,311	-
Youth Center	31,407	184,704	184,704	31,407	-
American Rescue Plan Funds	-	1,357,691	1,357,691	-	-
Economic Development Grant	16,750	100,000	100,000	16,750	-
TOTAL	7,910,819	5,787,804	6,083,447	7,615,176	
INT. SERVICE FUND: RISK MANAGEMENT	**385,466**	**526,470**	**563,343**	**348,593**	-
COMPONENT UNIT: CDA	**695,387**	**150,888**	**148,880**	**697,395**	-
CAPITAL PROJECT FUNDS					
Public Works Capital Projects	558,749	2,726,746	2,726,746	558,749	-
Public Lands Capital Projects	534,524	1,275,555	1,275,555	534,524	-
Other Capital Projects	854,061	1,960,396	1,960,396	854,061	-
TIF District #3	24,760,353	12,896,413	28,670,548	8,986,218	-
TIF District #5	(3,824,095)	3,255,079	1,910,006	(2,479,022)	-
TOTAL	22,883,592	22,114,189	36,543,251	8,454,530	
DEBT SERVICE FUND	**430,008**	**5,790,000**	**5,980,198**	**239,810**	**5,475,000**
ENTERPRISE FUNDS					
Water Utility	4,548,005	3,531,916	3,854,906	4,225,015	-
Sewer Utility	3,990,695	3,851,848	4,271,530	3,571,013	-
Storm Water Utility	902,590	1,306,360	891,272	1,317,678	-
Middleton Utility District	61,333	-	5,000	56,333	-
Golf Course	(1,055,829)	3,020,916	3,241,494	(1,276,407)	-
Airport	538,199	148,913	178,670	508,442	-
TOTAL	8,984,993	11,859,953	12,442,872	8,402,074	-
TOTAL ALL FUNDS	**$ 52,507,210**	**$ 70,125,976**	**$ 86,463,991**	**$ 36,169,195**	**$ 20,551,229**

General Fund Revenue Summary

	2021		2022		2023		
	BUDGET	ACTUAL	BUDGET	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
TAXES							
GENERAL PROPERTY TAX	$ 13,365,786	$ 13,365,786	$ 14,042,426	$ 14,042,426	$ 14,042,426	$ 1,033,803	$ 15,076,229
OMITTED PROPERTY	-	27,230	8,237	8,237	8,237	2,598	10,835
FEES IN LIEU OF TAXES	44,100	59,100	44,100	44,100	44,100	15,000	59,100
ROOM TAX	400,000	352,545	475,000	335,139	475,000	75,000	550,000
MUNICIPALLY OWNED UTILITY	475,000	483,024	515,000	495,000	515,000	-	515,000
INTEREST ON DELINQUENT TAXES	2,000	1,018	2,000	2,000	2,000	-	2,000
TOTAL TAXES	**$ 14,286,886**	**$ 14,292,718**	**$ 15,086,763**	**$ 14,926,902**	**$ 15,086,763**	**$ 1,126,401**	**$ 16,213,164**
SPECIAL ASSESSMENTS							
SA - STREET IMPROVEMENTS	7,000	8,424	50,000	100,000	50,000	(43,000)	7,000
SA - SIDEWALK & CURB	50,000	54,099	70,000	15,000	70,000	(20,000)	50,000
SA - INTEREST	-	1,835	-	802	-	-	-
TOTAL SPECIAL ASSESSMENT	**$ 57,000**	**$ 64,359**	**$ 120,000**	**$ 115,802**	**$ 120,000**	**$ (63,000)**	**$ 57,000**
INTERNGOVERNMENTAL REVENUE							
STATE AIDS-SHARED TAXES	282,554	287,127	284,808	287,126	284,808	-	284,808
EXPENDITURE RESTRAINT PROGRAM	160,448	160,448	125,414	160,448	125,414	-	125,414
STATE & FEDERAL AID - FIRE	136,829	152,275	159,041	136,829	159,041	5,959	165,000
MCP SCHOOL DISTRICT - POLICE	65,307	-	93,257	93,257	93,257	(6,195)	87,062
STATE AID - COMPUTER PMT	261,905	261,905	261,905	261,905	261,905	-	261,905
STATE AID - PERSONAL PROPERTY	137,272	137,272	119,689	137,272	119,689	-	119,689
STATE AID - LAW ENFORCEMENT	-	20,983	-	18,000	-	-	-
STATE AIDS-ROADS	1,284,272	1,282,589	1,175,843	1,284,272	1,175,843	-	1,175,843
STATE & FEDERAL AID - RECYCLIN	55,138	55,453	55,138	55,316	55,138	-	55,138
PAYMENT MUNICIPAL SERVICES	7,899	7,900	7,899	7,900	7,899	-	7,899
STATE AIDS - FRANCHISE FEES	52,821	52,821	52,821	52,821	52,821	-	52,821
CARES/ROUTE TO RECOVERY	-	18,660	-	-	-	-	-
COUNTY AID - SIGNALS	5,000	6,076	6,000	17,285	6,000	-	6,000
COUNTY AID - SENIOR CITIZENS	67,973	78,055	82,175	83,002	82,175	827	83,002
TOTAL INTERGOVERNMENTAL	**$ 2,517,418**	**$ 2,521,566**	**$ 2,423,990**	**$ 2,595,433**	**$ 2,423,990**	**$ 591**	**$ 2,424,581**
LICENSES AND PERMITS							
LICENSES - LIQUOR	45,000	40,349	45,000	50,000	45,000	-	45,000
LICENSES - OPERATOR	20,000	13,475	20,000	15,000	20,000	-	20,000
LICENSES - CIGARETTES	2,100	2,200	2,100	2,100	2,100	-	2,100
LICENSES - ALARMS	13,000	12,780	13,000	13,000	13,000	-	13,000
LICENSES - DOGS	5,000	4,409	5,000	5,000	5,000	-	5,000
PERMITS - SPECIAL EVENTS	2,000	3,543	2,000	500	2,000	-	2,000
PERMIT - SIDEWALK & SOLICITORS	5,000	1,575	5,000	2,500	5,000	-	5,000
AMPLIFIED SOUND PERMITS	2,000	1,900	2,000	1,500	2,000	-	2,000
PERMITS - BUILDING AND HVAC	300,000	270,857	300,000	250,000	300,000	(60,000)	240,000
PERMITS - ELECTRICAL	70,000	75,646	70,000	75,000	70,000	(24,000)	46,000
PERMITS - PLUMBING	70,000	81,660	70,000	80,000	70,000	(24,000)	46,000
PERMITS - FIRE	-	-	-	8,000	-	20,000	20,000
EROSION CONTROL PERMIT	10,000	11,900	10,000	18,500	10,000	(2,000)	8,000
LICENSE - SECOND HAND DEALER	350	500	350	250	350	-	350
ZONING BOARD OF APPEALS	2,000	2,400	2,000	2,000	2,000	-	2,000
PLAN REVIEW - BUILDING	60,000	48,155	60,000	50,000	60,000	(12,000)	48,000
PLAN REVIEW - HVAC	20,000	18,475	20,000	20,000	20,000	(4,000)	16,000
PLAN REVIEW - PLUMBING	20,000	14,983	20,000	18,500	20,000	(4,000)	16,000
PLAN REVIEW - FIRE SUPPRESSION	30,000	9,885	30,000	25,000	30,000	(6,000)	24,000
COURT AND FIELD RESERVATIONS	5,000	19,451	10,000	18,000	10,000	7,000	17,000
PARK SHELTER RESERVATIONS	23,000	41,141	23,000	40,000	23,000	15,000	38,000
CABLE TV/FRANCHISE PHONE REV	215,701	206,223	215,701	215,701	215,701	-	215,701
TOTAL LICENSES & PERMITS	**$ 920,151**	**$ 881,507**	**$ 925,151**	**$ 910,551**	**$ 925,151**	**$ (94,000)**	**$ 831,151**
FINES & FOREFEITURES							
FINES & FORFEITURES	150,000	125,912	150,000	135,000	150,000	-	150,000
COURT COSTS	70,000	55,398	70,000	55,000	70,000	-	70,000
PARKING FINES	35,000	28,788	35,000	30,000	35,000	-	35,000
TOTAL FINES & FOREFEITURES	**$ 255,000**	**$ 210,099**	**$ 255,000**	**$ 220,000**	**$ 255,000**	**$ -**	**$ 255,000**

General Fund Revenue Summary

	2021		2022		2023		
	BUDGET	ACTUAL	BUDGET	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
PUBLIC CHARGES FOR SERVICES							
CLERK-TREASURER FEE	17,000	17,515	17,000	17,000	17,000	-	17,000
VEHICLE REGISTRATION FEES	500	4,342	500	1,000	500	-	500
POLICE DEPARTMENT FEES	9,000	4,239	9,000	4,000	9,000	-	9,000
AMBULANCE BILLING REVENUE	1,138,359	1,138,032	1,159,981	1,311,932	1,159,981	51,640	1,211,621
SENIOR CITIZEN PROGRAM REVENUE	4,000	2,260	4,000	3,200	4,000	-	4,000
SR CENTER TRIP REVENUE	7,000	635	7,000	2,000	7,000	-	7,000
SR. CENTER CLASSES REVENUE	10,700	13,088	10,700	12,000	10,700	-	10,700
SENIOR CENTER MISC REVENUE	4,000	846	4,000	1,000	4,000	-	4,000
AQUATIC PROGRAM REVENUE	82,000	71,872	82,000	72,000	82,000	-	82,000
DAILY AQUATIC ADMISSIONS	90,000	64,208	90,000	93,000	90,000	3,000	93,000
AQUATIC CONCESSION REVENUE	30,000	13,323	30,000	30,000	30,000	-	30,000
AQUATIC MEMBERSHIPS	35,000	-	35,000	21,274	35,000	(10,000)	25,000
RECREATION PROGRAM REVENUE	117,015	141,339	117,015	130,000	117,015	13,000	130,015
SPONSORSHIP & FUNDRAISERS	1,200	44	1,200	-	1,200	-	1,200
HUBBARD ART CENTER PROGRAM REV	60,000	56,808	60,000	48,000	60,000	(10,000)	50,000
ADMINISTRATIVE REVIEW FEE	-	120	-	1,750	-	-	-
ENGINEERING REVIEW FEE	-	-	-	9,000	-	-	-
PLAN COMMISION CHARGES	12,000	16,200	12,000	20,000	12,000	3,000	15,000
PUBLIC WORKS CHARGES	-	29,363	-	190	-	3,000	3,000
INTERLOCKING IGNITION DEVICE	-	-	-	1,000	-	-	-
RECYCLING CENTER REVENUE	14,000	13,856	14,000	13,000	14,000	-	14,000
TOTAL PUBLIC CHARGES	**$ 1,631,774**	**$ 1,588,483**	**$ 1,653,396**	**$ 1,790,946**	**$ 1,653,396**	**$ 53,640**	**$ 1,707,036**
SPECIAL FUND ACTIVITY							
ADMINISTRATION-LANDFILL	5,000	5,000	5,000	5,000	5,000	-	5,000
SERVICE CONTRACT COST SHARING	227,616	227,616	232,384	232,384	232,384	44,228	276,612
ADMINISTRATION-UTILITIES	183,000	183,000	186,000	183,000	186,000	6,000	192,000
ADMINISTRATION-TIF 3 DISTRICT	1,026,530	1,026,530	725,000	725,000	725,000	(150,000)	575,000
TRANSFER IN PLEASANT VIEW GOLF COURSE	-	-	-	-	-	96,367	96,367
ADMINISTRATON-FIRE DISTRICT	2,600	2,600	2,600	2,600	2,600	-	2,600
TOTAL SPECIAL ACTIVITY	**$ 1,444,746**	**$ 1,444,746**	**$ 1,150,984**	**$ 1,147,984**	**$ 1,150,984**	**$ (3,405)**	**$ 1,147,579**
MISCELLANEOUS REVENUES							
INTEREST ON INVESTMENTS	250,000	277,128	200,000	250,000	200,000	200,000	400,000
INTEREST DELIQUENT SPEC ASSMTS	500	-	500	500	500	-	500
INTEREST ON COURT COLLECTIONS	300	3,275	300	500	300	-	300
CREDIT CARD REBATE PROGRAM	50,000	51,961	50,000	50,000	50,000	-	50,000
EROSION CONTR. & SW REIMBURS	10,000	24,123	10,000	16,000	10,000	-	10,000
PW MATERIAL SALES	100	1,675	100	100	100	-	100
MISC REVENUE	1,000	3,892	8,000	28,303	8,000	-	8,000
MADC PAYMENT	15,000	15,000	-	-	-	-	-
ANNUAL ENVIRONMENTL IMPACT FEE	23,661	23,661	23,661	23,661	23,661	-	23,661
ZONING PERMIT FEES	18,000	20,288	18,000	18,000	18,000	-	18,000
ZONING LETTER	600	1,120	600	800	600	-	600
SALES TAX REMIT DISCOUNT	-	43	-	50	-	-	-
OTHER MISC REVENUE	-	529	-	-	-	-	-
TOTAL MISCELLANEOUS	**$ 369,161**	**$ 423,950**	**$ 311,161**	**$ 387,914**	**$ 311,161**	**$ 200,000**	**$ 511,161**
OTHER FINANCING SOURCES							
FUND BALANCE APPLIED	710,000	-	825,000	325,000	825,000	(75,000)	750,000
TOTAL OTHER SOURCES	$ 710,000	$ -	$ 825,000	$ 325,000	$ 825,000	$ (75,000)	$ 750,000
GENERAL FUND REVENUE TOTAL	**$ 22,192,136**	**$ 21,427,428**	**$ 22,751,445**	**$ 22,420,532**	**$ 22,751,445**	**$ 1,145,227**	**$ 23,896,672**

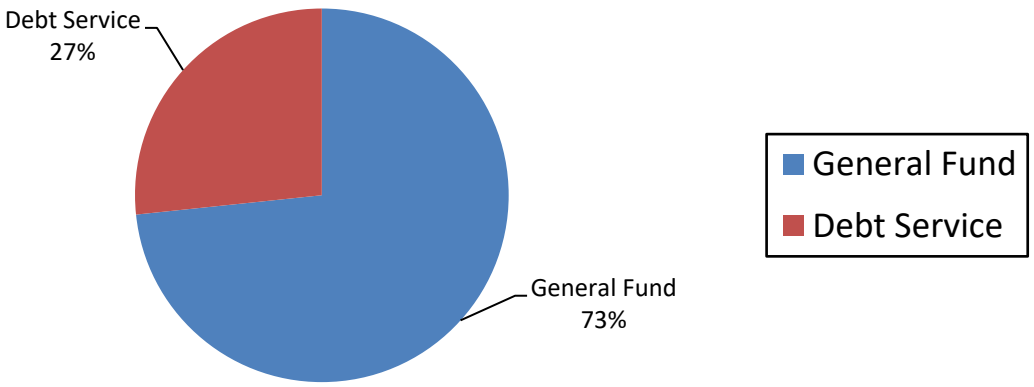
General Fund Expenditure Summary

	2021		2022		2023		
	BUDGET	ACTUAL	BUDGET	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
GENERAL GOVERNMENT							
Common Council	$ 68,679	$ 66,747	$ 68,643	$ 68,643	$ 68,643	$ -	68,643
Commissons & Committees	20,350	16,619	20,350	20,000	20,350	1,000	21,350
Municipal Court	112,256	93,510	98,302	98,302	102,910	-	102,910
City Administrator	198,264	192,855	201,170	199,009	200,267	84,938	285,205
Legal Counsel	241,000	288,585	245,620	240,620	245,620	4,700	250,320
Administrative Services	873,471	841,162	971,840	973,240	1,008,068	(33,528)	974,540
Elections	39,000	26,604	104,200	79,479	39,000	2,200	41,200
Information Technology	815,782	772,160	820,169	799,537	829,099	2,911	832,010
Building & Grounds	60,600	58,242	60,600	58,000	60,600	3,000	63,600
Video Production	6,500	6,700	6,500	6,500	6,500	-	6,500
Risk Management & Insurance	340,000	340,000	300,000	300,000	300,000	75,000	375,000
General Personnel Benefits	25,000	23,608	25,000	25,100	25,000	-	25,000
Non-Departmental	97,521	85,793	68,171	71,250	68,171	1,750	69,921
Compensated Absences	210,000	289,642	250,000	250,000	250,000	-	250,000
Miscellaneous	14,480	51,190	15,861	15,861	15,861	-	15,861
Total General Government	**$ 3,122,903**	**$ 3,153,418**	**$ 3,256,426**	**$ 3,205,541**	**$ 3,240,089**	**$ 141,971**	**$ 3,382,060**
PUBLIC SAFETY							
Police Administration	854,423	782,347	841,954	843,552	883,556	-	883,556
Police Field Services	4,579,475	4,639,540	4,620,373	4,642,721	4,903,308	278,397	5,181,705
Communications Center	593,270	609,068	616,699	633,002	626,960	93,092	720,052
Emergency Preparedness	67,500	58,753	67,500	67,500	67,500	7,000	74,500
School Crossing Guards	14,673	5,932	14,673	15,072	14,673	827	15,500
Emergency Medical Service	2,038,933	2,027,199	2,144,648	2,160,355	2,280,384	13,140	2,293,524
Building Inspection	434,407	486,908	440,580	437,924	438,249	4,637	442,886
Community Services	114,903	45,509	117,716	118,116	124,473	700	125,173
Fire District Contribution	1,004,797	1,117,726	1,038,827	1,038,827	1,038,827	38,109	1,076,936
Public Fire Projection Charge	-	-	-	-	-	-	-
Total Public Safety	**$ 9,702,381**	**$ 9,772,982**	**$ 9,902,970**	**$ 9,957,069**	**$ 10,377,930**	**$ 435,902**	**$ 10,813,832**
PUBLIC WORKS							
Engineering & Administration	925,521	910,181	932,553	935,000	986,356	8,050	994,406
Street Dept Labor & Supplies	882,365	854,471	855,923	843,837	893,973	(5,500)	888,473
Steet Cleaning	13,100	17,590	13,100	14,100	13,100	1,200	14,300
Fleet Maintenance/Machinery	368,693	374,578	386,651	376,651	396,940	26,000	422,940
City Garage	96,590	96,932	99,890	106,100	99,890	6,210	106,100
Snow & Ice Removal	85,200	74,231	85,200	83,631	85,200	25,000	110,200
Traffic Signals, Signs, & Markings	68,300	8,285	68,300	67,500	68,300	10,000	78,300
Street Lighting	140,000	156,749	140,000	142,000	140,000	7,000	147,000
Tree & Brush Removal	1,500	1,004	1,500	1,609	1,500	3,000	4,500
Sidewalk Maintenance	130,000	134,179	130,000	80,000	130,000	-	130,000
Storm Sewers	55,000	46,230	73,000	82,000	73,000	21,500	94,500
Water Resources	30,080	28,809	30,080	30,080	30,080	-	30,080
Landfill	93,740	91,650	94,230	94,230	94,230	(4,000)	90,230
Refuse Collection	560,000	556,797	572,000	574,000	572,000	13,000	585,000
Recycling	319,488	317,202	330,657	333,680	331,598	12,500	344,098
Transit	494,582	494,584	511,884	511,884	511,884	34,482	546,366
Total Public Works	**$ 4,264,159**	**$ 4,163,471**	**$ 4,324,968**	**$ 4,276,302**	**$ 4,428,051**	**$ 158,442**	**$ 4,586,493**
HEALTH AND HUMAN SERVICES							
Senior Center	523,029	486,975	519,970	514,896	545,287	66,768	612,055
Total Healh and Human Services	**$ 523,029**	**$ 486,975**	**$ 519,970**	**$ 514,896**	**$ 545,287**	**$ 66,768**	**$ 612,055**

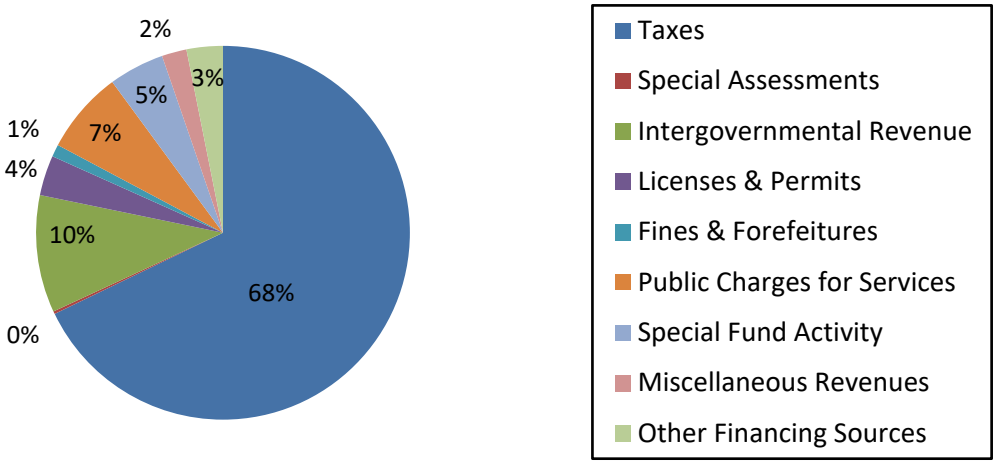
General Fund Expenditure Summary

	2021		2022		2023		
	BUDGET	ACTUAL	BUDGET	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
LEISURE ACTIVITIES							
Recreation Administration	302,638	273,509	303,522	308,494	307,982	6,750	314,732
Recreation Programming	99,090	96,387	100,590	106,090	100,590	6,000	106,590
Fall-Winter-Spring Recreation	-	-	-	-	-	-	-
Hubbard Activity Center	52,089	36,538	52,089	48,912	52,089	-	52,089
Aquatic Center	314,460	228,317	314,460	309,850	314,460	10,886	325,346
Public Lands	873,902	971,295	903,904	901,740	932,567	124,658	1,057,225
Total Leiusre Activities	**$ 1,642,179**	**$ 1,606,047**	**$ 1,674,565**	**$ 1,675,086**	**$ 1,707,688**	**$ 148,294**	**$ 1,855,982**
CONSERVATION & DEVELOPMENT							
Planning Department	428,345	425,745	454,406	454,406	479,602	3,000	482,602
Land Conservancy	264,557	134,957	259,589	259,589	264,833	6,500	271,333
Forestry	256,116	241,565	288,481	288,481	292,689	19,000	311,689
Total Conservation & Development	**$ 949,018**	**$ 802,266**	**$ 1,002,476**	**$ 1,002,476**	**$ 1,037,124**	**$ 28,500**	**$ 1,065,624**
TRANSFERS							
To Library Fund 212	1,362,943	1,362,943	1,381,416	1,381,416	1,381,416	28,496	1,409,912
To Youth Center Fund 214	94,521	94,521	98,868	98,868	98,868	12,065	110,933
To Fund 416 Other Capital	500,000	-	-	-	-	-	-
Total Transfers	**$ 1,957,464**	**$ 1,457,464**	**$ 1,480,284**	**$ 1,480,284**	**$ 1,480,284**	**$ 40,561**	**$ 1,520,845**
CONTINGENCY							
Public Safety Equipment Reserve	274,000	-	195,630	195,630	195,630	4,479	200,109
Personnel Contingency	1,652	-	5,381	-	-	65,000	65,000
Emergency Contingency	277,502	-	500,000	-	500,000	-	500,000
General Contingency	5,351	-	138,775	67,888	138,775	(38,775)	100,000
Total Contingency	**$ 558,505**	**$ -**	**$ 839,786**	**$ 263,518**	**$ 834,405**	**$ 30,704**	**$ 865,109**
TOTAL EXPENDITURES	**$ 22,719,638**	**$ 21,442,623**	**$ 23,001,445**	**$ 22,375,172**	**$ 23,650,858**	**$ 1,051,142**	**$ 24,702,000**

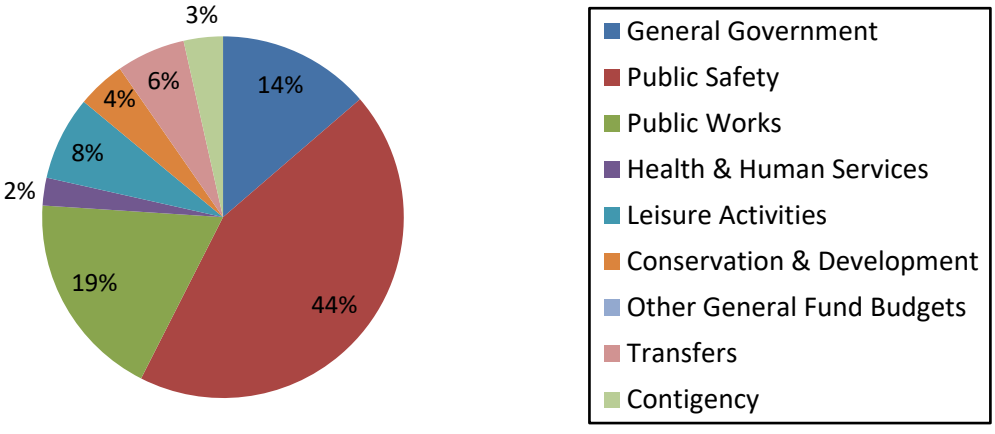
Property Tax Levy by Fund



General Fund Revenues by Category



General Fund Expenditures by Function



COMMON COUNCIL

		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
WAGES									
100-5111-110	SALARIES-FULL-TIME	60,480	60,480	60,480	30,768	60,480	60,480	-	60,480
100-5111-115	ELECTED OFFICIALS WAGES	-	-	-	-	-	-	-	-
100-5111-180	COMMON COUNCIL	-	-	-	-	-	-	-	-
	TOTAL	60,480	60,480	60,480	30,768	60,480	60,480	-	60,480
PERSONNEL BENEFITS									
100-5111-190	FRINGE BENEFITS-OTHER	-	-	-	-	-	-	-	-
100-5111-192	RETIREMENT	972	972	936	468	936	936	-	936
100-5111-193	FICA	4,627	4,627	4,627	2,354	4,627	4,627	-	4,627
	TOTAL	5,599	5,599	5,563	2,822	5,563	5,563	-	5,563
OPERATING EXPENSES									
100-5111-210	OFFICE SUPPLIES	100	98	100	40	100	100	-	100
100-5111-440	TRAINING & DEVELOPMENT	500	-	500	315	500	500	-	500
100-5111-490	OTHER OPERATING EXPENSES	2,000	570	2,000	-	2,000	2,000	-	2,000
	TOTAL	2,600	668	2,600	355	2,600	2,600	-	2,600
TOTAL COMMON COUNCIL		**68,679**	**66,747**	**68,643**	**33,945**	**68,643**	**68,643**	**-**	**68,643**

COMMISSIONS/COMMITTEES

		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
OPERATING EXPENSES									
100-5112-990	POLICE COMMISSION	5,000	4,913	5,000	2,467	5,000	5,000	-	5,000
100-5113-990	LANDMARKS COMMISSION	350	-	350	-	-	350	-	350
100-5113-991	RECOGNITION EVENT	-	-	-	-	-	-	1,000	1,000
100-5113-992	ART COMMITTEE EXPENSES	5,000	3,595	5,000	6,469	5,000	5,000	-	5,000
100-5115-990	BOARD OF REVIEW	-	-	-	-	-	-	-	-
100-5116-990	SUSTAINABILITY COMMITTEE	10,000	8,111	10,000	1,429	10,000	10,000	-	10,000
	TOTAL	20,350	16,619	20,350	10,365	20,000	20,350	1,000	21,350
TOTAL COMMISSIONS/COMMITTEES		**20,350**	**16,619**	**20,350**	**10,365**	**20,000**	**20,350**	**1,000**	**21,350**

CITY OF MIDDLETON DEPARTMENT NARRATIVE – FISCAL 2023

Landmarks Commission

DEPARTMENT: Planning and Community Development **STAFF: Daphne Xu**
DIVISION: Landmarks Commission

MISSION:

To protect, enhance, and perpetrate improvements of a special character or special historical interest or value, which is a public necessity, and is required in the interest of health, prosperity, safety, and welfare of people.

MAJOR RESPONSIBILITIES:

1. Maintain the Landmarks Commission website.
2. Meet to discuss and make recommendations on requests for modifications to landmarks buildings and sites.
3. Maintain historically accurate informational plaques on landmarks properties.

2023 GOALS:

1. Apply for Certified Local Government grants from the WI Historical Society for a city-wide property survey
2. Adopt a formal Landmark Designation Form in preparation for survey results

SIGNIFICANT ISSUES IN 2023:

1. Surveying all properties in the city for historical significance and preparing the commission to manage and take action on the survey results.

WORKLOAD ACTIVITIES	2019 Actual	2020 Actual	2021 Actual	2022 12 Mo. Est.	2022 As of 8/1	2023 Projected
Landmarks Commission meetings	1	5	5	2	2	4

CITY OF MIDDLETON DEPARTMENT NARRATIVE – FISCAL 2023

Public Arts Committee

DEPARTMENT: Planning and Community Development **STAFF: Abby Attoun-Tucker**
DIVISION: Public Arts Committee

MISSION:

Public works of art are an important component of community development. Public art creates an aesthetically pleasing and interesting environment, builds community, marks history, expresses local culture, and establishes local identity. The City has a legitimate government interest in furthering these objectives.

MAJOR RESPONSIBILITIES:

1. Creating recommendations for the Common Council regarding plans and policies to further the City of Middleton's commitment to the promotion, creation, and maintenance of public art.
2. Recommend maintenance of existing pieces of art when necessary.
3. Oversee the implementation of the Public Arts Master Plan.

2023 GOALS:

1. Implement a modified 'Perfect for Arts' program that would apply to TIF projects.
2. Oversee implementation of Middleton Sign project on the hillside.
3. Continue to offer art programming at the Youth Center and as event pops ups, including at Stone Horse Green.
4. Work on art installations in downtown Middleton in conjunction with the Community Development Authority and the Middleton Public Library.

SIGNIFICANT ISSUES IN 2023:

1. Funding and fundraising.

WORKLOAD ACTIVITIES	2020 Actual	2021 Actual	2022 12 Mo. Est.	2022 As of 6/30	2023 Projected
Number of permanent public art pieces in the City of Middleton.	4*	5**	8***	5**	8***
Public Arts Committee meetings	9	9	10	5	10
*Pheasant Branch Impressions (Police Station), WARNING: Signs, Self-Made Man, Quadrants sculpture.					
**add DAMA Mural					
***add Rural Meets Urban (at Stone Horse Green), Herd of Boulders (at Stone Horse Green), Utility Box Art Project					

CITY OF MIDDLETON DEPARTMENT NARRATIVE – FISCAL 2023

Sustainability Committee

DEPARTMENT: Planning and Community Development **STAFF: Abby Attoun-Tucker**
DIVISION: Sustainability Committee **STAFF: Kelly Hilyard**

MISSION:

To make Middleton a more sustainable community. Sustainability is defined as the use and development of the resources of the City of Middleton to meet community needs and aspirations and best optimize the unique nature of the community without compromising the well-being of future generations.

AUTHORIZED POSITION LIST	2018	2019	2020	2021	2022
Sustainability Coordinator	.5	Additional .5 requested	1	1	1
Total	**.5**	**1**	**1**	**1**	**1**

MAJOR RESPONSIBILITIES:

1. Implementation of the adopted 2022 Sustainable City Plan.
2. Researching and developing recommendations, guidelines, and policies for consideration and approval of the Common Council to take advantage of sustainability opportunities for the City of Middleton.
3. Identify and/or offer educational opportunities and community events which further residents' knowledge and practice of equitable sustainable actions.

2023 GOALS:

1. Focus on goals and actions from the newly adopted 2022-24 Sustainable City Plan.
2. Complete the 2020 Middleton Energy Plan's remaining action items: Fleet EV transition and utility-owned streetlight LED conversion.
3. Use our LEED for Cities Certification to address our strengths and weaknesses in sustainability city-wide.
4. Design and build climate change/City energy goals educational signage for Stone Horse Green.
5. Partner with school district on sustainability measures that align with city goals and collaborate with the MHS Green Team.
6. Continue to oversee policies for the Middleton Recycling Center.
7. Continue to oversee the permanent MedDrop collection box at the Police Department.
8. Continue to oversee policies and reporting for the City's Water Conservation programs and municipal energy use.
9. Serve as representative (as the City's Sustainability Coordinator) to the Sustainability Leadership Collaborative, the Wisconsin Local Government Climate Coalition, and fulfill role with the Green Tier Legacy Communities Charter.

SIGNIFICANT ISSUES IN 2023:

1. Promote and implement newly adopted 2022 Sustainable City Plan.
2. Outreach, communications, and public education to promote City energy goals: Solarbration event, Good Neighbor Festival Parade, LED Lightbulb Initiative in affordable housing, Sustainable U.
3. Review City's Sustainable Purchasing Plan.
4. Implement and train city staff to use the Committee-developed FALCA tool (Fleet Asset Life Cycle Analysis).
5. Embed equity, community resiliency, and "Health in All Policies" frameworks and assessments into our decision-making processes as a committee.
6. Review and approve Sustainable Building Guidelines for developers.
7. Report public-facing sustainability metrics from our LEED Certification and energy tracking services.
8. Prepare to strategically utilize historic Inflation Reduction Act Federal Funding for climate related projects.

WORKLOAD ACTIVITIES	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Projected
Number of Community Garden Plots	87 plots	87 plots	87 plots	87 plots	87 Plots
Sustainability Committee Meetings	9	11	13	13	12

CITY OF MIDDLETON DEPARTMENT NARRATIVE – FISCAL 2023

Police Commission

DEPARTMENT: Police Commission **City Staff: Police Chief Troy Hellenbrand**

MISSION:

Commission is responsible for hiring, promotions, and disciplinary matters within the Middleton Police Department.

MAJOR RESPONSIBILITIES:

1. Approve recruit hiring process and appointments.
2. Approve promotions.
3. Appointment of Chief of Police.
4. The Commission is responsible for hearing disciplinary matters that come before the Commission.

2023 GOALS:

1. Provide all members of the Police Commission training on Police Department operations including, but not limited to, use of force policies and decision making.
2. Provide League of Municipalities training information to all members of the Police Commission. This training provides details on the role and responsibilities of Police and Fire Commissions in the State of Wisconsin.

MUNICIPAL COURT REVENUE

		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
FINES & FOREFEITURES									
100-4511-00	FINES & FORFEITURES	150,000	125,912	150,000	67,535	135,000	150,000	-	150,000
100-4512-00	COURT COSTS	70,000	55,398	70,000	30,955	55,000	70,000	-	70,000
	TOTAL	220,000	181,311	220,000	98,489	190,000	220,000	-	220,000
TOTAL MUNICIPAL COURT REVENUE		**220,000**	**181,311**	**220,000**	**98,489**	**190,000**	**220,000**	**-**	**220,000**

MUNICIPAL COURT

		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
WAGES									
100-5121-110	SALARIES-FULL-TIME	48,261	48,444	49,951	23,058	-	52,698	-	52,698
100-5121-111	PART-TIME PERM.	20,868	4,546	8,700	2,892	-	9,222	-	9,222
100-5121-115	ELECTED OFFICIALS WAGES	14,400	14,400	14,400	7,200	-	14,400	-	14,400
100-5121-117	OVERTIME	-	-	-	51	-	-	-	-
100-5121-122	SHIFT DIFFERENTIAL WAGES	-	-	-	-	-	-	-	-
100-5121-128	FLSA WAGES	-	-	-	-	-	-	-	-
100-5121-135	LONGEVITY	-	-	-	-	-		-	-
	TOTAL	83,529	67,390	73,051	33,200	-	76,320	-	76,320
PERSONNEL BENEFITS									
100-5121-190	FRINGE BENEFITS-OTHER	-	-	-	-		-	-	-
100-5121-192	RETIREMENT	4,521	4,228	3,247	2,076	-	3,583	-	3,583
100-5121-193	FICA	6,403	5,077	4,487	2,505	-	5,177	-	5,177
100-5121-194	HEALTH INSURANCE	6,843	6,765	6,575	2,960	-	6,888	-	6,888
100-5121-195	DENTAL INSURANCE	572	570	554	277	-	554	-	554
100-5121-199	EMPLOYEE HEALTH CONTRIB.	-	-	-	-	-	-	-	-
	TOTAL	18,339	16,640	14,863	7,817	-	16,202	-	16,202
OPERATING EXPENSES									
100-5121-200	WITNESS FEES & INTERPRETOR FEE	500	500	500	229	-	500	-	500
100-5121-250	POSTAGE	3,000	3,010	3,000	576	-	3,000	-	3,000
100-5121-317	COURTROOM SECURITY PAYMT	1,000	-	1,000	-	-	1,000	-	1,000
100-5121-440	TRAINING & DEVELOPMENT	2,500	1,354	2,500	945	-	2,500	-	2,500
100-5121-460	IID CHARGE REIMBURSEMENT	-	-	-	-	-	-	-	-
100-5121-490	OTHER OPERATING EXPENSES	3,388	4,615	3,388	2,034	-	3,388	-	3,388
100-5121-495	RETURN OF DEPOSITS	-	-	-	-	-	-	-	-
	TOTAL	10,388	9,480	10,388	3,784	-	10,388	-	10,388
TOTAL MUNICIPAL COURT		**112,256**	**93,510**	**98,302**	**44,801**	**-**	**102,910**	**-**	**102,910**

CITY OF MIDDLETON DEPARTMENT NARRATIVE – FISCAL 2023

Middleton Municipal Court

DEPARTMENT: Municipal Court **JUDGE: Ben J. Schulenburg**

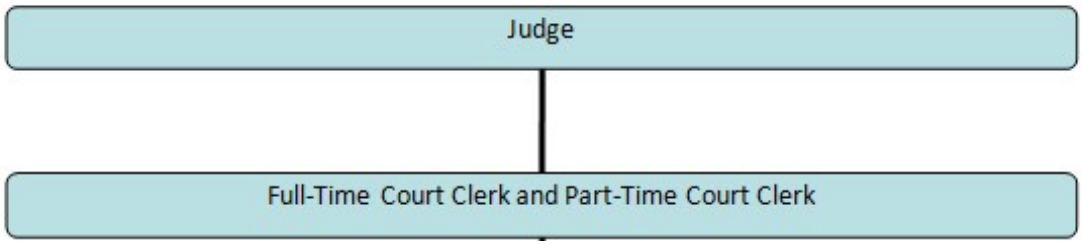
MISSION:

The mission of the Middleton Municipal Court is to provide fair and impartial adjudication of ordinance and traffic violation cases, while safeguarding defendant's rights and protecting the public.

In order to achieve this mission, the Municipal Court has set forth a number of objectives.

1) **Expeditious, fair, and reliable adjudication of cases. The Municipal Court will strive to:**
   a) Process cases according to announced time standards and comply with schedules.
   b) Pay individual attention to each case.
   c) Make clear, understandable decisions.
   d) Maintain institutional integrity.
2) **Court accessibility to the public. The court will be accessible to the public in terms of:**
   a) Location, hours, and physical setup.
   b) Openness, predictability, and clarity of court proceedings and procedures.
   c) Respect accorded to individuals**.**
3) **Effective enforcement of court judgments. The court will take responsibility for the enforcement of its own judgments.**
4) **Enhanced public safety. To accomplish this objective, the court will use its sentencing powers to create conditions that will make defendants less likely to become repeat offenders.**

Department Organizational Chart



MAJOR RESPONSIBILITIES:

1) File and review citations and complaints, assuring their correctness;

2) Reply to departmental mail concerning routine matters as prescribed by the Municipal Judge;

3) Assign docket numbers to citations and complaints, print docket sheets, and gather all material pertinent to cases;

4) Determine and schedule court dates and facilities;

5) Communicate with law enforcement officers, attorneys, and defendants regarding court proceedings;

6) Balance dockets at the conclusion of court proceedings;

7) Prepare and mail warrants and summons;

8) Prepare monthly report of financial activities;

9) Collection of traffic bonds;

10) Prepare necessary communications for jury trials and transfers to circuit court;

11) Perform such other duties specified by the Municipal Court Judge and in the Wisconsin Statutes.

2023 GOALS

1) Continue to provide safe access to the Municipal Court, including continuation of a reopening plan considering all COVID-19 protocols.

2) Continue to use technologies (i.e. video, telephone appearances) which have proven effective in allowing parties to appear for Court during the community's reaction to COVID-19.

3) Work with schools, families, and community service groups to ensure the Court provides a supportive role for juveniles who are at risk to become repeat offenders.

4) Improve collection methods, including scheduling additional court time for payment hearings and continuing coordination with the Department of Revenue - State Debt Collection.

5) Review security for Municipal Court.

6) Review 3rd party payment options considering challenges with credit card payments made to other departments resulting in unwanted consequences for litigants.

SIGNIFICANT ISSUES IN 2022

1) COVID-19, the closing of the Courthouse, a new municipal judge, and initiating and coordinating virtual appearances.

2) The writing of fewer tickets and associated drop in ticket processing and revenue.

3) Credit card payment issues with 3rd party vender.

4) Review court security considering recent incidents and tragedies involving Wisconsin Courts and members of the Judiciary.

CITY ADMINISTRATOR

		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
WAGES									
100-5120-110	SALARIES-FULL-TIME	132,144	130,138	143,586	79,881	142,425	142,425	53,600	196,025
100-5120-111	INTERN	10,500	11,071	10,500	2,900	10,500	10,500	-	10,500
100-5120-118	WAGE REIMBURSEMENTS	-	-	-	-	-	-	-	-
100-5120-135	LONGEVITY	7,929	7,929	-	-	-	-	-	-
	TOTAL	150,573	149,138	154,086	82,781	152,925	152,925	53,600	206,525
PERSONNEL BENEFITS									
100-5120-190	FRINGE BENEFITS-OTHER	-	-	-	-	-	-	-	-
100-5120-192	RETIREMENT	9,455	9,450	9,333	5,428	9,258	9,685	3,484	13,169
100-5120-193	FICA	11,519	11,417	11,788	5,903	11,699	10,896	4,100	14,996
100-5120-194	HEALTH INSURANCE	16,755	16,678	16,068	5,616	16,068	16,866	16,866	33,732
100-5120-195	DENTAL INSURANCE	2,252	2,157	2,185	826	2,185	2,185	6,888	9,073
100-5120-199	EMPLOYEE HEALTH CONTRIB.	-	-	-	-	-	-	-	-
	TOTAL	39,981	39,701	39,374	17,773	39,210	39,632	31,338	70,970
OPERATING EXPENSES									
100-5120-280	COMMUNICATION	1,050	604	1,050	214	214	1,050	-	1,050
100-5120-440	TRAINING & DEVELOPMENT	3,000	744	3,000	520	3,000	3,000	-	3,000
100-5120-450	EMPLOYEE PROGRAMS	1,000	2,031	1,000	138	1,000	1,000	-	1,000
100-5120-490	OTHER OPERATING EXPENSES	2,660	638	2,660	772	2,660	2,660	-	2,660
	TOTAL	7,710	4,016	7,710	1,644	6,874	7,710	-	7,710
TOTAL CITY ADMINISTRATOR		**198,264**	**192,855**	**201,170**	**102,198**	**199,009**	**200,267**	**84,938**	**285,205**

2023 DECISION ITEMS DETAIL

DEPARTMENT/COST CENTER: CITY ADMINISTRATOR			AMOUNT		
Account Number	Account Title	Description / Justification	Mandate	Line item Increase	Line Shift
100-5120-110	Salaries- Full-Time	Comminications/Managementr Analyst Position		53,600.00	
100-5120-192	RETIREMENT	RETIREMENT		$ 3,484	
100-5120-193	FICA	FICA		$ 4,100	
100-5120-194	HEALTH INSURANCE	HEALTH INSURANCE		$ 16,866	
100-5120-195	DENTAL INSURANCE	DENTAL INSURANCE		$ 6,888	
TOTAL BY AREA		**Expenditure Total**	**$ -**	**$ 84,938**	**$ -**
COMBINED TOTAL			**$**		**84,938**

CITY OF MIDDLETON DEPARTMENT NARRATIVE – FISCAL 2023

Administration

MISSION:

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



Authorized Position List	2019	2020	2021	2022	2023
City Administrator	1	1	1	1	1
Administrative Intern	0.5	0.5	0.5	0.5	0.5
Total	**1.5**	**1.5**	**1.5**	**1.5**	**1.5**

MAJOR RESPONSIBILITIES:

1. Provide staff support for the Mayor and Council while serving as the liaison with the City's departments.
2. Supervise/Manage/Coordinate 11 Department Heads.
3. Oversee the Human Resources Manager generally in providing direction for personnel management.
4. Act as Public Information Officer for the City.
5. In concert with the Human Resources Manager, generally direct and oversee the City's Annual Performance Reviews, the Personnel Classification Plan and Recommendations for Market & Merit Pay Adjustments.

6. Maintain a strong support role and assistance to the Director of Planning and Community Development for economic/community development initiatives, including staffing for the Community Development Authority and Workforce Housing Committees.
7. Coordinate and prioritize use of City Attorney's office for legal services.
8. Manage work of the City's online video program for Council and Plan Commission meetings as well as Zoom use for other committees.
9. Provide direction and support to the Human Resources Manager for employee training programs.
10. Bargain collectively as the primary negotiator with the City's two bargaining units (Police & EMS).
11. Administer the annual Resident Satisfaction Survey.
12. Organize and edit the production of the City's Annual Report.
13. Assist the Mayor with the State of the City Address.
14. Conduct annual update on ethics, open meetings and public records to elected officials, city staff and volunteer committee members.
15. Provide guidance to city staff liaisons on managing advisory committees to the Common Council.
16. Work with the City Clerk/HR Assistant on scheduling bi-annual employee recognition event.

2023 GOALS:

1. Implement applicable portion of the Strategic Plan for the City, including use of American Rescue Plan resources, to broaden equity initiatives, improve infrastructure and develop road map of major city strategies for the next 10 years.
2. Seek long-term funding of projects for upstream improvements in the Pheasant Branch Creek corridor to help alleviate the prospect of future flooding.
3. Assist the PLRF Director in the development of the Erdman Park Cross-Country Ski project.
4. In support of the Finance Director, maintain a long-term financial strategy in order to ensure fiscal health.
5. Spur more major economic development projects to fruition within TIDs #3 and #5.
6. Integrate the Sustainability program further into administrative processes.
7. Improve the development review/coordination process through monthly staff coordination meetings.
8. Broaden customer relations and supervisory leadership training for employees.
9. Expand solar and renewable energy use in city operations.
10. Increase reach of Workforce Housing strategy and initiatives.
11. Help to facilitate the Community Campus planning process.
12. Provide timely and informative public information.

SIGNIFICANT ISSUES IN 2023:

1. Implementation of the Strategic Plan for the City.
2. Long-term financial strategy to ensure fiscal health – capital, operating, and TIF.
3. Flood Prevention Initiatives.
4. Development of the Erdman Park Cross Country Ski Project.
5. Economic incentives for appropriate development and jobs in TIDs #3 and #5.
6. Sustainability front and center in all City processes.
7. Planning for Pleasant View Road and PVGC modifications.
8. Comprehensive Plan Implementation and Zoning Ordinance revisions accordingly.
9. Community Campus planning process.
10. Focus on renewable energy goals for City facilities.
11. Continued succession planning for future of City Administration and departments.
12. Related to #11, the City needs to address the trending disparities in the City's Classification compensation plan that reward newer professional employees less for similar work than long-time employees benefiting from longevity pay.

ADMINISTRATIVE SERVICES DEPARTMENT (FINANCE, CITY CLERK, ASSESSING & HR FUNCTIONS)		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
WAGES									
100-5141-110	SALARIES-FULL-TIME	407,633	410,242	427,783	190,177	427,783	447,767	-	447,767
100-5141-112	PART-TIME-NON-PERM.	32,073	32,247	33,279	14,453	33,279	35,152	31,000	66,152
100-5141-120	WAGES	-	-	-	-	-	-	-	-
100-5141-135	LONGEVITY	5,523	5,232	-	-	-	-	-	-
100-5141-145	UNEMPLOYMENT PAYMENT	-	-	-	-	-	-	-	-
100-5141-198	VACANT POSITION(S)	-	-	-	-	-	-	-	-
100-5141-197	FURLOUGH	-	-	-	-	-	-	-	-
	TOTAL	445,229	447,721	461,062	204,631	461,062	482,919	31,000	513,919
PERSONNEL BENEFITS									
100-5141-190	FRINGE BENEFITS-OTHER	-	-	-	-	-	-	-	-
100-5141-192	RETIREMENT	29,918	30,427	29,839	14,431	29,839	32,702	-	32,702
100-5141-193	FICA	34,060	33,476	35,271	15,178	35,271	36,943	2,372	39,315
100-5141-194	HEALTH INSURANCE	50,265	48,725	48,204	19,902	48,204	57,486	-	57,486
100-5141-195	DENTAL INSURANCE	7,899	7,880	7,664	3,831	7,664	8,218	-	8,218
100-5141-199	EMPLOYEE HEALTH CONTRIB.	-	-	-	-	-	-	-	-
	TOTAL	122,142	120,508	120,978	53,342	120,978	135,349	2,372	137,721
OPERATING EXPENSES									
100-5141-210	OFFICE SUPPLIES	2,300	1,964	2,300	2,557	3,000	2,300	700	3,000
100-5141-250	POSTAGE	6,000	2,571	6,000	-	6,000	6,000	-	6,000
100-5141-260	ADVERTISING & PRINTING	4,000	3,958	4,000	(190)	4,000	4,000	-	4,000
100-5141-280	COMMUNICATIONS	11,100	13,477	11,100	6,313	12,000	11,100	-	11,100
100-5141-310	OUTSIDE SERVICES	153,600	125,059	228,600	125,375	228,600	228,600	(75,000)	153,600
100-5141-410	EQUIPMENT MAINTENANCE	-	-	-	-	-	-	-	-
100-5141-440	TRAINING & DEVELOPMENT	7,500	4,247	9,700	3,887	8,500	9,700	-	9,700
100-5141-480	DATA PROCESSING	58,000	54,252	62,800	33,366	62,800	62,800	-	62,800
100-5141-490	OTHER OPERATING EXPENSES	6,000	9,000	6,000	1,975	7,000	6,000	1,500	7,500
100-5141-704	SALES TAX - PD.	-	-	-	-	-	-		-
100-5141-800	OFFICE EQUIPMENT	-	-	-	-	-	-	1,500	1,500
100-5141-810	OTHER EQUIPMENT	-	-	-	-	-	-	-	-
100-5157-990	AUDIT	57,600	58,407	59,300	43,615	59,300	59,300	4,400	63,700
	TOTAL	306,100	272,934	389,800	216,898	391,200	389,800	(66,900)	322,900
TOTAL ADMINISTRATIVE SERVICES DEPARTMENT		**873,471**	**841,162**	**971,840**	**474,871**	**973,240**	**1,008,068**	**(33,528)**	**974,540**

ELECTIONS

		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
WAGES									
100-5143-116	ELECTION WORKERS	15,000	12,016	45,000	5,134	35,500	15,000	3,000	18,000
	TOTAL	15,000	12,016	45,000	5,134	35,500	15,000	3,000	18,000
OPERATING EXPENSES									
100-5143-220	SUPPLIES & MATERIALS	5,000	682	12,000	213	2,000	5,000	700	5,700
100-5143-250	POSTAGE	5,500	5,495	28,000	2,149	23,100	5,500	1,500	7,000
100-5143-260	ADVERTISING & PRINTING	1,500	3,559	4,200	10,779	13,679	1,500	1,000	2,500
100-5143-440	TRAINING & DEVELOPMENT	4,000	-	4,000	65	200	4,000	(3,000)	1,000
100-5143-490	OTHER OPERATING EXPENSES	8,000	4,852	11,000	2,285	5,000	8,000	(1,000)	7,000
	TOTAL	24,000	14,588	59,200	15,491	43,979	24,000	(800)	23,200
TOTAL ELECTIONS		**39,000**	**26,604**	**104,200**	**20,625**	**79,479**	**39,000**	**2,200**	**41,200**

2023 DECISION ITEMS DETAIL

DEPARTMENT/COST CENTER: ADMINISTRATIVE SERVICES			AMOUNT		
Account Number	Account Title	Description / Justification	Mandate	Line item Increase	Line Shift
100-5141-112	PT Salaries	Part-Time Human Resources Generalist		$ 31,000	
100-5141-193	FICA			$ 2,372	
100-5141-210	Office Supplies	Increase to better reflect historial spending and due to increased price levels		$ 700	
100-5141-310	Outside Services	Interim Market Revaluation was completed in 2022 at a cost of $100,000. The City could consider budgeting to set funds aside for a future revaluation as funding allows.		$ (75,000)	
100-5141-490	Other Operating Expenses	Additional costs for mailing tax bills		$ 1,500	
100-5141-800	Office Equipment	Redesign of Human Resources Office with more functional desk and storage space		$ 1,500	
100-5157-990	Audit	Increase in base audit fees ($1,900) and implementation of GASB 87 ($2,500)	$ 4,400		
TOTAL BY AREA			**$ 4,400**	**$ (37,928)**	**$ -**
COMBINED TOTAL			**$**		**(33,528)**

2023 DECISION ITEMS DETAIL

DEPARTMENT/COST CENTER: ELECTIONS			AMOUNT		
Account Number	Account Title	Description / Justification	Mandate	Line item Increase	Line Shift
100-5143-250	Postage	increase of postage amounts and number of ballots being mailed		$ 1,500	
100-5143-260	Printing/advertising	increase of printed inserts due to increase of absentees, and increase of ballot costs		$ 1,000	
100-5143-116	Wages	increase poll worker wages		$ 3,000	
100-5143-220	Supplies and Materials	incrase of absentees increase supplies		$ 700	
100-5143-440	Training	Reduction of training, mostly done online now		$ (3,000)	
100-5143-490	Other op	Reduction of food served at polls, down to just dinner		$ (1,000)	
TOTAL BY AREA			**$ -**	**$ 2,200**	**$ -**
COMBINED TOTAL			**$**		**2,200**

INFORMATION TECHNOLOGY

		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
WAGES									
100-5151-110	SALARIES-FULL-TIME	141,805	166,041	152,932	81,328	152,932	160,578	-	160,578
100-5151-111	SALARIES-PART-TIME	29,719	29,996	27,050	13,925	27,050	31,048	-	31,048
100-5151-112	INTERN	-	-	-	-	-	-	-	-
100-5151-117	OVERTIME	2,872	3	2,872	-	-	2,872	-	2,872
100-5151-130	ON CALL PAY	23,751	-	23,751	-	23,751	23,751	-	23,751
100-5151-135	LONGEVITY	5,050	5,112	-	-	-	-	-	-
	TOTAL	203,197	201,153	206,605	95,253	203,733	218,249	-	218,249
PERSONNEL BENEFITS									
100-5151-190	FRINGE BENEFITS-OTHER	-	-	-	-	-	-		-
100-5151-192	RETIREMENT	11,890	11,505	11,710	5,678	11,710	10,919	-	10,919
100-5151-193	FICA	15,544	15,070	15,341	7,137	15,341	14,659	-	14,659
100-5151-194	HEALTH INSURANCE	33,510	33,182	34,430	14,793	34,430	33,732	-	33,732
100-5151-195	DENTAL INSURANCE	3,395	3,387	3,500	1,647	3,500	3,294	-	3,294
100-5151-199	EMPLOYEE HEALTH CONTRIB.	-	-	-	-	-	-	-	-
	TOTAL	64,339	63,143	64,981	29,255	64,981	62,604	-	62,604
OPERATING EXPENSES									
100-5151-210	OFFICE SUPPLIES	-	250	-	-	-	-		-
100-5151-220	EQUIPMENT	40,929	34,028	35,000	7,459	30,000	35,000	(2,500)	32,500
100-5151-240	SOFTWARE/LICENSING	142,150	112,960	137,150	110,427	140,505	137,150	15,500	152,650
100-5151-260	INTERNET	38,000	20,699	35,000	11,102	19,579	35,000	(15,000)	20,000
100-5151-270	MPSI EXPENDITURES	162,481	145,590	161,481	154,307	160,754	161,481	2,411	163,892
100-5151-280	COMMUNICATION	-	-	-	-	-	-	-	-
100-5151-320	OUTSIDE SERVICES	163,686	193,636	178,615	112,541	179,126	178,615	2,500	181,115
100-5151-420	FUEL	-	69	-	38	209	-	-	-
100-5151-440	TRAINING	1,000	632	1,000	-	650	1,000	-	1,000
	TOTAL	548,246	507,864	548,246	395,873	530,823	548,246	2,911	551,157
TOTAL INFORMATION TECHNOLOGY		**815,782**	**772,160**	**819,832**	**520,381**	**799,537**	**829,099**	**2,911**	**832,010**

CITY OF MIDDLETON DEPARTMENT NARRATIVE – FISCAL 2023

Information Technology

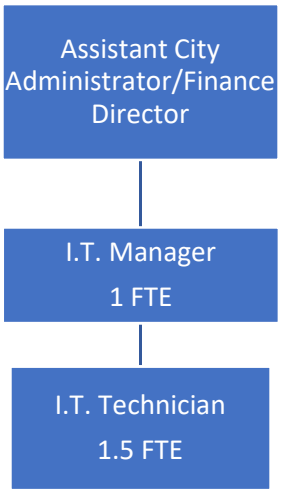
DEPARTMENT: Information Technology | **Manager: Drew Montour**
DIVISION: Administrative Services | **DIVISION MANAGER: Bill Burns**

MISSIONS:

DEPARTMENT: Provide network connectivity, functionality, and security for both public and staff purposes.
DIVISION: To fund the needs of the Information Technology Department and provide policy direction.

Information Technology Department

08/2021



AUTHORIZED POSITION LIST *	2020	2021	2022	2023
I.T. Director	1	1	1	0
Asst. I. T. Director	1	1	1	0
I.T. Manager	0	0	0	1
I.T. Technician	1.5	1.5	1.5	1.5

MAJOR RESPONSIBILITIES:

- LAN, WAN, and Wireless Network administration (Cisco)
- Desktop and help desk administration
- Install and maintain hardware and software (Servers, Workstations, Network Equipment, Copiers, Phones, Cell Phones, HVAC systems)
- Web services, email, and GIS administration (Autodesk, ArcGIS, Adobe, Office365)
- Research, coordinate purchasing, and budgeting (Clarity, Naviant)
- Conduct administrative and project management duties (Cisco, Microsoft, SQL)
- Configure and deploy department specific applications (CAD and Records, MySeniorCenter, IBS Link Time, iWorQs)
- Ensure staff technology training is provided to department

2023 GOALS:

- Replacement of City's Storage Attached Network Devices
- Replacement of Police Department's Body Worn Cameras
- Add additional layers of redundancy to our Backup/Disaster Recovery Solutions (Air Gapped)
- Pursue additional Cybersecurity tools and penetration testing through CISA (Cybersecurity & Infrastructure Security Agency)
- Continue to realign the Information Technology department to follow technology assessment recommendations and best practices

SIGNIFICANT ISSUES IN 2023:

- Equipment procurement and supply chain issues continue to plague the IT industry. The IT department continues to be flexible with solutions for users and equipment to support our new hybrid work from home/office workplace.

MAJOR WORKLOAD STATISTICS:

WORKLOAD ACTIVITIES	2019 Actual	2020 Actual	August 2022	2023 Projected
Number of Personnel	3.5	3.5	2.5	2.5
Workstations/Notebooks	200	200	220	220
Users	160	160	160	160
Buildings	7	7	7	7
Phones	160	160	170	170
Tablets	20	20	20	25

2023 DECISION ITEMS DETAIL

DEPARTMENT/COST CENTER: INFORMATION TECHNOLOGY			AMOUNT		
Account Number	Account Title	Description / Justification	Mandate	Line item Increase	Line Shift
100-5151-270	MPSI Expendtitures	MPSI Personnel increases and Equipment	$ 2,411		
100-5151-260	Internet	Line Shift to 100-5151-240			$ (15,000)
100-5151-240	Software/Licensing	Increase from Line Shift		$ 15,000	
100-5151-240	Software/Licensing	Software Licensing Fees increases	$ 500		
100-5151-220	Equipment	Line Shift to 100-5151-320			$ (2,500)
100-5151-320	Outside Services	Increase from Line Shift		$ 2,500	
TOTAL BY AREA		**Total Expenditures**	**$ 2,911**	**$ 17,500**	**$ (17,500)**
COMBINED TOTAL			**$**		**2,911**

BUILDING & GROUNDS

		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
OPERATING EXPENSES									
100-5160-310	OUTSIDE SERVICES	-	-	-	-	-	-	-	-
100-5160-440	TRAINING & DEVELOPMENT	-	-	-	-	-	-	-	-
100-5160-490	OTHER OPERATING EXPENSES	-	-	-	-	-	-	-	-
100-5310-220	SUPPLIES & MATERIALS	3,100	1,312	3,100	1,057	3,100	3,100	-	3,100
100-5310-310	OUTSIDE SERVICES	18,000	12,817	18,000	6,039	15,700	18,000	-	18,000
100-5310-410	EQUIPMENT MAINTENANCE	7,000	8,392	7,000	1,751	6,200	7,000	-	7,000
100-5310-440	TRAINING & DEVELOPMENT	-	-	-	-	-	-	-	-
100-5310-470	UTILITIES	32,500	35,716	32,500	18,389	33,000	32,500	3,000	35,500
100-5310-490	OTHER OPERATING EXPENSES	-	-	-	-	-	-	-	-
	TOTAL	60,600	58,242	60,600	27,236	58,000	60,600	3,000	63,600
TOTAL BUILDING & GROUNDS		**60,600**	**58,242**	**60,600**	**27,236**	**58,000**	**60,600**	**3,000**	**63,600**

2023 DECISION ITEMS DETAIL					
DEPARTMENT/COST CENTER: **BUILDING INSPECTION**			**AMOUNT**		
Account Number	**Account Title**	**Description / Justification**	**Mandate**	**Line item Increase**	**Line Shift**
Revenues					
		Total Revenue		**$ -**	
Expenditures					
100-5310-470	UTILITIES	Increase In cost of Services		$ 3,000	
TOTAL BY AREA		**Total Expentirures**	**$ -**	**$ 3,000**	**$ -**
COMBINED TOTAL			**$**		**3,000**

VIDEO PRODUCTION

		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
OPERATING EXPENSES									
100-5537-220	SUPPLIES & MATERIALS	-	-	-	-	-	-	-	-
100-5537-310	OUTSIDE SERVICES	5,500	6,700	5,500	3,750	6,500	5,500	1,000	6,500
100-5537-990	CATV EQUIPMENT	1,000	-	1,000	-	-	1,000	(1,000)	-
	TOTAL	6,500	6,700	6,500	3,750	6,500	6,500	-	6,500
TOTAL VIDEO PRODUCTION		**6,500**	**6,700**	**6,500**	**3,750**	**6,500**	**6,500**	**-**	**6,500**

POLICE DEPARTMENT REVENUES

		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
INTERGOVERNMENTAL REVENUE									
100-4343-00	MCP SCHOOL DISTRICT - POLICE	65,307	-	93,257	91,593	91,593	93,257	(6,195)	87,062
100-4352-00	STATE AID - LAW ENFORCEMENT	-	20,983	-	9,985	18,000	-	-	-
	TOTAL	65,307	20,983	93,257	101,577	109,593	93,257	(6,195)	87,062
FINES & FOREFEITURES									
100-4513-00	PARKING FINES	35,000	28,788	35,000	25,997	30,000	35,000	-	35,000
	TOTAL	35,000	28,788	35,000	25,997	30,000	35,000	-	35,000
PUBLIC CHARGES FOR SERVICES									
100-4620-00	VEHICLE REGISTRATION FEES	500	4,342	500	438	1,000	500	-	500
100-4621-00	POLICE SPECIAL SERVICES	-	-	-	-	-	-	-	-
100-4622-00	POLICE DEPARTMENT FEES	9,000	4,239	9,000	1,870	4,000	9,000	-	9,000
	TOTAL	9,500	8,581	9,500	2,308	5,000	9,500	-	9,500
TOTAL POLICE DEPARTMENT REVENUES		**74,807**	**29,564**	**102,757**	**103,885**	**114,593**	**102,757**	**(6,195)**	**96,562**

POLICE DEPARTMENT		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
POLICE ADMINISTRATION									
WAGES									
100-5211-110	SALARIES-FULL-TIME	458,730	464,887	479,298	203,427	479,298	498,018	-	498,018
100-5211-112	PART-TIME-NON-PERM.	22,043	1,192	-	-	-	-	-	-
100-5211-117	OVERTIME	538	85	538	-	538	538	-	538
100-5211-120	WAGES	-	(1,068)	-	-	-	-	-	-
100-5211-122	SHIFT DIFFERENTIAL WAGES	-	-	-	-	-	-	-	-
100-5211-128	FLSA WAGES	63	-	63	-	-	-	-	-
100-5211-135	LONGEVITY	20,216	19,996	10,501	-	10,501	10,922	-	10,922
100-5211-145	UNEMPLOYMENT WAGES	-	-	-	-	-	-	-	-
	TOTAL	501,590	485,092	490,400	203,427	490,337	509,478	-	509,478
PERSONNEL BENEFITS									
100-5211-192	RETIREMENT	44,389	39,312	45,454	21,020	45,454	51,087	-	51,087
100-5211-193	FICA	38,367	35,872	37,511	14,881	37,511	38,975	-	38,975
100-5211-194	HEALTH INSURANCE	80,706	42,216	77,422	16,058	77,422	91,218	-	91,218
100-5211-195	DENTAL INSURANCE	6,791	2,280	6,587	878	6,587	8,218	-	8,218
	TOTAL	170,253	119,681	166,974	52,837	166,974	189,498	-	189,498
OPERATING EXPENSES									
100-5211-210	OFFICE SUPPLIES	18,000	18,772	20,000	11,163	20,000	20,000	-	20,000
100-5211-240	COMPUTER SOFTWARE & SUPPORT	-	-	-	-	-	-	-	-
100-5211-270	TELEPHONE	-	-	-	-	-	-	-	-
100-5211-290	UNIFORMS & EQUIPMENT	1,300	1,394	1,300	2,751	2,751	1,300	-	1,300
100-5211-340	BUILDINGS & GROUNDS MAINT	89,050	87,396	89,050	43,983	89,050	89,050	-	89,050
100-5211-345	SPECIAL BLDG MAINTENANCE	-	-	-	-	-	-	-	-
100-5211-470	UTILITIES	69,270	63,750	69,270	37,020	69,270	69,270	-	69,270
100-5211-480	PARKING TICKETS REDLINES	570	3	570	-	570	570	-	570
100-5211-490	OTHER OPERATING EXPENSES	4,390	6,260	4,390	4,298	4,600	4,390	-	4,390
100-5211-800	CAPITAL OUTLAY	-	-	-	-	-	-	-	-
	TOTAL	182,580	177,575	184,580	99,216	186,241	184,580	-	184,580
TOTAL POLICE ADMINISTRATION		**854,423**	**782,347**	**841,954**	**355,479**	**843,552**	**883,556**	**-**	**883,556**

POLICE DEPARTMENT

		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
POLICE FIELD SERVICES									
WAGES									
100-5212-110	SALARIES-FULL-TIME	2,863,301	2,879,665	2,974,407	1,340,299	2,974,407	3,122,113	193,315	3,315,428
100-5212-117	OVERTIME	253,025	285,728	253,025	141,286	253,025	253,025	-	253,025
100-5212-118	WAGE REIMBURSEMENTS	(35,000)	(7,266)	(35,000)	(4,448)	(8,000)		-	-
100-5212-122	SHIFT DIFFERENTIAL WAGES	70,694	28,424	31,000	11,428	25,000	31,000	-	31,000
100-5212-124	ASST SHIFT COMMANDER WAGES	350	-	350	-	-	350	-	350
100-5212-126	FIELD TRAINING WAGES	350	1,836	350	2,048	2,048	350	-	350
100-5212-128	FLSA WAGES	350	741	350	164	350	350	-	350
100-5212-135	LONGEVITY	77,661	73,101	53,382	-	53,382	52,814	-	52,814
100-5212-145	UNEMPLOYMENT WAGES	-	-	-	-	-	-	-	-
	TOTAL	3,230,731	3,262,230	3,277,864	1,490,778	3,300,212	3,460,002	193,315	3,653,317
PERSONNEL BENEFITS									
100-5212-190	FRINGE BENEFITS-OTHER	-	-	-	-	-	-		-
100-5212-192	RETIREMENT	383,723	388,676	393,367	196,993	393,367	430,226	13,143	443,369
100-5212-193	FICA	249,828	242,737	250,771	111,355	250,771	267,725	14,786	282,511
100-5212-194	HEALTH INSURANCE	449,561	459,524	393,685	196,278	393,685	429,954	50,598	480,552
100-5212-195	DENTAL INSURANCE	52,850	59,388	45,904	29,217	45,904	56,619	6,555	63,174
100-5212-199	EMPLOYEE HEALTH CONTRIB.	-	-	-	-	-	-	-	-
	TOTAL	1,135,962	1,150,325	1,083,727	533,844	1,083,727	1,184,524	85,082	1,269,606
OPERATING EXPENSES									
100-5212-220	FIELD SUPPLIES	20,000	19,589	20,000	14,879	20,000	20,000	-	20,000
100-5212-240	COMPUTER SOFTWARE & SUPPORT	5,647	10,190	12,647	10,921	12,647	12,647	-	12,647
100-5212-290	UNIFORMS & EQUIPMENT	25,000	34,510	27,000	11,827	27,000	27,000	-	27,000
100-5212-340	BUILDINGS & GROUNDS MAINT	-	-	-	-	-	-	-	-
100-5212-410	VEHICLE OPERATION	103,187	90,403	103,187	31,143	103,187	103,187	-	103,187
100-5212-440	TUITION REIMBURSEMENT	-	-	-	-	-	-	-	-
100-5212-450	OTHER TRAINING	42,000	46,340	57,000	22,597	57,000	57,000	-	57,000
100-5212-470	UTILITIES	-	-	-	-	-	-	-	-
100-5212-490	OTHER OPERATING EXPENSES	16,948	25,952	38,948	21,367	38,948	38,948	-	38,948
100-5212-800	CAPITAL OUTLAY	-	-	-	-	-	-	-	-
	TOTAL	212,782	226,985	258,782	112,734	258,782	258,782	-	258,782
TOTAL POLICE FIELD SERVICES		**4,579,475**	**4,639,540**	**4,620,373**	**2,137,356**	**4,642,721**	**4,903,308**	**278,397**	**5,181,705**

POLICE DEPARTMENT		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
COMMUNICATIONS CENTER									
WAGES									
100-5256-110	SALARIES-FULL-TIME	329,780	331,965	356,368	148,322	356,368	344,708	51,950	396,658
100-5256-112	PART-TIME-NON-PERM.	12,335	27,166	12,582	9,718	12,582	58,164	-	58,164
100-5256-117	OVERTIME	36,851	36,055	36,851	15,490	36,851	36,851	-	36,851
100-5256-118	WAGE REIMBURSEMENT	-	-	-	-	-	-	-	-
100-5256-122	SHIFT DIFFERENTIAL WAGES	4,000	3,567	4,000	1,048	4,000	4,000	-	4,000
100-5256-128	FLSA WAGES	500	318	500	-	500		-	-
100-5256-135	LONGEVITY	13,084	8,506	2,011	-	2,011	2,663	-	2,663
	TOTAL	396,550	407,577	412,312	174,578	412,312	446,386	51,950	498,336
PERSONNEL BENEFITS									
100-5256-192	RETIREMENT	25,851	25,067	29,618	11,535	29,618	26,399	3,117	29,516
100-5256-193	FICA	30,298	30,330	34,858	13,041	34,858	34,149	3,974	38,123
100-5256-194	HEALTH INSURANCE	70,334	68,170	67,929	17,835	67,929	51,306	16,866	68,172
100-5256-195	DENTAL INSURANCE	8,472	6,786	8,217	2,478	8,217	4,955	2,185	7,140
100-5256-199	EMPLOYEE HEALTH CONTRIB.	-	-	-	-	-	-	-	-
	TOTAL	134,955	130,354	140,622	44,889	140,622	116,809	26,142	142,951
OPERATING EXPENSES									
100-5256-270	TELEPHONE	30,000	42,759	31,000	23,339	46,000	31,000	15,000	46,000
100-5256-290	UNIFORMS & EQUIPMENT	1,265	1,788	1,265	495	1,265	1,265	-	1,265
100-5256-410	EQUIPMENT MAINTENANCE	28,000	24,145	28,000	29,303	29,303	28,000	-	28,000
100-5256-440	TRAINING & DEVELOPMENT	2,500	2,446	3,500	966	3,500	3,500	-	3,500
100-5256-800	CAPITAL OUTLAY	-	-	-	-	-	-	-	-
	TOTAL	61,765	71,137	63,765	54,104	80,068	63,765	15,000	78,765
TOTAL COMMUNICATIONS CENTER		**593,270**	**609,068**	**616,699**	**273,571**	**633,002**	**626,960**	**93,092**	**720,052**
EMERGENCY PREPAREDNESS									
OPERATING EXPENSES									
100-5250-410	EQUIPMENT MAINTENANCE	12,500	10,031	12,500	7,412	12,500	12,500	-	12,500
100-5250-850	EMERG. PREP DANE COMMUN FEE	55,000	48,722	55,000	-	55,000	55,000	7,000	62,000
100-5250-990	EMERGENCY PREPAREDNESS	-	-	-	-	-	-	-	-
	TOTAL	67,500	58,753	67,500	7,412	67,500	67,500	7,000	74,500
TOTAL EMERGENCY PREPAREDNESS		**67,500**	**58,753**	**67,500**	**7,412**	**67,500**	**67,500**	**7,000**	**74,500**
SCHOOL CROSSING GUARDS									
OPERATING EXPENSES									
100-5218-220	EQUIPMENT	-	-	-	-	-	-		-
100-5218-475	SCHOOL PATROL REIMBURSEMT	14,673	5,932	14,673	-	15,072	14,673	827	15,500
100-5218-490	OTHER OPERATING EXPENSES	-	-	-	-	-	-	-	-
	TOTAL	14,673	5,932	14,673	-	15,072	14,673	827	15,500
TOTAL SCHOOL CROSSING GUARDS		**14,673**	**5,932**	**14,673**	**-**	**15,072**	**14,673**	**827**	**15,500**
TOTAL POLICE DEPARTMENT		**6,109,341**	**6,095,640**	**6,161,199**	**2,773,818**	**6,201,847**	**6,495,997**	**379,316**	**6,875,313**

2023 DECISION ITEMS DETAIL

DEPARTMENT/COST CENTER: POLICE DEPARTMENT			AMOUNT		
Account Number	Account Title	Description / Justification	Mandate	Line item Change	Line Shift
Revenues					
		Revenue Total		**$ -**	
Expenditures					
100- 5212-110	Salaries - Full Time	The Police Department is requesting to add three Police Officer positions		$ 193,315	
100-5212-135	Longevity			$ -	
100-5212-192	Retirement			$ 13,143	
100-5212-193	FICA			$ 14,786	
100-5212-194	Health Insurance			$ 50,598	
100-5212-195	Dental Insurance			$ 6,555	
				$ 278,397	
100-5256- 110	Salaries - Full-Time	The Police Department is requsting to add a Dispatcher		$ 51,950	
100-5256-192	Retirement			$ 3,117	
100-5256-193	FICA			$ 3,974	
100-5256-194	Health Insurance			$ 16,866	
100-5256-195	Dental Insurance			$ 2,185	
				$ 78,092	
100-5256-270	Telephone	Marco Technologies expenses and scheduled increase in 2023		$ 15,000	
100-5250-850	Emerg. Prep Dane Community Fee	DaneCom Annual Expense	$ 7,000		
100-5218-475	School Patrol Reimbursement	Crossing Guard Pay Increase		$ 827	
TOTAL BY AREA		**Total Expenditures**	**$ 7,000**	**$ 372,316**	**$ -**
COMBINED TOTAL			**$**		**379,316**

CITY OF MIDDLETON DEPARTMENT NARRATIVE – FISCAL 2023

Police Department

MISSION:

The mission of the Middleton Police Department is to "*make a positive difference in the quality of life in our community*."

To make a positive difference in the quality of life in our community by partnering to identify and solve problems, protect rights, maintain order, develop community partnerships, facilitate the safe movement of persons and vehicles, resolve conflicts, aid those in need, promote a sense of security, enforce laws, investigate crimes, apprehend and assist in the prosecution of offenders, reduce victimization and opportunities for crime, provide emergency services, and evaluate effectiveness.

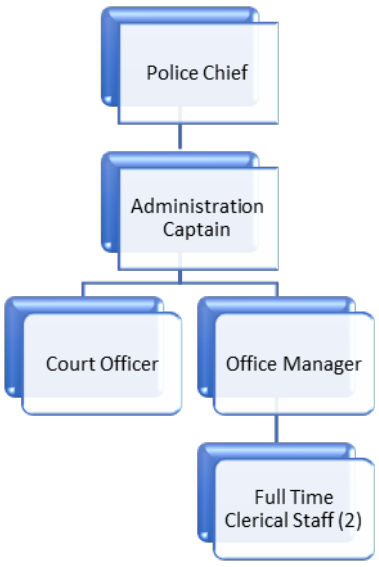
DEPARTMENT: Police
DIVISION: Administration

DIRECTOR: Chief Troy Hellenbrand
DIVISION MANAGER: Captain Jeremy Geiszler

ADMINISTRATION DIVISION MISSION:

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

Police Administration Organizational Chart



Authorized Position List	2019	2020	2021	2022	2023
Police Chief	1	1	1	1	1
Captain	1	1	1	1	1
Office Manager	1	1	1	1	1
Court Officer	1	1	1	1	1
Full Time Clerical	2	2	2	2	2
Part Time Clerical	2	2	2	0	0
Total	**8**	**8**	**8**	**6**	**6**

MAJOR RESPONSIBILITIES:

1. Process and properly disseminate call, incident, accident, arrest, citations, and parking documents.
2. Review, prepare, intake and manage criminal cases with the Dane County District Attorney's Office.
3. Manage evidence, property, digital media collected by sworn personnel and systems, and billing and administration of the alarm licensing program.
4. Complete public records requests, payroll, procurement, invoicing, payment of bills, attending committee meetings, personnel liaison, research, planning, licensing, accreditation, maintaining department training records, and Use of Force review.

2023 GOALS:

1. Manage the large amount of digital media evidence which continues to increase yearly.
2. Complete annual inventory/audit of all 8,000 items currently in our evidence system as required by WILEAG Accreditation Standards.
3. Submit accurate monthly NIBRS/WIBRS reports.
4. Examine our current parking program process and look to make it more efficient. This includes looking to replace letter notifications with postcard notices.
5. Continue to work on WILEAG Accreditation to prepare for our next onsite review in 2026.
6. Continue to provide support for our staff, through EAP and wellness checks, to help them navigate the challenges associated with the law enforcement profession.
7. Review all job descriptions and duties and look to see where responsibilities could be shifted or shared between civilian staff.
8. Train civilian staff on the job duties of others to assist in times of unexpected long-term vacancies.

SIGNIFICANT ISSUES IN 2023:

Our administrative staff will need to continue to explore different avenues in how to handle an increasing workload without the addition of more staff. The city has seen significant growth in the last few years; however, has struggled to find the necessary funding to add positions across all city departments. The adding of more administrative staff for the Police Department in the future is unlikely, which will result in an increase workload for those currently working in our administrative division. One of the goals for the administrative division in 2023 is to look at all of the job descriptions and current duties and examine if a shifting of some responsibilities could occur amongst our civilian staff. This will hopefully assist in distributing the workload evenly amongst our administrative staff. Additionally, as we saw with the emergence of the Covid-19 pandemic, there is the potential for civilian employees to be unexpectedly absence from work for an extended period of time. A goal of 2023 is to have civilian staff trained on the job duties of others to maintain as an efficient of operations as possible for any unexpected long-term vacancies.

WORKLOAD ACTIVITIES	2019 Actual	2020 Actual	2021 Actual	2022 as of 6/30/22	2022 Projected
Calls for Service	19,346	15,865	18,098	9,149	20,000
Evidence Intake	2,304	1,976	1,503	607	1,500
Criminal Arrests	327	382	410	170	400
Citations Processed	2,137	1,475	2,124	1,096	2,100
Warning Processed	3,582	1,617	2,982	1,644	3,000
Citizen Complaint Investigations	22	22	29	6	12
Open Records Request	654	667	504	292	600
Vehicle Registration/Titles Processed	50	926	375	45	100

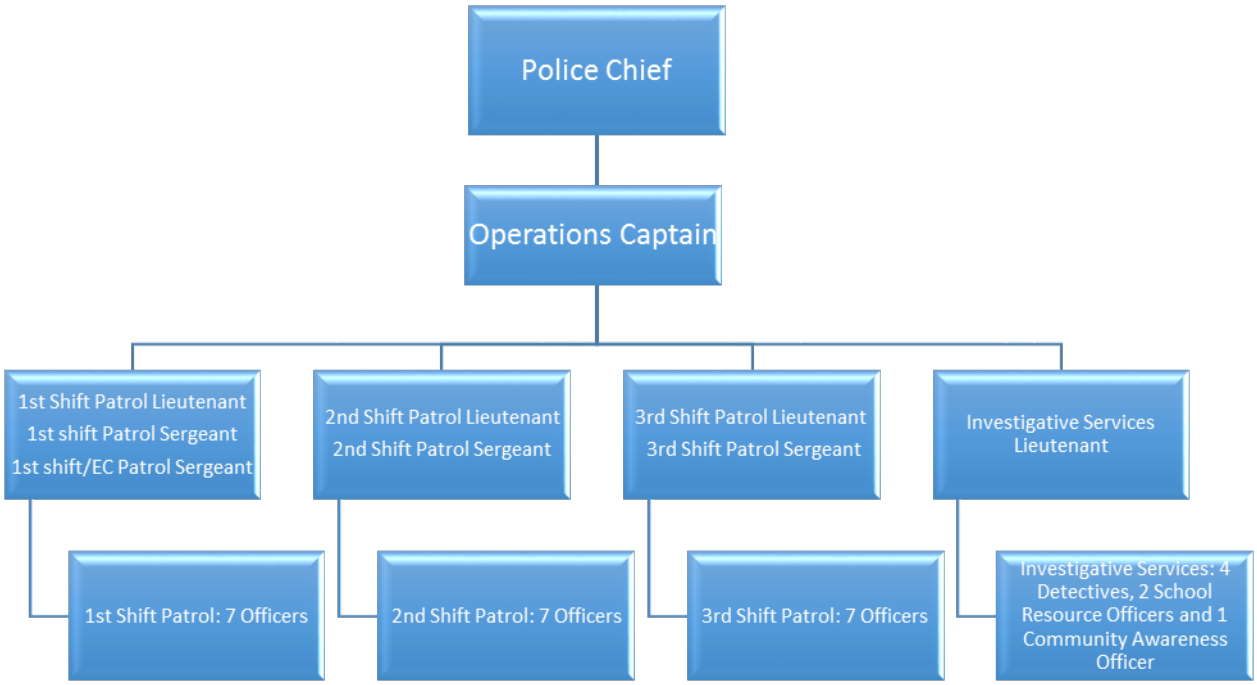
DEPARTMENT: Police
DIVISION: Field Services

DIRECTOR: Chief Troy Hellenbrand
DIVISION MANAGER: Captain Travis Kakuske

FIELD SERVICES DIVISION MISSION:

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

Police Field Services Organizational Chart



AUTHORIZED POSITION LIST	2019	2020	2021	2022	2023
Captain	1	1	1	1	1
Patrol Lieutenants	0	0	3	3	3
Patrol Sergeant	6	7	4	4	4
Patrol Officer	21	21	21	21	21
Investigative Services Lieutenant	0	0	1	1	1
Investigative Services Sergeant	1	1	0	0	0
Investigators	4	4	4	4	4
School Resource Officers	2	2	2	2	2
Community Awareness Officer	1	1	1	1	1
Total	**36**	**37**	**37**	**37**	**37**

MAJOR RESPONSIBILITIES:

1. Enforce the law.
2. Protect property.
3. Reduce civil disorder.
4. Work proactively with the community to prevent crime and improve the quality of life.
5. Build strong relationships with all community members through our various community-policing initiatives.
6. Provide in-service and specialized training to keep officers and supervisors up to date on the latest police and management trends.

2023 GOALS:

1. Identify policing strategies to effectively deal with school safety, drugs, alcohol, people in mental illness crisis, gang-related issues and the crimes associated with those concerns.
2. Maintain a high level of effectiveness as the community becomes more diverse across ethnicity, race, age and/or socio-economic status.
3. Develop strategies to lessen the impact of policing on people of poverty and the working poor.
4. Develop strategies and training to address racial disparities.
5. Ensure the safe movement of traffic within and throughout the community.
6. Identify strategies to address the continued plague of domestic abuse in our community.
7. Maintain the level of quality service to our customers in the form of emergency response and proactive work that is equitable, consistent, and dependable in all parts of the city, and at all times of day.
8. Deployment of personnel resources to both match the workload and to enhance the officers' sense of ownership over the geographic areas that they serve and the services that they provide.
9. Provide opportunities for proactive work while officers are not responding to calls for service that are targeted, measured, and enhances the Department's ability to achieve its mission and accomplish specific public safety outcomes.
10. Improve the analysis of data, using automated methods, when possible, aimed at anticipating or rapidly identifying trends, patterns, sequences, and relationships.
11. Engage in proactive information-based directed patrol by using intelligence-based strategies to pre-empt dangerous people, alcohol and drug use, criminogenic situations, and frustrating relationships that precipitate calls to the police.
12. Continue to build strong and meaningful relationships with all members of our community throughout our various community policing initiatives.
13. Complete another five-year staffing plan to show the staffing needs of the Police Department.
14. Continue to educate the City Council and citizens of Middleton of the need for additional Police Officers as the city grows and calls for police service continue to increase.
15. Explore a partnership or hiring of a Social Worker to work with the Police Department to address issues of mental health, drug/alcohol addiction and homelessness.
16. Continue to provide support for our staff, through EAP and wellness checks, to help them navigate the challenges associated with the law enforcement profession.
17. Continue to work with the Middleton-Cross Plains Area School District on planning for a full-scale training exercise.
18. If the Police Department is unable to add additional staff either through the regular budget process or by referendum, implement eliminating certain calls for service to reduce the workload of field services staff.

SIGNIFICANT ISSUES IN 2023:

1. Maintain Police Department Accreditation status and continue following suggested best practices for the law enforcement profession.
2. Successfully pass our WILEAG Accreditation onsite which is scheduled to occur in early 2023.

3. Continue to work with Miramont Behavioral Health to address ongoing issues with calls for service at their facility. This will be imperative as they continue to expand their services and look to open to full capacity.
4. Addressing the increase of calls for service for the Police Department as the city expands; however, staffing levels at the Police Department have not kept pace with this growth. 2018 5-year Staffing Study recommended having 27 authorized patrol officers by the end of the 2023 fiscal year – six above our current authorized staffing. This will increase self-initiated time to the national best practices level of 33% of each shift from the current 25% (15 minutes to 20 minutes per shift). This additional self-initiated time would allow officers to be more effective problem solvers and meets the needs of the community. This will mitigate the need for additional overtime cost and meets national best practices level for response on Priority I, II, and III calls.
5. Deal with persistent crime and societal issues which include drug abuse, alcohol offenses, mental illness, motor vehicle thefts and domestic violence.
6. Identify community crimes, traffic concerns, areas of disorder and use methods to address those issues.
7. Continue community outreach efforts and look to expand department programs.
8. Continue to work with the MCPASD to address school safety within our local schools, maintain and support our School Resource Officer program, and look to build stronger relationships with the students and staff in each of our local school buildings.
9. Succession planning and training.
10. Continue department-wide training on equity and racial disparity issues.

WORKLOAD ACTIVITIES	2019 Actual	2020 Actual	2021 Actual	2022 as of 6/30/2022	2022 Projected
Crime	323	344	624*	158	400
Homicide	0	0	1*	0	0
Robbery	4	2	2*	1	2
Assaults	62	55	74*	32	70
Burglary	45	26	34*	5	20
Larceny	203	199	198*	90	200
Domestic Incidents	121	180	189	87	200
Calls for Service	21,308	15,865	18,098	9,149	20,000
Mental Health Calls	145	236	400	230	500
Weapon Violations	11	30	12*	4	10
Accidents	586	596	389	222	450
Citations (Traffic and Ordinance)	2,461	1,701	2,316	1,186	2,400

***Transition to the new FBI reporting system (NIBRS). NIBRS captures more data compared to the previous UCR Crime Stats resulting in higher crime numbers for every city using this new reporting system.**

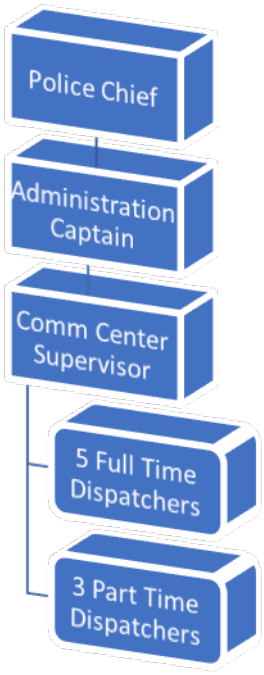
DEPARTMENT: Police
DIVISION: Communications Center

DIRECTOR: Police Chief Troy Hellenbrand
DIVISION MANAGER: Captain Jeremy Geiszler

COMMUNICATIONS CENTER DIVISION MISSION:

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

Police Communications Center Organizational Chart



AUTHORIZED POSITION LIST	2019	2020	2021	2022	2023
Captain	1	1	1	1	1
Dispatch Supervisor	1	1	1	1	1
Full Time Communicators	5	5	5	5	5
Part Time Communicators	2	2	2	3	3
Total	**9**	**9**	**9**	**10**	**10**

MAJOR RESPONSIBILITIES:

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

2023 GOALS:

1. Prepare for continued advancements in Next Generation 911 technology utilizing our integrated phone and CAD systems to include receiving text-to 911 messages and planning for picture/video messaging technologies.
2. Seek out and gain proficiency with new technology (what3words, RapidSOS, Text-to-911, etc.) designed to better serve our callers and first responders.
3. Obtain training for all dispatch staff in CIP (Crisis Intervention Partners) techniques to better serve the increasing number of callers experiencing a mental health crisis.
4. Continue to get all full-time dispatch staff trained and certified as Communications Training Officers (CTO's).

SIGNIFICANT ISSUES IN 2023:

Research and develop a Continuity Of Operations Plan (COOP) to collaborate and coordinate between communication centers using Central Square CAD, 9-1-1 phone transfers, non-emergency phone transfers and messaging.

WORKLOAD ACTIVITIES	2019 Actual	2020 Actual	2021 Actual	2022 as of 6/30/22	2022 Projected
Telephone Calls	30,399	28,844	21,162	11,942	24,000
911 Calls	2,979	2,200	2,414	1,207	2,500
Citizen Service Requests	13,813	11,002	11,309	5,442	12,000
Officer Service Requests	8,092	4,863	6,789	3,502	9,000
Total Service Calls	21,308	15,865	18,098	9,149	20,000
Crime Notices Sent	29	61	31	21	45
Traffic Alerts Sent	42	69	2	18	40
Website Hits	31,031	23,912	21,662	11,555	24,000
Facebook Followers	7,118	8,002	9,027	9,703	10,000
Twitter Messages Sent	4,191	4,227	4,323	4,469	4,500
Vacation Notices	132	55	67	43	90
Traffic Complaints submitted online	33	18	20	15	30

DEPARTMENT: **Emergency Preparedness** **DIRECTOR: Police Chief Troy Hellenbrand**

EMERGENCY PREPAREDNESS DIVISION MISSION:

Coordinate City-Wide Emergency Preparedness Efforts

Emergency Preparedness Organizational Chart



MAJOR RESPONSIBILITIES:

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

2023 GOALS:

1. Continue to secure Operating funds for the DaneCom Annual Maintenance Fees.
2. Continue to upgrade PD radio network, Emergency Operations Center, and replace outdated equipment as needed.
3. Continue to work with the Middleton-Cross Plains Area School District and other local Public Safety organizations to plan for and coordinate a full-scale training exercise.
4. Coordinate a local training event with other city first responders and city officials, testing the city's Emergency Preparedness Plan.
5. Review, update and maintain the City Emergency Preparedness Plan. Contact Dane County Emergency Management to seek their expertise on Emergency Preparedness Plans.

EMS REVENUES

		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
PUBLIC CHARGES FOR SERVICES									
100-4623-00	AMBULANCE SERVICE	-	-	-	-	-	-		-
100-4624-01	AMBULANCE BILLING REVENUE	1,138,359	1,138,032	1,159,981	492,304	1,311,932	1,159,981	51,640	1,211,621
	TOTAL	1,138,359	1,138,032	1,159,981	492,304	1,311,932	1,159,981	51,640	1,211,621
SPECIAL FUND ACTIVITY									
100-4735-00	SERVICE CONTRACT COST SHARING	227,616	227,616	232,384	-	232,384	232,384	44,228	276,612
	TOTAL	227,616	227,616	232,384	-	232,384	232,384	44,228	276,612
TOTAL EMS REVENUES		**1,365,975**	**1,365,648**	**1,392,365**	**492,304**	**1,544,316**	**1,392,365**	**95,868**	**1,488,233**

EMERGENCY MEDICAL SERVICE

		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
WAGES									
100-5230-110	SALARIES-FULL-TIME	101,516	103,102	110,297	50,906	110,297	114,709	-	114,709
100-5230-117	OVERTIME	143,230	188,327	146,217	129,087	266,258	156,326	-	156,326
100-5230-118	WAGE REIMBURSEMENT	-	(21,092)	-	(21,816)	(21,816)	-	-	-
100-5230-130	EMT WAGES	1,027,339	985,539	1,060,937	429,301	957,941	1,126,947	-	1,126,947
100-5230-131	EMT WAGES-LTE	59,780	54,940	62,269	29,124	65,770	59,874	-	59,874
100-5230-135	LONGEVITY	6,091	6,091	-	-	-	-	-	-
	TOTAL	1,337,956	1,316,906	1,379,720	616,602	1,378,450	1,457,856	-	1,457,856
PERSONNEL BENEFITS									
100-5230-192	RETIREMENT	149,274	151,076	156,618	80,903	158,265	183,489	-	183,489
100-5230-193	FICA	101,760	99,661	104,778	47,348	103,887	110,921	-	110,921
100-5230-194	HEALTH INSURANCE	185,010	181,246	154,844	71,047	144,165	176,553	-	176,553
100-5230-195	DENTAL INSURANCE	20,813	20,759	20,188	10,232	20,914	23,065	-	23,065
	TOTAL	456,857	452,742	436,428	209,530	427,231	494,028	-	494,028
OPERATING EXPENSES									
100-5230-210	OFFICE SUPPLIES	1,800	1,192	1,800	613	1,800	1,800	-	1,800
100-5230-220	MEDICAL SUPPLIES	42,000	46,613	42,000	17,692	40,947	42,000	-	42,000
100-5230-240	COMPUTER SOFTWARE & SUPPORT	9,000	9,494	9,000	2,613	8,693	9,000	-	9,000
100-5230-290	UNIFORMS	6,000	4,727	6,000	860	5,974	6,000	-	6,000
100-5230-310	OUTSIDE SERVICES	83,320	72,706	85,100	46,918	90,016	85,100	4,540	89,640
100-5230-340	BUILDINGS & GROUNDS MAINT	13,000	15,157	15,600	7,378	16,641	15,600	-	15,600
100-5230-410	VEHICLE & EQUIPMENT MAINTENANC	18,000	29,055	18,000	6,114	18,957	18,000	-	18,000
100-5230-420	MOTOR FUEL & LUBE	9,600	12,132	9,600	6,898	15,201	9,600	3,400	13,000
100-5230-440	TRAINING & DEVELOPMENT	33,000	33,150	33,000	17,389	34,200	33,000	-	33,000
100-5230-470	UTILITIES	26,000	32,065	26,000	20,929	39,755	26,000	5,200	31,200
100-5230-490	OTHER OPERATING EXPENSES	2,400	1,260	2,400	1,452	2,490	2,400	-	2,400
100-5230-800	TO RES FOR AMBULANCE REPLACEMT	80,000	-	80,000	-	80,000	80,000	-	80,000
	TOTAL	324,120	257,550	328,500	128,856	354,674	328,500	13,140	341,640
TOTAL EMERGENCY MEDICAL SERVICE		**2,118,933**	**2,027,199**	**2,144,648**	**954,987**	**2,160,355**	**2,280,384**	**13,140**	**2,293,524**

2023 DECISION ITEMS DETAIL

DEPARTMENT/COST CENTER: EMS			AMOUNT		
Account Number	Account Title	Description / Justification	Mandate	Line item Increase	Line Shift
Revenues					
100-4624-01	AMBULANCE BILLING REVENUE	Due to increased call volumes and improved reimbursement schedules from Medicare and Medicaid, the ***base revenues*** (before any new rate increases) for 2023 need to be adjusted upward. This is a preliminary projection based upon 7 months of revenues in 2022. ***This number will also change*** if a rate increase is approved for 2023.		$ 51,640	
100-4735-00	SERVICE CONTRACT COST SHARING	***This is a preliminary number that will change*** after other budget line items (Health and Dental insurance rate increases, labor contract negotiations with Local 311, COLA adjustments beyond initial assumptions, ambulance revenue increases due to rate changes, etc.) are known and appropriate adjustments are made later in the budget process.		$ 44,228	
		Revenue Total		**$ 95,868**	
Expenditures					
100-5230-310	OUTSIDE SERVICES	Based on 2021 actuals and 2022 projected, this increase is tied directly to the corresponding 2023 EMS Revenue projections (as revenues change, so do the commissions paid to the billing service). ***This number will also change*** if a rate increase is approved for 2023.	$ 4,540		
100-5230-420	MOTOR FUEL AND LUBE	Based on 2021 actuals and 2022 projections, as well as a continuation of dramatically higher fuel costs, this line item is significantly underfunded and requires an increase for next year. The revised amount does account for an anticipated reduction in diesel fuel costs in the latter part of 2023.		$ 3,400	
100-5230-470	UTILITIES	Based upon 2021 actuals and 2022 projected amounts, we anticipate ongoing increases in the costs of all utilites. This account includes funding for items such as electric, natural gas, sewer, storm water utility fees, water and fire protection (hydrants), internet broadband access and cable televison, wireline telephone service, cellular phones, mobile broadband devices and data plans, and video conferencing subscription fees. This account has been underfunded for the last 3 years and needs to be adjusted upward to reflect a more realistic picture of the true costs related to technology and public utility fees.		$ 5,200	
TOTAL BY AREA		**Expenditure Total**	**$ 4,540**	**$ 8,600**	**$ -**
COMBINED TOTAL			**$**		**13,140**

CITY OF MIDDLETON DEPARTMENT NARRATIVE – FISCAL 2023

Emergency Medical Services (EMS)

DEPARTMENT: EMS | **DEPARTMENT HEAD:** STEVEN WUNSCH
DIVISION: PUBLIC SAFETY | **DIVISION MANAGER:** BRYAN GADOW

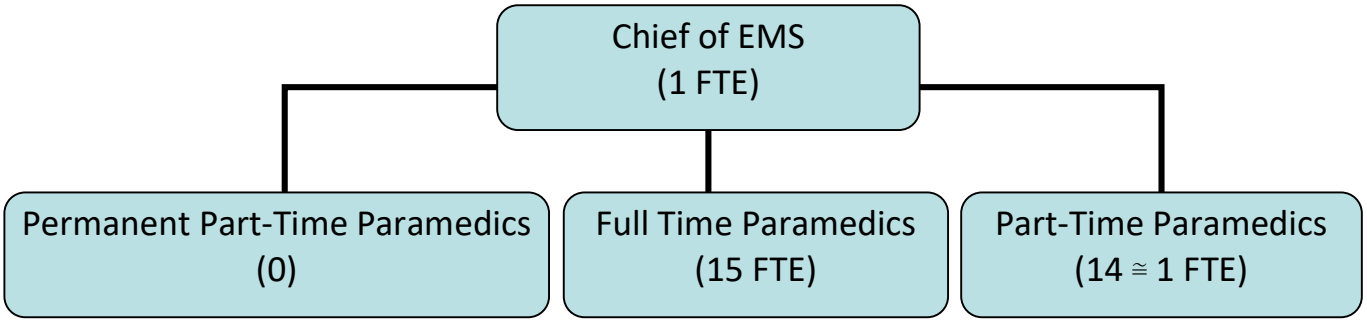
OVERALL DEPARTMENT MISSION:

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

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

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

EMS DEPARTMENT ORGANIZATIONAL CHART



AUTHORIZED POSITION LIST	2017	2018	2019	2020	2021	2022	2023
EMS CHIEF	1	1	1	1	1	1	1
FULL-TIME PARAMEDICS	14	14	14	14	14	+15	15
PERMANENT PART-TIME PARAMEDICS	0	0	0	0	0	0	0
LTE PARAMEDICS	11	11	11	18	18	12	14
EMS BILLING SPECIALIST *	0	0	0	0	0	0	0

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

\+ *One additional Full-Time Paramedic was authorized in May 2022 in order to reduce excessive overtime expense due to the recurring need for staffing of schedule vacancies (vacation, sick time, FMLA, employee injuries, etc.)*

MAJOR RESPONSIBILITIES:

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

2023 GOALS:

1. Design and implement the recruitment process related to promotional opportunities for full-time paramedics. This would involve developing the process for full-time paramedics within the organization to acquire the knowledge, skills, and abilities to assume higher level administrative responsibilities and then compete for up to 3 leadership positions with the City of Middleton EMS. This will create a succession plan for eventual retirement of the EMS Chief within the next 3 years, as well as developing a contingency plan that could be utilized in response to any unforeseen vacancy that could occur in the EMS Chief position before then. This process was planned to be completed by end of 2019, but due to the staffing crisis encountered in late 2019 and continued responses with the COVID-19 pandemic into 2022, this project has been delayed. This will need to be done by the end of the first quarter of 2023 at the very latest.

2. Work with the City Human Resources Manager to transition from our legacy paper format performance evaluation methods to the new electronic performance evaluation process for the EMS staff, and work to then set it up in the iSolved software system.

3. After we attended numerous meetings that were conducted by the Centers for Medicare and Medicaid Services (CMS) in 2021, we have prepared for our participation in a massive mandatory data collection project known as the *Ground Ambulance Data Collection System (GADCS)*. The collection period started on 1/1/22, and we will be required to successfully track and eventually submit a vast amount of statistical and financial information in order to achieve compliance, and avoid severe financial penalties from CMS. This is a major undertaking and will involve countless hours of staff time during early 2023.

4. Work to further revise and update the Mutual Aid Box Alarm System (MABAS) response cards for MABAS Division 115 with inclusion and integration of resources from the Middleton Fire Department. This has been a challenge for over a decade because the Middleton Fire Department has been unwilling to participate in this program, so Middleton EMS has been forced to move forward independently by developing its own response cards for Mass Casualty and Disaster incident types.

5. Pursue delivery of the EMS Chief response vehicle that was originally ordered in late 2021. Although this purchase was part of the 2020 capital budget, we have since encountered repeated delays due to numerous supply chain problems affecting the Ford Motor Company and corresponding extreme backlogs in production of hybrid vehicles (which was a required specification for this vehicle). Based on current delivery estimates, receipt of the vehicle is not likely to occur until the end of 2023.

6. Complete a comprehensive update of the Middleton EMS Operational Plan that is on file with the State of Wisconsin Department of Health Service (DHS) EMS Office (per Administrative Code requirements) by June 30, 2023.

7. Continue working with the Middleton Fire Department to improve inter-agency relationships through integrated training, development of SOGs, establishment of MABAS response matrices, and definition of common goals and incident management objectives. Also, in response to lessons realized during active shooter incidents across the United States, work with the Middleton Police Department staff to strengthen and expand the use of the National Incident Command System during future high-profile multi-agency, multi-discipline incidents that occur in Middleton.

8. After the sale and acquisition of our previous contracted EMS Billing vendor (EMS Medical Billing Associates) by a different company (Andres Medical Billing) in February 2021, we have been working to transition all of our existing financial authorization forms, account setups, and regulatory documentation over to the new company. We will need to continue making necessary adjustments to our current work flow processes to match those of the new company in order to achieve the intended objectives of timely billings and receipt of maximal fee for service revenues.

9. Work cooperatively with other Dane County EMS agencies to develop a robust Peer Support Network for EMS providers that are involved in high-profile incidents or experience PTSD or other forms of mental health crises. Our goal is to develop policies and procedures that can be implemented sooner, and in some cases automatically, after such incidents occur. This involves recruitment and training of team personnel and creation of an effective team that can be relied upon to respond when needed. For 2023 our efforts will be focused on conducting the necessary training programs to provide the team members with the essential knowledge, skills, and abilities to carry out this mission.

10. Continue to adapt to the ever-changing challenges to delivery of patient care in a safe and effective manner during the seemingly never ending COVID-19 pandemic. This still requires considerable effort to maintain the health and safety of our paramedics in an environment that presents an ongoing risk of exposure to the disease. Hopefully we can resume quarterly in-person staff meetings when the pandemic has been substantially resolved and large in-person gatherings can be safely conducted.

SIGNIFICANT ISSUES IN 2023:

1. We must continue to strengthen our relationships with the Town of Middleton and Town of Springfield. Our current 5-year service agreements with both municipalities expired at the end of 2019. Although the current agreements have language that allows for automatic renewal at the end of the stated term, we will need to work on drafting and finalizing successor agreements sooner than later.

2. In 2022 we reached the fourteen-year mark since we took occupancy of our new EMS station. We must prepare a plan to fund the anticipated costs for ongoing maintenance of this facility, particularly for things such as long-term HVAC system controls and mechanicals, major appliances, and roof replacements.

3. We must begin serious discussions with and inform our elected officials concerning the future need for improved EMS service delivery in the northeast quadrant of the City by demonstrating the value of locating one of our current staffed paramedic ambulances within a (proposed) satellite EMS station facility that would likely be built in the same geographic sector. This will require an in-depth data analysis of demographic and response data along with projected development trends in order to provide a sound basis for strategic planning. Discussions have already taken place regarding an opportunity to create a regional EMS system in northwest Dane County (incorporating Middleton, Waunakee, and Cross Plains into a single entity). This is a huge undertaking, but there are many positive benefits that could be

realized with such an initiative. Although we were able to start the conversation with many of these stakeholders in 2021, we must continue to keep this initiative in the forefront.

MAJOR WORKLOAD STATISTICS:

WORKLOAD ACTIVITIES	2020 Actual	2021 Actual	2022 (as of 7/31)	2022 12 Month (Estimated)	2023 Projected
ANNUAL NUMBER OF EMS RESPONSES	1,898	2,254	1,422	2,438	2,555

NOTES: We have seen a sustained growth in call volumes every year since 2001. However, due to the COVID-19 pandemic, Middleton EMS experienced a slight *temporary* decrease in call volume in 2020 due to an overall reduction in daily activities that our community would have otherwise been engaging in (work, travel, public events, leisure activities, etc.). This same effect was seen by all EMS providers across the local, state, and national arena. However, with the return to a more normal level of community activities, we experienced an **18.8 % increase in calls in 2021 as compared to 2020 levels.** ***Considering the continued commercial development and addition of hundreds of housing units in the City of Middleton in the near future, we expect that we will see a corresponding expansion in the requests for EMS services each and every year.*** ***Based upon the YTD statistics through July, we are on track to see yet another 8.5% to 10% increase in calls in 2022 as compared to 2021.*** ***As this trend continues into 2023, we expect to see a minimum projected net increase in calls of 5% over 2022.***

In early 2020 all Dane County EMS agencies participated in a "Resuscitation Academy" hosted by representative from the Seattle "Medic One" program. The goal of this program is to implement 10 core refinements to the treatment of sudden cardiac arrest patients in order to achieve even higher rates of survival. This required focused hands-on training of Middleton EMS paramedics to integrate the recommended components into their daily practice, and conduct ongoing data collection and case reviews in support of a rigorous quality assurance program. In the end, we set a goal to improve the number of cardiac arrest resuscitation “saves”. A “save” is a classification given to a patient who experienced a cardiac arrest event, and after resuscitation is performed by the paramedics, had a return of spontaneous circulation (ROSC). The patient is also subsequently discharged from the hospital in a status that is equal or better than their overall medical condition prior to their cardiac arrest event. ***In 2021 paramedics from Middleton EMS accomplished one (1) cardiac arrest “save”, and for year-to-date 2022, there have been three (3) “saves”.***

BUILDING INSPECTION REVENUES

		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
LICENSES & PERMITS									
100-4431-00	PERMITS - BUILDING AND HVAC	300,000	270,857	300,000	176,135	250,000	300,000	(60,000)	240,000
100-4432-00	PERMITS - ELECTRICAL	70,000	75,646	70,000	44,792	75,000	70,000	(24,000)	46,000
100-4433-00	PERMITS - PLUMBING	70,000	81,660	70,000	62,227	80,000	70,000	(24,000)	46,000
100-4434-00	EROSION CONTROL PERMIT	10,000	11,900	10,000	5,150	8,000	10,000	(2,000)	8,000
100-4438-00	PERMITS - FIRE	-	-	-	-	-	-	20,000	20,000
100-4451-00	PLAN REVIEW - BUILDING	60,000	48,155	60,000	38,825	50,000	60,000	(12,000)	48,000
100-4452-00	PLAN REVIEW - HVAC	20,000	18,475	20,000	17,700	20,000	20,000	(4,000)	16,000
100-4453-00	PLAN REVIEW - PLUMBING	20,000	14,983	20,000	11,003	18,500	20,000	(4,000)	16,000
100-4454-00	PLAN REVIEW - FIRE SUPPRESSION	-	-	30,000	13,862	25,000	30,000	(6,000)	24,000
	TOTAL	550,000	521,675	580,000	369,694	526,500	580,000	(116,000)	464,000
TOTAL BUILDING INSPECTION REVENUES		**550,000**	**521,675**	**580,000**	**369,694**	**526,500**	**580,000**	**(116,000)**	**464,000**

BUILDING INSPECTION

		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
BUILDING INSPECTION									
WAGES									
100-5241-110	SALARIES-FULL-TIIME	251,894	340,015	262,307	114,456	262,307	267,195	-	267,195
100-5241-112	SALARIES-PART TIME	35,868	-	36,585	13,886	36,585	36,585	-	36,585
100-5241-117	OVERTIME	1,056	-	1,056	-	-	1,056	3,624	4,680
100-5241-135	LONGEVITY	1,601	765	-	-	-	-	-	-
100-5241-145	UNEMPLOYMENT WAGES	-	43	-	-	-	-	-	-
	TOTAL	290,419	340,823	299,948	128,342	298,892	304,836	3,624	308,460
PERSONNEL BENEFITS									
100-5241-190	FRINGE BENEFITS-OTHER	-	-	-	-		-	-	-
100-5241-192	RETIREMENT	18,793	18,956	17,119	7,145	17,119	18,241	236	18,477
100-5241-193	FICA	23,135	25,242	22,946	9,659	22,946	27,968	277	28,245
100-5241-194	HEALTH INSURANCE	50,265	49,641	48,204	14,793	48,204	33,732	-	33,732
100-5241-195	DENTAL INSURANCE	2,726	6,557	3,294	2,293	3,294	4,403	-	4,403
	TOTAL	94,919	100,397	91,563	33,890	91,563	84,344	513	84,857
OPERATING EXPENSES									
100-5241-210	OFFICE SUPPLIES	300	323	300	8	300	300	-	300
100-5241-215	OFFICE SUPPLIES-PLAN REVIEW	1,750	1,295	1,750	685	1,750	1,750	-	1,750
100-5241-220	SUPPLIES & MATERIALS	2,256	1,792	2,256	-	2,256	2,256	-	2,256
100-5241-230	CREDIT CARD FEES	-	421	-	246	-	-	-	-
100-5241-260	ADVERTISING & PRINTING	1,000	1,651	1,000	259	1,000	1,000	-	1,000
100-5241-280	COMMUNICATIONS	3,300	3,732	3,300	1,836	3,300	3,300	500	3,800
100-5241-410	VEHICLE OPERATION & MAINT.	-	-	-	-	-	-	-	-
100-5241-440	TRAINING & DEVELOPMENT	3,000	1,684	3,000	352	3,000	3,000	-	3,000
100-5241-450	MILEAGE	3,000	1,732	3,000	801	2,300	3,000	500	3,500
100-5241-455	MILEAGE-PLAN REVIEW	1,000	-	1,000	-	1,000	1,000	(1,000)	-
100-5241-490	OTHER OPERATING EXPENSES	-	-	-	-	-	-	-	-
	TOTAL	15,606	12,629	15,606	4,186	14,906	15,606	-	15,606
TOTAL BUILDING INSPECTION		**400,944**	**453,849**	**407,117**	**166,418**	**405,361**	**404,786**	**4,137**	**408,923**
ELECTRICAL INSPECTION									
OPERATING EXPENSES									
100-5242-220	SUPPLIES & MATERIALS	188	118	188	-	188	188	-	188
100-5242-280	COMMUNICATIONS	-	-	-	-	-	-	-	-
100-5242-310	OUTSIDE SERVICES	6,200	-	6,200	-	6,200	6,200	-	6,200
100-5242-440	TRAINING & DEVELOPMENT	1,225	1,364	1,225	611	1,225	1,225	-	1,225
100-5242-450	MILEAGE	3,000	1,487	3,000	1,463	2,800	3,000	-	3,000
100-5242-490	OTHER OPERATING EXPENSES	-	-	-	184	-	-	-	-
	TOTAL	10,613	2,969	10,613	2,258	10,413	10,613	-	10,613
TOTAL ELECTRICAL INSPECTION		**10,613**	**2,969**	**10,613**	**2,258**	**10,413**	**10,613**	**-**	**10,613**

BUILDING INSPECTION		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
PLUMBING INSPECTION									
OPERATING EXPENSES									
100-5243-220	SUPPLIES & MATERIALS	150	95	150	-	150	150	-	150
100-5243-280	COMMUNICATIONS	-	-	-	-	-	-	-	-
100-5243-310	OUTSIDE SERVICES	650	-	650	-	650	650	-	650
100-5243-440	TRAINING & DEVELOPMENT	1,050	732	1,050	401	1,050	1,050	-	1,050
100-5243-450	MILEAGE	3,000	2,226	3,000	1,297	2,300	3,000	500	3,500
100-5243-490	OTHER OPERATING EXPENSES	-	-	-	-	-	-	-	-
	TOTAL	4,850	3,054	4,850	1,698	4,150	4,850	500	5,350
TOTAL PLUMBING INSPECTION		**4,850**	**3,054**	**4,850**	**1,698**	**4,150**	**4,850**	**500**	**5,350**
EROSION CONTROL									
OPERATING EXPENSES									
100-5244-990	OUTSIDE SERVICES - DANE COUNTY	18,000	26,923	18,000	8,938	18,000	18,000	-	18,000
	TOTAL	18,000	26,923	18,000	8,938	18,000	18,000	-	18,000
TOTAL EROSION CONTROL		**18,000**	**26,923**	**18,000**	**8,938**	**18,000**	**18,000**	**-**	**18,000**
TOTAL BUILDING INSPECTION		**434,407**	**486,794**	**440,580**	**179,311**	**437,924**	**438,249**	**4,637**	**442,886**

2023 DECISION ITEMS DETAIL

DEPARTMENT/COST CENTER: BUILDING INSPECTION			AMOUNT		
Account Number	Account Title	Description / Justification	Mandate	Line item Increase	Line Shift
Revenues					
100-4431-00	PERMITS - BUILDING AND HVAC	20% decrease due to reduction in permits		$ (60,000)	
100-4432-00	permits - electrical	20% decrease due to reduction in permits and reallocate $10,000 fire permits		$ (14,000)	$ (10,000)
100-4433-00	permits - plumbing	20% decrease due to reduction in permits and reallocate $10,000 fire permits		$ (14,000)	$ (10,000)
100-4434-00	erosion control permits	20% decrease due to reduction in permits		$ (2,000)	
100-4438-00	permits - fire	reallovcation from electrical & plumbing			$ 20,000
100-4451-00	plan review building	20% decrease due to reduction in plans		$ (12,000)	
100-4452-00	plan review hvac	20% decrease due to reduction in plans		$ (4,000)	
100-4453-00	plan review plumbing	20% decrease due to reduction in plans		$ (4,000)	
100-4454-00	plan review fire	20 % decrease due to reduction in plans		$ (6,000)	
		Total Revenue		**$ (116,000)**	
Expenditures					
100-5241-117	overtime	estimated increase due to amount of staff and federal changes estimated at 40 hours for each employee	$ 3,624		
100-5241-280	communications	increase due to cost of service & base fees		$ 500	
100-5241-450	mileage	reallocation from mileage plan review			$ 500
100-5241-455	mileage plan review	reallocation to building and plumbing			$ (1,000)
100-5243-450	mileage	reallocation from mileage plan review			$ 500
TOTAL BY AREA		**Total Expentirures**	**$ 3,624**	**$ 500**	**$ -**
COMBINED TOTAL			**$**		**(111,876)**

CITY OF MIDDLETON DEPARTMENT NARRATIVE – FISCAL 2023

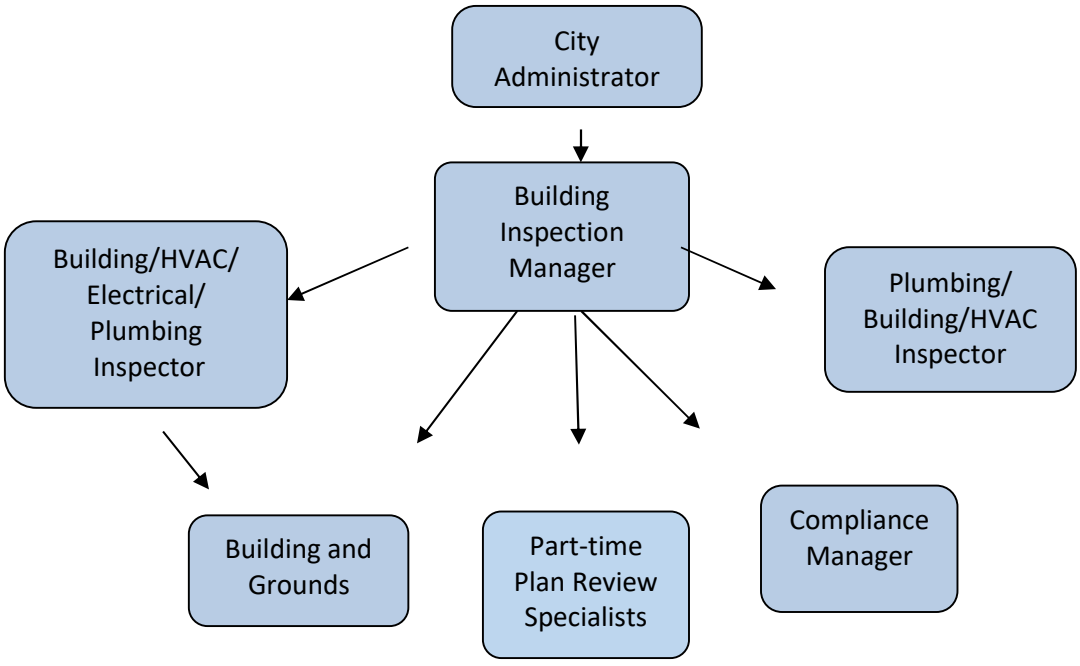
Building Inspections

DEPARTMENT: Administration **DIRECTOR: Brian Gadow**
DIVISION: Inspections **DIVISION MANAGER: Jim Sjolander**

MISSION:

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

Inspections
Organizational Chart



AUTHORIZED POSITION LIST	2018	2019	2020	2021	2022
Building Inspection Manager	1	1	1	1	1
Electrical Inspector/Facilities Manager	1	1	1	1	1
Plumbing Inspector	1	1	1	1	1
Commercial Plan Review Specialist	1	1	.5	.25	.25
Fire Suppression/Alarm Reviewer	0	0	0	.25	.25

CROSS STAFFING RESULTS	2018	2019	2020	2021	2022
Building/HVAC Inspections	3	3	3	3	3
Electrical Inspector	2	2	2	2	1
Plumbing Inspector	1.5	1.5	1.5	1.5	1
Compliance Manager	1	1	1	1	1
Building Manager	.5	.5	.5	.5	0

MAJOR RESPONSIBILITIES:

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

2023 GOALS:

1. Continue plan review efforts to provide a quality service to the customers of the City of Middleton.
2. Continue the reorganization for Community Services and Building Maintenance.
4. Keep current with all code changes. Maximize training opportunities for best cost to education ratio for department staff.
5. Reorganize the facility maintenance program to efficiently run for our municipal buildings

SIGNIFICANT ISSUES IN 2022:

1. The loss of our full-time electrical inspector/facilities manager posed a difficult transition to hiring a new inspector and transfer the facilities management roles.
2. The increased workload in plan reviews along with the incomplete submission made the balance of plan review and inspections extremely hard to manage time of the employees.
3. Monitor community work-in-progress without necessary permits.

MAJOR WORKLOAD STATISTICS:

WORKLOAD ACTIVITIES	2019 Actual	2020 Actual	2021 Actual	2022 As of 8/1/2022	2023 Projected
Building Permits Issued	624	563	575	294	300
Electrical Permits Issued	86	85	82	172	100
Plumbing Permits Issued	184	216	178	266	200
HVAC Permits Issued	214	212	241	174	100
Other Permits Issued	320	265	205	167	100
Fire permits issued	35	7	26	45	35
Chicken permits issued	0	0	1	8	10
Building Inspections	697	1032	1191	551	800
Plumbing Inspections	498	800	927	460	500
Electrical Inspection	594	847	994	422	500
HVAC Inspections	237	302	430	174	250
Building plan reviews	74	78	97	50	60
HVAC plan reviews	21	44	45	30	35
Plumbing plan reviews	6	39	38	20	20
UDC plan reviews	26	36	20	1	5
Fire plan reviews	0	0	44	39	25

COMMUNITY SERVICES

		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
WAGES									
100-5245-110	SALARIES-FULL-TIME	58,262	32,204	60,302	40,361	60,302	63,316	-	63,316
100-5245-112	SALARIES-PART TIME	-	-	30,837	-	30,837	32,070	-	32,070
100-5245-135	LONGEVITY	1,814	-	-	-	-	1,800	-	1,800
	TOTAL	60,076	32,204	91,139	40,361	91,139	97,186	-	97,186
PERSONNEL BENEFITS									
100-5245-190	FRINGE BENEFITS	-	-	-	-		-		-
100-5245-192	RETIREMENT	3,933	-	3,920	2,860	3,920	4,305	-	4,305
100-5245-193	FICA	6,909	2,464	6,972	3,274	6,972	7,297	-	7,297
100-5245-194	HEALTH INSURANCE	-	-	-	-	-	-	-	-
100-5245-195	DENTAL INSURANCE	2,252	-	2,185	1,092	2,185	2,185	-	2,185
	TOTAL	13,094	2,464	13,077	7,227	13,077	13,787	-	13,787
OPERATING EXPENSES									
100-5245-220	SUPPLIES & MATERIALS	6,800	3,050	6,800	198	6,800	6,800	-	6,800
100-5245-280	COMMUNICATIONS	-	-	-	-	6,900	-	-	-
100-5245-420	MOTOR FUEL & LUBE	4,500	7,779	6,500	1,642	200	6,500	700	7,200
100-5245-440	TRAINING & DEVELOPMENT	200	12	200	-	-	200	-	200
100-5245-490	OTHER OPERATING EXPENSES	-	-	-	-	-	-	-	-
	TOTAL	11,500	10,842	13,500	1,841	13,900	13,500	700	14,200
TOTAL COMMUNITY SERVICES		**84,670**	**45,509**	**117,716**	**49,428**	**118,116**	**124,473**	**700**	**125,173**

2023 DECISION ITEMS DETAIL

DEPARTMENT/COST CENTER: COMMUNITY SERVICES			AMOUNT		
Account Number	Account Title	Description / Justification	Mandate	Line item Increase	Line Shift
100-5245-420	motor fuel & lube	Increase in fuel cost and moc charges		$ 700	
TOTAL BY AREA			$ -	$ 700	$ -
COMBINED TOTAL			$		700

CITY OF MIDDLETON DEPARTMENT NARRATIVE – FISCAL 2023

Community Services

DEPARTMENT: **Inspections** **DIRECTOR:** **Jim Sjolander**
DIVISION: **Community Services** **DIVISION Manager:** **Daniel Cotter**

MISSION:

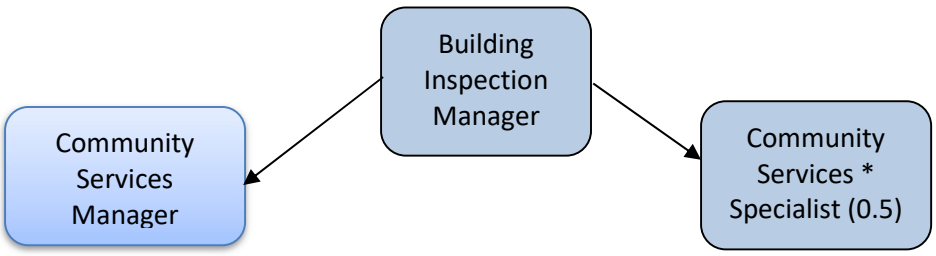
DEPARTMENT:

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

DIVISION:

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

ORGINIZATIONAL CHART



**NOTE: all part-time hours are spent in support of the Police Department*

AUTHORIZED POSITION LIST	2019	2020	2021	2022	2023
Division Director	1	1	1	1	1
Community Services Officer	0	0.5	0.5	0.5	0.5
Community Services Manager	0	0.5	1	1	1
Total	**1**	**2**	**2.5**	**2.5**	**2.5**

MAJOR RESPONSIBILITIES:

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

2023 GOALS:

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

SIGNIFICANT ISSUES IN 2022:

1. Respond to continuing complaints related to chickens
2. Maintain current operating budget levels to allow response to requests, needs for supplies, equipment, and the increasing maintenance of current equipment.
3. Deal with increasing residential mowing and weed complaints, as well as trash items left at the curb.
4. Balancing the allotted time versus the amount of complaint calls and facilities maintenance requests.
5. The amount of unfit/unsafe living complaints that we received show a significant increase in mental health issues in our community.

WORKLOAD ACTIVITIES	2019 Actual	2020 Actual**	2021 Actual**	2022 As of 6/30	2023 Projected
Erosion check Locations/Inspections/Hours	36/72/7	13/21/12	9/15/6	4/8/2	5/3/2
Property Maintenance Complaints/Hours	14/30	116/300	210/660	65/380	120/300
Snow Removal Incidents/Hours	44/45	70/100	31/46	40/50	50/60
Zoning Incidents/Hours	10/146	7/40	13/125	9/80	15/150
Signage Incidents/Hours	17/3	3/3	5/40	3/60	5/5
Facility Maintenance Hours	0	0	1200	680	1000
Parking Incidents/Hours	*96/133	153/65.75	170/366	74/153	150/300
Fingerprinting Hours	24	52.75	55	21.5	40
Crossing Guard Relief Incidents-(est)/Hours*	98/49	.25^	/31.5	/21	10/20
Emergency Traffic Control Incidents*	24	24	*	*	10
Assist Citizen/Motorist – Lockout, Jumpstart, Flat Tire Assistance Incidents/Hours*		14/7	41/24	15/6.75	40/20
Deployment of Radar + CMS signs Incidents/Hours-(est)	0+19/0+10	5+29/2.5+29	9+23/4.5+23	1+16/.5+16	5+30/2.5+15
Animal Control Incidents	5	4	11	9	18

**Police changed their dispatch software on 05/29/2019; as a result, unable to access data from the new software resulting in lower sums than actual.*

*** COVID pandemic effected all the numbers in 202 and 2021.*

^No in-person school in 2020 reduced Crossing Guard hours

MIDDLETON FIRE DISTRICT

		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
OPERATING EXPENSES									
100-5220-990	FIRE DISTRICT (CITY SHARE)	1,004,797	1,004,797	1,038,827	-	-	1,038,827	38,109	1,076,936
100-5220-991	FIRE DISTRICT CAPITAL CONTRIBU	194,000	112,929	195,630	-	-	195,630	4,479	200,109
	TOTAL	1,198,797	1,117,726	1,234,457	-	-	1,234,457	42,588	1,277,045
TOTAL MIDDLETON FIRE DISTRICT		**1,198,797**	**1,117,726**	**1,234,457**	**-**	**-**	**1,234,457**	**42,588**	**1,277,045**

Operating Budget	2022	Town of Westport	Town of Springfield	Town of Middleton	City of Middleton	2023	Town of Westport	Town of Springfield	Town of Middleton	City of Middleton
110 Wages	$467,356.63	$26,078.50	$24,956.84	$111,558.03	$304,763.26	$481,844.67	$27,710.43	$25,720.65	$117,376.41	$311,037.18
111 PT Wages	$25,127.00	$1,402.09	$1,341.78	$5,997.81	$16,385.32	$25,905.00	$1,489.77	$1,382.80	$6,310.41	$16,722.02
122 Quarterly Stipend	$199,361.00	$11,124.34	$10,645.88	$47,587.47	$130,003.31	$205,543.00	$11,820.58	$10,971.79	$50,069.87	$132,680.76
135 Longevity	$18,587.23	$1,037.17	$992.56	$4,436.77	$12,120.73	$19,163.43	$1,102.07	$1,022.94	$4,668.17	$12,370.25
145 Unemployment Wages	$350.00	$19.53	$18.69	$83.55	$228.24	$350.00	$20.13	$18.68	$85.26	$225.93
190 Fringe Benefits-Other	$3,090.00	$172.42	$165.01	$737.58	$2,014.99	$3,090.00	$177.70	$164.94	$752.72	$1,994.64
191 Volunteer Fire Retention Program	$105,000.00	$5,859.00	$5,607.00	$25,063.50	$68,470.50	$105,000.00	$6,038.45	$5,604.85	$25,577.79	$67,778.90
192 Retirement	$66,565.32	$3,714.34	$3,554.59	$15,889.14	$43,407.25	$68,628.84	$3,946.78	$3,663.38	$16,717.85	$44,300.84
193 FICA	$34,759.63	$1,939.59	$1,856.16	$8,297.12	$22,666.75	$35,837.24	$2,060.97	$1,912.98	$8,729.88	$23,133.42
194 Health insurance	$107,896.08	$6,020.60	$5,761.65	$25,754.79	$70,359.03	$107,896.08	$6,205.00	$5,759.44	$26,283.27	$69,648.36
195 Dental Insurance	$11,054.64	$616.85	$590.32	$2,638.74	$7,208.73	$11,054.64	$635.74	$590.09	$2,692.89	$7,135.92
196 Life Insurance	$1,500.00	$83.70	$80.10	$358.05	$978.15	$1,500.00	$86.26	$80.07	$365.40	$968.27
198 Health Reimb. Account (HRA)	$25,000.00	$1,395.00	$1,335.00	$5,967.50	$16,302.50	$40,000.00	$2,300.36	$2,135.18	$9,743.92	$25,820.54
210 Office Supplies	$4,000.00	$223.20	$213.60	$954.80	$2,608.40	$4,000.00	$230.04	$213.52	$974.39	$2,582.05
220 Sup. & Mat.	$56,250.00	$3,138.75	$3,003.75	$13,426.88	$36,680.63	$56,250.00	$3,234.88	$3,002.60	$13,702.39	$36,310.13
240 Computer Software & Support	$6,500.00	$362.70	$347.10	$1,551.55	$4,238.65	$16,500.00	$948.90	$880.76	$4,019.37	$10,650.97
280 Communications	$5,000.00	$279.00	$267.00	$1,193.50	$3,260.50	$5,000.00	$287.55	$266.90	$1,217.99	$3,227.57
290 Uniform & Equipment	$4,500.00	$251.10	$240.30	$1,074.15	$2,934.45	$4,500.00	$258.79	$240.21	$1,096.19	$2,904.81
300 Legal Services	$3,000.00	$167.40	$160.20	$716.10	$1,956.30	$3,000.00	$172.53	$160.14	$730.79	$1,936.54
340 Building Materials	$32,000.00	$1,785.60	$1,708.80	$7,638.40	$20,867.20	$32,000.00	$1,840.29	$1,708.15	$7,795.14	$20,656.43
350 Station 2 Rent	$142,400.00	$7,945.92	$7,604.16	$33,990.88	$92,859.04	$142,400.00	$8,189.29	$7,601.25	$34,688.36	$91,921.11
410 Equip. Maintenance	$44,875.00	$2,504.03	$2,396.33	$10,711.66	$29,262.99	$55,000.00	$3,163.00	$2,935.87	$13,397.89	$35,503.24
420 Motor Fuel & Lube	$17,000.00	$948.60	$907.80	$4,057.90	$11,085.70	$19,500.00	$1,121.43	$1,040.90	$4,750.16	$12,587.51
440 Training	$15,250.00	$850.95	$814.35	$3,640.18	$9,944.53	$15,250.00	$877.01	$814.04	$3,714.87	$9,844.08
441 Health Maintenance	$19,500.00	$1,088.10	$1,041.30	$4,654.65	$12,715.95	$19,500.00	$1,121.43	$1,040.90	$4,750.16	$12,587.51
445 Memberships	$4,250.00	$237.15	$226.95	$1,014.48	$2,771.43	$4,250.00	$244.41	$226.86	$1,035.29	$2,743.43
460 Insurance	$82,110.00	$4,581.74	$4,384.67	$19,599.66	$53,543.93	$82,110.00	$4,722.07	$4,382.99	$20,001.83	$53,003.10
470 Utilities	$84,100.00	$4,692.78	$4,490.94	$20,074.67	$54,841.61	$84,100.00	$4,836.51	$4,489.22	$20,486.59	$54,287.68
480 Data Processing	$5,947.07	$331.85	$317.57	$1,419.57	$3,878.08	$4,447.00	$255.74	$237.38	$1,083.28	$2,870.60
485 Meals	$5,500.00	$306.90	$293.70	$1,312.85	$3,586.55	$5,500.00	$316.30	$293.59	$1,339.79	$3,550.32
490 Other Expenses	$11,220.00	$626.08	$599.15	$2,678.21	$7,316.56	$11,220.00	$645.25	$598.92	$2,733.17	$7,242.66
	$1,609,049.60	**$89,784.97**	**$85,923.25**	**$384,080.14**	**$1,049,261.24**	**$1,670,339.91**	**$96,059.68**	**$89,161.97**	**$406,891.50**	**$1,078,226.76**

Income	2022					2023				
State of Wisconsin 2% Income	($243,262.00)	($16,661.66)	($8,836.68)	($58,702.91)	($159,060.75)	($251,500.00)	$18,500.00	($9,000.00)	($60,000.00)	($165,000.00)
Credit Card Rebate Program	$0.00					($2,000.00)	($115.02)	($106.76)	($487.20)	($1,291.03)
800-4693-00 Petroleum Tank Program	($16,000.00)	($892.80)	($854.40)	($3,819.20)	($10,433.60)	$0.00	$0.00	$0.00	$0.00	$0.00
	($259,262.00)	**($17,554.46)**	**($9,691.08)**	**($62,522.11)**	**($169,494.35)**	**($253,500.00)**	**$18,384.98**	**($9,106.76)**	**($60,487.20)**	**($166,291.03)**

Total	2022					2023				
Operating - Income	**$1,349,787.60**	**$72,230.51**	**$76,232.17**	**$321,558.03**	**$879,766.89**	**$1,416,839.91**	**$114,444.66**	**$80,055.21**	**$346,404.31**	**$911,935.73**

Capital Budget	2022					2023				
(Page 5)	**$295,000.00**	**$16,461.00**	**$15,753.00**	**$70,416.50**	**$192,369.50**	**$310,000.00**	**$17,827.81**	**$16,547.66**	**$75,515.39**	**$200,109.15**

MIDDLETON WISCONSIN

111 Part-time Wages	2022	2023		Town of Westport	Town of Springfield	Town of Middleton	City of Middleton
Custodial	$14,209.00	$14,649.00		$842.45	$781.96	$3,568.47	$9,456.13
Fitness/Training Care	$428.00	$441.00		$25.36	$23.54	$107.43	$284.67
Community Education	$1,713.00	$1,766.00		$101.56	$94.27	$430.19	$1,139.98
Hose Testing	$2,310.00	$2,382.00		$136.99	$127.15	$580.25	$1,537.61
Pump Testing	$655.00	$675.00		$38.82	$36.03	$164.43	$435.72
Misc. PT	$5,812.00	$5,992.00		$344.59	$319.85	$1,459.64	$3,867.92
Sub Total	**$25,127.00**	**$25,905.00**	(Line 122)	$1,489.77	$1,382.80	$6,310.41	$16,722.02
FICA	$1,922.22	$1,981.73	(Line 193)	$113.97	$105.78	$482.75	$1,279.23
Total	**$27,049.22**	**$27,886.73**		$1,603.74	$1,488.58	$6,793.15	$18,001.26

122 Quarterly Stipend

Estimated Line Officer Stipend Pool (8 Lieutenants, 6 Captains, 2 Battalion Chiefs)

Sub Total	**$54,132.00**	**$55,812.00**	(Line 122)	$3,209.70	$2,979.22	$13,595.69	$36,027.39
FICA	$4,141.10	$4,269.62	(Line 193)	$245.54	$227.91	$1,040.07	$2,756.10
Total	$58,273.10	$60,081.62		$3,455.24	$3,207.13	$14,635.76	$38,783.49

Training Stipend

Sub Total	**$41,604.00**	**$42,894.00**	(Line 122)	$2,466.79	$2,289.66	$10,448.89	$27,688.65
FICA	$3,182.71	$3,281.39	(Line 193)	$188.71	$175.16	$799.34	$2,118.18
Total	$44,786.71	$46,175.39		$2,655.50	$2,464.82	$11,248.23	$29,806.83

Fire Incident Stipend

Sub Total	**$103,625.00**	**$106,837.00**	(Line 122)	$6,144.10	$5,702.91	$26,025.28	$68,964.71
FICA	$7,927.31	$8,173.03	(Line 193)	$470.02	$436.27	$1,990.93	$5,275.80
Total	$111,552.31	$115,010.03		$6,614.12	$6,139.18	$28,016.22	$74,240.51

122 Quarterly Stipend Total	**199,361.00**	**205,543.00**	11,820.58	10,971.79	50,069.87	132,680.76

Chief (Hire date: 9/1/07)	2022	2023		Town of Westport	Town of Springfield	Town of Middleton	City of Middleton
	$113,532.61	**$117,052.12**	**(Line 110)**	$6,731.56	$6,248.19	$28,513.67	$75,558.71
FICA	$1,646.22	$1,697.26	(Line 193)	$97.61	$90.60	$413.45	$1,095.60
Health Ins.	$19,953.12	$19,953.12	(Line 194)	$1,147.49	$1,065.09	$4,860.54	$12,880.01
Dental Program	$2,321.76	$2,321.76	(Line 195)	$133.52	$123.93	$565.58	$1,498.73
Retirement	$18,664.76	$19,243.37	(Line 192)	$1,106.67	$1,027.20	$4,687.65	$12,421.85
Longevity (4%)	$4,541.30	$4,682.08	(Line 135)	$269.26	$249.93	$1,140.55	$3,022.35
Sub Total	$160,659.78	$164,949.71		$9,486.10	$8,804.94	$40,181.42	$106,477.24

Assistant Chief / Head of Maintenance (Hire date: 1-1-07)

	$97,779.91	**$100,811.08**	**(Line 110)**	$5,797.55	$5,381.25	$24,557.38	$65,074.90
FICA	$1,417.81	$1,461.76	(Line 193)	$84.06	$78.03	$356.08	$943.59
Health Ins.	$19,953.12	$19,953.12	(Line 194)	$1,147.49	$1,065.09	$4,860.54	$12,880.01
Dental Program	$2,321.76	$2,321.76	(Line 195)	$133.52	$123.93	$565.58	$1,498.73
Retirement	$16,075.02	$16,573.34	(Line 192)	$953.12	$884.68	$4,037.23	$10,698.31
Longevity (4%)	$3,911.20	$4,032.44	(Line 135)	$231.90	$215.25	$982.30	$2,603.00
Sub Total	$141,458.81	$145,153.51		$8,347.64	$7,748.23	$35,359.11	$93,698.53

Battalion Chief / Comm. Ed. Specialist (Hire Date: 07/17/95)

	81,695.33	**84,227.89**	**(Line 110)**	$4,843.87	$4,496.05	$20,517.75	$54,370.23
FICA	1,184.58	1,221.30	(Line 193)	$70.24	$65.19	$297.51	$788.37
Health Ins.	$19,953.12	$19,953.12	(Line 194)	$1,147.49	$1,065.09	$4,860.54	$12,880.01
Dental Program	2,321.76	2,321.76	(Line 195)	$133.52	$123.93	$565.58	$1,498.73
Retirement	13,430.71	13,847.07	(Line 192)	$796.33	$739.15	$3,373.12	$8,938.47
Longevity (6%)	4,901.72	5,053.67	(Line 135)	$290.63	$269.76	$1,231.06	$3,262.21
Sub Total	123,487.22	126,624.81		$7,282.07	$6,759.17	$30,845.55	$81,738.01

Fire Inspector (Hire Date: 01/01/91)

	$47,450.15	**$48,921.10**	**(Line 110)**	$2,813.41	$2,611.39	$11,917.08	$31,579.22
FICA	$3,629.94	$3,742.46	(Line 193)	$215.23	$199.77	$911.66	$2,415.81
Health Ins.	$8,130.48	$8,130.48	(Line 194)	$467.58	$434.00	$1,980.57	$5,248.33
Dental Program	$589.20	$589.20	(Line 195)	$33.88	$31.45	$143.53	$380.34
Retirement	$3,084.26	$3,179.87	(Line 192)	$182.87	$169.74	$774.61	$2,052.65
Longevity (6%)	$2,847.01	$2,935.27	(Line 135)	$168.80	$156.68	$715.03	$1,894.75
Sub Total	$65,731.04	$67,498.38		$3,881.77	$3,603.03	$16,442.47	$43,571.11

Office Manager (Hire Date: 05/24/10)

	$55,850.75	**$57,582.12**	**(Line 110)**	$3,311.49	$3,073.71	$14,026.89	$37,170.03
FICA	$4,272.58	$4,405.03	(Line 193)	$253.33	$235.14	$1,073.06	$2,843.51
Health Ins.	$19,953.12	$19,953.12	(Line 194)	$1,147.49	$1,065.09	$4,860.54	$12,880.01
Dental Program	$2,321.76	$2,321.76	(Line 195)	$133.52	$123.93	$565.58	$1,498.73
Retirement	$3,630.30	$3,742.84	(Line 192)	$215.25	$199.79	$911.75	$2,416.05
Longevity (3%)	$1,675.52	$1,727.46	(Line 135)	$99.34	$92.21	$420.81	$1,115.10
Sub Total	$87,704.03	$89,732.33		$5,160.42	$4,789.87	$21,858.62	$57,923.42

Battalion Chief / Petroleum Tank Inspector / Plan Review / Fire Inspector (Hire date: 02/05/18)

	$71,047.88	**$73,250.36**	**(Line 110)**	$4,212.56	$3,910.07	$17,843.64	$47,284.09
FICA	$5,435.16	$5,603.65	(Line 193)	$322.26	$299.12	$1,365.04	$3,617.23
Health Ins.	$19,953.12	$19,953.12	(Line 194)	$1,147.49	$1,065.09	$4,860.54	$12,880.01
Dental Program	$1,178.40	$1,178.40	(Line 195)	$67.77	$62.90	$287.06	$760.67
Retirement	$11,680.27	$12,042.36	(Line 192)	$692.54	$642.82	$2,933.49	$7,773.50
Longevity (1%)	$710.48	$732.50	(Line 135)	$42.13	$39.10	$178.44	$472.84
Sub Total	$110,005.31	$112,760.40		$6,484.74	$6,019.10	$27,468.21	$72,788.34

110 Wages Total	**$467,356.63**	**$481,844.67**	$27,710.43	$25,720.65	$117,376.41	$311,037.18

190 Fringe Benefits Other	2022	2023				
Income Continuation Insurance	$690.00	$690.00	$39.68	$36.83	$168.08	$445.40
Employee Assist. Prog. (EAP)	$2,400.00	$2,400.00	$138.02	$128.11	$584.64	$1,549.23
Total (Line 190)	**$3,090.00**	**$3,090.00**	$177.70	$164.94	$752.72	$1,994.64

192 Retirement	**$66,565.32**	**$68,628.84**	$3,946.78	$3,663.38	$16,717.85	$44,300.84

193 FICA	**$34,759.63**	**$35,837.24**	$2,060.97	$1,912.98	$8,729.88	$23,133.42

135 Longevity	**$18,587.23**	**$19,163.43**	$1,102.07	$1,022.94	$4,668.17	$12,370.25

145 Unemployment Wages	**$350.00**	**$350.00**	$20.13	$18.68	$85.26	$225.93

191 Volunteer Retention Program	2022	2023				
LOSAP(1)	$13,000.00	$13,000.00	$747.62	$693.93	$3,166.77	$8,391.67
SAP (2)	$92,000.00	$92,000.00	$5,290.83	$4,910.92	$22,411.02	$59,387.23
Total (Line 191)	**$105,000.00**	**$105,000.00**	$6,038.45	$5,604.85	$25,577.79	$67,778.90

194 Health Insurance	**$107,896.08**	**$107,896.08**	$6,205.00	$5,759.44	$26,283.27	$69,648.36

195 Dental Program	**$11,054.64**	**$11,054.64**	$635.74	$590.09	$2,692.89	$7,135.92

196 Life Insurance	**$1,500.00**	**$1,500.00**	$86.26	$80.07	$365.40	$968.27

198 Health Reimb. Account (HRA)	**$25,000.00**	**$40,000.00**	$2,300.36	$2,135.18	$9,743.92	$25,820.54

Line 210 – 490	2022	2023	Town of Westport	Town of Springfield	Town of Middleton	City of Middleton
210 Office Supplies	$4,000.00	$4,000.00	$230.04	$213.52	$974.39	$2,582.05
220 Supplies & Materials	$56,250.00	$56,250.00	$3,234.88	$3,002.60	$13,702.39	$36,310.13
240 Computer Software & Support	$6,500.00	$16,500.00	$948.90	$880.76	$4,019.37	$10,650.97
280 Communications	$5,000.00	$5,000.00	$287.55	$266.90	$1,217.99	$3,227.57
290 Uniform & Equipment	$4,500.00	$4,500.00	$258.79	$240.21	$1,096.19	$2,904.81
300 Legal Services	$3,000.00	$3,000.00	$172.53	$160.14	$730.79	$1,936.54
340 Building Materials	$32,000.00	$32,000.00	$1,840.29	$1,708.15	$7,795.14	$20,656.43
350 Station 2 Rent	$142,400.00	$142,400.00	$8,189.29	$7,601.25	$34,688.36	$91,921.11
410 Equip. Maintenance	$44,875.00	$55,000.00	$3,163.00	$2,935.87	$13,397.89	$35,503.24
420 Motor Fuel & Lube	$17,000.00	$19,500.00	$1,121.43	$1,040.90	$4,750.16	$12,587.51
440 Training	$15,250.00	$15,250.00	$877.01	$814.04	$3,714.87	$9,844.08
441 Health Maintenance	$19,500.00	$19,500.00	$1,121.43	$1,040.90	$4,750.16	$12,587.51
445 Memberships	$4,250.00	$4,250.00	$244.41	$226.86	$1,035.29	$2,743.43
460 Insurance	$82,110.00	$82,110.00	$4,722.07	$4,382.99	$20,001.83	$53,003.10
470 Utilities	$85,000.00	$87,500.00	$5,032.04	$4,670.71	$21,314.83	$56,482.42
480 Data Processing	$5,947.07	$4,447.00	$255.74	$237.38	$1,083.28	$2,870.60
485 Meals	$5,500.00	$5,500.00	$316.30	$293.59	$1,339.79	$3,550.32
490 Other Expenses	$11,220.00	$11,220.00	$645.25	$598.92	$2,733.17	$7,242.66

Line 801 Capital Budget	2022	Capital Budget	CIP Project#	2023	Town of Westport	Town of Springfield	Town of Middleton	City of Middleton
Capital Replacement Fund	$295,000.00	Capital Replacement Fund	F-22-01	$310,000.00	$17,827.81	$16,547.66	$75,515.39	$200,109.15
	$0.00			$0.00	$0.00	$0.00	$0.00	$0.00
	$0.00			$0.00	$0.00	$0.00	$0.00	$0.00
	$0.00			$0.00	$0.00	$0.00	$0.00	$0.00
	$0.00			$0.00	$0.00	$0.00	$0.00	$0.00
Sub Total	**$295,000.00**	Sub Total		**$310,000.00**	**$17,827.81**	**$16,547.66**	**$75,515.39**	**$200,109.15**

Actual 2022 Purchases	Actual 2023 Purchases (Funded by Capital Replacement Fund)					
Rapid Response Vehicle 2	ATV 30 GPM UHP with EmergencyResponse Package	$65,000.00	$3,738.09	$3,469.67	$15,833.87	$41,958.37
Rapid Response Vehicle 3	ATV Trailer 1	$10,000.00	$575.09	$533.80	$2,435.98	$6,455.13
Rapid Response Vehicle 4	ATV Trailer 2	$10,000.00	$575.09	$533.80	$2,435.98	$6,455.13
Subtotal - Actual 2022 Purchases	Subtotal - Actual 2023 Purchases	**$85,000.00**	**$4,888.27**	**$4,537.26**	**$20,705.83**	**$54,868.64**

Distribution

Equalized Property Values	2022	% of DOR Actual	2023
City of Middleton	$4,236,315,100.00	100%	$4,775,023,600.00
Town of Middleton	$1,550,479,300.00	100%	$1,801,955,400.00
Town of Springfield	$541,815,300.00	64%	$616,971,500.00
Town of Westport	$1,035,554,100.00	35%	$1,215,453,900.00
	$7,364,163,800.00		$8,409,404,400.00

Distribution of costs		2022		2023
City of Middleton	65.21%	$1,049,261.24	64.55%	$1,078,226.76
Town of Middleton	23.87%	$384,080.14	24.36%	$406,891.50
Town of Springfield	5.34%	$85,923.25	5.34%	$89,161.97
Town of Westport	5.58%	$89,784.97	5.75%	$96,059.68
	100.00%	**$1,609,049.60**	100.00%	**$1,670,339.91**

800-4690-00 Income

State of Wisconsin 2% Income	2022	2023
City of Middleton	($159,060.75)	($165,000.00)
Town of Middleton	($58,702.91)	($60,000.00)
Town of Springfield	($8,836.68)	($9,000.00)
Town of Westport	($16,661.66)	($17,500.00)
Total	**($243,262.00)**	**($251,500.00)**

Credit Card Rebate Program	2022	2023
City of Middleton		**($1,291.03)**
Town of Middleton		**($487.20)**
Town of Springfield		**($106.76)**
Town of Westport		**($115.02)**
		($2,000.00)

	2022	2023
Petroleum Tank Program Income	**($16,000.00)**	**$0.00**

	2022		2023
Total	**($259,262.00)**	**Total**	**($251,500.00)**

PUBLIC WORKS REVENUE		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED REVENUE
REFUSE & RECYCLING REVENUE									
100-4354-00	STATE & FEDERAL AID - RECYCLIN	55,138	55,453	55,138	55,316	55,316	55,138	-	55,138
	TOTAL	55,138	55,453	55,138	55,316	55,316	55,138	-	55,138
STREET LIGHTING REVENUE									
100-4371-00	COUNTY AID - SIGNALS	5,000	6,076	6,000	17,285	17,285	6,000	-	6,000
	TOTAL	5,000	6,076	6,000	17,285	17,285	6,000	-	6,000
LANDFILL REVENUE									
100-4734-00	ADMINISTRATION-LANDFILL	5,000	5,000	5,000	5,000	5,000	5,000	-	5,000
	TOTAL	5,000	5,000	5,000	5,000	5,000	5,000	-	5,000
OTHER PUBLIC WORKS REVENUE									
100-4353-00	STATE AIDS-ROADS	1,284,272	1,282,589	1,175,843	586,294	1,172,587	1,175,843	-	1,175,843
100-4230-00	SA - STREET IMPROVEMENTS	7,000	8,424	50,000	43,420	100,000	50,000	(43,000)	7,000
100-4231-00	SA - SIDEWALK & CURB	50,000	54,099	70,000	636	15,000	70,000	(20,000)	50,000
100-4235-00	SA - INTEREST	-	1,835	-	802	802	-	-	-
100-4685-00	PUBLIC WORKS CHARGES	-	29,363	-	190	190	-	3,000	3,000
100-4690-00	RECYCLING CENTER REVENUE	14,000	13,856	14,000	6,293	13,000	14,000	-	14,000
100-4831-00	PW MATERIAL SALES	100	1,675	100	-	100	100	-	100
100-4833-04	POLAR EXPRESS TRACK LEASE	-	-	-	-	-	-	-	-
	TOTAL	1,355,372	1,391,842	1,309,943	637,634	1,301,679	1,309,943	(60,000)	1,249,943
TOTAL PUBLIC WORKS REVENUE		**1,420,510**	**1,458,371**	**1,376,081**	**715,235**	**1,379,280**	**1,376,081**	**(60,000)**	**1,316,081**

PUBLIC WORKS		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
ENGINEERING & ADMINISTRATION									
WAGES									
100-5329-110	SALARIES-FULL-TIME	630,998	625,291	665,460	303,591	665,460	692,888	-	692,888
100-5329-117	OVERTIME	2,143	1,927	2,143	2,890	2,890	2,143	-	2,143
100-5329-118	COMPENSATION COST OF RECOVERY	-	-	-	-		-	-	-
100-5329-135	LONGEVITY	22,817	19,275	3,564	-	3,564	3,675	-	3,675
	TOTAL	655,958	646,493	671,167	306,481	671,914	698,706	-	698,706
PERSONNEL BENEFITS									
100-5329-192	RETIREMENT	44,288	41,278	43,626	21,379	43,626	47,514	-	47,514
100-5329-193	FICA	50,180	47,690	51,344	22,852	51,344	53,453	-	53,453
100-5329-194	HEALTH INSURANCE	124,128	121,720	112,476	44,379	112,476	134,928	-	134,928
100-5329-195	DENTAL INSURANCE	15,667	16,182	17,940	7,338	17,940	15,755	-	15,755
	TOTAL	234,263	226,870	225,386	95,948	225,386	251,650	-	251,650
OPERATING EXPENSES									
100-5329-210	OFFICE SUPPLIES	1,000	1,946	1,000	223	800	1,000	-	1,000
100-5329-220	SUPPLIES & MATERIALS	2,000	2,443	2,000	407	1,000	2,000	-	2,000
100-5329-250	POSTAGE	1,000	1,320	1,000	-	1,000	1,000	-	1,000
100-5329-260	ADVERTISING & PRINTING	3,800	4,502	3,800	1,374	3,800	3,800	-	3,800
100-5329-280	COMMUNICATIONS	7,000	11,135	7,000	6,239	11,000	7,000	7,250	14,250
100-5329-310	OUTSIDE SERVICES	2,000	1,200	2,000	1,005	2,000	2,000	-	2,000
100-5329-410	EQUIPMENT MAINTENANCE	7,500	5,226	7,500	-	7,500	7,500	-	7,500
100-5329-422	FUEL	1,900	2,681	2,200	705	2,600	2,200	800	3,000
100-5329-440	TRAINING & DEVELOPMENT	3,500	625	3,500	742	2,000	3,500	-	3,500
100-5329-490	OTHER OPERATING EXPENSES	200	251	200	-	200	200	-	200
100-5314-220	SUPPLIES & MATERIALS: PPE	5,400	5,488	5,800	2,485	5,800	5,800	-	5,800
	TOTAL	35,300	36,817	36,000	13,178	37,700	36,000	8,050	44,050
TOTAL ENGINEERING & ADMINISTRATION		**925,521**	**910,181**	**932,553**	**415,607**	**935,000**	**986,356**	**8,050**	**994,406**

PUBLIC WORKS		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
STREET CREW									
WAGES									
100-5359-110	SALARIES-FULL-TIME	533,391	532,541	553,830	249,712	553,830	579,718	-	579,718
100-5359-111	LTE's	13,286	19,654	13,286	1,974	3,000	13,286	-	13,286
100-5359-117	OVERTME	36,173	24,160	36,173	6,539	36,173	36,173	-	36,173
100-5359-118	REIMBURSEABLE WAGES	-	-	-	-		-	-	-
100-5359-135	LONGEVITY	14,931	14,932	6,780	-	6,780	8,320	-	8,320
	TOTAL	597,781	591,286	610,069	258,225	599,783	637,497	-	637,497
PERSONNEL BENEFITS									
100-5359-192	RETIREMENT	39,453	38,590	38,791	18,098	38,791	42,451	-	42,451
100-5359-193	FICA	45,730	44,217	46,670	19,315	46,670	48,774	-	48,774
100-5359-194	HEALTH INSURANCE	130,971	115,514	86,915	39,951	86,915	91,218	-	91,218
100-5359-195	DENTAL INSURANCE	15,130	9,779	14,678	7,615	14,678	15,233	-	15,233
	TOTAL	231,284	208,101	187,054	84,979	187,054	197,676	-	197,676
OPERATING EXPENSES									
100-5331-220	SUPPLIES & MATERIALS	50,000	48,764	50,000	7,047	50,000	50,000	-	50,000
100-5331-280	COMMUNICATIONS	-	-	-	-		-	-	-
100-5331-310	OUTSIDE SERVICES	-	4,909	5,500	-	5,000	5,500	(5,500)	-
100-5359-280	COMMUNICATIONS	1,000	291	1,000	103	800	1,000	-	1,000
100-5359-440	TRAINING & DEVELOPMENT	1,500	689	1,500	339	700	1,500	-	1,500
100-5359-490	OTHER OPERATING EXPEN.	800	431	800	139	500	800	-	800
	TOTAL	53,300	55,084	58,800	7,628	57,000	58,800	(5,500)	53,300
TOTAL STREET CREW		**882,365**	**854,471**	**855,923**	**350,832**	**843,837**	**893,973**	**(5,500)**	**888,473**

PUBLIC WORKS

		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
FLEET MAINTENANCE									
WAGES									
100-5311-110	SALARIES-FULL-TIME	133,887	134,677	140,594	66,844	140,594	147,248	-	147,248
100-5311-111	LTE	23,300	3,422	23,300	-	5,000	23,300	-	23,300
100-5311-117	OVERTIME	1,116	229	1,116	-	1,116	1,116	-	1,116
100-5311-118	COMPENSATION COST RECOVERY	(10,000)	(10,942)	(10,000)	-	(10,000)	(10,000)	-	(10,000)
100-5311-135	LONGEVITY	4,827	4,827	1,270	-	1,270	1,270	-	1,270
	TOTAL	153,130	132,213	156,280	66,844	137,980	162,934	-	162,934
PERSONNEL BENEFITS									
100-5311-192	RETIREMENT	9,439	9,353	9,294	4,553	9,294	10,175	-	10,175
100-5311-193	FICA	12,479	10,387	12,720	4,851	12,720	13,229	-	13,229
100-5311-194	HEALTH INSURANCE	33,510	33,159	32,136	14,793	32,136	33,732	-	33,732
100-5311-195	DENTAL INSURANCE	3,835	3,826	3,721	1,860	3,721	4,370	-	4,370
	TOTAL	59,263	56,724	57,871	26,057	57,871	61,506	-	61,506
OPERATING EXPENSES									
100-5311-220	SUPPLIES & MATERIALS	1,500	128	1,500	72	1,500	1,500	-	1,500
100-5311-280	COMMUNICATIONS	500	510	500	202	500	500	-	500
100-5311-410	EQUIPMENT MAINTENANCE	110,000	135,042	120,000	36,780	120,000	120,000	10,000	130,000
100-5311-422	FUEL	42,500	49,674	48,700	19,698	58,000	48,700	16,000	64,700
100-5311-440	TRAINING & DEVELOPMENT	1,500	-	1,500	-	500	1,500	-	1,500
100-5311-490	OTHER OPERATING EXPEN.	300	281	300	109	300	300	-	300
100-5313-220	SUPPLIES & MATERIALS	-	6	-	83,071	-	-	-	-
100-5313-410	PARTS	-	-	-	46,693	-	-	-	-
100-5313-420	LUBRICANTS	-	-	-	5,688	-	-	-	-
	TOTAL	156,300	185,641	172,500	192,314	180,800	172,500	26,000	198,500
TOTAL FLEET MAINTENANCE		**368,693**	**374,578**	**386,651**	**285,215**	**376,651**	**396,940**	**26,000**	**422,940**

PUBLIC WORKS		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
CITY GARAGE									
OPERATING EXPENSES									
100-5312-220	SUPPLIES & MATERIALS	14,000	9,650	14,000	6,037	14,000	14,000	-	14,000
100-5312-250	POSTAGE	-	-	-	-	-	-	-	-
100-5312-270	TELEPHONE	-	-	-	-	-	-	-	-
100-5312-280	COMMUNICATIONS	-	-	-	-	-	-	-	-
100-5312-310	OUTSIDE SERVICES	6,100	4,781	6,100	2,632	6,100	6,100	-	6,100
100-5312-410	EQUIPMENT REPAIR & MAINT	15,000	39,416	18,300	25,589	30,000	18,300	11,700	30,000
100-5312-440	TRAINING	-	-	-	-	-	-	-	-
100-5312-470	UTILITIES	56,000	43,086	56,000	30,783	56,000	56,000	-	56,000
100-5312-490	OTHER OPERATING EXPENSES	5,490	-	5,490	-	-	5,490	(5,490)	-
	TOTAL	96,590	96,932	99,890	65,041	106,100	99,890	6,210	106,100
TOTAL CITY GARAGE		**96,590**	**96,932**	**99,890**	**65,041**	**106,100**	**99,890**	**6,210**	**106,100**
STREET CLEANING									
OPERATING EXPENSES									
100-5334-220	SUPPLIES & MATERIALS	5,000	10,138	5,000	4,415	6,000	5,000	1,200	6,200
100-5334-310	OUTSIDE SERVICES	8,000	7,285	8,000	3,830	8,000	8,000	-	8,000
100-5334-470	UTILITIES	100	167	100	-	100	100	-	100
	TOTAL	13,100	17,590	13,100	8,245	14,100	13,100	1,200	14,300
TOTAL STREET CLEANING		**13,100**	**17,590**	**13,100**	**8,245**	**14,100**	**13,100**	**1,200**	**14,300**

PUBLIC WORKS

		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
SNOW & ICE REMOVAL									
OPERATING EXPENSES									
100-5335-220	SUPPLIES & MATERIALS	95,000	84,136	95,000	92,027	93,000	95,000	-	95,000
100-5335-310	OUTSIDE SERVICES	-	-	-	-		-	25,000	25,000
100-5335-325	REIMBURSEMENTS	(9,800)	(9,904)	(9,800)	(9,369)	(9,369)	(9,800)	-	(9,800)
	TOTAL	85,200	74,231	85,200	82,658	83,631	85,200	25,000	110,200
TOTAL SNOW & ICE REMOVAL		**85,200**	**74,231**	**85,200**	**82,658**	**83,631**	**85,200**	**25,000**	**110,200**
TRAFFIC SIGNALS, SIGNS & MARKINGS									
OPERATING EXPENSES									
100-5333-410	EQUIPMENT MAINTENANCE	-	-	-	-		-	-	-
100-5340-220	SUPPLIES & MATERIALS	2,500	8,288	2,500	284	2,500	2,500	-	2,500
100-5340-310	OUTSIDE SERVICES	3,000	2,068	3,000	-	1,000	3,000	-	3,000
100-5340-325	REIMBURSEABLE DAMAGE CLAIMS	(30,000)	(84,225)	(30,000)	(11,677)	(30,000)	(30,000)	-	(30,000)
100-5340-410	EQUIPMENT MAINTENANCE	30,000	19,519	30,000	13,117	30,000	30,000	-	30,000
100-5340-470	UTILITIES	17,000	15,886	17,000	8,533	17,000	17,000	-	17,000
100-5340-800	CAPITAL OUTLAY	2,000	1,090	2,000	-	1,500	2,000	-	2,000
100-5341-220	SUPPLIES & MATERIALS	40,300	44,622	40,300	31,713	42,000	40,300	10,000	50,300
100-5341-280	COMMUNICATIONS	-	-	-	-	-	-	-	-
100-5341-310	OUTSIDE SERVICES	3,500	1,037	3,500	-	3,500	3,500	-	3,500
100-5341-325	REIMBURSEABLE DAMAGE CLAIMS	-	-	-	-	-	-	-	-
	TOTAL	68,300	8,285	68,300	41,971	67,500	68,300	10,000	78,300
TOTAL TRAFFIC SIGNALS, SIGNS & MARKINGS		**68,300**	**8,285**	**68,300**	**41,971**	**67,500**	**68,300**	**10,000**	**78,300**

PUBLIC WORKS		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
STREET LIGHTING									
OPERATING EXPENSES									
100-5342-220	SUPPLIES & MATERIALS	6,000	16,103	6,000	5,378	13,000	6,000	-	6,000
100-5342-310	OUTSIDE SERVICES	8,000	8,487	8,000	1,358	3,000	8,000	-	8,000
100-5342-470	UTILITIES	121,000	130,381	121,000	47,017	121,000	121,000	-	121,000
100-5342-800	CAPITAL OUTLAY	5,000	1,778	5,000	2,635	5,000	5,000	7,000	12,000
	TOTAL	140,000	156,749	140,000	56,389	142,000	140,000	7,000	147,000
TOTAL STREET LIGHTING		**140,000**	**156,749**	**140,000**	**56,389**	**142,000**	**140,000**	**7,000**	**147,000**
TREE & BRUSH REMOVAL									
OPERATING EXPENSES									
100-5343-220	SUPPLIES & MATERIALS	1,500	1,004	1,500	1,609	1,609	1,500	-	1,500
100-5343-490	OTHER OPERATING EXPENSES	-	-	-	-	-	-	3,000	3,000
	TOTAL	1,500	1,004	1,500	1,609	1,609	1,500	3,000	4,500
TOTAL TREE & BRUSH REMOVAL		**1,500**	**1,004**	**1,500**	**1,609**	**1,609**	**1,500**	**3,000**	**4,500**
SIDEWALK MAINTENANCE									
OPERATING EXPENSES									
100-5344-310	OUTSIDE SERVICES	130,000	134,179	130,000	1,873	80,000	130,000	-	130,000
	TOTAL	130,000	134,179	130,000	1,873	80,000	130,000	-	130,000
TOTAL SIDEWALK MAINTENANCE		**130,000**	**134,179**	**130,000**	**1,873**	**80,000**	**130,000**	**-**	**130,000**

PUBLIC WORKS		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
STORM SEWERS									
OPERATING EXPENSES									
100-5345-220	SUPPLIES & MATERIALS	15,000	15,857	15,000	6,001	15,000	15,000	5,000	20,000
100-5345-310	OUTSIDE SERVICES	40,000	30,140	58,000	7,941	55,000	58,000	-	58,000
100-5345-470	UTILITIES	-	234	-	4,899	12,000	-	16,500	16,500
	TOTAL	55,000	46,230	73,000	18,841	82,000	73,000	21,500	94,500
TOTAL STORM SEWERS		**55,000**	**46,230**	**73,000**	**18,841**	**82,000**	**73,000**	**21,500**	**94,500**
WATER RESROUCES									
OPERATING EXPENSES									
100-5618-310	OUTSIDE SERVICES	30,080	28,809	30,080	24,239	30,080	30,080	-	30,080
100-5618-490	STORM WATER MANAGEMENT PLAN	-	-	-	-	-	-	-	-
100-5618-500	OTHER STORM WATER EXPENSES	-	-	-	1,000	-	-	-	-
	TOTAL	30,080	28,809	30,080	25,239	30,080	30,080	-	30,080
TOTAL WATER RESROUCES		**30,080**	**28,809**	**30,080**	**25,239**	**30,080**	**30,080**	**-**	**30,080**
TOTAL PUBLIC WORKS DEPARTMENT		**2,796,349**	**2,703,238**	**2,816,197**	**1,353,520**	**2,762,508**	**2,918,339**	**102,460**	**3,020,799**

REFUSE & RECYCLING COLLECTION		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
LANDFILL									
OPERATING EXPENSES									
100-5363-310	OUTSIDE SERVICES	93,740	91,650	94,230	47,115	94,230	94,230	(4,000)	90,230
100-5363-990	LANDFILL	-	-	-	-	-	-	-	-
	TOTAL	93,740	91,650	94,230	47,115	94,230	94,230	(4,000)	90,230
TOTAL LANDFILL		**93,740**	**91,650**	**94,230**	**47,115**	**94,230**	**94,230**	**(4,000)**	**90,230**
REFUSE COLLECTION									
OPERATING EXPENSES									
100-5562-310	OUTSIDE SERVICES	560,000	556,797	572,000	238,508	574,000	572,000	13,000	585,000
100-5562-490	OTHER OPERATING EXPENSES	-	-	-	-	-	-	-	-
	TOTAL	560,000	556,797	572,000	238,508	574,000	572,000	13,000	585,000
TOTAL REFUSE COLLECTION		**560,000**	**556,797**	**572,000**	**238,508**	**574,000**	**572,000**	**13,000**	**585,000**
RECYCLING COLLECTION									
WAGES									
100-5365-110	SALARIES-FULL-TIME	10,619	8,960	10,829	4,219	10,829	11,702	-	11,702
100-5365-135	LONGEVITY	53	-	-	-	-	-	-	-
	TOTAL	10,672	8,960	10,829	4,219	10,829	11,702	-	11,702
PERSONNEL BENEFITS									
100-5365-190	FRINGE BENEFITS	-	-	-	-	-	-	-	-
100-5365-193	FICA	816	685	828	323	828	896	-	896
	TOTAL	816	685	828	323	828	896	-	896
OPERATING EXPENSES									
100-5365-210	SUPPLIES	-	-	-	23	23	-		-
100-5365-260	ADVERTISING, PRINTING, PUBLISH	-	-	-	-	-	-		-
100-5365-280	COMMUNICATIONS	-	-	-	-	-	-		-
100-5365-310	OUTSIDE SERVICES	289,000	287,345	300,000	125,792	302,000	300,000	10,000	310,000
100-5365-325	REIMBURSEMENT	-	-	-	-	-	-	-	-
100-5365-440	TRAINING & DEVELOPMENT	-	-	-	-	-	-	-	-
100-5365-490	OTHER OPERATING EXPENSES	19,000	20,212	19,000	9,162	20,000	19,000	2,500	21,500
	TOTAL	308,000	307,557	319,000	134,977	322,023	319,000	12,500	331,500
TOTAL RECYCLING COLLECTION		**319,488**	**317,202**	**330,657**	**139,519**	**333,680**	**331,598**	**12,500**	**344,098**
TOTAL REFUSE & RECYCLING COLLECTION		**973,228**	**965,648**	**996,887**	**425,142**	**1,001,910**	**997,828**	**21,500**	**1,019,328**

2023 DECISION ITEMS DETAIL

DEPARTMENT/COST CENTER: PUBLIC WORKS			AMOUNT		
Account Number	Account Title	Description / Justification	Mandate	Line item Increase	Line Shift
Revenue					
100-4230-00	SA - Street Improvements	Planned 2023 street reconstruction projects (not including TIF projects) will likely have very limited assessments. Reduce revenue expectation.		$ (43,000)	
100-4231-00	SA - Sidewalk & Curb	Recent trend of more limited sidewalk replacement work has resulted in decreased revenue.		$ (20,000)	
100-4685-00	Public Works Charges	This may be proposed as a special charge for the cost of County barge service to collect lake weeds along Middleton Beach Rd., if the homeowner association desires the City to pursue that service. The offsetting cost would be in a proposed new line item 100-5332-310.		$ 3,000	
		Total Revenue	**$ -**	**$ (60,000)**	**$ -**
Engr. Admin.					
100-5329-280	Communications	Marco VOIP phone charges were not accounted for in 2022 budget submittal. Marco Technologies costs will increase 4% in 2023 per Drew Montour.	$ 7,250		
100-5329-422	Fuel	Engineer and Operations Manager vehicles annually use about 800 gallons of gasoline (projected average price of $3.75).		$ 800	
Street Crew					
100-5331-310	Outside Services	Inspection of the City's 23 bridge structures (temporarily 15 due to flood damages in creek corridor) is contracted through the County only in even-numbered years. Information is entered into the State's bridge structure database for long-term access. Cost will not apply in 2023 budget request.	$ (5,500)		
Fleet Maintenance					
100-5311-410	Equipment Repair & Maintenance	Expenses over past three years has varied from about $127,000 - $137,000. 2022 budget is $120,000. Recent trend of costs, and forecast price increases leads to request of additional $10,000.		$ 10,000	
100-5311-422	Fuel	Street crew and Mechanics vehicles annually use about 13,000 gallons of diesel (projected average price of $4.25) and about 2,500 gallons of gasoline (projected average price of $3.75).		$ 16,000	

2023 DECISION ITEMS DETAIL

DEPARTMENT/COST CENTER: PUBLIC WORKS			AMOUNT		
Account Number	Account Title	Description / Justification	Mandate	Line item Increase	Line Shift
City Garage					
100-5312-410	Equipment Repair & Maintenance	Costs of repairs, especially to large overhead vehicle doors, have been rising dramatically in the past few years. Costs had been about $10,000 - $15,000 a few years ago, but jumped to $35,500 in 2021 and are on pace to equal that in 2022. Recommend increasing budget to $30,000 for routine maintenance and repairs of equipment. Capital budget requests for upgrading overhead doors and ceiling fans could help lower operating costs.		$ 11,700	
100-5312-490	Other Operating Expenses	CFA Fleet Management Software was discontinued in 2022, so annual budget won't be needed going forward.		$ (5,490)	
Street Cleaning					
100-5334-220	Supplies & Materials	Supplies for street sweeper (broom head replacements, etc.) are specific to our street sweeper, and like many vehicle parts the costs have increased dramatically over the past couple of years.		$ 1,200	
Snow & Ice Removal					
100-5335-310	Outside Services	Bring into the City's operating budget (from CDA Acct. 203-5540-001) the cost of contracted snow & ice removal for sidewalks at the Terrace Ave. Parking Lot, Library, Historic Society, City Hall, Senior Center and Depot.		$ 25,000	

2023 DECISION ITEMS DETAIL

DEPARTMENT/COST CENTER: PUBLIC WORKS			AMOUNT		
Account Number	Account Title	Description / Justification	Mandate	Line item Increase	Line Shift
Leaf Collection					
100-5332-310 (new line)	Outside Services	This may be proposed as a new contract for the County to collect lake weeds from piers along Middleton Beach Rd., if the homeowner association desires that service. The cost would be offset as a special charge with revenue in 100-4685-00. This would be a new line, so for now the decision item amount is shown in 100-5343-490 in the detail spreadsheet.		$ 3,000	
Traffic Signs & Markings					
100-5341-220	Supplies & Materials	Costs of traffic signs and poles increased significantly (and unexpectedly) in 2022. We annually replace about 200 signs (on a 15-year cycle) to remain compliant with retroreflectivity requirements of the MUTCD. Road paint costs have also increased recently, and requests are trending to applying more paint annually. Due to staff time limitations, we may need to hire a contractor for some pavement markings (100-5341-310).		$ 10,000	
Street Lighting					
100-5342-800	Capital Outlay	This line item is intended for purchase of replacement poles that are not covered by insurance. Due to space constraints, we store only standard poles. Specialty light poles approved in some subidivisions can be very expensive (for example, Bishops Bay poles are about $5,000 and Terrace Ave. downtown poles are about $7,000). Without additional funds, we'll try to find lower priced poles that may have a different look, or we may need to defer some street light replacements until funds are available.		$ 7,000	
Storm Sewers					
100-5345-220	Supplies & Materials	The past few years, costs have varied from $16,000 to $25,000 for reactive repairs to failed storm sewer pipes and structures. The current budget amount is $15,000. Failures can be difficult to predict, and it isn't practical to defer repairs.		$ 5,000	

2023 DECISION ITEMS DETAIL

DEPARTMENT/COST CENTER: PUBLIC WORKS			AMOUNT		
Account Number	Account Title	Description / Justification	Mandate	Line item Increase	Line Shift
100-5345-470 (need new line)	Utilities	Early operations of the new Tiedeman Pond pumping station show anticipated annual costs of telephone & internet (~$1,500) and electricity (~$15,000). This is a new line, so for now the decision item amount is shown in 100-5345-310 in the detail spreadsheet. Costs will be partially offset from line item shift of previous pump electric costs from Public Lands 100-5520-470.	$ 16,500		
Landfill					
100-5363-310	Outside Services	Draft MRD budget shows expenses expected to rise, but it also includes an offsetting revenue request for return of part of the long-term care fund held by WDNR.	$ (4,000)		
Recycling Collection					
100-5365-310	Outside Services	Increase is based on recent trend of adding about 35-40 customers per year, and increase of contract cart service price. Due to contractual surcharge, projected average diesel fuel price is expected to add a slight extra cost in 2023. Note that 2023 is final year of current agreement with known pricing.	$ 10,000		
100-5365-490	Other Operating Expenses	Recent annual costs have trended reasonably well with offsetting revenues for operations at the Recycling Center (100-4690-00). $2,000 of additional request is for various services introduced over the years such as techno trash, battery recycling, and water filters. $500 of additional request is for credit card processing fees that had incorrectly been charged to a Building Inspection account (100-5241-230).		$ 2,500	
Refuse Collection					
100-5562-310	Outside Services	Increase is based on recent trend of adding about 35-40 customers per year, and increase of contract cart service price. Due to contractual surcharge, projected average diesel fuel price is expected to add a slight extra cost in 2023. Note that 2023 is final year of current agreement with known pricing.	$ 13,000		
Personnel Change Request					
		Total Expenditures	**$ 37,250**	**$ 86,710**	**$ -**
COMBINED TOTAL			**$**		**183,960**

CITY OF MIDDLETON DEPARTMENT NARRATIVE – FISCAL 2023

Public Works

DEPARTMENT: Public Works **DIRECTOR: Shawn Stauske**

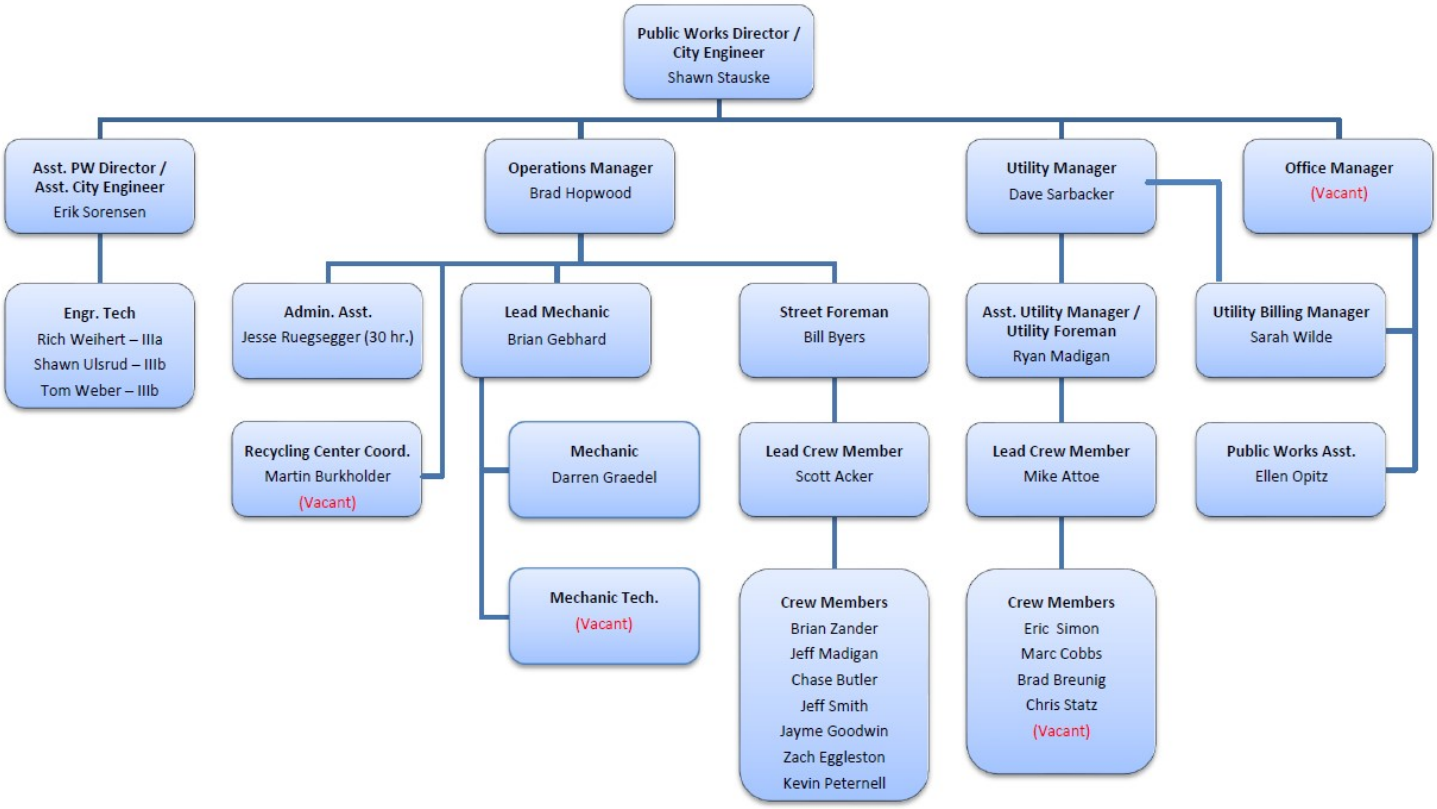
DIVISION: Engineering/Operations **DIVISION MANAGER: Shawn Stauske**

MISSIONS:

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

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

Public Works Organization Chart



AUTHORIZED POSITION LIST	2019	2020	2021	2022	2023
Public Works Director / City Engineer	1	1	1	1	1
Asst. PW Director / Asst. City Engineer	1	1	1	1	1
Engineering Technician	3	3	3	3	3
Operations Manager	1	1	1	1	1
Lead Mechanic	1	1	1	1	1
Mechanic	1	1	1	1	1
Mechanic Technician		1	1	1	1
Street Foreman	1	1	1	1	1
Street Crewman	8	8	8	8	8
Utility Manager	1	1	1	1	1
Utility Asst. Manager / Foreman	1	1	1	1	1
Utility Crewman	6	6	6	6	6
Office Manager	1	1	1	1	1
Utility Billing Manager	1	1	1	1	1
Public Works Assistant	1	1	1	1	1
Admin. Assistant – MOC (30 hour)	.75	.75	.75	.75	.75
Recycling Center Coord. (11 hour)	.25	.25	.25	.25	.25
Total	**29**	**30**	**30**	**30**	**30**

MAJOR RESPONSIBILITIES:

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

2023 GOALS:

1. Continue development of comprehensive basic management plan for the various storm water features under City control.
2. Pursue engineering internship to research and review traffic data to assist in responding to citizen and elected official requests for traffic control and traffic calming studies.
3. Work on development of a street sign and pavement marking policy manual to guide installations and removals to best use available funding to maintain required retroreflectivity of signs and reduce visual clutter.
4. Review opportunities to provide additional on-street parking to be consistent with street width standards approved by the Council in late 2006. As noted in those standards, they are intended to apply to both new and existing streets, which could provide additional parking spaces and traffic calming, and minimize alternate side parking exemptions during winter.
5. Begin looking into opportunities to re-organize the department.
6. Continue to pursue CVMIC risk management and training opportunities.

SIGNIFICANT ISSUES IN 2023:

1. Increasing emphasis on storm water management and maintenance of facilities will require either additional staff time or changes to priorities of the field service crews.
2. Surge in development and redevelopment projects, along with major street projects is straining the ability of staff to keep up with review of submittals and monitoring of construction.
3. Labor market conditions have resulted in vacant positions, requiring additional staff time and costs of recruitment and training.
4. Citizen desire for flat or decreased spending, coupled with a growing population and expanding City, makes it difficult to meet citizen expectations of prior service levels.
5. Weather conditions affect heating/cooling costs and snow/ice removal efforts but are unknowable and difficult to accurately budget for. Similarly, the costs of natural gas, electricity, vehicle fuels, and construction materials are subject to market fluctuations and are difficult to predict for accurate budgeting.
6. Recent trend of rapidly increasing prices has decreased the City's purchasing power with limited budgets, and very long lead time for some materials complicate project progress.

WORKLOAD ACTIVITIES	2020 Actual	2021 Actual	2022 As of 6/30	2022 Year-end est.	2023 Projected
Roadway miles under City jurisdiction (pavement maintenance, signs, snow removal, utility mains, streetlights, sidewalk).	73.34	73.34	73.34	73.34	73.34
Number of homes in City (leaves, brush, refuse, etc.) Number shown is occupied addresses that are not multi-family.	5,067	5,081	5,084	5,086	5,088
Number of traffic signals under City jurisdiction.	17	17	17	17	17
Average pavement surface evaluation rating (Scale 1-10).	7.06	7.08	7.08	7.21	7.30

Note: PASER ratings are recorded only in odd-numbered years, generally in the fall. Other figures shown are estimated based on planned improvements and will be updated when information is available.

DEPARTMENT: Public Works **DIRECTOR: Shawn Stauske**

DIVISION: Water Resources Management **DIVISION MANAGER: Erik Sorensen**

MISSIONS:

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

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

MAJOR RESPONSIBILITIES:

1. Staff the WRMC and coordinate with outside agencies to perform monitoring, conduct studies, and implement area-wide Adaptive Management Program, including attending Yahara WINS meetings.
2. Staff the SWUB and coordinate capital projects approved in the budget.
3. Participate as member of Yahara WINS, which oversees activities and budget of the Adaptive Management program.
4. Manage contracts with consultants to develop plans and implement projects and best management practices to control storm water runoff and improve the quality of surface and ground water.
5. Implement procedures to inform the Common Council, City committees, and outside agencies.
6. Develop and maintain maps and databases of public storm water management features.
7. Respond to inquiries from the public regarding developments in water resources management.
8. Develop and recommend plans to bring City into compliance with applicable storm water standards.
9. Develop ordinances to allow enforcement of and compliance with applicable storm water standards.
10. Review development and storm water management plans submitted by developers in the City.
11. Participate in WPDES permit group (MAMSWaP), implement compliance measures for permit, and submit annual reports. (NOTE that reports now must be submitted every year.)
12. Coordinate tracking of compliance with maintenance requirements for private storm water management facilities per recorded maintenance agreements. Outside consulting assistance will likely be required. This is an important component of compliance with the WPDES permit.

2023 GOALS:

1. Continue the stream data collection as baseline for pollutant loadings originating outside the City.
2. Participate in Yahara WINS as part of the Adaptive Management approach to meeting the DNR mandated TMDL standards.
3. Identify potential flood mitigation projects and begin the process of updating the City's flood maps.
4. Amend the Storm Water Runoff Control ordinance, as may be needed, to match changes in state and county laws and to eliminate minor inconsistencies.
5. Refine and implement a five-year maintenance program for major City-owned storm water facilities and drainage ways.
6. Continue maintenance program of minor City-owned storm water repair facilities.
7. Continue to improve City's database of private storm water controls to facilitate monitoring of required maintenance and recording of biannual certification reports from property owners.
8. Implement an enforcement program for the maintenance of private storm water controls.

9. Oversee storm water projects: flood damage repairs, studies, pond elevation control, etc.

SIGNIFICANT ISSUES FOR DIVISION IN 2023:

1. Restore major storm water controls and conveyances to design configurations to ensure performance.
2. Apprise Common Council of impacts to the budget for maintenance of storm water controls – particularly those required to comply with TMDL standards and flood mitigation.
3. Investigate infiltration potential at previously identified prime location in the North Fork Basin for future infiltration. TSS and flood control pond.
4. Participate in Adaptive Management Program.
5. Coordinate with Public Lands Department on maintenance of shared facilities and lands.
6. Oversee pending projects: Floodplain modeling; repair of several reaches of Pheasant Branch; design (and possible implementation) of new flood control projects.
7. Comply with all facets of newly-issued WPDES permit.

WORKLOAD ACTIVITIES	2020 Actual	2021 Actual	2022 As of 7/31	2022 Projected	2023 Projected
Erosion Control Plan Reviews /Permits	53 / 22	50/22	36/14	50/22	50/22
Storm Water Plan Reviews / Permits	36 / 17	25/10	15/4	25/10	25/10
WRMC Meetings	10	10	6	10	11
SWUB Meetings	11	9	4	9	11
MAMSWaP Meetings	4	4	2	4	4
Yahara WINS Meetings	5	4	2	4	4

TRANSIT

		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
OPERATING EXPENSES									
100-5355-220	SUPPLIES & MATERIALS	-	-	-	-	-	-	-	-
100-5355-800	CAPITAL OUTLAY	-	-	-	-	-	-	-	-
100-5355-990	TRANSIT	494,582	494,584	509,419	-	509,419	509,419	30,486	539,905
100-5355-992	PAYMENT TO MPO	-	-	2,465	-	2,465	2,465	3,996	6,461
	TOTAL	494,582	494,584	511,884	-	511,884	511,884	34,482	546,366
TOTAL TRANSIT		**494,582**	**494,584**	**511,884**	**-**	**511,884**	**511,884**	**34,482**	**546,366**

2023 DECISION ITEMS DETAIL

DEPARTMENT/COST CENTER: TRANSIT			AMOUNT		
Account Number	Account Title	Description / Justification	Mandate	Line item Increase	Line Shift
100-5355-990	TRANSIT	This reflects the 10,878 hours of service (an increase of 500 hours) associated with Metro Transit's approved Network Redesign Plan and it assumes Middleton receives Tier B funding from the state. (Metro's GM estimates that continuing as Tier A would cost Middleton an additional $25,982.)		$ 30,486	
100-5355-992	PAYMENT TO MPO	For the 2022 budget, the Council decided to contribute one-third of the MPO's cost-share request and expressed the intent to support two-thirds for the 2023 budget. The MPO is requesting $9,691, which is Middleton's estimated share based on its percentage of population in the MPO planning area.		$ 3,996	
TOTAL BY AREA		**Total Expenditure**	**$ -**	**$ 34,482**	**$ -**
COMBINED TOTAL			**$**		**34,482**

SENIOR CENTER REVENUES

		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
INTERGOVERNMENTAL REVENUE									
100-4373-00	COUNTY AID - SENIOR CITIZENS	67,973	78,055	82,175	41,501	83,002	82,175	827	83,002
	TOTAL	67,973	78,055	82,175	41,501	83,002	82,175	827	83,002
PUBLIC CHARGES FOR SERVICES									
100-4661-00	SENIOR CITIZEN PROGRAM REVENUE	4,000	2,260	4,000	1,235	3,200	4,000	-	4,000
100-4662-00	SR CENTER TRIP REVENUE	7,000	635	7,000	4,410	2,000	7,000	-	7,000
100-4663-00	SR. CENTER CLASSES REVENUE	10,700	13,088	10,700	9,343	12,000	10,700	-	10,700
100-4664-00	SENIOR CENTER MISC REVENUE	4,000	846	4,000	650	1,000	4,000	-	4,000
	TOTAL	25,700	16,828	25,700	15,637	18,200	25,700	-	25,700
TOTAL SENIOR CENTER REVENUES		**93,673**	**94,884**	**107,875**	**57,138**	**101,202**	**107,875**	**827**	**108,702**

SENIOR CENTER

		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
WAGES									
100-5516-110	SALARIES-FULL-TIME	212,549	213,346	137,071	105,190	137,071	238,084	48,880	286,964
100-5516-111	PART-TIME PERM.	101,740	84,455	191,639	44,222	191,639	99,817	(24,440)	75,377
100-5516-117	OVERTIME	-	-	-	-	-	-	-	-
100-5516-118	WAGE REIMBURSEMENT	-	-	-	-	-	-	-	-
100-5516-120	WAGES	-	-	-	-	-	-	-	-
100-5516-135	LONGEVITY	5,024	3,988	-	-	-	-	-	-
	TOTAL	319,313	301,789	328,710	149,412	328,710	337,901	24,440	362,341
PERSONNEL BENEFITS									
100-5516-192	RETIREMENT	16,547	14,708	14,597	6,258	14,597	16,189	3,224	19,413
100-5516-193	FICA	24,428	22,229	25,146	11,027	25,146	25,849	1,870	27,719
100-5516-194	HEALTH INSURANCE	47,196	46,738	45,286	19,741	45,286	57,486	16,866	74,352
100-5516-195	DENTAL INSURANCE	6,219	6,203	6,033	2,878	6,033	7,664	2,185	9,849
	TOTAL	94,390	89,878	91,062	39,904	91,062	107,188	24,145	131,333
OPERATING EXPENSES									
100-5516-210	OFFICE SUPPLIES	6,349	4,668	6,349	3,755	7,500	6,349	2,400	8,749
100-5516-250	POSTAGE	6,232	6,397	7,232	5,192	7,000	7,232	-	7,232
100-5516-260	ADVERTISING, PRINTING, PUBLISH	4,700	2,883	4,700	644	2,000	4,700	-	4,700
100-5516-280	COMMUNICATIONS	2,950	4,897	2,950	3,230	6,500	2,950	3,950	6,900
100-5516-310	TRIPS	7,000	-	5,000	228	5,000	5,000	-	5,000
100-5516-320	PROGRAMS	4,855	789	4,855	1,664	4,000	4,855	-	4,855
100-5516-330	CLASSES	6,500	10,133	6,500	7,554	8,500	6,500	-	6,500
100-5516-335	VOLUNTEER EXPENSES	2,415	764	3,000	221	1,500	3,000	-	3,000
100-5516-340	BUILDINGS & GROUNDS MAINT	18,670	16,145	18,670	10,310	20,620	18,670	10,333	29,003
100-5516-410	EQUIPMENT MAINTENANCE	17,149	20,296	7,936	869	2,000	7,936	-	7,936
100-5516-440	TRAINING & DEVELOPMENT	1,500	228	1,500	-	-	1,500	-	1,500
100-5516-450	MILEAGE	942	270	942	-	300	942	-	942
100-5516-470	UTILITIES	22,400	22,513	22,900	11,802	23,604	22,900	1,500	24,400
100-5516-480	DINING CENTER EXPENSES	4,700	3,567	4,700	1,842	4,000	4,700	-	4,700
100-5516-490	OTHER OPERATING EXPENSES	2,964	1,760	2,964	1,067	2,600	2,964	-	2,964
	TOTAL	109,326	95,308	100,198	48,374	95,124	100,198	18,183	118,381
TOTAL SENIOR CENTER		**523,029**	**486,975**	**519,970**	**237,690**	**514,896**	**545,287**	**66,768**	**612,055**

2023 DECISION ITEMS DETAIL

DEPARTMENT/COST CENTER: SENIOR CENTER			AMOUNT		
Account Number	Account Title	Description / Justification	Mandate	Line item Increase	Line Shift
Revenues					
100-4373-00	County Aid	Revenue was increased in Dane county budget process in 2022.		$ 827	
		Total Revenue	**Total**	**$ 827**	
Expenditures					
100-5516-110	SALARIES-FULL-TIME	Increase staff member to Full-time		$ 48,880	
100-5516-111	PART-TIME PERM.	Decrease to Partime to Full time		$ (24,440)	
100-5516-192	RETIREMENT	Increase staff member to Full-time		$ 3,224	
100-5516-193	FICA	Increase staff member to Full-time		$ 1,870	
100-5516-194	HEALTH INSURANCE	Increase staff member to Full-time		$ 16,866	
100-5516-195	DENTAL INSURANCE	Increase staff member to Full-time		$ 2,185	
100-5516-210	Office Supplies	Cost increases, and two computer desks with height adjustments.		$ 2,400	
100-5516-280	Communications	Cost increases, and Marco Tech monthly bill added to this account		$ 3,950	
100-5516-340	Buildings & Grounds Maint.	Aging building and cost increases. This also includes funds for electrial work in the dining room and for the copy machine		$ 10,333	
100-5516-470	Utilities	Cost increases		$ 1,500	
100-55160-111	Part Time wages	See attached options for volunteer coordinator position			
TOTAL BY AREA		**Total Expenditure**	**$ -**	**$ 66,768**	**$ -**
COMBINED TOTAL			**$**		**67,595**

CITY OF MIDDLETON DEPARTMENT NARRATIVE – FISCAL 2023

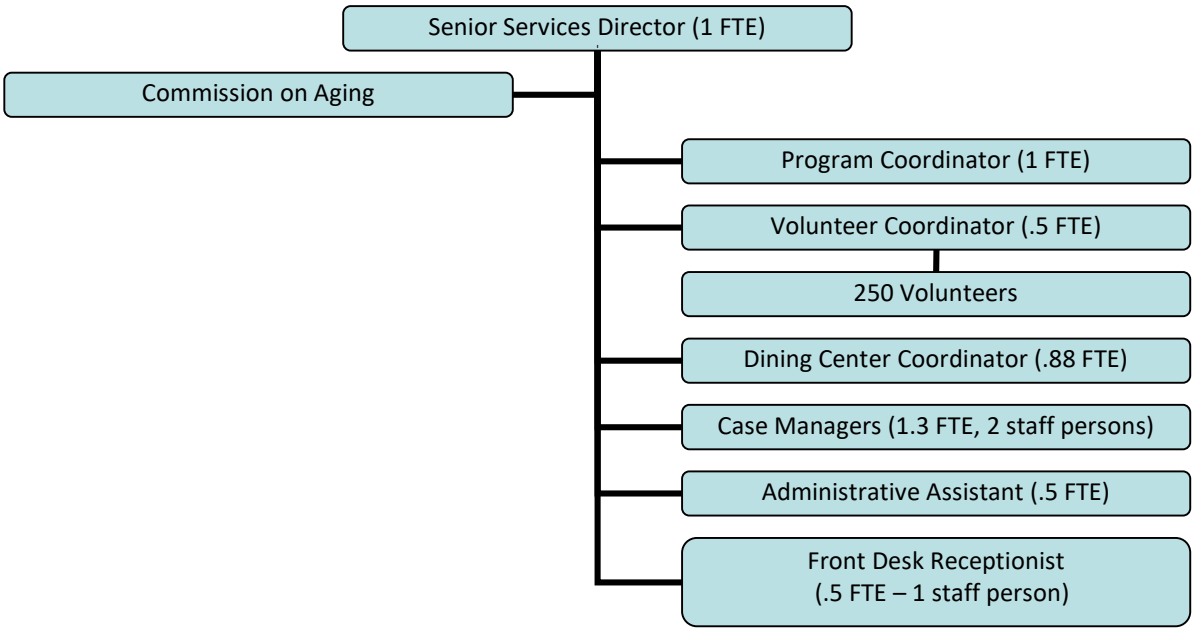
Senior Center

DEPARTMENT: Senior Center **SENIOR SERVICES DIRECTOR: Tammy Derrickson**

MISSION:

The Middleton Senior Center enriches the lives of older adults.

ORGANIZATIONAL CHART



AUTHORIZED POSITION LIST	2018	2019	2020	2021	2022	2023
Director (1)	1	1	1	1	1	1
Program Coordinator (1)	1	1	1	1	1	1
Volunteer Coordinator (1)	.5	.5	.5	.5	.5	.5
Dining Center Coordinator (1)	.88	.88	.88	.88	.88	.88
Case Manager (2)	1.3	1.3	1.3	1.3	1.3	1.3
Administrative Assistant (1)	.5	.5	.5	.5	.5	.5
Front Desk Receptionist /build	.63	.63	.63	.63	.5	.5
Total	**5.89**	**5.89**	**5.89**	**5.81**	**5.68**	**5.68**

MAJOR RESPONSIBILITIES:

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

2023 GOALS:

1. Begin the promotion of the endowment fund and planned giving program.
2. Development of more inclusive programming, to enrich the lives of all older adults in Middleton.
3. Rebuild the program after the impact of COVID-19.
4. Rebuild staffing and establish a teamwork training program.

SIGNIFICANT ISSUES IN 2023:

1. The single most significant issue in 2023 continues to be the effects of COVID-19 and program rebuilding and recovery efforts.
2. Maintaining and bringing back volunteers as well as RSVP volunteer drivers.
3. The Senior Center needs major HVAC, repairs. The system is 23 years old and is starting to fail. In 2021 we replaced two units due to failure. A third is requested in the 2023 along with the furnace controller for the upper level.
4. Glass block damage from the 2018 floods was never repaired and is now leaking water during strong rainstorms in the Senior Center and in the Hubbard Activity center.
5. The need for improved software will be an issue in the coming years, the "My Senior Center" software is not meeting the class signup needs. The director in 2021 created a system as a temporary fix to a long-term issue.
6. Maintaining service levels with existing staff. (See personnel Request)
7. Request from the COA to address electrical issues in the dining room.

WORKLOAD ACTIVITIES	2019 Actual	2020 Actual	2021 Actual	2022 Projected	2023 Projected
Daily participation & calls average Estimated	230	230	100 (COVID)	200	230
Case management contacts	5,108	5,108	5,449	5500	5560
Meals on wheels delivered	6,400	11,588	11,910	12,628	13,000
Dining center meals served	5,315	1197	1059	2002	2010
Volunteers	401	401	189	200	250
Newsletter distributed monthly number does not include web site downloads	1,775	1,775	2100	2200	2200
Medical equipment loaned	802	802	600	366	400
Wheelchairs loaned	231	231	145	160	200

Service visits, activities, dining services, case management, volunteers (Estimated)	32,638	19,888 (Covid)	21,496 (Covid)	30,015 (Covid)	31,000

Date: July 28, 2022 **Memo:** Finance / Human Resources

From: Tammy Derrickson Senior Services Director

The Middleton Senior Center is requesting the consideration of a full time Volunteer Coordinator. We currently have had two failed attempts to fill the 20 hour per week position with no benefits. The position is expected to manage 250 volunteers on a regular basis. This position also fills in for the dining site coordinator when she is on vacation or is ill. This requires extensive training as well as food service certification. The heart of the facility is the volunteer program. The volunteer coordinator enriches the lives of so many in the local community and works cooperatively throughout the community.

Statement of need

- Volunteers have resulted in a tremendous cost savings for the City of Middleton. During non-covid times over 13,695.39 hours of donated time provided a cost savings of $205,430.85. ($15.00 per hour)
- The senior center volunteer core continues to grow and has begun to make strong gains once again post COVID.
- People who volunteer are less isolated and are invaluable to their communities.
- Seniors form a real bond and relationship of trust with the volunteer coordinator. Having an available person during the workday for the position is important.
- The meals on wheels program relies on a coordinated effort from the volunteer coordinator to assist with meeting the ever-changing meal requests, kitchen help and driver requests.
- Volunteers staff the front desk five days per week every afternoon from 1-4:30 pm. The desk schedule must be arranged and planned each week.
- The senior center provides medical rides for people in need, again this program is only possible with a core of volunteers and the work of the coordinator. Various reports are required for the RSVP program.
- Numerous programs benefit from volunteers. Some of these include, Nimble fingers charitable group, footcare, social seniors and many more. These volunteers all come through the volunteer coordinator.
- Volunteers also receive training through a planned and coordinated effort of the volunteer coordinator. Policies and procedures also are updated and evaluated. Criminal background checks are initiated through the volunteer coordinator.
- The volunteer coordinator needs to be available to those who are participating in the volunteer program, this is exceedingly difficult in 20 hours a week.
- Staff turnover because of the limited hours sets the program back each time it occurs. It takes time to develop connections and resources in the community. We are asking people to do what is a full-time job in 20 hours. This leads to burn out, and frustration when the needs of the program cannot be met.
- In 2019 the senior center established a long-term endowment fund, if we had dedicated volunteers, we could grow the fund. However, we have no available time to add this into the 20 hour per week period.
- The center currently turns away volunteer requests from older adults who may have specific needs that would allow seniors to remain in their own homes longer.

This position has recently been identified in Strategic planning as a very real need for the senior center. Please consider allowing us to make this a full-time position.

Thank you, Tammy Derrickson

RECREATION REVENUE

		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
AQUATIC CENTER REVENUE									
100-4673-03	AQUATIC PROGRAM REVENUE	82,000	71,872	82,000	58,807	72,000	82,000	-	82,000
100-4673-04	SWIMPOOL	-	-	-	-	-	-	-	-
100-4673-05	DAILY AQUATIC ADMISSIONS	90,000	64,208	90,000	30,453	93,000	90,000	3,000	93,000
100-4673-06	AQUATIC CONCESSION REVENUE	30,000	13,323	30,000	8,515	30,000	30,000	-	30,000
100-4673-07	POOL RESERVATIONS	-	400	-	-	400	-	-	-
100-4673-08	AQUATIC MEMBERSHIPS	35,000	-	35,000	19,646	21,274	35,000	(10,000)	25,000
	TOTAL	237,000	149,802	237,000	117,420	216,674	237,000	(7,000)	230,000
SUMMER RECREATION REVENUE									
100-4674-01	SUMMER RECREATION	117,015	141,339	117,015	101,703	130,000	117,015	13,000	130,015
	TOTAL	117,015	141,339	117,015	101,703	130,000	117,015	13,000	130,015
FALL-WINTER-SPRING RECREATION REVENUE									
100-4674-02	FALL-WINTER-SPRING RECREATION	-	-	-	-	-	-	-	-
100-4674-03	SPONSORSHIP & FUNDRAISERS	1,200	44	1,200	-	-	1,200	-	1,200
100-4674-04	EVENT/TRIP REVENUE	-	-	-	-	-	-	-	-
	TOTAL	1,200	44	1,200	-	-	1,200	-	1,200
PARK AND FACILITIES RESERVATIONS									
100-4471-00	COURT AND FIELD RESERVATIONS	5,000	19,451	10,000	12,059	18,000	10,000	7,000	17,000
100-4472-00	PARK SHELTER RESERVATIONS	23,000	41,141	23,000	25,229	40,000	23,000	15,000	38,000
	TOTAL	28,000	60,592	33,000	37,287	58,000	33,000	22,000	55,000
HUBBARD ACTIVITY CENTER									
100-4674-05	HUBBARD ART CENTER PROGRAM R	60,000	56,808	60,000	34,570	48,000	60,000	(10,000)	50,000
	TOTAL	60,000	56,808	60,000	34,570	48,000	60,000	(10,000)	50,000
TOTAL RECREATION REVENUE		**443,215**	**408,585**	**448,215**	**290,981**	**452,674**	**448,215**	**18,000**	**466,215**

RECREATION

		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
RECREATION ADMINISTRATION									
WAGES									
100-5530-110	SALARIES-FULL-TIME	197,270	196,500	205,478	89,463	205,000	216,058	-	216,058
100-5530-120	LTE'S	-	-	-	-	-	-	-	-
100-5530-135	LONGEVITY	1,509	1,550	-	-	-	-	-	-
	TOTAL	198,779	198,050	205,478	89,463	205,000	216,058	-	216,058
PERSONNEL BENEFITS									
100-5530-192	RETIREMENT	13,417	10,914	13,356	5,361	13,356	14,692	-	14,692
100-5530-193	FICA	15,206	14,635	15,719	6,158	15,719	16,528	-	16,528
100-5530-194	HEALTH INSURANCE	40,353	31,605	34,602	7,873	34,602	26,337	-	26,337
100-5530-195	DENTAL INSURANCE	5,648	6,370	5,132	2,416	5,132	5,132	-	5,132
	TOTAL	74,624	63,523	68,809	21,807	68,809	62,689	-	62,689
OPERATING EXPENSES									
100-5530-210	OFFICE SUPPLIES	2,000	937	2,000	844	1,500	2,000	-	2,000
100-5530-220	SUPPLIES/MATERIALS (REC DESK)	3,250	3,982	3,250	4,200	4,200	3,250	1,750	5,000
100-5530-260	ADVERTISING & PRINTING	20,000	5,002	20,000	15,337	25,000	20,000	5,000	25,000
100-5530-280	COMMUNICATIONS	985	1,064	985	683	985	985	-	985
100-5530-440	TRAINING & DEVELOPMENT	3,000	952	3,000	776	3,000	3,000	-	3,000
100-5530-470	UTILITIES	-	-	-	-	-	-	-	-
	TOTAL	29,235	11,936	29,235	21,839	34,685	29,235	6,750	35,985
TOTAL RECREATION ADMINISTRATION		**302,638**	**273,509**	**303,522**	**133,109**	**308,494**	**307,982**	**6,750**	**314,732**
RECREATION PROGRAMMING									
WAGES									
100-5531-114	SEASONAL	63,500	52,763	60,000	14,879	60,000	60,000	-	60,000
	TOTAL	63,500	52,763	60,000	14,879	60,000	60,000	-	60,000
PERSONNEL BENEFITS									
100-5531-193	FICA	4,590	3,839	4,590	1,124	4,590	4,590	-	4,590
	TOTAL	4,590	3,839	4,590	1,124	4,590	4,590	-	4,590
OPERATING EXPENSES									
100-5531-220	SUPPLIES & MATERIALS	19,000	26,809	19,000	14,855	21,000	19,000	2,000	21,000
100-5531-310	OUTSIDE SERVICES	11,000	10,056	11,000	6,623	16,000	11,000	4,000	15,000
100-5531-480	SCHOOL FACILITY RENTALS	1,000	2,920	1,000	-	500	1,000	-	1,000
100-5531-500	EVENT/TRIP EXPENDITURES	-	-	5,000	100	4,000	5,000	-	5,000
	TOTAL	31,000	39,785	36,000	21,578	41,500	36,000	6,000	42,000
TOTAL RECREATION PROGRAMMING		**99,090**	**96,387**	**100,590**	**37,581**	**106,090**	**100,590**	**6,000**	**106,590**

RECREATION

		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
AQUATIC CENTER									
WAGES									
100-5542-114	SEASONAL	115,000	86,933	115,000	21,463	115,000	115,000	-	115,000
100-5543-114	SEASONAL: CONCESSIONS	35,000	29,940	35,000	8,600	40,000	35,000	5,000	40,000
100-5544-114	SEASONAL: SWIM INSTRUCTORS	35,000	27,652	35,000	3,555	28,000	35,000	-	35,000
	TOTAL	185,000	145,059	185,000	33,618	183,000	185,000	5,000	190,000
PERSONNEL BENEFITS									
100-5542-189	WORK PERM. REIMBURSEMENTS	200	80	200	-	100	200	-	200
100-5542-193	FICA	8,798	6,549	8,798	1,628	8,798	8,798	-	8,798
100-5543-193	FICA: CONCESSIONS	2,678	2,291	2,678	658	3,060	2,678	386	3,064
100-5544-193	FICA: SWIM INSTRUCTORS	2,678	2,119	2,678	275	2,296	2,678	-	2,678
	TOTAL	14,354	11,038	14,354	2,561	14,254	14,354	386	14,740
OPERATING EXPENSES									
100-5542-200	FEES	1,296	923	1,296	1,296	1,296	1,296	-	1,296
100-5542-210	OFFICE SUPPLIES	-	-	-	-	-	-	-	-
100-5542-220	SUPPLIES & MATERIALS	9,810	8,815	9,810	5,160	9,800	9,810	-	9,810
100-5542-221	CONCESSION MERCHANDISE	16,500	7,543	16,500	6,568	18,000	16,500	2,500	19,000
100-5542-310	OUTSIDE SERVICES	25,000	21,116	25,000	9,184	26,000	25,000	3,000	28,000
100-5542-410	REPAIR & MAINTENANCE	25,000	6,624	25,000	1,514	20,000	25,000	-	25,000
100-5542-440	TRAINING & DEVELOPMENT	2,000	1,224	2,000	299	2,000	2,000	-	2,000
100-5542-470	UTILITIES	35,000	25,521	35,000	11,951	35,000	35,000	-	35,000
100-5542-500	EVENT/TRIP EXPENDITURES	500	454	500	-	500	500	-	500
	TOTAL	115,106	72,220	115,106	36,016	112,596	115,106	5,500	120,606
TOTAL AQUATIC CENTER		**314,460**	**228,317**	**314,460**	**72,195**	**309,850**	**314,460**	**10,886**	**325,346**
TOTAL RECREATION DEPARTMENT		**716,188**	**598,214**	**718,572**	**242,885**	**724,434**	**723,032**	**23,636**	**746,668**

HUBBARD ACTIVITY CENTER

		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
WAGES									
100-5533-120	WAGES	9,000	8,375	9,000	2,067	8,000	9,000	-	9,000
	TOTAL	9,000	8,375	9,000	2,067	8,000	9,000	-	9,000
PERSONNEL BENEFITS									
100-5533-193	FICA	689	641	689	158	612	689	-	689
	TOTAL	689	641	689	158	612	689	-	689
OPERATING EXPENSES									
100-5533-220	SUPPLIES & MATERIALS	3,200	1,780	3,200	1,168	3,200	3,200	-	3,200
100-5533-310	OUTSIDE SERVICES	30,000	21,655	30,000	17,340	30,000	30,000	-	30,000
100-5533-480	RENT PAYMT TO CDA	8,000	3,878	8,000	-	6,500	8,000	-	8,000
100-5533-491	JANITORIAL SERVICES	1,200	210	1,200	3,770	600	1,200	-	1,200
	TOTAL	42,400	27,523	42,400	22,278	40,300	42,400	-	42,400
TOTAL HUBBARD ACTIVITY CENTER		**52,089**	**36,538**	**52,089**	**24,503**	**48,912**	**52,089**	**-**	**52,089**

PARKS

		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
WAGES									
100-5520-110	SALARIES-FULL-TIME	357,318	392,523	367,827	185,278	367,827	387,788	53,600	441,388
100-5520-114	WAGE RESERVE	-	-	-	-	-	-	-	-
100-5520-117	OVERTIME	3,216	5,305	3,216	678	3,216	3,216	-	3,216
100-5520-120	LTE'S	120,590	95,254	120,590	38,342	90,000	120,590	-	120,590
	TOTAL	481,124	493,082	491,633	224,299	461,043	511,594	53,600	565,194
PERSONNEL BENEFITS									
100-5520-135	LONGEVITY	4,387	3,778	2,054	-	2,054	2,849	-	2,849
100-5520-192	RETIREMENT	24,633	30,739	24,042	15,575	24,042	26,782	3,484	30,266
100-5520-193	FICA	37,141	36,917	37,521	17,660	37,521	39,355	4,100	43,455
100-5520-194	HEALTH INSURANCE	50,265	75,335	67,929	38,954	67,929	71,262	16,866	88,128
100-5520-195	DENTAL INSURANCE	7,899	11,171	8,772	5,478	8,772	8,772	6,888	15,660
	TOTAL	124,325	158,320	140,318	77,667	140,318	149,020	31,338	180,358
OPERATING EXPENSES									
100-5520-220	SUPPLIES & MATERIALS	43,880	40,394	43,880	29,431	43,880	43,880	3,920	47,800
100-5520-221	SUPPLIES & MATERIALS (PPE)	1,880	4,227	1,880	274	-	1,880	-	1,880
100-5520-222	SUPPLIES & MATERIALS (FALL Z)	10,000	9,840	10,000	2,584	10,000	10,000	-	10,000
100-5520-280	COMMUNICATIONS	3,500	6,342	5,000	3,198	-	5,000	400	5,400
100-5520-310	OUTSIDE SERVICES	1,000	-	1,000	-	1,000	1,000	-	1,000
100-5520-410	EQUIPMENT MAINTENANCE	59,759	70,576	59,759	16,928	67,687	59,759	8,000	67,759
100-5520-420	MOTOR FUEL & LUBE	23,066	25,399	23,066	11,836	42,041	23,066	19,000	42,066
100-5520-440	TRAINING	3,500	2,800	3,500	1,794	3,500	3,500	-	3,500
100-5520-470	UTILITIES	27,395	42,398	29,395	19,075	36,173	29,395	7,000	36,395
100-5520-480	TREE PLANTING & REMOVAL	-	-	-	-	-	-	-	-
100-5520-490	OTHER OPERATING EXPENSES	51,680	49,957	51,680	20,356	51,680	51,680	-	51,680
100-5520-491	JANITORIAL SERVICES	15,000	34,160	15,000	8,970	17,000	15,000	1,400	16,400
100-5520-492	WATER SERVICES	26,000	33,799	26,000	10,782	25,625	26,000	-	26,000
100-5520-800	CAPITAL OUTLAY	1,793	-	1,793	-	1,793	1,793	-	1,793
	TOTAL	268,453	319,894	271,953	125,228	300,379	271,953	39,720	311,673
TOTAL PARKS		**873,902**	**971,295**	**903,904**	**427,194**	**901,740**	**932,567**	**124,658**	**1,057,225**

2023 DECISION ITEMS DETAIL

DEPARTMENT/COST CENTER: PARKS, RECREATION & FORESTRY			AMOUNT		
Account Number	Account Title	Description / Justification	Mandate	Line item Increase	Line Shift
Aquatic Center					
100-4673-05	Daily Aquatic Admissions			$ 3,000	
100-4673-08	AQUATIC MEMBERSHIPS			$ (10,000)	
RECREATION PROGRAM					
100-4674-01	RECREATION PROGRAM REVENUE			$ 13,000	
Parks and Facilities					
100-4471-00	COURT AND FIELD RESERVATIONS			$ 7,000	
100-4472-00	PARK SHELTER RESERVATIONS			$ 15,000	
Hubbard Activity Center					
100-4674-05	HUBBARD ART CENTER PROGRAM			$ (10,000)	
		Revenue Total		**$ 18,000**	
Public Lands					
100-5520-110	SALARIES-FULL-TIME	Parks Crew Member		$ 53,600	
100-5520-192	RETIREMENT	Parks Crew Member		$ 3,484	
100-5520-193	FICA	Parks Crew Member		$ 4,100	
100-5520-194	HEALTH INSURANCE	Parks Crew Member		$ 16,866	
100-5520-195	DENTAL INSURANCE	Parks Crew Member		$ 6,888	
100-5520-410	EQUIPMENT MAINTENANCE	Inflation Factor		$ 3,920	
100-5520-280	COMMUNICATIONS	Inflation Factor		$ 400	
100-5520-410	EQUIPMENT MAINTENANCE	calculated based on 3 year average		$ 8,000	
100-5520-420	MOTOR FUEL & LUBE	based on fuel cost projection		$ 19,000	
100-5520-470	UTILITIES	calculated based on 3 year average		$ 7,000	
100-5520-491	JANITORIAL SERVICES	Inflation Factor		$ 1,400	
			Public Lands Expenditure	**$ 124,658**	
Conservancy Lands					
100-5620-480	INVASIVE SPECIES CONTROL	Inflation Factor		$ 6,500	
			Conservancy Expenditure	**$ 6,500**	
Forestry					
100-5611-310	OUTSIDE SERVICES	Inflation Factor		$ 8,000	
100-5611-320	OUTSIDE PRUNING SERVICES	Inflation Factor		$ 11,000	
			Forestry Expenditure	**$ 19,000**	
Recreation					
100-5530-260	ADVERTISING/PRINTING	increased costs		$ 5,000	
100-5530-220	RecDesk	price increase		$ 1,750	
			Recreation Expenditure	**$ 6,750**	
Recreation Admin					
100-5531-220	Supplies & Materials	increased costs		$ 2,000	
100-5531-310	Outside Services	increased costs		$ 4,000	
			Recreation Admin Expenditure	**$ 6,000**	
Aquatic Center					
100-5543-114	SEASONAL: CONCESSIONS	wage increases		$ 5,000	
100-5543-193	FICA: Concessions	wage increases		$ 386	
100-5542-221	Concession Merchandise	increased costs		$ 2,500	
100-5542-310	OUTSIDE SERVICES	increased costs		$ 3,000	
			Aquatic Center Expenditure	**$ 10,886**	
			Total Recreation Expenditure	**$ 23,636**	
TOTAL BY AREA		**Expenditure Total**	**$ -**	**$ 173,794**	**$ -**
COMBINED TOTAL			**$**		**191,794**

CITY OF MIDDLETON DEPARTMENT NARRATIVE – FISCAL 2023

Parks and Recreation

DEPARTMENT: Public Lands, Recreation, and Forestry **DIRECTOR: Matt Amundson**

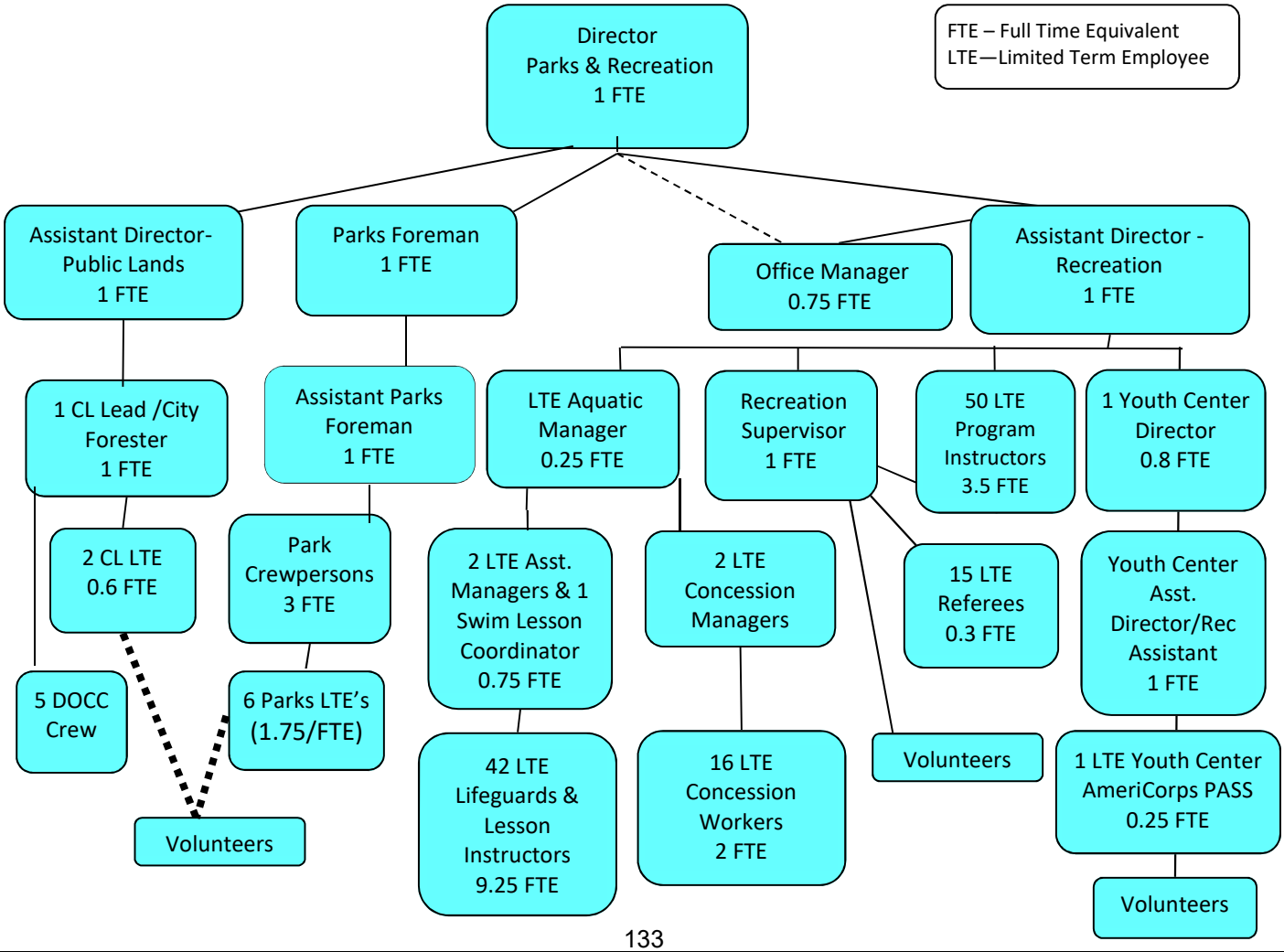
OUR PURPOSE:

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

OUR MISSION:

The City of Middleton seeks to provide a park and recreation system that will accomplish the following:

- Meet the needs of our current residents and future generations
- Preserve and protect the City's open space, water cultural, and natural resources
- Offer barrier free access for all visitors
- Provide a park and recreation program that is designed to enhance the City's quality of life for City of Middleton residents.



MAJOR RESPONSIBILITIES:

Parks:

1. Maintain 27 active parks with over 558 acres for active and passive outdoor recreation and park facilities to meet current and future demands.
2. Ensure that parks, recreation lands, facilities and programs are barrier free and designed to meet the needs of all residents, especially the elderly and persons with disabilities.
3. Coordinate subdivision review with all departments responsible for providing or maintaining adequate park lands and facilities and ensure that only land that is suitable for outdoor recreation is dedicated as parkland.
4. Coordinate development efforts, routine use and maintenance of recreational lands and facilities with the City of Middleton, MCPASD, and other appropriate public outdoor recreation agencies.

Recreation:

1. Plan, direct, and evaluate a comprehensive program of recreational and leisure activities for all segments, groups, ages, and interest levels of the community.
2. Operate the Walter R. Bauman Aquatic Center, Hubbard Activity Center, and Youth Center.
3. Recruit, hire, train, supervise, and evaluate interns, administrative and seasonal employees of the department.
4. Facilitate and execute aspects of administrative duties as needed including program registration, facility reservations, payroll processing, and cost center fiscal management.
5. Work with the School District and other organizations in an effort to make the best use of all existing facilities.

Conservancy:

1. Protect, restore, and enhance the water quality of all lakes, creeks, and kettle ponds within Middleton's Conservancy Lands System. Use ecological restoration of shore land buffer zones, aquatic and emergent zones, stabilizing stream banks, wetlands, and ponds.
2. Protect, restore, and enhance native flora and fauna within Conservancy Lands Areas.
3. Protect, restore, and enhance wildlife habitat and corridors that connect fragmented habitat parcels.
4. Control exotic and invasive species.
5. Consult with similar agencies from neighboring cities, towns, and counties to develop a regional response to issues concerning land conservation and management.

2023 GOALS:

1. Adequately maintain facilities and provide quality recreation opportunities for the community
   - Complete staffing assessment to address short and long-term needs
   - Development of a succession plan
   - Identify inefficiencies in equipment, tools, and service delivery
   - Greater input from public related to community needs
   - Increase inter department communication on projects and planning
   - Highlight staff abilities and talents
2. Promote social equity as outlined by the three pillars of the NRPA
   - Identify population
   - Identify barriers to participation including but not limited to financial assistance, outreach, and transportation
   - Determine funding sources for scholarship program
   - Education on program(s) / Social Equity (3 pillars)

3. Develop plans, policies, and procedures for the department
    - Develop vision statement, review mission, update as needed
    - Create strategic plan
    - Create recreation plan
    - Create marketing plan
    - Review current policies and procedures to make updates and in absence, create new
4. Implementation of ADA Transition plan
    - Identify minimum levels of compliance within the system
    - Set aside capital funds annually in budget process
    - Involve staff in implementation and explore contract work when appropriate
    - Identify compliance projects beyond minimum requirements and seek private funding to support those improvements
5. Continue development of public lands system while taking into account overall maintenance
    - Create history and projection of acres developed by year
    - Develop cost of maintaining current system an establish baseline budget for maintenance
    - Develop new parks and facilities with a focus on sustainability and develop consistent design standards for amenities (shelters, restrooms, etc)
    - As development occurs identify additional staffing needed for maintenance
    - Develop volunteer program to support maintenance efforts
6. Improve use of technology to increase efficiency and effectiveness of services
    - Provide training to staff utilizing technology
    - Review current technology used and explore emerging technologies
    - Ensure allocation of funds to support technology needs
    - Create digital documentation for improved data collection and distribution
7. Create more equitable agreements
    - Review existing agreements
    - Determine what is equitable
    - Develop time table for review
    - Create template for future agreements that are mutually beneficial
    - Improve educational efforts regarding disparities in existing agreements with PRFC and Council
8. Development of professional development program for all staff
    - Improved access and use of CVMIC
    - Ensure allocation of funds to support training
    - Improved use of PARR3 and WPRA training
    - Development of individual professional development plans and support from PRFC and Council
    - Succession plan – improved education

SIGNIFICANT ISSUES IN 2023:

1. COVID-19 has significantly affected program offerings, facility reservations, and their associated revenues. The evolving nature of COVID-19 limits staff ability to plan recreation program offerings. The recreation team has transitioned to a monthly planning and online guide publication process in order to be responsive to changing conditions.
2. The Walter Bauman Aquatic Center is an aging facility in need of significant maintenance to ensure viability until a future renovation can be completed. Adequate funding will need to be available to maintain the

facility, and to attract and maintain staff. Before opening in 2023, the bathhouse needs to be repainted, new diving boards installed, and new appliances are needed in the concession stand. Additionally, the pool needs additional shade. The process to acquire additional shade shelters began in 2019 with COVID delaying the process.

3. Staffing at the Walter Bauman Aquatic Center continues to be a challenge. While there is authorization for 50 positions related to lifeguards and swim instructors, we were only able to secure 35 in 2022. COVID continues to be a factor with less opportunities for lifeguard and swim instructors being trained. Lower wages, as compared to other positions available in general, have also contributed to fewer lifeguards and swim instructors. Further compounding the issue, was the rude and disrespectful treatment of pool staff by the general public. Staff have indicated they have no desire to return to a position that they are continually disrespected in.
4. The Pheasant Branch Creek Corridor reconstruction will be completed in 2023. Disruptions in user access due to the reconstruction process will be problematic throughout the year.
5. Additional administrative and professional staff are needed to be able to continue to expand offerings and services within the Department. Full-time staff are at workload capacity yet demand far exceeds what staff are able to provide. These cannot be LTE positions, as consistency is required.
6. Decreased PRF Capital and Operating Budgets have created user conflicts and/or complaints from residents that have high expectations for highly maintained park and open space areas, play equipment, park paths, and parking lots.
7. Deferred ecological maintenance for conservancy lands areas with approved management plans on file and/or in progress, result in higher capital and operational costs over the long term to attain the desired results. Impact includes reduced bio diversity of species, increased invasive species, increased public complaints, and less cooperation or lost partnership opportunities with Friends Groups, neighborhood associations, or residents ready to help with these managed areas.

AUTHORIZED POSITION LIST	2018	2019	2020	2021	2022
Director of Public Lands, Recreation & Forestry	1.00	1.00	1.00	1.00	1.00
Assistant Director - Conservancy	1.00	1.00	1.00	1.00	1.00
Assistant Director - Recreation	1.00	1.00	1.00	1.00	1.00
Parks Foreman	1.00	1.00	1.00	1.00	1.00
Conservancy Lead/City Forester	-	-	1.00	1.00	1.00
Conservancy Lead	1.00	1.00	-	-	-
Parks Lead Crewperson/Assistant Foreman	1.00	1.00	-	1.00	1.00
Parks Crewperson	3.00	3.00	4.00	3.00	3.00
Recreation Supervisor	-		1.00	1.00	1.00
Recreation Coordinator	1.00	1.00	-	-	-
Office Manager	0.75	0.75	0.75	0.75	0.75
Aquatic Director LTE	0.25	0.25	0.25	0.25	0.25
Aquatic Assistant Managers LTE (# staff)	2.00	2.00	2.00	2.00	2.00
Lifeguards/WSI Instructors (# staff)	50.00	50.00	50.00	50.00	50.00
Concessions Assistant Managers (# staff)	2.00	2.00	2.00	2.00	2.00
Concessions Workers (# staff)	16.00	14.00	15.00	16.00	16.00
Parks LTE (# staff)	16.00	18.00	18.00	18.00	18.00
Program Instructors (# staff)	43.00	50.00	50.00	50.00	50.00
Referees (# staff)	15.00	15.00	15.00	15.00	15.00

Youth Center Director	0.75	0.75	0.80	0.80	0.80
Youth Center Assistant Director/Recreation Assistant	1.00	1.00	1.00	1.00	1.00
AmeriCorps PASS	1.00	1.25	1.25	1.25	1.25
TOTAL	157.75	165.00	166.05	167.05	167.05

**Note: 2022 authorized Lifeguards/WSI was 50.0 positions. Multiple factors resulted in hiring just 35 lifeguards/WSI instructors.

MAJOR WORKLOAD STATISTICS:

WORKLOAD ACTIVITIES	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 *Projected*
Total System Acreage	1,109	1,109	1,109	1,117	1,117
Park Acreage	243.30	243.30	243.30	251.30	251.30
Conservancy Acreage	865.80	865.80	865.80	865.80	865.80
Miles of maintained trails	27	27	27	27	27
Playgrounds	25	25	25	26	26
Tennis Courts	18	18	18	18	18
Basketball Courts	10	10	10	10	10
Volleyball Courts	8	8	8	8	8
Football/Lacrosse Fields	3	3	3	3	3
Soccer Fields	16	16	16	16	16
Baseball/Softball Fields	10	10	10	10	10
Drinking Fountains	10	10	10	10	10
Park Shelters	17	17	13	13	13
Dog Parks	2	2	2	2	2
Outdoor Ice Rinks	7	7	7	7	7
Recreation Programming					
WBAC Daily Attendance (estimated)	27,775	26,540	21,554	17,000	25,000
WBAC Swim Lessons	1,369	1,551	594	1,128	1,373
WBAC Annual Passes	220	155	0	0	540
Recreation Programming	2,103	2,379	1,793	2,775	1,779
Adult Volleyball Teams	79	82	43	28	60
Youth Volleyball Participants*					39
West Middleton Baseball/Tee Ball Participants*					222
Flag Football Participants*					174
Youth Basketball Teams	22	16	0	17	25
Hubbard Activity Center	1,178	1,195	813	665	888
Youth Center	248	138	225	112	112

*Data not stored electronically, but was included in total participant number.

Park Facility Rentals					
Lakeview East Rentals	81	92	0		
Lakeview West Rentals	53	45	0		
Lakeview Kitchen Rentals	37	29	1		
Lakeview Meeting Room Rentals	85	97	6		
Lakeview Indoor Shelter				68	105
Lakeview Outdoor Shelter				69	73
Lakeview Indoor & Outdoor Shelter Combined Rental					38
Lakeview Gazebo Rentals	16	12	0	16	19
Lakeview Small Rentals	7	5	0	8	10
Firemen's Park Large Shelter Rentals	45	46	8	45	25
Firemen's Park Small Shelter Rentals	9	8	0	12	11
Orchid Heights Park Rentals	21	32	2	21	22
Parisi Park Rentals	4	4	0	2	3
Taylor Park Rentals	4	17	0	26	30
Hubbard Activity Center Party Room		12	4	4	4
Subtotal: Park Rentals	362	401	21	271	340
Fields and Courts Rentals					
Tennis Court Rentals		688	349	371	365
Pickleball Court Rentals		0	36	61	90
Field Rentals		207	29	329	484
Park Ranger Hours	350	461	442	711	711
Park Ranger Public Lands Site Visits	800	993	947	1,120	1,120
Detail on Courts & Fields					
Lakeview Courts	*Data not stored electronically.*	141	154	150	78
Orchid Heights Courts		19	5	0	11
Park Lawn Courts		449	154	157	174
Stonefield Courts		79	0	6	0
Stricker Courts		0	36	58	102
Taylor Park Pickleball Court		0	0	61	90
High Road Soccer Field		45	0	75	91
Orchid Heights Soccer Field		162	0	153	275
Meriter Field				17	39
Taylor Crowned				44	24
Penni Klein				31	9
Lakeview Park Green Space		0	29	9	46

PLANNING REVENUES

		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
LICENSES & PERMITS									
100-4440-00	ZONING BOARD OF APPEALS	2,000	2,400	2,000	1,200	2,000	2,000	-	2,000
	TOTAL	2,000	2,400	2,000	1,200	2,000	2,000	-	2,000
PUBLIC CHARGES FOR SERVICES									
100-4684-00	PLAN COMMISION CHARGES	12,000	16,200	12,000	13,550	20,000	12,000	3,000	15,000
	TOTAL	12,000	16,200	12,000	13,550	20,000	12,000	3,000	15,000
MISCELLANEOUS REVENUES									
100-4845-00	ZONING PERMIT FEES	18,000	20,288	18,000	13,320	18,000	18,000	-	18,000
100-4845-01	ZONING LETTER	600	1,120	600	680	800	600	-	600
	TOTAL	18,600	21,408	18,600	14,000	18,800	18,600	-	18,600
TOTAL PLANNING REVENUES		**32,600**	**40,008**	**32,600**	**28,750**	**40,800**	**32,600**	**3,000**	**35,600**

PLANNING

		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
WAGES									
100-5631-110	SALARIES-FULL-TIME	306,186	307,281	325,313	150,144	325,313	344,383	-	344,383
100-5631-111	INTERN	8,480	5,538	8,480	1,920	8,480	8,480	-	8,480
100-5631-112	PART-TIME WAGES	-	-	-	-	-	-	-	-
100-5631-118	WAGE REIMBURSEMENTS	-	-	-	-	-	-	-	-
	TOTAL	314,666	312,819	333,793	152,064	333,793	352,863	-	352,863
PERSONNEL BENEFITS									
100-5631-135	LONGEVITY	6,931	7,031	-	-		-	-	-
100-5631-192	RETIREMENT	21,136	21,086	21,145	10,525	21,145	23,418	-	23,418
100-5631-193	FICA	24,602	22,674	25,535	11,121	25,535	26,994	-	26,994
100-5631-194	HEALTH INSURANCE	40,353	46,164	48,204	22,190	48,204	50,598	-	50,598
100-5631-195	DENTAL INSURANCE	4,407	5,347	5,479	2,739	5,479	5,479	-	5,479
100-5631-199	EMPLOYEE HEALTH CONTRIB.	-	-	-	-	-	-	-	-
	TOTAL	97,429	102,303	100,363	46,575	100,363	106,489	-	106,489
OPERATING EXPENSES									
100-5631-210	OFFICE SUPPLIES	2,300	682	2,300	793	2,300	2,300	200	2,500
100-5631-260	ADVERTISING & PRINTING	3,950	6,194	3,950	2,841	3,950	3,950	600	4,550
100-5631-280	COMMUNICATIONS	-	-	-	-	-	-	600	600
100-5631-310	OUTSIDE SERVICES	3,000	2,000	7,000	4,149	7,000	7,000	-	7,000
100-5631-320	PROFESSIONAL SERVICES	500	-	500	15	500	500	-	500
100-5631-440	TRAINING	6,000	1,194	6,000	2,540	6,000	6,000	1,100	7,100
100-5631-490	OTHER OPERATING EXPENSES	500	553	500	473	500	500	500	1,000
	TOTAL	16,250	10,623	20,250	10,811	20,250	20,250	3,000	23,250
TOTAL PLANNING		**428,345**	**425,745**	**454,406**	**209,450**	**454,406**	**479,602**	**3,000**	**482,602**

2023 DECISION ITEMS DETAIL

DEPARTMENT/COST CENTER: PLANNING & COMMUNITY DEVELOPMENT			AMOUNT		
Account Number	Account Title	Description / Justification	Mandate	Line item Increase	Line Shift
100-4684-00	PLAN COMMISSION CHARGES	This line item is for fees collected for projects that require Plan Commission review. We anticipate that, even without any fee increases, we will collect additional revenue due to higher development activity.		$ (3,000)	
		Total Revenues		**$ (3,000)**	
100-5631-210	OFFICE SUPPLIES	Cost increases in office supplies.		$ 200	
100-5631-260	ADVERTISING & PRINTING	Cost increases in advertising and printing.		$ 600	
100-5631-280	COMMUNICATIONS	One employee within the department required the use of a City-issued cell phone due to work from home arrangements.		$ 600	
100-5631-490	TRAINING	One employee received an additional certification which requires ongoing training as well as registration fees.		$ 1,100	
100-5631-490	OTHER OPERATING EXPENSES	Cost increases in other operating expenses.		$ 500	
TOTAL BY AREA		**Total Expendetures**	**$ -**	**$ 3,000**	**$ -**
COMBINED TOTAL			**$**		-

2023 DECISION ITEMS DETAIL

DEPARTMENT/COST CENTER: PLANNING & COMMUNITY DEVELOPMENT			AMOUNT		
Account Number	Account Title	Description / Justification	Mandate	Line item Increase	Line Shift
Revenues					
203-4812-00	TRANSFER IN	Request for additional support from TID #3 to cover the increasing costs related to maintaining the downtown planting areas, holiday lights displays, and Stone Horse Green area (including restrooms).		$ 50,000	
203-4890-00	MISCELLANEOUS REVENUES	The increase in miscellaneous revenues reflects contributions from the Library ($6,000) and the Tourism Department ($3,000) toward the downtown landscaping maintenance contract.		$ 9,000	
		Total Revenues		**$ 59,000**	
203-5540-002	SENIOR CENTER BUILDING MAINTENANCE	We haven't used this full amount for many years.		$ (3,000)	
203-5540-005	BANNERS/HOLIDAY LIGHTS	Increase to cover holiday light display at the Stone Horse Green.		$ 5,000	
203-5540-006	LTES FOR DOWNTOWN MAINTENANCE	The recommended increase in this line is due to adding other departments to the downtown landscaping contract (see +$9,000 in Miscellaneous Revenue), estimated cost increase for the downtown landscaping contract (2022 costs were $22,500 but did not include frequent weeding).		$ 12,000	
203-5540-007	DOWNTOWN LANDSCAPE AND MAINTENANCI	The recommended increase of Downtown Landscape and Maintenace is to double the # of hanging baskets to 46 (+2,000), repair the cistern used to water the baskets (+2,000), repaint the red bike racks throughout downtown (+$3,000), clean the bathrooms daily at the Stone Horse Green (+$20,000).		$ 27,000	
TOTAL BY AREA		**Total Expenditures**	**$ -**	**$ 41,000**	**$ -**
COMBINED TOTAL			**$**		**100,000**

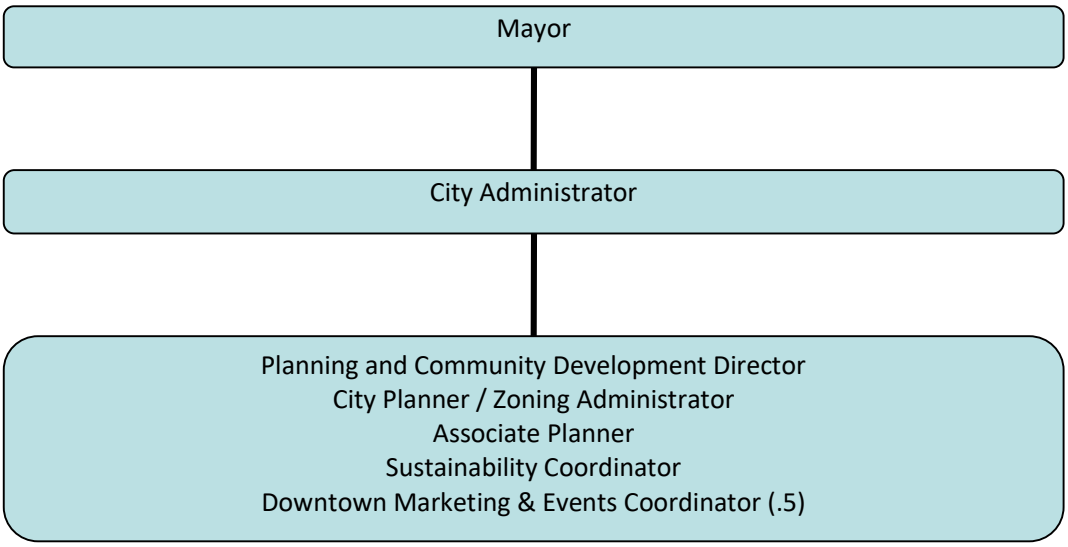
CITY OF MIDDLETON DEPARTMENT NARRATIVE – FISCAL 2023

Planning and Community Development

DEPARTMENT: Planning and Community Development **DIRECTOR: Abby D. Attoun, AICP**

MISSION:

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



AUTHORIZED POSITION LIST *	2019	2020	2021	2022	2023
Planning Director / Zoning Administrator	1	0	0	0	0
Planning and Community Development Director	0	1	1	1	1
Assistant Planning Director / Zoning Administrator	1	0	0	0	0
City Planner / Zoning Administrator	0	1	1	1	1
Director of Community Development / Zoning Administrator	1	0	0	0	0
Associate Planner	0	1	1	1	1
Sustainability Coordinator	.5	1	1	1	1
Downtown Marketing & Events Coordinator	0	0	0	.5	.5
Totals	**3.5**	**4**	**4**	**4.5**	**4.5**

MAJOR RESPONSIBILITIES:

1. Staffing of Committees: Plan Commission; Community Development Authority; Zoning Board of Appeals; Ped, Bike, Transit Committee; Sustainability Committee; Arts Committee; Landmarks Commission; Middleton/Westport Joint Zoning Committee; Workforce Housing Committee.
2. Staffing of Project Committees: Community Campus Committee, Zoning Ordinance Re-Write Work Group, Friends of the Stone Horse Green.
3. Preparation of City Plans, including the Comprehensive Plan, Bicycle Pedestrian Plan, Sustainable City Plan, area & corridor plans.
4. Administration of Ordinances, including: Zoning; Subdivision; Wetland; Floodplain; Outdoor Lighting; Sign; Off-Street Parking and Landscape Specifications; Public Arts; and Landmarks Commission.
5. Oversight of TID #3 and TID #5 and Redevelopment District #3.
6. Oversight of economic and community development issues.
7. Research and reports on issues affecting the City such as: transportation; housing; environmental; floodplain; parking; and housing.

2023 GOALS:

1. Project management for the Community Campus Plan, to be completed in 2023 if not sooner.
2. Complete an update to the Zoning Ordinance, if not completed in 2022.
3. Complete an update to the Sign Ordinance.
4. Complete the first 2-year review and update of the 2021 Comprehensive Plan.

SIGNIFICANT ISSUES IN 2023:

1. Tax Incremental Financing districts #3 and #5 administration.
2. Project coordination for Belle Farm, Tribeca, Parmenter corridor redevelopment projects, and other private development prospects.
3. Project coordination for City projects, including the Community Campus Plan, Stone Horse Green, North Mendota Trail, Zoning Ordinance Re-Write.
4. Continue providing support to the 14 Committees and Commissions that the Planning & Community Development Department staffs.

WORKLOAD ACTIVITIES	2020 Actual	2021 Actual	2022 12 Mo. Est.	2022 As of 6/30	2023 Projected
Design Review	19	16	22	12	20
Ordinance Amendments	7	31	30	14	30
SIP's and Modifications	39	28	18	19	30
Misc. (TIF, plans, agreements, etc.)	63	52	70	25	50
Cond. Use Permits	7	6	8	6	5
Subdivisions and CSM's	3	10	10	12	10
Zoning Permits	120	12	140	4*	0*

*Staff changed how we handle zoning permits, and they are issued as part of the building permit process, so we will no longer be tracking them separately. We still collect fees for zoning permits.

LAND CONSERVANCY OPERATIONS

		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
WAGES									
100-5620-110	SALARIES-FULL-TIME			95,699	44,178	95,699	99,681	-	99,681
100-5620-120	LTE'S	2,227	1,485	-	-	-	-	-	-
100-5620-135	LONGEVITY	-	-	-	-	-	-	-	-
	TOTAL	2,227	1,485	95,699	44,178	95,699	99,681	-	99,681
PERSONNEL BENEFITS									
100-5620-192	RETIREMENT	-	-	6,220	(3,100)	6,220	6,778	-	6,778
100-5620-193	FICA	-	-	7,321	3,215	7,321	7,626	-	7,626
100-5620-194	HEALTH INSURANCE	-	-	8,034	(533)	8,034	8,433	-	8,433
100-5620-195	DENTAL INSURANCE	-	-	2,731	-	2,731	2,731	-	2,731
100-5620-199	EMPLOYEE HEALTH CONTRIB.(1%)	-	-	-	-	-	-	-	-
	TOTAL	-	-	24,306	(419)	24,306	25,568	-	25,568
OPERATING EXPENSES									
100-5620-220	POND RESTORATION EXPENSES	9,540	8,337	9,540	-	9,540	9,540	-	9,540
100-5620-221	CREEK MAINTENANCE	10,500	3,543	10,500	-	10,500	10,500	-	10,500
100-5620-223	TRAIL MAINTENANCE EXPENSES	21,144	4,966	21,144	5,287	21,144	21,144	-	21,144
100-5620-224	GRANT MATCH	5,000	-	-	-	-	-	-	-
100-5620-225	DEER MANAGEMENT GRANT	-	-	-	-	-	-	-	-
100-5620-480	INVASIVE SPECIES CONTROL	65,000	39,677	70,000	22,008	70,000	70,000	6,500	76,500
100-5620-490	OTHER OPERATING EXPENSES	28,400	7,294	28,400	19,249	28,400	28,400	-	28,400
100-5620-990	CONSERVANCY LAND COMMISSION	-	-	-	-	-	-	-	-
	TOTAL	139,584	63,818	139,584	46,545	139,584	139,584	6,500	146,084
TOTAL LAND CONSERVANCY OPERATIONS		**141,811**	**65,302**	**259,589**	**90,304**	**259,589**	**264,833**	**6,500**	**271,333**

FORESTRY

		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
WAGES									
100-5611-110	SALARIES-FULL-TIME	52,414	33,319	54,495	9,509	54,495	56,726	-	56,726
100-5611-135	LONGEVITY	311	585	-	-	-	-	-	-
	TOTAL	52,725	33,904	54,495	9,509	54,495	56,726	-	56,726
PERSONNEL BENEFITS									
100-5611-192	RETIREMENT	1,448	8,430	3,542	4,668	3,542	3,857	-	3,857
100-5611-193	FICA	1,641	2,496	4,169	720	4,169	4,340	-	4,340
100-5611-194	HEALTH INSURANCE	12,566	16,366	8,034	-	8,034	8,433	-	8,433
100-5611-195	DENTAL INSURANCE	1,134	2,247	1,639	1,092	1,639	2,731	-	2,731
100-5611-199	EMPLOYEE HEALTH CONTRIB.(1%)	-	-	-	-	-	-	-	-
	TOTAL	16,789	29,538	17,384	6,480	17,384	19,361	-	19,361
OPERATING EXPENSES									
100-5611-220	SUPPLIES & MATERIALS	12,375	10,547	12,375	2,276	12,375	12,375	-	12,375
100-5611-310	OUTSIDE SERVICES	71,500	66,946	71,500	37,580	71,500	71,500	8,000	79,500
100-5611-320	OUTSIDE PRUNING SERVICES	95,000	95,000	125,000	-	125,000	125,000	11,000	136,000
100-5611-490	OTHER OPERATING EXPENSES	7,727	5,629	7,727	3,714	7,727	7,727	-	7,727
	TOTAL	186,602	178,122	216,602	43,571	216,602	216,602	19,000	235,602
TOTAL FORESTRY		**256,116**	**241,565**	**288,481**	**59,560**	**288,481**	**292,689**	**19,000**	**311,689**

OTHER GENERAL FUND OPERATING BUDGETS		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
LEGAL COUNSEL									
OPERATING EXPENSES									
100-5130-990	CITY ATTORNEY	231,000	280,696	235,620	152,794	235,620	235,620	4,700	240,320
100-5131-990	LEGAL COUNSEL - PERSONNEL	10,000	5,636	10,000	233	5,000	10,000	-	10,000
100-5131-991	LEGAL COUNSEL - STORMWATER	-	-	-	2,248	-	-	-	-
	TOTAL	241,000	288,585	245,620	159,749	240,620	245,620	4,700	250,320
TOTAL LEGAL COUNSEL		**241,000**	**288,585**	**245,620**	**159,749**	**240,620**	**245,620**	**4,700**	**250,320**
GENERAL PERSONNEL BENEFITS									
OPERATING EXPENSES									
100-5190-991	INCOME CONTINUATION INSURANCE	-	-	-	-	-	-	-	-
100-5190-992	VISION CARE	-	260	-	53	100	-	-	-
100-5196-990	GROUP LIFE INSURANCE	25,000	23,347	25,000	11,448	25,000	25,000	-	25,000
	TOTAL	25,000	23,608	25,000	11,502	25,100	25,000	-	25,000
TOTAL GENERAL PERSONNEL BENEFITS		**25,000**	**23,608**	**25,000**	**11,502**	**25,100**	**25,000**	**-**	**25,000**
RISK MANAGEMENT									
OPERATING EXPENSES									
100-5194-990	PROPERTY & LIABILITY INSURANCE	340,000	340,000	300,000	300,000	300,000	300,000	75,000	375,000
	TOTAL	340,000	340,000	300,000	300,000	300,000	300,000	75,000	375,000
TOTAL RISK MANAGEMENT		**340,000**	**340,000**	**300,000**	**300,000**	**300,000**	**300,000**	**75,000**	**375,000**
NON-DEPARTMENTAL									
OPERATING EXPENSES									
100-5810-220	SUPPLIES & MATERIALS	-	214	-	-	-	-		-
100-5810-260	GENERAL ADVERTISING & PRINTING	-	-	-	-	-	-		-
100-5810-422	FUEL	-	228	-	135	250	-	250	250
100-5810-501	FLOOD EXPENSES DPW - SERVICES	-	-	-	-	-	-		-
100-5810-503	FLOOD EXPENSES PL- SERVICES	-	-	-	-	-	-		-
100-5810-890	MANUFACTURING ASSMT FEE	9,000	9,024	9,000	-	9,000	9,000	-	9,000
100-5810-990	MISC. EXPENSES	82,521	70,632	53,171	51,756	55,000	53,171	-	53,171
100-5810-992	BANK FEES	6,000	5,695	6,000	2,260	7,000	6,000	1,500	7,500
100-5810-998	SICK ACCRUAL ACTIVITY	210,000	-	250,000	-	-	250,000		250,000
	TOTAL	307,521	85,793	318,171	54,151	71,250	318,171	1,750	319,921
TOTAL NON-DEPARTMENTAL		**307,521**	**85,793**	**318,171**	**54,151**	**71,250**	**318,171**	**1,750**	**319,921**
MISCELLANEOUS EXPENSES									
OPERATING EXPENSES									
100-5191-990	TAX WRITE OFFS	10,080	46,790	11,461	(3,742)	-	11,461	-	11,461
100-5246-990	WEIGHTS & MEASURES	4,400	4,400	4,400	4,400	-	4,400	-	4,400
	TOTAL	14,480	51,190	15,861	658	-	15,861	-	15,861
TOTAL MISCELLANEOUS EXPENSES		**14,480**	**51,190**	**15,861**	**658**	**-**	**15,861**	**-**	**15,861**
TOTAL OTHER OPERATING BUDGETS		**928,001**	**789,175**	**904,652**	**526,060**	**636,970**	**904,652**	**81,450**	**986,102**

TRANSFERS AND CONTINGENCY

		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
TRANSFERS									
OPERATING EXPENSES									
100-5923-990	TRANSFER TO OPEB	-	-	-	-	-	-		-
100-5923-992	TRANS TO LIBRARY OPS FD 212	1,362,943	1,362,943	1,381,416	1,381,416	-	1,381,416	28,496	1,409,912
100-5923-993	TRANS TO YOUTH CTR FD 214	94,521	94,521	98,868	98,868	-	98,868	12,065	110,933
100-5923-996	TRANS TO FD 412 PW CAPITAL	-	-	-	-	-	-	-	-
100-5923-997	TRANS TO FD 416 OTHER CAPITAL	500,000	-	-	-	-	-	-	-
	TOTAL	1,957,464	1,457,464	1,480,284	1,480,284	-	1,480,284	40,561	1,520,845
TOTAL TRANSFERS		**1,957,464**	**1,457,464**	**1,480,284**	**1,480,284**	**-**	**1,480,284**	**40,561**	**1,520,845**
CONTINGENCY									
OPERATING EXPENSES									
100-7050-997	EMERGENCY CONTINGENCY	500,000	-	500,000	-	-	500,000	-	500,000
100-7050-998	PERSONNEL CONTINGENCY	1,652	-	5,381	-	-	-	65,000	65,000
100-7050-999	RESERVE FOR CONTINGENCIES	5,351	-	138,775	-	-	138,775	(38,775)	100,000
	TOTAL	507,003	-	644,156	-	-	638,775	26,225	665,000
TOTAL CONTINGENCY		**507,003**	**-**	**644,156**	**-**	**-**	**638,775**	**26,225**	**665,000**
TOTAL TRANSFERS AND CONTINGENCY		**2,464,467**	**1,457,464**	**2,124,440**	**1,480,284**	**-**	**2,119,059**	**66,786**	**2,185,845**

TOURISM REVENUES

		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
TAXES									
201-4121-00	ROOM TAX	943,386	822,606	1,112,354	179,485	-	1,112,354	147,646	1,260,000
	TOTAL	943,386	822,606	1,112,354	179,485	-	1,112,354	147,646	1,260,000
TOTAL TOURISM REVENUES		**943,386**	**824,907**	**1,112,354**	**571,291**	**-**	**1,112,354**	**147,646**	**1,260,000**

TOURISM EXPENDITURES

		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
TOURISM ADMINISTRATION									
WAGES									
201-5545-110	SALARIES-FULL-TIME	187,537	182,568	194,784	89,901	194,784	204,089	-	204,089
201-5545-135	LONGEVITY	741	741	-	-	-	-	-	-
	TOTAL	188,278	183,309	194,784	89,901	194,784	204,089		204,089
PERSONNEL BENEFITS									
201-5545-190	FRINGE BENEFITS	-	-	-	-		-		-
201-5545-192	RETIREMENT	12,692	12,315	12,661	6,312	12,661	13,878	-	13,878
201-5545-193	FICA	14,383	13,722	14,901	6,735	14,901	15,613	-	15,613
201-5545-194	HEALTH INSURANCE	30,441	30,116	29,218	13,334	29,218	30,642	-	30,642
201-5545-195	DENTAL INSURANCE	3,396	3,230	3,293	1,647	3,293	4,924	-	4,924
	TOTAL	60,912	59,383	60,073	28,028	60,073	65,057	-	65,057
OPERATING EXPENSES									
201-5545-205	MEALS	800	443	1,600	154	1,000	1,600		1,600
201-5545-220	SUPPLIES & MATERIALS	1,000	1,392	2,000	888	2,000	2,000	1,200	3,200
201-5545-250	POSTAGE	1,000	1,068	2,100	858	2,100	2,100		2,100
201-5545-260	PRINTING	500	167	3,000	610	3,000	3,000	2,000	5,000
201-5545-270	WEB SITE	8,000	8,000	77,000	3,516	59,318	77,000	(51,948)	25,052
201-5545-280	COMMUNICATION	3,500	2,217	1,500	793	1,400	1,500	130	1,630
201-5545-340	BUILDINGS & GROUNDS MAINT	6,500	6,435	6,500	5,036	6,500	6,500	11,500	18,000
201-5545-440	TRAINING	7,000	7,651	12,000	7,192	12,000	12,000	2,500	14,500
201-5545-441	TRAVEL	5,000	1,276	16,500	3,263	8,000	16,500	-	16,500
201-5545-445	MILEAGE	100	25	100	-	-	100	100	200
201-5545-460	INSURANCE	2,500	2,500	2,600	2,600	2,600	2,600	-	2,600
201-5545-470	UTILITIES	2,800	3,018	10,500	2,048	4,000	7,500	-	7,500
201-5545-480	RESEARCH	7,500	5,200	7,500	10,138	10,500	10,500	54,000	64,500
201-5545-481	SOFTWARE	6,400	5,781	6,400	6,222	6,222	6,400	6,800	13,200
201-5545-482	BRAND REFRESH	-	-	61,000	-	20,000	20,000	(20,000)	-
201-5545-490	OTHER EXPENSES	3,000	4,586	2,000	651	2,000	2,000	3,000	5,000
	TOTAL	55,600	49,758	212,300	43,969	140,640	171,300	9,282	180,582
TOTAL TOURISM ADMINISTRATION		**304,790**	**292,450**	**467,157**	**161,897**	**395,497**	**440,446**	**9,282**	**449,728**
MOBILE VISITORS CENTER									
OPERATING EXPENSES									
201-5543-420	MOTOR FUEL & LUBE	500	728	500	325	500	500	1,500	2,000
201-5543-460	INSURANCE	-	-	-	-	-	-		-
201-5543-490	OTHER EXPENSES	100	-	100	24	50	100		100
	TOTAL	600	728	600	349	550	600	1,500	2,100
TOTAL MOBILE VISITORS CENTER		**600**	**728**	**600**	**349**	**550**	**600**	**1,500**	**2,100**

TOURISM EXPENDITURES

		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
OTHER TOURISM EXPENDITURES									
OPERATING EXPENSES									
201-5531-990	TOURISM GRANTS	15,000	13,100	25,000	3,500	5,500	25,000	20,000	45,000
201-5531-991	MASC (SPORTS COMMISION) GRANTS	30,000	20,000	40,000	25,000	25,000	40,000		40,000
201-5531-993	TRADE SHOW GRANTS	60,500	18,436	32,700	27,900	13,900	67,700	(33,700)	34,000
201-5531-995	DESTINATION PARTNERSHIP	15,000	37,728	25,000	10,500	16,215	25,000	50,000	75,000
201-5538-980	CITY BRANDING	12,500	1,093	-	-	-	-		-
201-5538-990	STREET BANNERS	2,000	-	24,000	16,506	24,000	24,000	(24,000)	-
201-5539-260	ADVERTISING	290,000	153,279	281,000	139,595	281,000	281,000	89,115	370,115
201-5539-265	BROCHURE EXPENSES	30,000	17,451	25,000	-	25,000	25,000	15,000	40,000
201-5540-490	OTHER EXPENSES	-	-	-	-	-	-		-
201-5540-990	PROMOTIONS	3,000	195	12,000	1,902	12,000	12,000	1,000	13,000
201-5541-990	DESTINATION MADISON PAYMENTS	160,375	139,845	189,100	30,512	189,100	189,100	25,100	214,200
201-5542-990	MARKETING EXPENSE - PILCH	27,000	27,000	-	-	-	-		-
201-5544-350	BUILDING MAINT. PROJECTS	48,000	30,555	75,000	42,515	57,000	20,000	(20,000)	-
201-5550-990	PUBLIC RELATIONS	18,400	760	10,150	3,076	10,150	10,150	850	11,000
201-5552-490	OTHER (TROLLEY EXPENSES)	154,294	28,892	97,630	25,725	97,630	97,630	(97,630)	-
201-5554-990	RESERVE FOR CONTINGENCY	20,000	-	-	-	20,000	20,000		20,000
201-5554-998	PERSONNEL CONTINGENCY	-	-	-	-	-	-		-
	TOTAL	886,069	488,334	836,580	326,731	776,495	836,580	25,735	862,315
TOTAL OTHER TOURISM EXPENDITURES		**886,069**	**488,334**	**836,580**	**326,731**	**776,495**	**836,580**	**25,735**	**862,315**
TOTAL TOURISM EXPENDITURES		**1,191,459**	**781,512**	**1,304,337**	**488,977**	**1,172,542**	**1,277,626**	**36,517**	**1,314,143**

2023 DECISION ITEMS DETAIL

DEPARTMENT/COST CENTER: TOURISM			AMOUNT		
Account Number	Account Title	Description / Justification	Mandate	Line item Increase	Line Shift
Revenues					
201-4121-00	ROOM TAX	Increase In revenue		$ 147,646	
		Revenue Total		**$ 147,646**	
Expenditures					
201-5545-220	SUPPLIES & MATERIALS	inventory control; estimated new purchases		$ 1,200	
201-5545-260	PRINTING	Increasing collateral for meeting planners		$ 2,000	
201-5545-270	WEBSITE	Remaining last phase of website redesign: we budgeted $77K in 2022 for project, will not complete, forwarding $15,772 to 2023 website balance for completion		$ (51,948)	
201-5545-280	COMMUNICATIONS	increased for inflation		$ 130	
201-5545-340	BUILDING & GROUNDS MAINTENANCE	Adding WiFi/hybrid option to depot Expanding janitorial services to back of depot Inflation for regular services Adding budget for seasonal decor		$ 11,500	
201-5545-440	TRAINING	Adding funds for professional development opportunities for each staff member		$ 2,500	
201-5545-445	MILEAGE	increased for inflation		$ 100	
201-5545-480	RESEARCH	Develop and implement third-party, three-year strategic plan		$ 54,000	
201-5545-481	SOFTWARE	Permitting software; second Adobe Suite subscription for new hire		$ 6,800	
201-5545-482	BRANDING SOFTWARE	Branding is Complete		$ (20,000)	
201-5545-490	OTHER EXPENSES	Anticipated increase for legal fees to review contracts, trademarking		$ 3,000	
201-5543-420	MOTOR FUEL & LUBE	Increased for inflation		$ 1,500	
201-5531-990	TOURISM GRANTS	Increasing our grant program for meetings, conventions, events with overnight stays		$ 20,000	
201-5531-993	TRADE SHOW GRANT	Reimagining this program for 2023		$ (33,700)	
201-5531-995	DESTINATION PARTNERSHIP GRANT	Increasing our grant program for meetings, conventions, events with overnight stays; adding a meeting planner incentive package		$ 50,000	
201-5538-990	STREET BANNERS	Project was completed in 2022		$ (24,000)	
201-5539-260	ADVERTISING	Expand digital advertising to Iowa markets; adding a spring campaign; increasing print ad coverage; adding design work; website launch video		$ 89,115	
201-5539-265	BROCHURE	Redesigning visitor guide for 2024; increasing copies; increase in printing costs		$ 15,000	
201-5540-990	PROMOTIONS	Increasing offerings to meetings, local partnerships		$ 1,000	
201-5541-990	DESTINATION MADISON PAYMENTS	Anticipating increase in room nights and hotel tax revenue		$ 25,100	
201-5544-350	BUILDING MAINTENANCE PROJECTS	No major building projects anticipated for 2023		$ (20,000)	
201-5550-990	PUBLIC RELATIONS	Increase in costs		$ 850	
201-5552-490	TROLLEY EXPENSES	Contract not renewed		$ (97,630)	
TOTAL BY AREA		**Expenditure Total**	**$ -**	**$ 36,517**	**$ -**
COMBINED TOTAL			**$**		**(111,129)**

CITY OF MIDDLETON DEPARTMENT NARRATIVE – FISCAL 2023

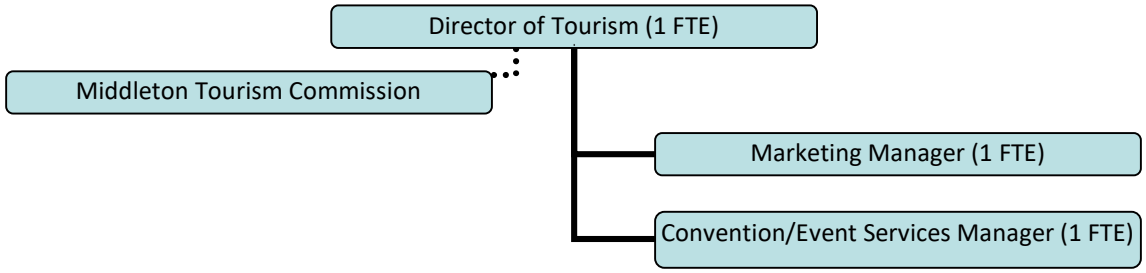
Tourism

DEPARTMENT: Tourism **DIRECTOR: Mari Olson**

MISSION:

To drive the economic impact of tourism in Middleton through destination marketing, promotion, and support of tourism development.

ORGANIZATIONAL CHART



AUTHORIZED POSITION LIST	2018	2019	2020	2021	2022	2023
Director	1	1	1	1	1	1
Tourism Information Manager (Jan-June in 2019)	1	1	0	0	0	0
Event Coordinator Liaison (Jan.-March in 2019)	1	1	0	0	0	0
Marketing Manager (Sept.-Dec. in 2019)	0	1	1	1	1	1
Convention/Events Services Manager (Oct.-Dec. in 2019)	0	1	1	1	1	1
Total	**3**	**5**	**3**	**3**	**3**	**3**

MAJOR RESPONSIBILITIES:

1. Develop and facilitate marketing and advertising strategies to promote Middleton as a meeting, event, sports tourism, and visitor destination
2. Provide information to visitors via the Middleton Visitors Center and marketing collateral
3. Provide resources, information and support for meeting, convention, event, and group tour planners to promote local economic development and generate overnight stays
4. Represent Visit Middleton at community events, industry events, and public meetings
5. Promote and support tourism in Middleton through grants and sponsorships
6. Work cooperatively with other city departments to ensure city goals are achieved

2023 GOALS:

1. Employ a third-party agency or professional to conduct a three-year strategic plan for Visit Middleton
2. Develop and implement marketing initiatives to grow brand reach in emerging markets
3. Redesign the visitmiddleton.com website with a robust meetings and conventions section, and sports meeting section
4. Establish a Meeting Planner Incentive Initiative through the grant programs
5. Improve operating efficiencies by purchasing software to alleviate some event permitting duties
6. Continue to work with Madison Area Sports Commission and other partners to promote Middleton to sports event planners

SIGNIFICANT ISSUES FORECAST FOR 2023:

1. Nationwide, business travel is significantly down and Middleton has experienced this effect. Nationwide recovery for business travel is estimated to return to pre-pandemic levels in 2026. Middleton relies heavily on meetings and convention business/events; business travel (i.e. sales representatives, commuters, etc.); leisure travel; and group travel — in that order. Quite a few events have returned in full this year and corporate/meeting travel is slowly returning, but business travelers will remain down for several years.
2. Event permitting requires nearly half of the convention and events services position's time in peak months. The vast majority of events seeking permitting are not related to tourism, but are residential events/groups/etc. Removing event permitting from the tourism department is paramount for the convention and events services manager to fulfill their full potential as a professional meeting planner and sales representative for Middleton.
3. The cost of materials has created a need for budget increases, particularly those dependent on paper, printing and shipping.
4. Workforce shortages in the travel and tourism industry continue to be a hardship. A lack of workforce will result in a continuation of businesses shortening operational hours and/or lessening services. Many Middleton businesses have turned to online stores and in-store/curbside pickup to help alleviate this effect but Middleton will continue to experience workforce shortages, especially in the hotel and restaurant industries.
5. Public transportation to/from Middleton is also a workforce concern.

DEPARTMENT ACCOMPLISHMENTS IN 2022:

1. The City of Middleton's department of tourism rebranded to Visit Middleton in 2021 and launched the new brand in January of 2022. With this came a new name—Visit Middleton, a refaced website, new logo and color palette, a new tagline — "it's the middle things" — and a branding guide and style guide to promote Middleton in a consistent and fresh way. A marketing strategic plan was put into place and all new content was created, including a new commercial, and posted to Milwaukee and Chicago DMAs (Destination Marketing Areas) – digital and streamed media (YouTube, social media, and streamed TV channels). Additionally, the team will organize a photo and video shoot in 2022 for the creation of a second commercial spot and additional B-roll for other digital campaigns in 2023.
2. The renovation at the Middleton Visitors Center should be complete by end of fiscal year, 2022. This two-year project has included replacing all custom-sized windows; pulling up the floorboards in the back of the depot to place a subfloor; building two offices, a conference room and storage room, as well as installing a kitchenette; updated landscaping; and this project will also include repainting the depot and historic wagon. This restoration and renovation was paid for by Visit Middleton's hotel tax revenue.
3. In 2022, Visit Middleton engaged Boelter+Lincoln to redesign and redevelop its website. The project began in 2022 and will continue into 2023.
4. The interest in the 2022 Middleton Visitors Guide exceeded expectations and Visit Middleton will increase printing to 8,000 in 2023 to meet the demand.

WORKLOAD ACTIVITIES	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Projected	2023 Projected
Marketing sweepstakes	4	4	1	2	2	2
Social media contests	0	12	1	11	10	10
Social media posts	553	600	357	464	260*	300
e-newsletter distribution	24	24	19	21	23	23
Partner e-newsletter	3	3	3	4	5	4
Special event permits	39	28	6	18	33	35
Convention services	17	10	2	8	19	25
Trolley ridership	6093	6000	0	1262	2900	NA
Grants *(tourism, tradeshow, MASC, destination partnership)*	18	20	3	17	7	20**

*In 2022, Visit Middleton engaged a marketing agency to increase digital presence with paid social advertising – not included in organic posting reported above, but accounting for why organic posting was not as robust.
**We are increasing our grant funds and expanding into a meeting planner incentive program. We are taking more trade show funds in-house but have included funds to partner with applicants (this program has traditionally only received one to three applicants a year).

LIBRARY REVENUE

		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
INTERGOVERNMENTAL REVENUE									
212-4342-00	CROSS COUNTY BORDER REIMB.	14,910	14,908	3,160	17,336	-	3,160	9,100	12,260
212-4343-00	CO. AID FIXED COST-FACL. REIM	-	-	-	-	-	-	-	-
212-4344-00	CO. AID FIXED COST-OPER. REIM	944,171	944,171	944,171	944,091	-	944,171	1,566	945,737
	TOTAL	959,081	959,079	947,331	961,427	-	947,331	10,666	957,997
PUBLIC CHARGES FOR SERVICES									
212-4611-00	COPIES AND FAX	24,000	4,103	24,000	3,704	(10,000)	24,000	(10,000)	14,000
	TOTAL	24,000	4,103	24,000	3,704	(10,000)	24,000	(10,000)	14,000
MISCELLANEOUS REVENUES									
212-4810-00	INTEREST ON INVESTMENTS	-	3,414	-	-	-	-	-	-
212-4811-00	TRANSFER IN - GEN. FUND	1,362,943	1,362,943	1,381,416	1,381,416	-	1,381,416	28,496	1,409,912
212-4811-03	CREDIT CARD REBATE PROGRAM	6,000	5,712	6,000	-	-	6,000	-	6,000
212-4820-00	SALES TAX REMIT DISCOUNT	-	1	-	2	-	-	-	-
212-4880-00	MISC. REVENUE	-	-	-	-	-	-	-	-
	TOTAL	1,368,943	1,372,071	1,387,416	1,381,418	-	1,387,416	28,496	1,415,912
TOTAL LIBRARY REVENUE		**2,352,024**	**2,335,253**	**2,358,747**	**2,346,548**	**(10,000)**	**2,358,747**	**29,162**	**2,387,909**

LIBRARY OPERATIONS

		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
WAGES									
212-5511-110	SALARIES-FULL-TIME	874,267	804,250	998,132	349,725	170,000	970,052	-	970,052
212-5511-111	PART-TIME PERM.	187,637	236,859	183,876	112,209	(38,000)	353,638	-	353,638
212-5511-112	PART-TIME-NON-PERM.	201,667	155,162	155,802	70,954	-	-	-	-
212-5511-117	OVERTIME	-	-	-	-	-	-	-	-
212-5511-135	LONGEVITY	26,286	20,963	5,007	-	-	4,522	-	4,522
	TOTAL	1,289,857	1,217,234	1,342,817	532,888	132,000	1,328,212	-	1,328,212
PERSONNEL BENEFITS									
212-5511-145	UNEMPLOYMENT PAYMENT	-	-	-	-	-	-	-	-
212-5511-192	RETIREMENT	63,117	69,285	74,137	30,022	-	57,780	-	57,780
212-5511-193	FICA	98,258	91,080	102,726	40,078	-	101,608	-	101,608
212-5511-194	HEALTH INSURANCE	144,657	140,707	141,694	52,960	-	175,548	-	175,548
212-5511-195	DENTAL INSURANCE	15,771	14,046	15,297	6,641	-	21,394	-	21,394
	TOTAL	321,803	315,118	333,854	129,701	-	356,330	-	356,330
OPERATING EXPENSES									
212-5511-210	OFFICE SUPPLIES	26,020	15,140	26,020	10,660	-	26,020	-	26,020
212-5511-230	BOOKS	154,306	162,230	154,306	63,494	-	154,306	-	154,306
212-5511-232	PERIODICALS	16,300	16,612	15,577	15,219	-	16,300	(2,300)	14,000
212-5511-233	AUDIO	76,200	37,229	76,200	23,027	-	76,200	(30,000)	46,200
212-5511-250	POSTAGE	-	591	812	116	-	-	-	-
212-5511-260	ADVERTISING & PRINTING	2,000	2,011	2,000	601	-	2,000	-	2,000
212-5511-270	TELEPHONE	11,593	11,778	11,593	4,894	-	11,593	-	11,593
212-5511-280	COMMUNICATIONS	1,200	1,200	-	-	-	1,200	(1,200)	-
212-5511-310	LINK SERVICES	85,000	85,190	87,103	81,938	3,800	85,000	(3,684)	81,316
212-5511-315	OUTSIDE SERVICES	35,007	34,158	35,007	26,683	(15,981)	35,007	15,981	50,988
212-5511-330	ELECTRONIC RESOURCES	42,245	39,808	38,125	36,609	-	42,245	(25,230)	17,015
212-5511-335	LIBRARY - DIGITAL RESOURCES	-	-	-	-	-	-	57,110	57,110
212-5511-340	BUILDINGS & GKROUNDS MAINT	28,982	32,433	33,982	22,254	-	28,982	11,000	39,982
212-5511-410	EQUIPMENT MAINTENANCE	45,324	46,106	47,938	27,386	-	45,324	-	45,324
212-5511-420	COPIER LEASE/MAINTENANCE	22,766	22,865	22,766	9,371	-	22,766	-	22,766
212-5511-440	TRAINING & DEVELOPMENT	10,000	9,880	10,000	3,128	-	10,000	-	10,000
212-5511-450	MILEAGE	2,820	432	2,820	19	-	2,820	1,800	4,620
212-5511-460	INSURANCE	25,600	25,600	25,600	25,600	-	25,600	2,300	27,900
212-5511-470	UTILITIES	57,227	51,351	57,227	30,029	-	57,227	-	57,227
212-5511-490	PROGRAMMING	10,000	1,170	35,000	8,503	-	35,000		35,000
212-5511-800	CAPITAL OUTLAY	23,000	-	-	-	-	-	-	-
212-7050-990	TRANSFER OUT	-	5,000	-	-	-	-	-	-
212-7050-999	RESERVE FOR CONTINGENCY	18,000	-	-	-	-	-	-	-
212-5511-998	PERSONNEL CONTINGENCY	42,818	-	-	-	-	-	-	-
212-5511-999	CONTINGENCY	-	-	-	-	-	-	-	-
	TOTAL	736,408	618,762	682,076	400,799	(12,181)	677,590	25,777	703,367
TOTAL LIBRARY OPERATIONS		**2,348,068**	**2,151,114**	**2,358,747**	**1,063,388**	**119,819**	**2,362,132**		**2,387,909**

2023 DECISION ITEMS DETAIL

DEPARTMENT/COST CENTER: LIBRARY			AMOUNT		
Account Number	Account Title	Description / Justification	Mandate	Line item Increase	Line Shift
Revenues					
212-4342-00	CROSS COUNTY REIMBURSEMENTS	Columbia, Green, Iowa, Jefferson, Sauk, Rock county reimburse Middleton Pubilc Library for use based on circulation data.	Yes	$ 9,100	
212-4344-00	CO. AID FIXED COST-OPER. REIM	Decrase		$ 1,566	
212-4611-00	COPIES AND FAX	Decrease in copies made		$ (10,000)	
212-4811-00	TRANSFER IN - GEN. FUND	Transfer in from General Fund		$ 28,496	
		Revenue Total		**$ 29,162**	
Expenditures					
2125511232	PERIODICALS	Decrease in print subscriptions	No	$ (2,300)	
2125511233	AUDIO	Shift to new account DIGITAL RESOURCES	No		$ (30,000)
2125511310	LINK	Decrease in SCLS system costs	No	$ (3,684)	
212-5511-280	Communications	Shift to new account DIGITAL RESOURCES		$ (1,200)	$ -
2125511315	OUTSIDE SERVICES	This account is the annual cleaning contract with Environmental Controls. The contract increased by 10% in June of 2022 and is expected to stay as is for 2023.	Yes	$ 15,981	
2125511330	ELECTRONIC RESOURCES	Shift to new account DIGITAL RESOURCES	No		$ (25,230)
2125511340	BUILDING GROUNDS AND MAINTENANCE	Increased costs to maintain interior and exterior of building, including HVAC and landscraping	Yes	$ 11,000	
212-5511-335	DIGITAL RESOURCES	New account, no new net revenue, to allocate and budget for increasing demand of digital resources	No		$ 57,110
212-5511-450	MILEAGE	Increase in milage		$ 1,800	
212-5511-460	INSURANCE	Insurance increased for 2023		$ 2,300	
TOTAL BY AREA		**Expenditure Total**	**$ -**	**$ 23,897**	**$ 1,880**
COMBINED TOTAL			**$**		**54,939**

CITY OF MIDDLETON DEPARTMENT NARRATIVE – FISCAL 2023

Public Library

DEPARTMENT: Library **DIRECTOR: Jocelyne Sansing**

MISSION:

The mission of the Middleton Public Library is to *"make a positive difference in the quality of life in our community by…*

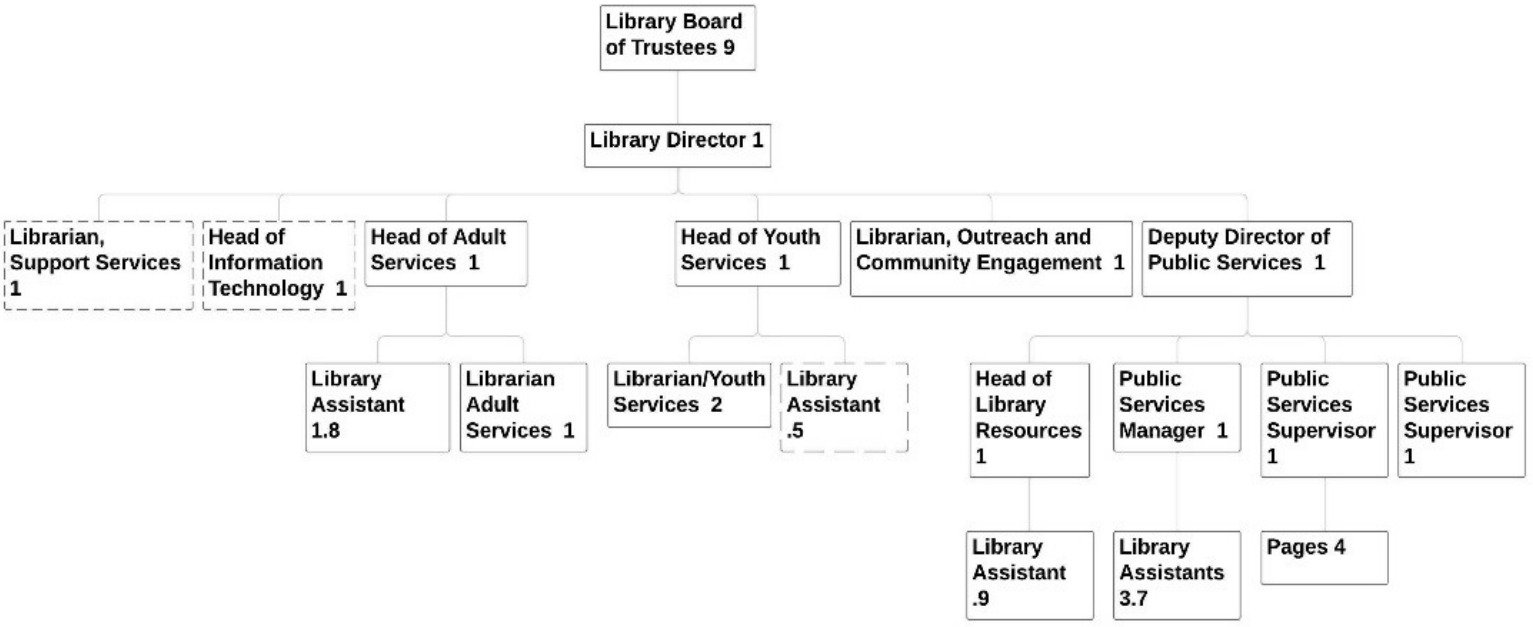
offering a safe and welcoming environment in an aesthetically pleasing and conveniently organized facility;

supplying free and open access to knowledge and information, and the diversity of ideas to all, while protecting the privacy of library patrons;

meeting the informational, educational, and recreational needs of the community through information collections, resources, programming and outreach;

and providing highly competent library staff members to assist, guide, and instruct the public in the use of library resources and information gathering."

ORGANIZATION CHART by FTE



AUTHORIZED POSITION LIST

PERMANENT FTE	**2022**	**2023**
LIBRARY DIRECTOR	1	1
DEPUTY DIRECTOR OF PUBLIC SERVICES	1	1
HEAD OF YOUTH SERVICES	1	1
HEAD OF LIBRARY RESOURCES	1	1
HEAD OF INFORMATION TECHNOLOGY	1	1
HEAD OF ADULT SERVICES	1	1
LIBRARIAN-OUTREACH & ENGAGEMENT SERVICES	1	1
LIBRARIAN-YOUTH SERVICES	2	2
LIBRARIAN- ADULT SERVICES	1	1
LIBRARIAN-SUPPORT SERVICES	1	1
PUBLIC SERVICES MANAGER	1	1
PUBLIC SERVICES SUPERVISOR	1	1
PERMANENT PTE		
LIBRARY ASSISTANT	6.6	5.6
PUBLIC SERVICES SUPERVISOR	1	1
NON PERMANENT PTE		
PAGE	4	4
TOTAL FTE	**23.6**	**22.6**

MAJOR RESPONSIBILITIES ARE TO PROVIDE THE FOLLOWING:

1. Opportunities for individual/group connections, experiences, and lifelong learning – Idea sharing, cultural and shared experiences, innovation drivers, programs, events, partnerships, outreach, and civic engagement
2. Community building – Welcoming, clean, safe and inclusive facility, community rooms, study areas, art displays, exhibits, outdoor gardens, meeting and study rooms
3. Collections and literacy tools – Print materials, audio visual materials, digital materials, and non-traditional items
4. Access to information – Internet and Wi-Fi, reference services, online databases, readers' advisory, instruction, privacy and the right to read
5. Equipment, research, and business tools – Copiers, printers, scanners, fax, and microfilm reader

SIGNIFICANT ISSUES IN 2023:

1. Facilities – The Library has reached critical capacity in all aspects of service. The Middleton Public Library, founded in 1927, has undergone seven major evolutions. Since its last update in 2004, total programming attendance has grown a staggering 842%. Technology use at the library continues to surge, with on-site Wi-Fi use increasing 576% in the last four years. At the same time, the library has maintained its position as a national leader in print and digital

circulation per capita for a city of its population, and is one of the busiest library in the South Central Library System (SCLS). SCLS consists of seven counties and sixty-five libraries.

A 2015 building study determined that to meet service demands, the library requires a minimum of three times its existing square footage. To make the most of the current facility, the library underwent a phased installation of building-wide updates through the Next Chapter Remodel Project. These improvements addressed immediate needs and focused on renewing and maximizing interior spaces of the beloved downtown location. The three goals of Next Chapter were: 1. Increase public square footage. 2. Create flexible spaces for new ways of gathering. 3. Improve customer service experiences. The total Next Chapter Project cost was $500,000, which included a successful $200,000 fundraising campaign. The Next Chapter project did not include any construction, nor did it address restroom improvements. To address long- term needs such as increased square footage, the library is collaborating with the Middleton City Planning Department on a Community Campus Plan for the future. Restrooms are included in the capital improvement plan as a general capital project in 2023.

2. Trends and Demand – The library is not keeping up with trends in Library Community Spaces (maker spaces/labs, meeting and study room spaces, outdoor engagement areas, auditorium, shared technology, etc). The library continues the challenge of balancing spaces dedicated to a growing population, collections, and experiences. Additional square footage is needed to meet required Dane County Standards, industry trends, and interest/demand from the community.

3. Costs and COVID-19 – The library faces rising costs of materials, supplies, and equipment maintenance**.** The proposed 2023 budget minimally addresses the rising costs of system services, insurance rates, cleaning services, and anticipated staffing increases as a result of COLA increases and benefit costs.

   In response to COVID-19 the library continued a phased plan for reopening and is aligned with the Forward Dane Plan and Department of Public Instruction Guidelines. Public meeting room access was phase and reopened in May of 2022 with an overhauled online self-service reservation system.

   2023 intergovernmental funding remains stable but tight, as the Dane County reimbursement for 2023 will be held at the levels of 2021 and 2022.

	2017 Actual	**2018** Actual	**2019** Actual	**2020** Actual	**2021** Actual
City-General Fund	$1,225,670	$1,214,784	$1,307,784	$1,307,784	$1,362,944

2023 STRATEGIC ROAD MAP – Please see midlibrary.org/board for monthly progress reports

1. **Community Partnerships**
   Focuses on advocating for the City of Middleton and its residents.
   Priorities:

- Align the goals of the Middleton Public Library with the goals of the City of Middleton.
- Create more opportunities for the public to share their talents and expertise.
- Grow and strengthen relationships with strategic area partners.

2. Civic Engagement

Focuses on empowering and connecting with individuals and groups who have the knowledge, skills, and social connections to take action in creating a strong, vibrant community.

Priorities:

- Continuously collect and value input from library users and increase communication with underrepresented populations to better understand needs, identify barriers to use, and increase use of the library.
- Cultivate a collection and offer programming that reflects the entire community.
- Develop service strategies responsive to community needs.

3. Inclusion and Belonging

Focuses on creating opportunities for people to experience, express, and celebrate cultures, diversity, equity, and inclusion.

Priorities:

- Provide effective leadership in the development, coordination, implementation and assessment of programs, collections, and services to promote diversity and understanding of bias and differences.
- Honor freedom of expression, intellectual freedom, the right to read, and civil discourse as fundamental to personal, professional, and organizational growth.
- Develop the skills and capacity of staff to respond to diverse communities of users.

4. Place and Space

Focuses on providing physical and virtual spaces that are safe, modern, welcoming, and flexible.

Priorities:

- Implement and assess Next Chapter goals 1. Increase square footage available to the public 2. Create flexible spaces for new ways of gathering 3. Improve the customer service experience
- Increase patron's ability to find, understand, and utilize what they need in the library and online.
- Continue to plan for the long-term future by participating in the Community Campus Plan.

5. Sharing the Impact

Focuses on communicating why and how the library is here for you.

Priorities:

- Increase awareness and use of services and resources.
- Develop improved communication efforts and methods to reach current and potential users.
- Celebrate the critical role the library plays in fostering multiple literacies.

6. Thriving Together

Focuses on creating an environment where people want to be.

Priorities:

- Create and nurture a culture of continuous and innovative learning and development for staff, board, and volunteers.
- Strengthen the organizational structure of volunteers and Friends group and work with members to broaden support the library's mission.

- Ensure short and long-term fiscal sustainability through thoughtful financial development, donor relationships, and partnerships.

MAJOR WORKLOAD STATISTICS:

WORKLOAD ACTIVITIES	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2020 Actual *Impacted by COVID-19*	2021 Actual *Impacted by COVID-19*
Annual Physical Circulation	675,565	726,945	730,404	704,692	320,500	461,679
Registered Borrowers	19,414	19,817	19,834	19,936	18,777	18,923
Interlibrary loans provided to other LINK libraries	217,693	226,692	219,252	193,389	89,997	130,198
Interlibrary loans received from other LINK libraries	223,375	228,472	231,586	229,559	120,987	203,789
Books owned	88,329	90,590	90,251	84,568	85,200	91,895
Audiovisual owned	27,956	27,577	28,317	27,100	27,265	22,304
Digital use: eBooks, audio, magazines, databases (added 2021)	51,118	53,739	75,160	88,590	137,980	144,247
Programs and events	943	972	1010	1065	1020	913
Number of participants at events	32,174	41,449	40,884	47,777	40,000	32,590
Annual visitor count	334,192	367,266	371,703	360,002	150,900	139,384
Annual hours of operation	3,520	3,520	3520	3520	1850	3380
Public computers	74	74	72	72	72	72
Public Internet use sessions & WIFI use	179,445	214,863	245,435	254,250	220,000	102,645
Study Room Bookings	4582	7077	7820	7204	1380	1462

Library Trust & Special Activities (Fund 204)

	2021 Actual	2022 Approved	2022 Projected	2022 Requested
REVENUES				
Reimbursements	8,001	25,000	7,500	25,000
Library Endowment General	54,067	-	-	-
Library Endowment Large Print	6,389	-	-	-
Library Gifts	8,760	-	50	-
Next Chapter Donations	18,455	-	-	-
Katie's Kids Donatinos	5,160	-	-	-
Miscellaneous	-	-	-	-
Total Revenues	**$ 100,832**	**$ 25,000**	**$ 7,550**	**$ 25,000**
EXPENDITURES				
Reimbursements	1,186	25,000	5,000	25,000
Library Endowment General	-	50,000	-	-
Library Endowment Large Print	-	10,000	-	-
Library Gifts Expenditures	7,511	10,000	-	-
Katie's Kids Expenditures	-	5,000	-	-
Next Chapter Project	56,537	-	83,740	-
Miscellaneous	3,620	50,000	-	-
Total Expenditures	**$ 68,854**	**$ 150,000**	**$ 88,740**	**$ 25,000**
NON OPERATING REVENUES				
Transfers In	-	-	-	-
Investment Income	514	-	-	-
Total Non-Operating Revenues	**$ 514**	**$ -**	**$ -**	**$ -**
CHANGE IN NET POSITION	**$ 32,492**	**$ (125,000)**	**$ (81,190)**	**$ -**
NET POSITION				
Beginning Net Position	$ 464,133	$ 496,625	$ 496,625	$ 415,435
Ending Net Position	496,625	371,625	415,435	415,435
NET POSITION - END OF YEAR	**$ 496,625**	**$ 371,625**	**$ 415,435**	**$ 415,435**

YOUTH CENTER REVENUE

		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
CONTRIBUTIONS									
214-4500-01	MCPASD CONTRIBUTION	18,500	18,500	18,500	-	18,500	18,500	-	18,500
214-4500-03	DANE COUNTY CONTRIBUTION	9,590	9,590	9,590	4,175	10,021	9,590	431	10,021
214-4500-04	UNITED WAY CONTRIBUTION	-	-	12,500	6,250	12,500	-	12,500	12,500
	TOTAL	28,090	28,090	40,590	10,425	41,021	28,090	12,931	41,021
DONATIONS									
214-4700-01	GENERAL DONATIONS TO YC	8,000	5,276	8,000	2,493	5,000	8,000	-	8,000
214-4700-03	MCPASD CASH MATCH	4,750	4,750	4,750	4,750	4,750	4,750	-	4,750
214-4700-04	MISC DONATIONS	-	1,800	-	-	-	-	-	-
	TOTAL	12,750	11,826	12,750	7,243	9,750	12,750	-	12,750
MISCELLANEOUS REVENUES									
214-4800-01	TRANSFER IN FR GEN. FUND	94,521	94,521	98,868	98,868	-	98,868	12,065	110,933
214-4800-02	TRANSFER IN ARPA FUND	-	-	20,000	-	20,000	20,000	-	20,000
	TOTAL	94,521	94,521	118,868	98,868	20,000	118,868	12,065	130,933
TOTAL YOUTH CENTER REVENUE		**135,361**	**134,437**	**172,208**	**116,537**	**70,771**	**159,708**	**24,996**	**184,704**

YOUTH CENTER OPERATIONS

		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
WAGES									
214-5100-110	SALARIES-FULL-TIME	73,475	73,672	78,765	37,323	78,765	83,791	-	83,791
214-5100-120	LTE WAGES	7,350	2,574	35,740	8,085	25,000	35,740	-	35,740
214-5100-135	LONGEVITY	1,162	1,200	-	-	-	-	-	-
	TOTAL	81,987	77,446	114,505	45,408	103,765	119,531	-	119,531
PERSONNEL BENEFITS									
214-5100-192	RETIREMENT	5,038	7,384	6,965	3,723	6,865	7,628	-	7,628
214-5100-193	FICA	6,271	5,477	8,760	2,624	8,760	9,144	-	9,144
214-5100-194	HEALTH INSURANCE	23,598	23,681	20,177	10,528	20,177	21,171	-	21,171
214-5100-195	DENTAL INSURANCE	1,715	2,077	1,455	1,370	1,455	2,531	-	2,531
	TOTAL	36,622	38,619	37,357	18,244	37,257	40,474	-	40,474
OPERATING EXPENSES									
214-5100-220	SUPPLIES & MATERIALS	4,375	3,909	5,323	1,849	5,323	4,375	-	4,375
214-5100-221	FUNDRAISING MATERIALS	300	251	300	-	300	300	-	300
214-5100-280	COMMUNICATION	480	951	924	462	924	480	-	480
214-5100-310	TRIPS	1,500	1,564	1,500	48	1,500	1,500	-	1,500
214-5100-440	TRAINING & DEVELOPMENT	200	56	200	-	200	200	-	200
214-5100-480	NUTRITIONAL SUPPLIES & MATS	8,344	2,536	6,952	3,096	6,952	8,344	-	8,344
214-5301-996	CASH MATCH	9,500	8,507	9,500	-	9,500	9,500	-	9,500
214-5301-998	PERSONNEL CONTINGENCY	-	-	822	-	-	-	-	-
	TOTAL	24,699	17,773	25,521	5,455	24,699	24,699	-	24,699
TOTAL YOUTH CENTER OPERATIONS		**143,308**	**133,838**	**177,383**	**69,108**	**165,721**	**184,704**	**-**	**184,704**

Impact Fee Funds (Fund 200)

	2021 Actual	2022 Approved	2022 Projected	2023 Requested
REVENUES				
Fire Impact Fee	27,538	30,000	50,000	30,000
EMS Impact Fee	30,135	30,000	50,000	30,000
Police Impact Fee	44,933	-	-	-
Investment and Interest Income	6,828	2,500	2,500	2,500
Total Revenues	**$ 109,435**	**$ 62,500**	**$ 102,500**	**$ 62,500**
EXPENDITURES				
Administrative Expenses	-	-	-	-
Total Expenditures	**$ -**	**$ -**	**$ -**	**$ -**
OTHER FINANCING SOURCES (USES)				
Transfer to Debt Service (Fire/EMS)	(50,000)	(65,000)	(65,000)	(65,000)
Transfer to Debt Service (Police)	(100,000)	(150,000)	(150,000)	(150,000)
Other Transfers In (Out)	-	-	-	-
Total Other Sources (Uses)	(150,000)	(215,000)	(215,000)	(215,000)
NET CHANGE IN FUND BALANCE	**(40,565)**	**(152,500)**	**(112,500)**	**(152,500)**
FUND BALANCE				
Fire & EMS Impact Fees				
Beginning Fund Balance	$ 463,079	$ 474,166	$ 474,166	$ 510,833
Ending Fund Balance	474,166	470,833	510,833	507,500
Police Impact Fees				
Beginning Fund Balance	$ 922,405	$ 870,753	$ 870,753	$ 721,586
Ending Fund Balance	870,753	721,586	721,586	572,419
NET AVAILABLE FUND BALANCE	**$ 1,344,919**	**$ 1,192,419**	**$ 1,232,419**	**$ 1,079,919**

Subdivider Fund (Fund 206)

	2021 Actual	2022 Approved	2022 Projected	2023 Approved
REVENUES				
Stormwater Fee-in-Lieu	6,220	50,000	10,000	50,000
City GIS Fees	3,130	-	500	-
Miscellaneous	-	-	-	-
Total Revenues	**$ 9,350**	**$ 50,000**	**$ 10,500**	**$ 50,000**
EXPENDITURES				
Stormwater Expenditures	3,038	50,000	10,000	50,000
GIS Expenditures	-	-	-	-
Miscellaneous	-	-	-	-
Total Expenditures	**$ 3,038**	**$ 50,000**	**$ 10,000**	**$ 50,000**
NON OPERATING REVENUES				
Transfers In	-	-	-	-
Investment Income	-	-	-	-
Total Capital Contributions	**$ -**	**$ -**	**$ -**	**$ -**
CHANGE IN NET POSITION	**$ 6,312**	**$ -**	**$ 500**	**$ -**
NET POSITION				
Beginning Net Position	$ 1,150,021	$ 1,156,333	$ 1,156,333	$ 1,156,833
Ending Net Position	1,156,333	1,156,333	1,156,833	1,156,833
NET POSITION - END OF YEAR	**$ 1,156,333**	**$ 1,156,333**	**$ 1,156,833**	**$ 1,156,833**

Police Special Activities (Fund 208)

	2021 Actual	2022 Approved	2022 Projected	2023 Regeusted
REVENUES				
Bullet Proof Vests	-	5,000	4,813	5,000
Evidentiary Money Revenue	-	-	481	-
Police Department Donations	7,295	-	-	-
Canine Donations	5,763	-	-	5,000
Miscellaneous	12	-	-	-
Total Revenues	**$ 13,070**	**$ 5,000**	**$ 5,294**	**$ 10,000**
EXPENDITURES				
Bullet Proof Vests	6,563	5,000	5,325	5,000
Canine Supplies	2,595	-	1,000	5,000
Capital Outaly	-	-	-	
Miscellaneous	2,046	-	2,000	-
Total Expenditures	**$ 11,204**	**$ 5,000**	**$ 8,325**	**$ 10,000**
NON OPERATING REVENUES				
Transfers In	-	-	-	-
Investment Income	-	-	-	-
Total Capital Contributions	**$ -**	**$ -**	**$ -**	**$ -**
CHANGE IN NET POSITION	**$ 1,866**	**$ -**	**$ (3,031)**	**$ -**
NET POSITION				
Beginning Net Position	$ 37,125	$ 38,991	$ 38,991	$ 35,960
Ending Net Position	38,991	38,991	35,960	35,960
NET POSITION - END OF YEAR	**$ 38,991**	**$ 38,991**	**$ 35,960**	**$ 35,960**

EMS Special Activities (Fund 209)

	2021 Actual	2022 Approved	2022 Projected	2023 Approved
REVENUES				
WI EMS Funding Assistance Pgm.	6,718	20,000	7,897	20,000
Miscellaneous	2,700	-	3,350	-
Total Revenues	**$ 9,418**	**$ 20,000**	**$ 11,247**	**$ 20,000**
EXPENDITURES				
EMS FAP Expenditures	-	20,000	-	20,000
Miscellaneous	-	-	-	-
Total Expenditures	**$ -**	**$ 20,000**	**$ -**	**$ 20,000**
NON OPERATING REVENUES				
Transfers In	-	-	-	-
Investment Income	-	-	-	-
Total Capital Contributions	**$ -**	**$ -**	**$ -**	**$ -**
CHANGE IN NET POSITION	**$ 9,418**	**$ -**	**$ 11,247**	**$ -**
NET POSITION				
Beginning Net Position	$ 23,632	$ 33,050	$ 33,050	$ 44,297
Ending Net Position	33,050	33,050	44,297	44,297
NET POSITION - END OF YEAR	**$ 33,050**	**$ 33,050**	**$ 44,297**	**$ 44,297**

Senior Center Special Activities (Fund 211)

	2021 Actual	2022 Approved	2022 Projected	2023 Approved
REVENUES				
Endowment Earnings	10,985	5,000	5,000	5,000
Grant Revenue	4,000	-	-	-
Senior Center Donations	13,351	-	10,000	-
Dane County Nutrition Revenue	23,501	20,000	25,000	25,000
Total Revenues	**$ 51,837**	**$ 25,000**	**$ 40,000**	**$ 30,000**
EXPENDITURES				
Payment to Dane County	22,397	20,000	25,000	25,000
Grant Expenditures	1,332	-	-	-
MCF Expendtiures	711			
Gift Expenditures	4,992			
Volunteer Program Expenditures	291			
Supplies & Materials	3,386	5,000	40,000	5,000
Total Expenditures	**$ 33,109**	**$ 25,000**	**$ 65,000**	**$ 30,000**
NON OPERATING REVENUES				
Transfers In	-	-	-	-
Investment Income	-	-	-	-
Total Capital Contributions	**$ -**	**$ -**	**$ -**	**$ -**
CHANGE IN NET POSITION	**$ 18,728**	**$ -**	**$ (25,000)**	**$ -**
NET POSITION				
Beginning Net Position	$ 172,583	$ 191,311	$ 191,311	$ 166,311
Ending Net Position	191,311	191,311	166,311	166,311
NET POSITION - END OF YEAR	**$ 191,311**	**$ 191,311**	**$ 166,311**	**$ 166,311**

Public Lands Special Activities (Fund 210)

	2021 Actual	2022 Approved	2022 Projected	2023 Requested
REVENUES				
Grants	-	-	-	-
Parkland Fees-in-Lieu	1,210,800	100,000	900,000	100,000
Street Tree Fees-in-Lieu	15,850	-	-	-
Dog Park Donations	17,799	-	15,000	-
Arbor Day Donations	-	-	-	-
Memorial Donations	4,222	-	5,000	-
Ski Trail Donations	-	-	-	-
Park Development Revenue	519,050	200,000	400,000	200,000
Public Art Donations	-	-	6,000	-
Scholarship Donations	231	-	1,200	-
Gazebo Donations	2,500	-	-	-
Miscellaneous	1,056	-	-	-
Total Revenues	**$ 1,771,508**	**$ 300,000**	**$ 1,327,200**	**$ 300,000**
EXPENDITURES				
Dog Park Supplies & Materials	2,640	-	5,000	-
Public Arts Expenditures	-	-	5,000	-
Memorial Expenditures	-	-	150	-
Lakeview Tennis Courts	-	-	-	225,000
Lake Street Boat Launch	-	-	-	60,000
Street Tree Expenditures	-	-	5,000	-
Lakeview Park	1,385,267	-	-	-
Park Development Improvements	80,133	325,000	150,000	74,000
Lucille Taylor Park Expenditures	4,308	-	-	-
Bike Park Improvements	-	-	60,000	-
Community Center Study	1,940	-	-	30,000
PBC Trails & Bridges	34,133	-	15,000	-
Park Land Acquisition	-	-	925,000	-
CXC Parking Lot	-	-	181,371	-
Miscellaneous	956	-	-	-
Total Expenditures	**$ 1,509,377**	**$ 325,000**	**$ 1,346,521**	**$ 389,000**
NON OPERATING REVENUES				
Transfers In	-	-	-	-
Investment Income	-	-	-	-
Total Capital Contributions	**$ -**	**$ -**	**$ -**	**$ -**
CHANGE IN NET POSITION	**$ 262,131**	**$ (25,000)**	**$ (19,321)**	**$ (89,000)**
NET POSITION				
Beginning Net Position	$ 1,858,270	$ 2,120,400	$ 2,120,400	$ 2,101,079
Ending Net Position	2,120,400	2,095,400	2,101,079	2,012,079
NET POSITION - END OF YEAR	**$ 2,120,400**	**$ 2,095,400**	**$ 2,101,079**	**$ 2,012,079**

American Rescue Plan Funds (Fund 215)

	2021 Actual	2022 Approved	2022 Projected	2023 Requested
REVENUES				
Federal Grants	4,000	808,430	528,912	1,357,691
Miscellanesous Revenue	-	-	-	-
Total Revenues	**$ 4,000**	**$ 808,430**	**$ 528,912**	**$ 1,357,691**
EXPENDITURES				
Personnel Expenditures	-	100,930	102,136	25,000
Operating Expenditures	4,000	202,500	138,879	314,000
Capital Expenditures	-	505,000	287,897	1,018,691
Total Expenditures	**$ 4,000**	**$ 808,430**	**$ 528,912**	**$ 1,357,691**
NON OPERATING REVENUES				
Transfers In (Out)	-	-	-	-
Investment Income	-	-	-	-
Total Non-Operating	**$ -**	**$ -**	**$ -**	**$ -**
CHANGE IN NET POSITION	**$ -**	**$ -**	**$ -**	**$ -**
NET POSITION				
Beginning Net Position	$ -	$ -	$ -	$ -
Ending Net Position	-	-	-	-
NET POSITION - END OF YEAR	**$ -**	**$ -**	**$ -**	**$ -**

City of Middleton - American Rescue Plan Act Funds
Council Approved Projects for 2022 & Future Year Projections

			Actual	Approved	Projected			
Item #	**Project**	**ARPA Category**	**2021**	**2022**	**2022**	**2023**	**2024**	**TOTAL**
1	Support MOM Housing Stability & Food Security Programs	2.1 / 2.2	-	20,000	20,000	20,000	20,000	60,000
2	Housing Assistance for Seniors (Moving Costs & Deposits)	2.2	-	10,000	10,000	10,000	10,000	30,000
3	Mental Health First Aid Training	1.1	-	12,000	6,546	-	-	6,546
4	Youth Summer Camp Program	3.6	-	5,000	5,000	5,000	5,000	15,000
5	Energy Efficiency/Solar in NOAH	2.3	-	150,000	37,500	262,500	150,000	450,000
6	Misty Valley Stormwater Improvements	5.6	-	45,000	45,000	400,000		445,000
7	Hidden Oaks Stormwater Improvements	5.6	-	45,000	45,000	300,000		345,000
8	Solar Array on Well #6	5.7	-	45,088	11,272	33,816	-	45,088
9	Solar Array on Well #8	5.7	-	146,500	36,625	109,875	-	146,500
10	Council Chambers Meeting Room Technology	1.7	-	25,000	-	25,000	-	25,000
11	Middleton Aquatic Center Improvements	3.9	-	150,000	150,000	150,000	-	300,000
12	Risk Evaluation & Single Audits	7.1	4,000	10,500	6,500	6,500	6,500	23,500
13	Youth Center PT Position Summary	3.6	-	20,000	20,000	20,000	-	40,000
14	Public Safety Compensation	4.1	-	77,136	77,136	-	-	77,136
15	ARPA Grant Management & Compliance	7.1		50,000	25,000	15,000	10,000	50,000
16	Ridges of Pheasant Branch Storm Water	5.6	-	33,333	33,333	-	-	33,333
		TOTAL	4,000	844,557	528,912	1,357,691	201,500	2,092,103

Total ARPA Funding	2,096,930
Unallocated Amount	4,827

Economic Develompent Grant Fund (Fund 216)

	2021 Actual	2022 Approved	2022 Projected	2023 Requested
REVENUES				
Grants	-	-	-	-
Loan Repayments	-	-	100,000	100,000
Investment Income	20	-	-	-
Total Revenues	**$ 20**	**$ -**	**$ 100,000**	**$ 100,000**
EXPENDITURES				
MERL Program	-	-	-	-
Other Economic Develompent	-	-	-	-
Miscellaneous	-	-	-	-
Total Expenditures	**$ -**	**$ -**	**$ -**	**$ -**
OTHER FINANCING SOURCES (USES)				
Transfers In	-	-	-	-
Transfer Out	-	-	(100,000)	(100,000)
Long Term Debt Issued	-			
Investment Income	-	-	-	-
Total Capital Contributions	**$ -**	**$ -**	**$ (100,000)**	**$ (100,000)**
CHANGE IN NET POSITION	**$ 20**	**$ -**	**$ -**	**$ -**
NET POSITION				
Beginning Net Position	$ 16,750	$ 16,770	$ 16,770	$ 16,770
Ending Net Position	16,770	16,770	16,770	16,770
NET POSITION - END OF YEAR	**$ 16,770**	**$ 16,770**	**$ 16,770**	**$ 16,770**

Risk Management Fund (Fund 710)

	2021 Actual	2022 Budget	2022 Projected	2023 Requested
REVENUES				
Insurance Cost Allocations				
General Fund	$ 340,000	$ 300,000	$ 300,000	$ 375,000
Library Fund	25,600	25,600	25,600	27,900
Tourism Fund	2,500	2,600	2,600	2,600
Water Utility	42,600	43,150	43,150	43,200
Sewer Utility	12,200	12,200	12,200	13,700
Golf Course	35,500	35,500	35,500	45,400
Airport	1,900	2,000	1,900	2,000
Other Revenues & Sources				
Insurance Dividends	64,243	14,035	14,035	15,670
Insurance Recoveries	23,763	-	45,658	-
Other Recoveries	7,650	-	-	
Interest on Investments	2,666	1,000	1,000	1,000
Total Revenues	**$ 558,622**	**$ 436,085**	**$ 481,643**	**$ 526,470**
EXPENDITURES				
Insurance Coverage				
Liability Insurance	68,059	65,949	65,949	67,377
Excess Liability Insurance	5,336	700	7,143	8,572
Employment Practices Liability	6,983	8,000	7,225	8,309
Cyber Liability	-	-	-	-
Pollution Liability	3,375	3,800	6,214	7,457
Crime Policy	720	1,044	1,009	1,211
Volunteer Accident Policy	812	850	643	675
Workers Compensation	209,293	210,269	214,619	268,213
Auto Physical Damage	23,234	25,492	24,157	26,887
Equipment Breakdown	4,171	4,700	4,322	5,083
Property Insurance	115,872	115,434	118,067	132,059
Subtotal: Insurance Coverage	437,855	436,238	449,348	525,843
Claims Costs				
Liability Claims	12,348	20,000	88,576	20,000
Property Claims	20,531	5,000	10,000	5,000
Auto Physical Damage Claims	1,320	10,000	10,000	10,000
Other Claim Costs	560	2,500	1,000	2,500
Subtotal: Claims Costs	34,759	37,500	109,576	37,500
Total Expenditures	**$ 472,614**	**$ 473,738**	**$ 558,924**	**$ 563,343**
CHANGE IN NET POSITION	**$ 86,008**	**$ (37,653)**	**$ (77,281)**	**$ (36,873)**
NET POSITION				
Beginning Net Position	$ 376,739	$ 462,747	$ 462,747	$ 385,466
Ending Net Position	462,747	$ 425,094	$ 385,466	$ 348,593

CDA REVENUES

		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
MISCELLANEOUS REVENUES									
203-4811-00	INTEREST ON INVESTMENTS	1,000	4,162	1,000	-	-	1,000	-	1,000
203-4812-00	TRANSFER IN	76,000	76,000	70,000	-	-	70,000	50,000	120,000
203-4820-00	RENT - JONES	11,557	11,538	11,788	5,875	-	11,788	-	11,788
203-4820-04	RENT MIDDLETON STATION PARKIN(	3,600	3,600	3,600	-	-	3,600	-	3,600
203-4875-00	HUBBARD ACTIVITY CENTER	5,500	3,878	5,500	-	-	5,500	-	5,500
203-4890-00	MISCELLANEIOUS REVENUES	-	-	-	-	-	-	9,000	9,000
	TOTAL	97,657	99,416	91,888	5,875	-	91,888	59,000	150,888
TOTAL CDA REVENUES		**97,657**	**99,416**	**91,888**	**5,875**	**-**	**91,888**	**59,000**	**150,888**

COMMUNITY DEVELOPMENT AUTHORITY

		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
OPERATING EXPENSES									
203-5531-001	ECONOMIC ASSISTANCE PMTS	-	-	-	-	-	-	-	-
203-5531-003	OTHER	-	-	-	-	-	-	-	-
203-5540-001	DOWNTOWN SNOW REMOVAL	25,000	19,107	25,000	11,775	-	25,000	-	25,000
203-5540-002	SENIOR CENTER BUILDING MTNANCE	5,000	112	5,000	336	-	5,000	(3,000)	2,000
203-5540-003	DOWNTOWN MARKETING ASSISTANCE	7,500	3,000	-	-	-	-	-	-
203-5540-004	CDA EVENT SPONSORSHIP	7,500	9,214	7,500	392	-	7,500	-	7,500
203-5540-005	BANNERS/HOLIDAY LIGHTS	10,000	9,910	10,000	1,885	-	10,000	5,000	15,000
203-5540-006	LTES DOWNTOWN MAINTENANCE	21,000	26,209	15,000	-	-	15,000	12,000	27,000
203-5540-007	DOWNTOWN LANDSCAPE/MTNANCE	37,062	37,151	18,000	16,108	-	18,000	27,000	45,000
203-5599-000	DEPRECIATION EXPENSE	-	74,808	-	-	-	-	-	-
203-5714-001	TENANT IMPROVEMENT	-	-	-	-	-	-	-	-
203-5720-112	PART-TIME-NON PERM.	-	-	21,042	-	-	23,050	-	23,050
203-5720-192	RETIREMENT	-	-	-	-	-	1,567	-	1,567
203-5720-193	FICA	-	-	1,610	-	-	1,763	-	1,763
203-5720-210	MISCELLANEOUS EXPENSES	1,000	(3,940)	1,000	790	-	1,000	-	1,000
203-5720-230	CITY HALL COMMUNITY GARDEN	-	-	-	-	-	-	-	-
203-5722-310	PROFESSIONAL SERVICES	-	-	-	-	-	-	-	-
203-5820-705	LOAN WRITEOFFS	-	-	-	-	-	-	-	-
203-5923-990	TRANSFER TO TIF FUND	-	-	-	-	-	-	-	-
203-5923-995	TRANSFER TO FUND 416	-	-	-	-	-	-	-	-
203-5923-999	TRANSFER TO DEBT SERVICE FUND	-	-	-	-	-	-	-	-
	TOTAL	114,062	175,571	104,152	31,286	-	107,880	41,000	148,880
TOTAL COMMUNITY DEVELOPMENT AUTHORITY		**114,062**	**175,571**	**104,152**	**31,286**	**-**	**107,880**	**41,000**	**148,880**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
GENERAL CAPITAL BORROWING SUMMARY

TARGET ANNUAL GENERAL CAPITAL BORROWING (Based on 2022-2026 CIP)

Category	2023	2024	2025	2026	2027	Total
Administration/Other	$ -	$ 100,000	$ 500,000	$ 500,000	$ 500,000	$ 1,600,000
Building Inspection	65,000	80,000	50,000	20,000	50,000	265,000
Community Services	-	-	-	-	-	-
Conservancy Lands	65,000	40,000	15,000	-	60,000	180,000
EMS	90,000	100,000	100,000	100,000	100,000	490,000
Fire District	-	-	-	-	-	-
Information Technology	145,000	45,000	45,000	245,000	100,000	580,000
Library	85,000	50,000	-	-	-	135,000
Parks, Recreation & Forestry	415,000	395,000	215,000	195,000	300,000	1,520,000
Pedestrian & Bicycles	200,000	285,000	250,000	110,000	100,000	945,000
Planning	-	-	-	-	-	-
Police	110,000	100,000	100,000	50,000	50,000	410,000
Public Works: Streets	2,100,000	2,030,000	2,000,000	2,000,000	2,000,000	10,130,000
Public Works: Fleet Additions	85,000	65,000	-	-	-	150,000
Public Works: Other Projects	50,000	95,000	85,000	115,000	50,000	395,000
Vehicle Replacement Plan	525,000	550,000	575,000	600,000	625,000	2,875,000
Water Resources	65,000	65,000	65,000	65,000	65,000	325,000
TOTAL	**$ 4,000,000**	**$ 4,000,000**	**$ 4,000,000**	**$ 4,000,000**	**$ 4,000,000**	**$ 20,000,000**

REQUESTED ANNUAL GENERAL CAPITAL BORROWING (2023-2027 CIP)

Category	2023	2024	2025	2026	2027	Total
Administration/Other	$ 10,450	$ -	$ -	$ -	$ -	$ 10,450
Building Inspection	187,000	55,000	55,000	43,000	40,000	380,000
Community Services	-	-	-	-	-	-
Conservancy Lands	206,555	146,555	120,000	90,000	100,000	663,110
EMS	40,000	73,000	800,000	3,715,000	96,000	4,724,000
Fire District	-	-	-	-	-	-
Information Technology	120,000	45,000	95,000	75,000	45,000	380,000
Library	200,000	-	1,000,000	-	-	1,200,000
Parks, Recreation & Forestry	521,000	524,500	592,000	333,750	305,000	2,276,250
Pedestrian & Bicycles	-	-	-	-	-	-
Planning	276,700	208,000	-	-	-	484,700
Police	189,276	165,000	150,000	100,000	100,000	704,276
Public Works: Streets	1,949,348	2,220,000	2,000,000	2,005,000	2,000,000	10,174,348
Public Works: Fleet Additions	170,000	350,000	-	-	-	520,000
Public Works: Other Projects	205,250	168,500	226,667	36,250	92,500	729,167
Vehicle Replacement Plan	525,000	550,000	575,000	600,000	625,000	2,875,000
Water Resources	166,246	646,912	1,091,912	2,712,000	1,512,000	6,129,070
TOTAL	**$ 4,766,825**	**$ 5,152,467**	**$ 6,705,579**	**$ 9,710,000**	**$ 4,915,500**	**$ 31,250,371**

AMOUNT OVER TARGET	**$ 766,825**	**$ 1,152,467**	**$ 2,705,579**	**$ 5,710,000**	**$ 915,500**	**$ 11,250,371**

2023 Requested Capital Budget Requests Decision Matrix

Type of Project	2022 Proposed	Capital Budget	Tax Increment Financing	User Fees & Dept. Revenues	Fund Balance & Repl. Fund	Grants, Donations, & Other
Capital Projects Funds & TIF	25,226,451	4,766,825	18,680,500	359,000	-	1,420,126
Golf Course	1,555,300	-	633,985	300,000	621,315	-
Sewer Utility	525,000	-	-	525,000	-	-
Storm Water Utility	1,030,000	-	-	330,000	-	700,000
Water Utility	1,283,000	-	-	1,283,000	-	-
Fire District	200,109	-	-	-	200,109	-
Total	29,819,860	4,766,825	19,314,485	2,797,000	821,424	2,120,126

Department and Project	Project #	Y / N	2023 Request	Capital Budget	Tax Increment Financing	User Fees & Dept. Revenues	Fund Balance & Repl. Fund	Grants, Donations, & Other
ADMINISTRATION								
1 Replacement of City Hall Mailroom Copier	AD-23-01	Y	10,450	10,450	-	-	-	-
TOTAL			10,450	10,450	-	-	-	-
BUILDING INSPECTION								
1 City Hall access control	BI-23-01	Y	60,000	60,000	-	-	-	-
2 City Hall admin remodel project	BI-23-02	Y	40,000	40,000	-	-	-	-
3 Senior Center glass block replacement	BI-23-03	Y	60,000	60,000	-	-	-	-
4 Senior Center furnace replacements	BI-23-04	Y	27,000	27,000	-	-	-	-
TOTAL			187,000	187,000	-	-	-	-
CONSERVANCY LANDS								
1 Conservancy Lands 5 Year Plan (2023-2028)	CL-23-01	Y	25,000	25,000	-	-	-	-
2 Post Flood Tiedeman Pond Revegitation	CL-23-02	Y	6,290	6,290	-	-	-	-
3 Post Flood Stricker Pond Revegitation	CL-23-03	Y	5,265	5,265	-	-	-	-
4 Pheasant Branch Creek Corridor Restoration	CL-23-04	Y	20,000	20,000	-	-	-	-
5 Bock Hayfield Prairie Conversion	CL-23-05	Y	10,000	10,000	-	-	-	-
6 Bock Community Forest Master Plan Update	CL-23-06	Y	10,000	10,000	-	-	-	-
7 Bock Community Forest	CL-23-07	Y	30,000	15,000	-	-	-	15,000
8 Hubbard Property Trail Installation	CL-23-08	Y	25,000	25,000	-	-	-	-
9 Hidden Oaks Master Plan	CL-23-09	Y	10,000	10,000	-	-	-	-
10 Hidden Oaks Restoration	CL-23-10	Y	10,000	10,000	-	-	-	-
11 Pheasant Branch Conservancy Tile Break	CL-23-11	Y	15,000	15,000	-	-	-	-
12 North Fork Restoration	CL-23-12	Y	10,000	10,000	-	-	-	-
13 Middleton Hills Restorations	CL-23-13	Y	20,000	20,000	-	-	-	-
14 Mary E Jacobsen Trail Installation	CL-23-14	Y	15,000	15,000	-	-	-	-
15 Trail Marking and Deliniation	CL-23-15	Y	10,000	10,000	-	-	-	-
TOTAL			221,555	206,555	-	-	-	15,000
EMS								
1 EMS Station Mezzanine Storage Area	EM-23-01	Y	40,000	40,000	-	-	-	-
TOTAL			40,000	40,000	-	-	-	-
FIRE DISTRICT								
1 Public Safety (Fire) Capital Reserve	FI-23-01	Y	200,109	-	-	-	200,109	-
TOTAL			200,109	-	-	-	200,109	-
GOLF COURSE								
1 PV Road Lake 2 & 3 Renovation (Part 1)	GC-23-01	Y	593,985	-	593,985	-	-	-
2 Internal Golf Course Renovation (Part 2)	GC-23-02	Y	791,315	-	-	170,000	621,315	-
3 Signage and Gate Replacement	GC-23-03	Y	80,000	-	40,000	40,000	-	-
4 Maintenance Building Addition and Master Plan Phase 1	GC-23-04	Y	20,000	-	-	20,000	-	-
5 Sealcoat Parking Lot	GC-23-05	Y	25,000	-	-	25,000	-	-
6 FW Top Dresser	GC-23-06	Y	25,000	-	-	25,000	-	-
7 Trap Rake	GC-23-07	Y	20,000	-	-	20,000	-	-
TOTAL			1,555,300	-	633,985	300,000	621,315	-

Department and Project	Project #	Y / N	2023 Request	Capital Budget	Tax Increment Financing	User Fees & Dept. Revenues	Fund Balance & Repl. Fund	Grants, Donations, & Other
INFORMATION TECHNOLOGY								
1 Computer Replacement Plan	IT-23-01	Y	45,000	45,000	-	-	-	-
2 SAN Storage Replacement	IT-23-02	Y	75,000	75,000	-	-	-	-
TOTAL			120,000	120,000	-	-	-	-
LIBRARY								
1 Restrooms & Plumbing	LB-23-01	Y	200,000	200,000	-	-	-	-
TOTAL			200,000	200,000	-	-	-	-
PARKS, RECREATION, & FORESTRY								
1 Walter Bauman Aquatic Center	PR-23-01	Y	150,000	-	-	-	-	150,000
2 Urban Forestry Grant (Spongy Moth Supression)	PR-23-02	Y	59,000	35,000	-	-	-	24,000
3 Lakeview Tennis Courts	PR-23-03	Y	490,000	265,000	-	225,000	-	-
4 Recreation Software - CivicRec	PR-23-04	Y	21,000	21,000	-	-	-	-
5 Penni Klein ADA Compliance	PR-23-05	Y	75,000	75,000	-	-	-	-
6 Lake Street Boat Launch Improvements	PR-23-06	Y	125,000	65,000	-	60,000	-	-
7 Playground Replacment Program	PR-23-07	Y	40,000	40,000	-	-	-	-
8 Athletic Court Maintenance Program	PR-23-08	Y	20,000	20,000	-	-	-	-
9 Parisi Park Shelter	PR-23-10	Y	50,000	-	-	50,000	-	-
10 Hinrichs Family Farm Park basketball court	PR-23-13	Y	24,000	-	-	24,000	-	-
TOTAL			1,054,000	521,000	-	359,000	-	174,000
PLANNING								
1 N Mendota Trail East: Construction (Grant/Capital)	PL-23-01	Y	200,000	-	-	-	-	200,000
2 Purchase of 100 kW Police Station Solar Array + Microgrid	PL-23-02	Y	56,700	56,700	-	-	-	-
3 Installation of Microgrid with Police Station Solar Array (C	PL-23-12	Y	200,000	200,000	-	-	-	-
4 Middleton Sign Public Art Project at Quarry Skate Park Hil	PL-23-03	Y	40,000	-	40,000	-	-	-
5 Scanning Service for Plan Commission Files (Capital)	PL-23-04	Y	20,000	20,000	-	-	-	-
TOTAL			516,700	276,700	40,000	-	-	200,000
POLICE DEPARTMENT								
1 Body Worn Camera Replacement	PD-23-01	Y	65,000	19,276	-	-	-	45,724
2 NextLog 911 Recording System	PD-23-02	Y	32,000	32,000	-	-	-	-
3 Replacement of Library Auxiliary Base Station	PD-23-03	Y	13,000	13,000	-	-	-	-
4 HVAC Computer System Upgrade	PD-23-04	Y	10,000	10,000	-	-	-	-
5 Radar Unit Replacement	PD-23-05	Y	35,000	35,000	-	-	-	-
6 New Squad Car for Additional Staff	PD-23-12	Y	80,000	80,000	-	-	-	-
TOTAL			235,000	189,276	-	-	-	45,724
PUBLIC WORKS (STREETS)								
1 Pleasant View Reconstruction (TIF)	PW-23-01	Y	14,000,000	-	14,000,000	-	-	-
2 Parmenter Reconstruction (N. Century)(TIF/Grant)	PW-23-02	Y	4,600,000	-	3,710,000	-	-	890,000
3 Parmenter, Elmwood, Aurora Reconstruction (TIF)	PW-23-03	Y	790,000	-	790,000	-	-	-
4 Parmenter Resurfacing (South - Terrace)	PW-23-04	Y	100,000	100,000	-	-	-	-
5 Street Surface Treatments (incl. crack filling)	PW-23-05	Y	250,000	250,000	-	-	-	-
6 Bridge Repairs (Newly added in 2023)	PW-23-06	Y	175,000	175,000	-	-	-	-
7 Middleton Springs Reconstruction	PW-23-07	Y	350,000	350,000	-	-	-	-
8 Clark, Lee Reconstruction	PW-23-08	Y	450,000	450,000	-	-	-	-
9 Elmwood Resurfacing (Bristol - S. Gateway)	PW-23-09	Y	600,000	553,348	-	-	-	46,652
10 Franklin Reconstruction (Bristol - Branch)	PW-23-11	Y	65,000	65,000	-	-	-	-
11 Elmwood Resurfacing (Parmenter - Bristol)	PW-23-12	Y	6,000	6,000	-	-	-	-
TOTAL			21,386,000	1,949,348	18,500,000	-	-	936,652
PUBLIC WORKS (OTHER)								
1 Replace Traffic Signal Controller: Century/Allen	PO-23-01	Y	65,000	16,250	-	-	-	48,750
2 Replace Downtown Street Light Poles w/ Aluminum (TIF)	PO-23-02	Y	140,500	-	140,500	-	-	-
3 Replace Mobile Radios	PO-23-03	Y	24,000	24,000	-	-	-	-
4 Epoxy Floor Coating at Middleton Recycling Center	PO-23-04	Y	30,000	30,000	-	-	-	-
5 Rectangular Rapid Flashing Beacon: University/Mayflowe	PO-23-05	Y	15,000	15,000	-	-	-	-
8 Replace Overhead Doors at MOC	PO-23-06	Y	120,000	120,000	-	-	-	-
TOTAL			394,500	205,250	140,500	-	-	48,750

Department and Project	Project #	Y / N	2023 Request	Capital Budget	Tax Increment Financing	User Fees & Dept. Revenues	Fund Balance & Repl. Fund	Grants, Donations, & Other
PUBLIC WORKS (FLEET ADDITIONS)								
1 Ford F-350 with Utility Box	PV-23-01	Y	75,000	75,000	-	-	-	-
2 Ford F-550 with Dump Box	PV-23-02	Y	95,000	95,000	-	-	-	-
			170,000	170,000	-	-	-	-
SEWER UTILITY								
1 Sewer Main Replacement	SU-23-01	Y	400,000	-	-	400,000	-	-
4 Sewer Utility Equipment Replacement	SU-23-02	Y	125,000	-	-	125,000	-	-
TOTAL			525,000	-	-	525,000	-	-
STORM WATER UTILITY								
1 Spring Hill Pond: Sediment Removal	SW-23-01	Y	150,000	-	-	150,000	-	-
2 Middleton Hills SE Pond: Dredging	SW-23-02	Y	100,000	-	-	100,000	-	-
3 Misty Valley	SW-23-03	Y	400,000	-	-	-	-	400,000
4 Hidden Oaks	SW-23-04	Y	300,000	-	-	-	-	300,000
5 Airport Ditch Sediment removal	SW-23-05	Y	20,000	-	-	20,000	-	-
6 Algonquin Ditch Maintenance	SW-23-06	Y	30,000	-	-	30,000	-	-
7 Airport Rd. Business Park Drainageway	SW-23-07	Y	15,000	-	-	15,000	-	-
8 Airport Ditches Assessment and Dredging	SW-23-08	Y	15,000	-	-	15,000	-	-
TOTAL			1,030,000	-	-	330,000	-	700,000
VEHICLE & EQUIPMENT REPLACEMENT PLAN								
1 Vehicle Replacement Plan Annual Funding	VE-23-01	Y	525,000	525,000	-	-	-	-
TOTAL			525,000	525,000	-	-	-	-
WATER RESOURCES COMMISSION								
1 Adaptive Management/TMDL Compliance	WR-23-01	Y	61,246	61,246	-	-	-	-
2 Flood Mapping	WR-23-02	Y	30,000	30,000	-	-	-	-
3 South Pond Dredging	WR-23-03	Y	75,000	75,000	-	-	-	-
TOTAL			166,246	166,246	-	-	-	-
WATER UTILITY								
1 Water Meter Replacement	WU-23-01	Y	75,000	-	-	75,000	-	-
2 Water Main Replacement	WU-23-02	Y	875,000	-	-	875,000	-	-
3 Well Rehab	WU-23-03	Y	175,000	-	-	175,000	-	-
4 Water Utility Vehicle Replacement	WU-23-04	Y	145,500	-	-	145,500	-	-
5 Water Utility Equipment Replacement	WU-23-05	Y	12,500	-	-	12,500	-	-
TOTAL			1,283,000	-	-	1,283,000	-	-
TOTAL ALL DEPARTMENTS			**29,819,860**	**4,766,825**	**19,314,485**	**2,797,000**	**821,424**	**2,120,126**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 TO 2027

PROJECTS AND FUNDING SOURCES BY DEPARTMENT

Department / Project / Funding Source	Project #	Priority	2023	2024	2025	2026	2027	Total
ADMINISTRATION/OTHER			**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Replacement of City Hall Mailroom Copier	AD-23-01	1	10,450	-	-	-	-	10,450
	TOTAL PROJECTS		**10,450**	**-**	**-**	**-**	**-**	**10,450**
	General Capital Borrowing		10,450	-	-	-	-	10,450
	Other Funding Sources		-	-	-	-	-	-
	TOTAL SOURCES		**10,450**	**-**	**-**	**-**	**-**	**10,450**
BUILDING INSPECTION			**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
City Hall access control	BI-23-01	1	60,000	-	-	-	-	60,000
City Hall admin remodel project	BI-23-02	2	40,000	-	-	-	-	40,000
Senior Center glass block replacement	BI-23-03	3	60,000	-	-	-	-	60,000
Senior Center furnace replacements	BI-23-04	4	27,000	30,000	30,000	18,000	15,000	120,000
Document scanning historical permit files	BI-23-05	5	-	25,000	25,000	25,000	25,000	100,000
	TOTAL PROJECTS		**187,000**	**55,000**	**55,000**	**43,000**	**40,000**	**380,000**
	General Capital Borrowing		187,000	55,000	55,000	43,000	40,000	380,000
	Other Funding Sources		-	-	-	-	-	-
	TOTAL SOURCES		**187,000**	**55,000**	**55,000**	**43,000**	**40,000**	**380,000**
CONSERVANCY LANDS			**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Conservancy Lands 5 Year Plan (2023-2028)	CL-23-01	1	25,000	-	-	-	-	25,000
Post Flood Tiedeman Pond Revegitation	CL-23-02	2	6,290	6,290	-	-	-	12,580
Post Flood Stricker Pond Revegitation	CL-23-03	3	5,265	5,265	-	-	-	10,530
Pheasant Branch Creek Corridor Restoration	CL-23-04	4	20,000	20,000	20,000	20,000	20,000	100,000
Bock Hayfield Prairie Conversion	CL-23-05	5	10,000	10,000	10,000	10,000	10,000	50,000
Bock Community Forest Master Plan Update	CL-23-06	6	10,000	-	-	-	-	10,000
Bock Community Forest	CL-23-07	7	30,000	20,000	10,000	-	-	60,000
Hubbard Property Trail Installation	CL-23-08	8	25,000	-	-	-	-	25,000
Hidden Oaks Master Plan	CL-23-09	9	10,000	-	-	-	-	10,000
Hidden Oaks Restoration	CL-23-10	10	10,000	10,000	10,000	10,000	10,000	50,000
Pheasant Branch Conservancy Tile Break	CL-23-11	11	15,000	10,000	10,000	10,000	10,000	55,000
North Fork Restoration	CL-23-12	12	10,000	10,000	10,000	10,000	10,000	50,000
Middleton Hills Restorations	CL-23-13	13	20,000	10,000	-	-	-	30,000
Mary E Jacobsen Trail Installation	CL-23-14	14	15,000	-	-	-	-	15,000
Trail Marking and Deliniation	CL-23-15	15	10,000	-	10,000	-	10,000	30,000
Graber Pond Master Plan	CL-23-16	16	-	15,000	-	-	-	15,000
Graber Pond Restoration	CL-23-17	17	-	10,000	10,000	10,000	10,000	40,000
South Fork Oak Woodland Conservancy Master Plan	CL-23-18	18	-	10,000	-	-	-	10,000
South Fork Oak Woodland Restoration	CL-23-19	19	-	10,000	10,000	10,000	10,000	40,000
North Fork Master Plan	CL-23-20	20	-	10,000	-	-	-	10,000
Esser Pond Master Plan Update	CL-23-21	21	-	-	15,000	-	-	15,000
Esser Pond Restoration	CL-23-22	22	-	-	10,000	10,000	10,000	30,000
	TOTAL PROJECTS		**221,555**	**156,555**	**125,000**	**90,000**	**100,000**	**693,110**
	General Capital Borrowing		206,555	146,555	120,000	90,000	100,000	663,110
	Other Funding Sources		15,000	10,000	5,000	-	-	30,000
	TOTAL SOURCES		**221,555**	**156,555**	**125,000**	**90,000**	**100,000**	**693,110**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 TO 2027

PROJECTS AND FUNDING SOURCES BY DEPARTMENT

Department / Project / Funding Source	Project #	Priority	2023	2024	2025	2026	2027	Total
EMERGENCY MEDICAL SERVICES			**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
EMS Station Mezzanine Storage Area	EM-23-01	1	40,000	-	-	-	-	40,000
Zoll AED Replacements	EM-23-02	2	-	25,000	-	25,000	-	50,000
HVAC Control Systems and Boiler Upgrade	EM-23-03	3	-	48,000	-	30,000	-	78,000
EMS Satellite Station	EM-23-04	4	-	-	800,000	3,600,000	-	4,400,000
EMS Building Roof Replacement	EM-23-05	5	-	-	-	-	96,000	96,000
EMS Station Alerting System Upgrade	EM-23-06	6	-	-	-	60,000	-	60,000
	TOTAL PROJECTS		**40,000**	**73,000**	**800,000**	**3,715,000**	**96,000**	**4,724,000**
	General Capital Borrowing		40,000	73,000	800,000	3,715,000	96,000	4,724,000
	Other Funding Sources		-	-	-	-	-	-
	TOTAL SOURCES		**40,000**	**73,000**	**800,000**	**3,715,000**	**96,000**	**4,724,000**
FIRE DISTRICT			**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Public Safety (Fire) Capital Reserve	FI-23-01	1	200,109	206,112	212,295	218,664	225,224	1,062,404
	TOTAL PROJECTS		**200,109**	**206,112**	**212,295**	**218,664**	**225,224**	**1,062,404**
	General Capital Borrowing		-	-	-	-	-	-
	Other Funding Sources		200,109	206,112	212,295	218,664	225,224	1,062,404
	TOTAL SOURCES		**200,109**	**206,112**	**212,295**	**218,664**	**225,224**	**1,062,404**
GOLF COURSE			**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
PV Road Lake 2 & 3 Renovation (Part 1)	GC-23-01	1	593,985	-	-	-	-	593,985
Internal Golf Course Renovation (Part 2)	GC-23-02	2	791,315	-	-	-	-	791,315
Signage and Gate Replacement	GC-23-03	3	80,000	-	-	-	-	80,000
Maintenance Building Addition and Master Plan Phase 1	GC-23-04	4	20,000	500,000	-	-	-	520,000
Sealcoat Parking Lot	GC-23-05	5	25,000	-	-	-	-	25,000
FW Top Dresser	GC-23-06	6	25,000	-	-	-	-	25,000
Trap Rake	GC-23-07	7	20,000	-	-	-	-	20,000
FW Mower	GC-23-08	8	-	-	80,000	-	80,000	160,000
Rough Mower	GC-23-09	9	-	-	50,000	-	50,000	100,000
Green Mower	GC-23-10	10	-	-	75,000	75,000	75,000	225,000
Utility Vehicle	GC-23-11	11	-	-	35,000	-	-	35,000
PermaEdge & Porous Pave bunker renovation	GC-23-12	12	-	20,000	-	20,000	20,000	60,000
Cartpath improvements	GC-23-13	13	-	20,000	-	25,000	25,000	70,000
Storage Shed	GC-23-14	14	-	60,000	-	-	-	60,000
Patio Furniture	GC-23-15	15	-	-	60,000	-	-	60,000
EV Cart Fleet Infrastructure	GC-23-16	16	-	-	-	200,000	-	200,000
Outing Pavillion	GC-23-17	17	-	-	-	300,000	-	300,000
Clubhouse interior upgrade and window Replacement	GC-23-18	18	-	-	-	-	300,000	300,000
Asphalt pavement, mill and overlay, original section	GC-23-19	19	-	-	-	-	300,000	300,000
	TOTAL PROJECTS		**1,555,300**	**600,000**	**300,000**	**620,000**	**850,000**	**3,925,300**
	General Capital Borrowing		-	-	-	-	-	-
	Other Funding Sources		1,555,300	600,000	300,000	620,000	850,000	3,925,300
	TOTAL SOURCES		**1,555,300**	**600,000**	**300,000**	**620,000**	**850,000**	**3,925,300**
INFORMATION TECHNOLOGY			**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Computer Replacement Plan	IT-23-01	1	45,000	45,000	45,000	45,000	45,000	225,000
SAN Storage Replacement	IT-23-02	2	75,000	-	-	-	-	75,000
CityHall/Library Firewall Replacement	IT-23-03	3	-	-	50,000	-	-	50,000
MOC/Taylor Park Firewall Replacement	IT-23-04	4	-	-	-	30,000	-	30,000
PD Isilon SAN Storage Replacement	IT-23-05	5	-	-	-	-	-	-
	TOTAL PROJECTS		**120,000**	**45,000**	**95,000**	**75,000**	**45,000**	**380,000**
	General Capital Borrowing		120,000	45,000	95,000	75,000	45,000	380,000
	Other Funding Sources		-	-	-	-	-	-
	TOTAL SOURCES		**120,000**	**45,000**	**95,000**	**75,000**	**45,000**	**380,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 TO 2027

PROJECTS AND FUNDING SOURCES BY DEPARTMENT

Department / Project / Funding Source	Project #	Priority	2023	2024	2025	2026	2027	Total
LIBRARY			**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Restrooms & Plumbing	LB-23-01	1	200,000	-	-	-	-	200,000
HVAC/Mechanical	LB-23-02	2	-	-	1,000,000	-	-	1,000,000
Vehicle	LB-23-03	3	-	250,000	-	-	-	250,000
			200,000	**250,000**	**1,000,000**	**-**	**-**	**1,450,000**
General Capital Borrowing			200,000	-	1,000,000	-	-	1,200,000
Other Funding Sources			-	250,000	-	-	-	250,000
TOTAL SOURCES			**200,000**	**250,000**	**1,000,000**	**-**	**-**	**1,450,000**
PARKS, RECREATION & FORESTRY			**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Walter Bauman Aquatic Center	PR-23-01	1	150,000	100,000	100,000	100,000	100,000	550,000
Urban Forestry Grant (Spongy Moth Supression)	PR-23-02	1	59,000	35,000	-	-	-	94,000
Lakeview Tennis Courts	PR-23-03	2	490,000	-	-	-	-	490,000
Recreation Software - CivicRec	PR-23-04	3	21,000	-	-	-	-	21,000
Penni Klein ADA Compliance	PR-23-05	3	75,000	-	-	-	-	75,000
Lake Street Boat Launch Improvements	PR-23-06	4	125,000	-	-	-	-	125,000
Playground Replacment Program	PR-23-07	5	40,000	60,000	40,000	60,000	60,000	260,000
Athletic Court Maintenance Program	PR-23-08	6	20,000	34,500	57,000	120,000	45,000	276,500
All Abilities Playground	PR-23-09	7	-	1,000,000	-	-	-	1,000,000
Parisi Park Shelter	PR-23-10	8	50,000	500,000	-	-	-	550,000
Lakeview East Park Improvements	PR-23-11	9	-	45,000	-	-	-	45,000
Taylor Park parking lot	PR-23-12	10	-	-	-	-	100,000	100,000
Hinrichs Family Farm Park basketball court	PR-23-13	11	24,000	-	-	-	-	24,000
Parkside Heights Path	PR-23-14	12	-	-	-	53,750	-	53,750
Orchid Heights Path	PR-23-15	13	-	-	395,000	-	-	395,000
			1,054,000	**1,774,500**	**592,000**	**333,750**	**305,000**	**4,059,250**
General Capital Borrowing			521,000	524,500	592,000	333,750	305,000	2,276,250
Other Funding Sources			533,000	1,250,000	-	-	-	1,783,000
TOTAL SOURCES			**1,054,000**	**1,774,500**	**592,000**	**333,750**	**305,000**	**4,059,250**
PLANNING			**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
N Mendota Trail East: Construction (Grant/Capital)	PL-23-01	1	200,000	200,000	-	-	-	400,000
Purchase of 100 kW Police Station Solar Array + Microgri	PL-23-02	2	56,700	-	-	-	-	56,700
Installation of Microgrid with Police Station Solar Array (	PL-23-12	2	200,000	-	-	-	-	200,000
Middleton Sign Public Art Project at Quarry Skate Park Hi	PL-23-03	3	40,000	-	-	-	-	40,000
Scanning Service for Plan Commission Files (Capital)	PL-23-04	4	20,000	-	-	-	-	20,000
Pheasant Branch Conservancy Trailhead (TIF 5)	PL-23-05	5	-	-	-	149,958	999,742	1,149,700
Century Avenue Road Diet Study (Capital)	PL-23-06	6	-	40,000	-	-	-	40,000
Lisa Lane Streetscaping (TIF 5)	PL-23-07	7	-	450,000	-	-	-	450,000
Utility Undergrounding on Century Avenue (TIF 5)	PL-23-08	8	-	-	600,000	-	-	600,000
Cayuga Connector (TIF 3)	PL-23-09	9	-	-	300,000	-	-	300,000
Meriter Infrastructure, First Phase (TIF 5)	PL-23-10	10	-	-	3,700,000	-	-	3,700,000
Community Campus Plan (TIF 3)	PL-23-11	11	-	-	TBD	-	-	-
			516,700	**690,000**	**4,600,000**	**149,958**	**999,742**	**6,956,400**
General Capital Borrowing			276,700	208,000	-	-	-	484,700
Other Funding Sources			240,000	482,000	4,600,000	149,958	999,742	6,471,700
TOTAL SOURCES			**516,700**	**690,000**	**4,600,000**	**149,958**	**999,742**	**6,956,400**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 TO 2027

PROJECTS AND FUNDING SOURCES BY DEPARTMENT

Department / Project / Funding Source	Project #	Priority	2023	2024	2025	2026	2027	Total
POLICE DEPARTMENT			**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Body Worn Camera Replacement	PD-23-01	1	65,000	-	-	-	-	65,000
NextLog 911 Recording System	PD-23-02	2	32,000	-	-	-	-	32,000
Replacement of Library Auxiliary Base Station	PD-23-03	3	13,000	-	-	-	-	13,000
HVAC Computer System Upgrade	PD-23-04	4	10,000	-	-	-	-	10,000
Radar Unit Replacement	PD-23-05	5	35,000	-	-	-	-	35,000
New Squad Car for Additional Staff	PD-23-12	12	80,000	-	-	-	-	80,000
UPS Replacement	PD-23-06	6	-	100,000	-	-	-	100,000
Panasonic Arbitrator In-Car Recording System Replaceme	PD-23-07	7	-	65,000	-	-	-	65,000
Replacement of Dispatch Console	PD-23-08	8	-	-	100,000	-	-	100,000
Replacement of Department Patrol Rifles	PD-23-09	9	-	-	50,000	-	-	50,000
Wrap Reality VR Training Platform	PD-23-10	10	-	-	-	100,000	-	100,000
Surveillance Camera Upgrade	PD-23-11	11	-	-	-	-	100,000	100,000
			235,000	**165,000**	**150,000**	**100,000**	**100,000**	**750,000**
General Capital Borrowing			189,276	165,000	150,000	100,000	100,000	704,276
Other Funding Sources			45,724	-	-	-	-	45,724
TOTAL SOURCES			**235,000**	**165,000**	**150,000**	**100,000**	**100,000**	**750,000**
PUBLIC WORKS: STREETS			**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Pleasant View Reconstruction (TIF)	PW-23-01	1	14,000,000	-	-	-	-	14,000,000
Parmenter Reconstruction (N. Century)(TIF/Grant)	PW-23-02	2	4,600,000	-	-	-	-	4,600,000
Parmenter, Elmwood, Aurora Reconstruction (TIF)	PW-23-03	3	790,000	-	-	-	-	790,000
Parmenter Resurfacing (South - Terrace)	PW-23-04	4	100,000	-	-	-	-	100,000
Street Surface Treatments (incl. crack filling)	PW-23-05	5	250,000	250,000	300,000	500,000	550,000	1,850,000
Bridge Repairs (Newly added in 2023)	PW-23-06	6	175,000	-	-	-	-	175,000
Middleton Springs Reconstruction	PW-23-07	7	350,000	-	-	-	-	350,000
Clark, Lee Reconstruction	PW-23-08	8	450,000	-	-	-	-	450,000
Elmwood Resurfacing (Bristol - S. Gateway)	PW-23-09	9	600,000	-	-	-	-	600,000
Lake, Dewey Reconstruction	PW-23-10	10	-	370,000	-	-	-	370,000
Franklin Reconstruction (Bristol - Branch)	PW-23-11	11	65,000	830,000	-	-	-	895,000
Elmwood Resurfacing (Parmenter - Bristol)	PW-23-12	12	6,000	100,000	-	-	-	106,000
N. Westfield, Hampstead Cts. Resurfacing	PW-23-13	13	-	360,000	-	-	-	360,000
Library Parking Lot Resurfacing (Moved from 2023)	PW-23-14	14	-	200,000	-	-	-	200,000
Century Ave. Bridge Replacement (TIF)	PW-23-15	15	-	-	-	-	1,000,000	1,000,000
Mound Reconstruction	PW-23-16	16	-	30,000	105,000	-	-	135,000
Columbus, Boulder, Mayflower Reconstruction	PW-23-17	17	-	80,000	945,000	-	-	1,025,000
Kenyon Resurfacing	PW-23-18	18	-	-	380,000	-	-	380,000
Diane, Mathews Resurfacing	PW-23-19	19	-	-	210,000	-	-	210,000
Lakeview Reconstruction	PW-23-20	20	-	-	60,000	530,000	-	590,000
Resurfacing Projects (3 areas)	PW-23-21	21	-	-	-	945,000	-	945,000
Elm Reconstruction	PW-23-22	22	-	-	-	30,000	140,000	170,000
Resurfacing Projects (5 areas)	PW-23-23	25	-	-	-	-	1,250,000	1,250,000
Design 2028 Reconstruction Projects	PW-23-24	24	-	-	-	-	60,000	60,000
			21,386,000	**2,220,000**	**2,000,000**	**2,005,000**	**3,000,000**	**30,611,000**
General Capital Borrowing			1,949,348	2,220,000	2,000,000	2,005,000	2,000,000	10,174,348
Other Funding Sources			19,436,652	-	-	-	1,000,000	20,436,652
TOTAL SOURCES			**21,386,000**	**2,220,000**	**2,000,000**	**2,005,000**	**3,000,000**	**30,611,000**
PUBLIC WORKS: FLEET ADDITIONS			**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Ford F-350 with Utility Box	PV-23-01	1	75,000	-	-	-	-	75,000
Ford F-550 with Dump Box	PV-23-02	2	95,000	-	-	-	-	95,000
International M2 106 CC J-hook Truck	PV-23-03	3	-	350,000	-	-	-	350,000
			170,000	**350,000**	**-**	**-**	**-**	**520,000**
General Capital Borrowing			170,000	350,000	-	-	-	520,000
Other Funding Sources			-	-	-	-	-	-
TOTAL SOURCES			**170,000**	**350,000**	**-**	**-**	**-**	**520,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 TO 2027

PROJECTS AND FUNDING SOURCES BY DEPARTMENT

Department / Project / Funding Source	Project #	Priority	2023	2024	2025	2026	2027	Total
PUBLIC WORKS: OTHER PROJECTS			**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Replace Traffic Signal Controller: Century/Allen	PO-23-01	1	65,000	65,000	65,000	65,000	65,000	325,000
Replace Downtown Street Light Poles w/ Aluminum (TIF)	PO-23-02	2	140,500	-	-	-	-	140,500
Replace Mobile Radios	PO-23-03	3	24,000	24,000	27,000	-	-	75,000
Epoxy Floor Coating at Middleton Recycling Center	PO-23-04	4	30,000	-	-	-	-	30,000
Rectangular Rapid Flashing Beacon: University/Mayflowe	PO-23-05	5	15,000	-	-	-	-	15,000
Replace Overhead Doors at MOC	PO-23-06	6	120,000	-	-	-	-	120,000
Rail Crossing Repairs	PO-23-07	7	-	10,000	10,000	-	-	20,000
Design Reconfiguration of Ped. Crossings: Century/Allen	PO-23-08	8	-	20,000	-	-	-	20,000
Epoxy Coating on Vehicle Wash Bay Walls	PO-23-09	9	-	10,000	-	-	-	10,000
Shelving in MOC Mechanic's Rooms	PO-23-10	10	-	12,000	-	-	-	12,000
Pheasant Branch Rd. Sidewalk	PO-23-11	11	-	30,000	-	-	-	30,000
Replace/Add Ceiling Fans at MOC	PO-23-12	12	-	30,000	-	-	-	30,000
Replace Univ. Ave. Street Light Poles w/ Aluminum	PO-23-13	13	-	-	168,000	-	-	168,000
Traffic Signal Timing Changes: CTH Q/Hedden	PO-23-14	14	-	-	-	20,000	-	20,000
Addl. Pedestrian Connection at Tiedeman Pond	PO-23-15	15	-	-	-	-	30,000	30,000
Traffic Signal Feasibility Study: Allen/Lake	PO-23-16	16	-	-	-	-	30,000	30,000
			394,500	201,000	270,000	85,000	125,000	1,075,500
General Capital Borrowing			205,250	168,500	226,667	36,250	92,500	729,167
Other Funding Sources			189,250	32,500	43,333	48,750	32,500	346,333
TOTAL SOURCES			**394,500**	**201,000**	**270,000**	**85,000**	**125,000**	**1,075,500**
SEWER UTILITY			**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Sewer Main Replacement	SU-23-01	1	400,000	300,000	300,000	300,000	300,000	1,600,000
Sewer Utility Equipment Replacement	SU-23-02	2	125,000	-	-	-	-	125,000
			525,000	**300,000**	**300,000**	**300,000**	**300,000**	**1,725,000**
General Capital Borrowing			-	-	-	-	-	-
Other Funding Sources			525,000	300,000	300,000	300,000	300,000	1,725,000
TOTAL SOURCES			**525,000**	**300,000**	**300,000**	**300,000**	**300,000**	**1,725,000**
STORM WATER UTILITY			**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Spring Hill Pond: Sediment Removal	SW-23-01	1	150,000	-	-	-	-	150,000
Middleton Hills SE Pond: Dredging	SW-23-02	2	100,000	-	-	-	-	100,000
Misty Valley	SW-23-03	3	400,000	-	-	-	-	400,000
Hidden Oaks	SW-23-04	4	300,000	-	-	-	-	300,000
Airport Ditch Sediment removal	SW-23-05	5	20,000	-	-	-	-	20,000
Algonquin Ditch Maintenance	SW-23-06	6	30,000	-	-	-	-	30,000
Airport Rd. Business Park Drainageway	SW-23-07	7	15,000	25,000	-	-	-	40,000
Airport Ditches Assessment and Dredging	SW-23-08	8	15,000	100,000	-	-	-	115,000
Greenway Blvd. Greenway Maintenance	SW-23-09	9	-	15,000	150,000	-	-	165,000
Relocate Dredge Spoils From Confluence Pond	SW-23-10	10	-	150,000	-	-	-	150,000
			1,030,000	**290,000**	**150,000**	**-**	**-**	**1,470,000**
General Capital Borrowing			-	-	-	-	-	-
Other Funding Sources			1,030,000	290,000	150,000	-	-	1,470,000
TOTAL SOURCES			**1,030,000**	**290,000**	**150,000**	**-**	**-**	**1,470,000**
VEHICLE & EQUIPMENT REPLACEMENT			**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Vehicle Replacement Plan Annual Funding	VE-23-01	1	525,000	550,000	575,000	600,000	625,000	2,875,000
			525,000	**550,000**	**575,000**	**600,000**	**625,000**	**2,875,000**
General Capital Borrowing			525,000	550,000	575,000	600,000	625,000	2,875,000
Other Funding Sources			-	-	-	-	-	-
TOTAL SOURCES			**525,000**	**550,000**	**575,000**	**600,000**	**625,000**	**2,875,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 TO 2027

PROJECTS AND FUNDING SOURCES BY DEPARTMENT

Department / Project / Funding Source	Project #	Priority	2023	2024	2025	2026	2027	Total
WATER RESOURCES			**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Adaptive Management/TMDL Compliance	WR-23-01	1	61,246	61,912	61,912	62,000	62,000	309,070
Flood Mapping	WR-23-02	2	30,000	15,000	-	-	-	45,000
South Pond Dredging	WR-23-03	3	75,000	500,000	500,000	-	-	1,075,000
Esser Pond Dredge & Outfall Improvements	WR-23-04	4	-	50,000	300,000	-	-	350,000
Flood Reduction Project - TBD	WR-23-05	5	-	75,000	1,000,000	-	-	1,075,000
Confluence Pond Weir Modification	WR-23-06	6	-	20,000	80,000	-	-	100,000
Confluence Pond Expansion	WR-23-07	7	-	-	150,000	2,600,000	1,000,000	3,750,000
South Fork Culverts	WR-23-08	8	-	-	-	50,000	450,000	500,000
			166,246	**721,912**	**2,091,912**	**2,712,000**	**1,512,000**	**7,204,070**
	General Capital Borrowing		166,246	646,912	1,091,912	2,712,000	1,512,000	6,129,070
	Other Funding Sources		-	75,000	1,000,000	-	-	1,075,000
	TOTAL SOURCES		**166,246**	**721,912**	**2,091,912**	**2,712,000**	**1,512,000**	**7,204,070**
WATER UTILITY			**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Water Meter Replacement	WU-23-01	1	75,000	75,000	75,000	75,000	75,000	375,000
Water Main Replacement	WU-23-02	2	875,000	1,200,000	1,275,000	400,000	225,000	3,975,000
Well Rehab	WU-23-03	3	175,000	-	175,000	-	175,000	525,000
Water Utility Vehicle Replacement	WU-23-04	4	145,500	120,000	62,500	262,400	93,000	683,400
Water Utility Equipment Replacement	WU-23-05	5	12,500	11,500	-	7,700	-	31,700
			1,283,000	**1,406,500**	**1,587,500**	**745,100**	**568,000**	**5,590,100**
	General Capital Borrowing		-	-	-	-	-	-
	Other Funding Sources		1,283,000	1,406,500	1,587,500	745,100	568,000	5,590,100
	TOTAL SOURCES		**1,283,000**	**1,406,500**	**1,587,500**	**745,100**	**568,000**	**5,590,100**
TOTAL ALL PROJECTS			**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
CAPITAL BUDGET			$ 4,766,825	$ 5,152,467	$ 6,705,579	$ 9,710,000	$ 4,915,500	$ 31,250,371
TAX INCREMENT FINANCING			19,314,485	525,000	5,600,000	149,958	1,999,742	27,589,185
DEPARTMENT REVENUES & USER FEES			2,797,000	3,298,500	2,337,500	1,345,100	1,168,000	10,946,100
FUND BALANCE & REPLACEMENT FUNDS			821,424	556,112	212,295	538,664	550,000	2,678,495
GRANTS, DONATIONS, & OTHER FUNDS			2,120,126	522,500	48,333	48,750	257,724	2,997,433
TOTAL ALL FUNDING SOURCES			**$ 29,819,860**	**$ 10,054,579**	**$ 14,903,707**	**$ 11,792,472**	**$ 8,890,966**	**$ 75,461,584**
TOTAL ALL AREAS			**$ 29,819,860**	**$ 10,054,579**	**$ 14,903,707**	**$ 11,792,472**	**$ 8,890,966**	**$ 75,461,584**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
ADMINISTRATION / OTHER NARRATIVES

Project Number:	AD-23-01	**Category:**	Capital Equipment
Project Name:	Replacement of City Hall Mailroom Copier	**Useful Life:**	5-10 Years

Description:

Purchase of Sharp BP-70C55 Multi-Function Copier/Printer/Scanner to replace the city hall mailroom copier.

Justification:

The current multi-function copier in the city hall mailroom was purchased in 2012 and has reached the end of its useful life. Service calls and maintenance costs have been increasing. In addition, due to the electronic distribution of meeting packets, the City could move to a lower speed / volume device with reduced maintence costs. The recommendation is to purchase a Sharp BP-70C55, 55 page-per-minute black & white and color networked digital multi-function printer with stapling & 3-hole punch finishing. The purchase price is based on State of Wisconsin / NASPO Value Point contract pricing and is a lower overall cost compared to leasing. With the replacement, the CIty is projected to save about $600 year in operating costs for maintenance.

	2023	2024	2025	2026	2027	Total
Project Costs	10,450	-	-	-	-	10,450

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	10,450	-	-	-	-	10,450
TIF	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**10,450**	**-**	**-**	**-**	**-**	**10,450**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
BUILDING INSPECTION NARRATIVES

Project Number:	BI-23-01	**Category:**	
Project Name:	City Hall access control	**Useful Life:**	

Description:

Adding 13 more doors onto the key fob access control system. This would be exterior doors and some interiors doors.

Justification:

Current door opertaitons consist of some on key fobs and some on 2 different key cuts. This makes for complicated access in our building along with a cpmpriomised securoity process. we would recommend all the exteerior doors and some specific interior doors all be added to the key fob system to establish a commom access control system for the building security. this would make it easier to manage and also would facilitate and easier security process in the event of lost keys.

	2023	2024	2025	2026	2027	Total
Project Costs	60,000	-	-	-	-	60,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	60,000	-	-	-	-	60,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**60,000**	**-**	**-**	**-**	**-**	**60,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
BUILDING INSPECTION NARRATIVES

Project Number:	BI-23-02	**Category:**	
Project Name:	City Hall admin remodel project	**Useful Life:**	

Description:

Constructing a wall and window assembly in the city clerks office and a wall with lockable door in the corridoor next to the Council Chambers.

Justification:

The city clerks office is currently unsecure with an office partition divider. By creating a wall and a counter service window it proivide a safe and secure office settign for the city clerk. The cooridoor east of the council chambers is currently open to the entire building and there is nothing to prevent the public from wandering around the office space of our employees. by installing a lockable door system it keeps our back of house offices in a secure state and our employees safe.

	2023	2024	2025	2026	2027	Total
Project Costs	40,000	-	-	-	-	40,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	40,000	-	-	-	-	40,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**40,000**	**-**	**-**	**-**	**-**	**40,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
BUILDING INSPECTION NARRATIVES

Project Number:	BI-23-03	**Category:**	
Project Name:	Senior Center glass block replacement	**Useful Life:**	

Description:

Replace the failing glass block wall assembly in the enterance lobby of the senior center.

Justification:

Tthis glass block wall assmebly has been failing for a few years, there are lots of broken glass blocks that collect water and end up leaking. It is creating a physical hazard for the building as well as water damage to the interior of the building and also could pose a health hazzard to the occupants.

	2023	2024	2025	2026	2027	Total
Project Costs	60,000	-	-	-	-	60,000
Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Capital Budget	60,000	-	-	-	-	60,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**60,000**	**-**	**-**	**-**	**-**	**60,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
BUILDING INSPECTION NARRATIVES

Project Number:	BI-23-04	**Category:**	
Project Name:	Senior Center furnace replacements	**Useful Life:**	

Description:

Continued replacement of the senior center furnaces over the next several years

Justification:

The senior center has 10 furnaces which are all 20+ years old and are starting to fail, the are residential style furnaces but in a larger capacity and they are past their lifetime usage. In 2020 we had an unplanned failure and had to replace one and again in 2021 we have an unplanned failure and have to replace a furance. in talking with the HVAC contractror they indicated that we could probably expect to see them slowly fail over the next few years just due to the age and style of the units. 7 units are left with one being a larger unit with a larger fee due to size. 7 @ $15,000 and 1 @ $18,000 scheduled as follows 1 in 2023, 2 in 2024, 2 in 2025, 1 in 2026 and 1 in 2027. the 2023 reccomendation is for the replacement of the main office area hvac systems and also includes the replacement of the zone controls for that area as the controls are outdated and would not be compatible with the new hvac system

	2023	2024	2025	2026	2027	Total
Project Costs	27,000	30,000	30,000	18,000	15,000	120,000
Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Capital Budget	27,000	30,000	30,000	18,000	15,000	120,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**27,000**	**30,000**	**30,000**	**18,000**	**15,000**	**120,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
BUILDING INSPECTION NARRATIVES

Project Number:	BI-23-05	**Category:**	
Project Name:	Document scanning historical permit files	**Useful Life:**	

Description:

Scaning the exisitng historical paper permit files that are stored in the rack of file cabinets in the office. Then have them uploaded to our permitting software database.

Justification:

These paper files are starting to deterioate over time. sopme oare taken out and misplaced. Some are stained and damaged from opening and closing so many times ofver the years. By scanning them into our database we can easily search for them and duplicate them if needed. these documents are the legacy of our buildings. they represent the permits and the legal matters that have happened on the properties. they are used for acrhival purposes and need to be maintained. this can be done as a one time process or could be completed over several years to help manage the overall costs.

	2023	2024	2025	2026	2027	Total
Project Costs	-	25,000	25,000	25,000	25,000	100,000
Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Capital Budget	-	25,000	25,000	25,000	25,000	100,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**-**	**25,000**	**25,000**	**25,000**	**25,000**	**100,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
CONSERVANCY LANDS NARRATIVES

Project Number:	CL-23-01	**Category:**	
Project Name:	Conservancy Lands 5 Year Plan (2023-2028)	**Useful Life:**	5 Years

Description:

Development of a comprehensive plan for the overall conservancy lands system focusing on restoration goals and objectives, human usage, funding needs, and timeline for implementation.

Justification:

Current plan was designated for 2018-2023

	2023	2024	2025	2026	2027	Total
Project Costs	25,000	-	-	-	-	25,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	25,000	-	-	-	-	25,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**25,000**	**-**	**-**	**-**	**-**	**25,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
CONSERVANCY LANDS NARRATIVES

Project Number:	CL-23-02	**Category:**	
Project Name:	Post Flood Tiedeman Pond Revegitation	**Useful Life:**	10 Years

Description:

Ongoing efforts to promote the establishment of desirable plant communities around Tiedeman Pond. Contractual services for weed control, seed purchase, and educational materials are all included in this project.

Justification:

Continuation of work started in 2021 to revegitate the Tiedeman Pond shoreline area following the high water period following 2018. Monitoring of the plant plugs and seed planted in 2021, weed supression, and additional planting is included in this work.

	2023	2024	2025	2026	2027	Total
Project Costs	6,290	6,290	-	-	-	12,580
Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Capital Budget	6,290	6,290	-	-	-	12,580
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**6,290**	**6,290**	**-**	**-**	**-**	**12,580**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
CONSERVANCY LANDS NARRATIVES

Project Number:	CL-23-03	**Category:**	
Project Name:	Post Flood Stricker Pond Revegitation	**Useful Life:**	10 Years

Description:

Ongoing efforts to promote the establishment of desirable plant communities around Stricker Pond. Contractual services for weed control, seed purchase, and educational materials are all included in this project.

Justification:

Continuation of work started in 2021 to revegitate the Stricker Pond shoreline area following the high water period following 2018. Monitoring of the plant plugs and seed planted in 2021, weed supression, and additional planting is included in this work.

	2023	2024	2025	2026	2027	Total
Project Costs	5,265	5,265	-	-	-	10,530
Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Capital Budget	5,265	5,265	-	-	-	10,530
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**5,265**	**5,265**	**-**	**-**	**-**	**10,530**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
CONSERVANCY LANDS NARRATIVES

Project Number:	CL-23-04	**Category:**	
Project Name:	Pheasant Branch Creek Corridor Restoration	**Useful Life:**	10 Years

Description:

Invasive species removal, planting of desired plant species, monitoring of area.

Justification:

With the reconstruction of the trail & bridges, and the stabilzation of banks and stream anticipated for completion in 2023, focus on the vegetation within the creek corridor will take priority. This work will include estabilshment of desired species in appropriate areas and removal of invasive species. All work will have the goal of promoting native habitats and maintaining stormwater flow through the corridor.

	2023	2024	2025	2026	2027	Total
Project Costs	20,000	20,000	20,000	20,000	20,000	100,000
Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Capital Budget	20,000	20,000	20,000	20,000	20,000	100,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**20,000**	**20,000**	**20,000**	**20,000**	**20,000**	**100,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
CONSERVANCY LANDS NARRATIVES

Project Number:	CL-23-05	**Category:**	
Project Name:	Bock Hayfield Prairie Conversion	**Useful Life:**	10 Years

Description:

Conversion of an existing grass field approximately 6 acreas in area into short and high prairie.

Justification:

This area has been in a share crop state for at least 10 years and is situated between restored prairie areas. Converting this area to prairie will link the two together creating a continuous praire stretching from Orchid Heights Park to Highland Way.

	2023	2024	2025	2026	2027	Total
Project Costs	10,000	10,000	10,000	10,000	10,000	50,000
Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Capital Budget	10,000	10,000	10,000	10,000	10,000	50,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**10,000**	**10,000**	**10,000**	**10,000**	**10,000**	**50,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
CONSERVANCY LANDS NARRATIVES

Project Number:	CL-23-06	**Category:**	
Project Name:	Bock Community Forest Master Plan Update	**Useful Life:**	5 Years

Description:

Updating of plan to reflect the status of the area and to address new concerns and opportunities.

Justification:

The last plan was conducted in 2009.

	2023	2024	2025	2026	2027	Total
Project Costs	10,000	-	-	-	-	10,000
Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Capital Budget	10,000	-	-	-	-	10,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**10,000**	**-**	**-**	**-**	**-**	**10,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
CONSERVANCY LANDS NARRATIVES

Project Number:	CL-23-07	**Category:**	
Project Name:	Bock Community Forest	**Useful Life:**	10 Years

Description:

Ongoing efforts to promote the restoration efforts in the Bock Community Forest and prairie. Contractual services for weed control, seed purchase, and educational materials are all included in this project.

Justification:

This investment will keep the City on track in terms of restoration management goals as previously approved, and Resolution 2012-28, in which the City acknowledged the need for responsible and holistic planning for wetland, prairie, savanna and oak woodland restoration. Investment in these vital restoration management measures is eligible for a match from the Friends of Pheasant Branch. FOPB will provide 50/50 match grant funds as in past years.

	2023	2024	2025	2026	2027	Total
Project Costs	30,000	20,000	10,000	-	-	60,000
Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Capital Budget	15,000	10,000	5,000	-	-	30,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	15,000	10,000	5,000	-	-	30,000
Total	**30,000**	**20,000**	**10,000**	**-**	**-**	**60,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
CONSERVANCY LANDS NARRATIVES

Project Number:	CL-23-08	**Category:**	
Project Name:	Hubbard Property Trail Installation	**Useful Life:**	10 Years

Description:

Installation of an approximately 2,500 foot long footpath that will link the existing paved path path on Evergreen Rd, run behind Capitol Ice, and up through City property to the newly acquired Hubbard Property and then into the existing conservancy parcel in Hidden Oaks.

Justification:

Construction of this trail, along with the trail in the Hidden Oaks conservancy parcel will result in an approximately 1.5 mile trail loop for not only Hidden oaks residents, but also for anyone else utilizing the trail system. Currently the trail system terminates at a dead end at Hinrichs Family Park.

	2023	2024	2025	2026	2027	Total
Project Costs	25,000	-	-	-	-	25,000
Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Capital Budget	25,000	-	-	-	-	25,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**25,000**	**-**	**-**	**-**	**-**	**25,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
CONSERVANCY LANDS NARRATIVES

Project Number:	CL-23-09	**Category:**	
Project Name:	Hidden Oaks Master Plan	**Useful Life:**	5 Years

Description:

Data acquisition, citizen input, and drafting of a management plan to address opportunities, threats, needs, and user possibilities in the Hidden Oak neighborhood area.

Justification:

The conservancy property and immediate trail system around the Hidden Oaks neighborhood has not had any plans to date. With the acquisition of the Hubbard property there is an opportunity to not only identify and establish a trail, but to also address other conservancy related needs.

	2023	2024	2025	2026	2027	Total
Project Costs	10,000	-	-	-	-	10,000
Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Capital Budget	10,000	-	-	-	-	10,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**10,000**	**-**	**-**	**-**	**-**	**10,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
CONSERVANCY LANDS NARRATIVES

Project Number:	CL-23-10	**Category:**	
Project Name:	Hidden Oaks Restoration	**Useful Life:**	10 Years

Description:

Invasive species control and installation of an approximately 1,000 ft footpath in the Hidden Oaks conservancy parcel.

Justification:

The property has been in City ownership for as long as the neigborhood has existed, yet no formal trail nor work has been done in the property.

	2023	2024	2025	2026	2027	Total
Project Costs	10,000	10,000	10,000	10,000	10,000	50,000
Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Capital Budget	10,000	10,000	10,000	10,000	10,000	50,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**10,000**	**10,000**	**10,000**	**10,000**	**10,000**	**50,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
CONSERVANCY LANDS NARRATIVES

Project Number:	CL-23-11	**Category:**	
Project Name:	Pheasant Branch Conservancy Tile Break	**Useful Life:**	10 Years

Description:

Excavation and removal of drain tiles from a seep in the Southeast section of the PBC identified in 2014. Following the removal of the tile, the area will be cleared of invasive species and planted to native species.

Justification:

Recommended by the US Fish & Wildlife Serivce. Also a continuation of similar work done in the PBC. This will reestablish the hydrology of the area as well.

	2023	2024	2025	2026	2027	Total
Project Costs	15,000	10,000	10,000	10,000	10,000	55,000
Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Capital Budget	15,000	10,000	10,000	10,000	10,000	55,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**15,000**	**10,000**	**10,000**	**10,000**	**10,000**	**55,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
CONSERVANCY LANDS NARRATIVES

Project Number:	CL-23-12	**Category:**	
Project Name:	North Fork Restoration	**Useful Life:**	10 Years

Description:

Ongoing efforts to promote the restoration efforts in the prairie around the confluence pond up through to Fireman's Memorial Park. Contractual services for weed control, seed purchase, and educational materials are all included in this project.

Justification:

Staff have been working on eradicating a willow issue in a large portion of the area, but this hase been impacting native species and needs to be eliminated in order to have the native species thrive. Past work in the area also needs to be maintained rather than lost.

	2023	2024	2025	2026	2027	Total
Project Costs	10,000	10,000	10,000	10,000	10,000	50,000
Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Capital Budget	10,000	10,000	10,000	10,000	10,000	50,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**10,000**	**10,000**	**10,000**	**10,000**	**10,000**	**50,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
CONSERVANCY LANDS NARRATIVES

Project Number:	CL-23-13	**Category:**	
Project Name:	Middleton Hills Restorations	**Useful Life:**	10 Years

Description:

Continued implementation of a series of restoration projects in the Middleton Hills Conservancy Lands area (Oak Savanna, wetland ring pond, prairie overlook area).

Justification:

This work continues past restoration work and will ensure that prior investment will not be wasted and these areas will not fall back into previous vegetative compositions.

	2023	2024	2025	2026	2027	Total
Project Costs	20,000	10,000	-	-	-	30,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	20,000	10,000	-	-	-	30,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**20,000**	**10,000**	**-**	**-**	**-**	**30,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
CONSERVANCY LANDS NARRATIVES

Project Number:	CL-23-14	**Category:**	
Project Name:	Mary E Jacobsen Trail Installation	**Useful Life:**	10Years

Description:

Establishment of a loop walking path through the Jacobson Conservancy area.

Justification:

This has been in a proposed project going back through Capitol Improvement Plans from 2017-2021. The area currently has a small path installed by residents of the area. This will improve and legitimize the path.

	2023	2024	2025	2026	2027	Total
Project Costs	15,000	-	-	-	-	15,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	15,000	-	-	-	-	15,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**15,000**	**-**	**-**	**-**	**-**	**15,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
CONSERVANCY LANDS NARRATIVES

Project Number:	CL-23-15	**Category:**	
Project Name:	Trail Marking and Deliniation	**Useful Life:**	5 Years

Description:

Survey and signage for establishing conservancy lands boundaries.

Justification:

Many properties have had previous markers removed or have boarders that have been encroached upon by private property owners. This will help to establish the correct property boundaries.

	2023	2024	2025	2026	2027	Total
Project Costs	10,000	-	10,000	-	10,000	30,000
Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Capital Budget	10,000	-	10,000	-	10,000	30,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**10,000**	**-**	**10,000**	**-**	**10,000**	**30,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
CONSERVANCY LANDS NARRATIVES

Project Number:	CL-23-16	**Category:**	
Project Name:	Graber Pond Master Plan	**Useful Life:**	5 Years

Description:

Development of a comprehensive plan for the area focusing on restoration goals and objectives, human usage, funding needs, and timeline for implementation.

Justification:

Prior master plan was from 2006. With proposed development plans for the area adjacent to the pond, having an updated plan for this conservancy area becomes more important.

	2023	2024	2025	2026	2027	Total
Project Costs	-	15,000	-	-	-	15,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	15,000	-	-	-	15,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**-**	**15,000**	**-**	**-**	**-**	**15,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
CONSERVANCY LANDS NARRATIVES

Project Number:	CL-23-17	**Category:**	
Project Name:	Graber Pond Restoration	**Useful Life:**	10 Years

Description:

Development of a comprehensive plan for the area focusing on restoration goals and objectives, human usage, funding needs, and timeline for implementation.

Justification:

Progress made by prior restoration projects in the area has been lessened by lack of funding and effort. This funding will help to stop that and to start the restoration of additional area around the pond.

	2023	2024	2025	2026	2027	Total
Project Costs	-	10,000	10,000	10,000	10,000	40,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	10,000	10,000	10,000	10,000	40,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**-**	**10,000**	**10,000**	**10,000**	**10,000**	**40,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
CONSERVANCY LANDS NARRATIVES

Project Number:	CL-23-18	**Category:**	
Project Name:	South Fork Oak Woodland Conservancy Master Plan	**Useful Life:**	5 Years

Description:

Development of a comprehensive plan for the area focusing on restoration goals and objectives, human usage, funding needs, and timeline for implementation.

Justification:

No prior master plan. With proposed development plans for the parcel adjacent to this area, having a plan for this conservancy area becomes more important.

	2023	2024	2025	2026	2027	Total
Project Costs	-	10,000	-	-	-	10,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	10,000	-	-	-	10,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**-**	**10,000**	**-**	**-**	**-**	**10,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
CONSERVANCY LANDS NARRATIVES

Project Number:	CL-23-19	**Category:**	
Project Name:	South Fork Oak Woodland Restoration	**Useful Life:**	10 Years

Description:

Development of a comprehensive plan for the area focusing on restoration goals and objectives, human usage, funding needs, and timeline for implementation.

Justification:

No prior master plan. With proposed development plans for the parcel adjacent to this area, having a plan for this conservancy area becomes more important.

	2023	2024	2025	2026	2027	Total
Project Costs	-	10,000	10,000	10,000	10,000	40,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	10,000	10,000	10,000	10,000	40,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**-**	**10,000**	**10,000**	**10,000**	**10,000**	**40,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
CONSERVANCY LANDS NARRATIVES

Project Number:	CL-23-20	**Category:**	
Project Name:	North Fork Master Plan	**Useful Life:**	5 Years

Description:

Development of a comprehensive plan for the area focusing on restoration goals and objectives, human usage, funding needs, and timeline for implementation.

Justification:

Prior plans are now out of date and do not reflect current conditions. The document will help guide restoration activities and give the public the knowledge of what is planned for the area in the upcoming years.

	2023	2024	2025	2026	2027	Total
Project Costs	-	10,000	-	-	-	10,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	10,000	-	-	-	10,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**-**	**10,000**	**-**	**-**	**-**	**10,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
CONSERVANCY LANDS NARRATIVES

Project Number:	CL-23-21	**Category:**	
Project Name:	Esser Pond Master Plan Update	**Useful Life:**	5 Years

Description:

Development of a comprehensive plan for the area focusing on restoration goals and objectives, human usage, funding needs, and timeline for implementation.

Justification:

Last plan was done over 10 years ago. Management needs and priorities have changed markedly in that time.

	2023	2024	2025	2026	2027	Total
Project Costs	-	-	15,000	-	-	15,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	-	15,000	-	-	15,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**-**	**-**	**15,000**	**-**	**-**	**15,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
CONSERVANCY LANDS NARRATIVES

Project Number:	CL-23-22	**Category:**	
Project Name:	Esser Pond Restoration	**Useful Life:**	10 Years

Description:

This work will include estabilshment of desired species in appropriate areas and removal of invasive species. All work will have the goal of promoting native habitats and maintaining stormwater retention and flow as needed.

Justification:

There is an established history of time and funds spent on the vegetation surrounding Esser Pond. Following the flood of 2018 some of this was lost, and other areas were altered by differing management methods employed by the Public Works Department. This funds is enteded to enhance the existing native vegetation and to expand the area that has this habitat.

	2023	2024	2025	2026	2027	Total
Project Costs	-	-	10,000	10,000	10,000	30,000
Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Capital Budget	-	-	10,000	10,000	10,000	30,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**-**	**-**	**10,000**	**10,000**	**10,000**	**30,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
EMS NARRATIVES

Project Number:	EM-23-01	**Category:**	Facility
Project Name:	EMS Station Mezzanine Storage Area	**Useful Life:**	25 years

Description:

This project will add desperately needed storage space and gear racks to the mezzanine area of the EMS station apparatus bay in order to correct fire safety code violations. **NOTE: This project was previously approved in the 2019 Capital Budget but was never completed due to the lack of available contractors and shortage of building materials during the COVID pandemic.** Even though the project had to be carried over into the 2021 fiscal year, the allocated funds were significantly less than what would be needed to complete the project. The decision was made to release the capital funds and resubmit the project in a future capital project request (now in 2023).

Justification:

Ever since we moved into our EMS facility in September of 2010, we have dealt with an inherent design flaw in the EMS building. For purposes of cost containment, a significant amount of square footage of storage space was eliminated from the original building plans. Unfortunately this has forced us to store typical inventories of maintenance supplies, spare equipment, cleaning and janitorial products, and protective gear in various other rooms and stairways that have specific restricted purposes (electrical, sprinkler riser, and data equipment rooms). The fire department has issued several fire code violation notices to us because these rooms do not allow for clear access to key utilities and fire suppression systems because they are blocked by stored items. The only way to alleviate this problem is to install some additional storage areas above an open stairwell in the mezzanine area of the apparatus bay. We originally thought that we could do some of the actual construction work ourselves, but after conferring with the City Building Inspector, we were told that we needed to bring in a qualified engineer that could give us a preliminary idea of what would be required to build a code compliant structure and a rough cost for the entire project. We discovered that the cost to complete this was more than twice what we had originally budgeted. So in order to proceed we will need to have approved design plans drawn up by the engineer, and then hire a construction firm and an electrical contractor that has the ability to do the project.

	2023	2024	2025	2026	2027	Total
Project Costs	40,000	-	-	-	-	40,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	40,000	-	-	-	-	40,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**40,000**	**-**	**-**	**-**	**-**	**40,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
EMS NARRATIVES

Project Number:	EM-23-02	**Category:**	Medical Equipment
Project Name:	Zoll AED Replacements	**Useful Life:**	20 years

Description:

This project provides funding for the replacement of 28 AED's that are aging and have reached the end of their useful life. This project will be done in two phases - the first 14 would be replaced in 2024, and the second 14 would be replaced in 2026.

Justification:

Way back in 2002 and 2003, EMS did a community wide fundraising event that raised money to buy a total of 13 AED's. Six of these units were put into PD squad cars, one went to the fire department, and the other six were put in city buildings (City Hall, Library, Golf Course, EMS, Aquatic Center, and the Senior Center). Since that time, an additional 18 AED's have been purchased by various city agencies out of their own budgets (3 by the fire department, 2 by EMS, 1 by the Town of Middleton, 2 by Public Works, 1 by the Municipal Airport, and 9 by the Police Department). The problem we are facing is that going forward, without some additional funding from the city, EMS cannot assume the costs for repair or replacement of all 28 of the AED's that are deployed across the city (the fire department AEDs are not included in this total). As I have stated before, we are already are investing $5,200 a year just to keep all of the current AED's ready for use on a daily basis. Beyond the initial 13 units that were purchased, individual city departments have elected to "expand their fleet" of AED's and these additional units were purchased by those departments with their own resources. EMS assisted each of those departments to purchase those AEDs because we have access to substantial discounts from the manufacturer (Zoll) that those departments would not otherwise have been able to get on their own. But as time moves on, we (EMS) certainly cannot be expected to pay for repair or replacement of all of these additional 15 units that were purchased electively by these departments. If EMS had to replace all 28 units at a cost of $1,800 each – that is a hefty sum of nearly $50,000, which is not something that we can absorb within the confines of the existing EMS operational budget, which leads to the point that was made earlier. So far, we have had a reasonably good experience with these AED's. The only 2 repairs have been made were for PD units that were purchased back in 2002. The other 26 units have not had any problems - yet. At some point, I suspect we are going to face more AED units that will need to be repaired. One can make a good argument that the cost to repair this latest unit ($630) was 40% of the cost of a new AED, so why not just keep on fixing them? The problem is that we also do want to set up a situation where an aging AED could fail during an emergency and potentially result in a life not being saved. Unfortunately, Zoll cannot give any indication of the life expectancy of an AED. They are designed to be easily updated via software revisions. But there is no reliable way to predict the hardware life expectancy. Some of this is directly related to the environment in which they are used. Clearly an AED that is hauled around in a squad car in a wide range of environmental conditions is more likely to have problems when compared to an AED that sits in a building in a protective cabinet on the wall. We need to put a plan forth for future replacements of the older AED's (six of which are PD units) at some yet to be determined milestone (20 years?). BUT, going forward, EMS cannot assume the cost for repairing any electively purchased units by any city department, nor can we fund the replacement of any AED's that have reached the end of their useful life.

	2023	2024	2025	2026	2027	Total
Project Costs	-	25,000	-	25,000	-	50,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	25,000	-	25,000	-	50,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**-**	**25,000**	**-**	**25,000**	**-**	**50,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
EMS NARRATIVES

Project Number:	EM-23-03	**Category:**	Facility
Project Name:	HVAC Control Systems and Boiler Upgrade	**Useful Life:**	20 years

Description:

The current computer software that controls all of the EMS building HVAC systems is reaching the end of its life. The vendor which supplies the support and maintenance on this system (Control Works, Inc.) has advised us that the software can no longer be upgraded and will not be able to be modified or repaired in order to keep our systems running into the future. The only solution is to replace the controlling software and the affected mechanical components (actuators, sensors, thermostats, etc.). In addition, as time passes, the hot water boiler system and related pumps will begin to deteriorate until they reach a point where they will no longer pass an annual safety inspection. NOTE: this project is spread across two separate years (HVAC Controls in 2024 and Boiler replacement in 2026).

Justification:

Environmental systems in modern buildings are all operated by computers in order to achieve maximum efficiency and proper comfort levels year round. As with most technology driven products, continuous refinements and improvements to software and hardware eventually make older legacy systems obsolete. When this happens, replacement of those computer controlled systems is inevitable and need to be included in the long-term facility maintenance plan. Similarly, the hot water boiler system will also reach the end of its life and will require replacement. Failure to plan for such known factors will only set up a potential situation of catastrophic failure of the HVAC system and the corresponding consequence of a sudden unexpected large expense to restore critical facility functions.

	2023	2024	2025	2026	2027	Total
Project Costs	-	48,000	-	30,000	-	78,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	48,000	-	30,000	-	78,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**-**	**48,000**	**-**	**30,000**	**-**	**78,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
EMS NARRATIVES

Project Number:	EM-23-04	**Category:**	Facility
Project Name:	EMS Satellite Station	**Useful Life:**	40 years

Description:

Considering the continued commercial development and addition of hundreds of housing units in the City of Middleton in the near future, we expect that we will see a corresponding expansion in the requests for EMS services. As this trend continues into 2023 and beyond, we predict a projected net increase in calls of 5.5% to 7% in each succeeding year. By the year 2025 annual call volumes for Middleton EMS will exceed 2,600 and we will potentially be needing to add another staffed ambulance. Even more significant is the fact that the majority of the calls will be located in the northeast quadrant of the City of Middleton and there will be an obvious need to locate a second satellite EMS station in that area in order to deliver better emergency service and better response time. NOTE: This project is split into two phases. The first phase (in 2025) would entail land acquisition and architectural design, and the second phase (in 2026) would be for actual construction of the new facility.

Justification:

The City of Middleton conducted a detailed public safety facility study in 2004 which was subsequently used to determine the locations where the new EMS and Fire Department stations were built in 2008. At that same time, the study also addressed future growth projections for the City of Middleton and there were clear indications that by the year 2025 the need for additional station(s) would likely become evident. Here we are 18 years later and there is every indication that the 2004 study was astonishingly accurate. So for purposes of long-term strategic planning, we should at least begin to reflect this reality in our 5 year capital planning process. Over the past 20 years, there has been significant population growth and economic development occurring in almost all of the cities and villages in Dane County. While this is generally looked upon as a positive indicator in terms of the local economy, there is a corresponding impact upon the organizations who have the responsibility for providing reliable, high quality emergency medical services to the citizens of those communities. Looking specifically at the northwest quadrant of Dane County, there have been a variety of independent incremental measures taken over this time period to address some of the challenges faced by the current EMS providers located in Middleton, Waunakee, and Cross Plains. However, based on recent analysis of evolving factors and projections of future service demands, it has become very apparent that the ability for the current providers to guarantee the availability and quality of essential emergency medical care going forward is about to reach a crisis point. Without significant modifications to the composition and design of the local EMS system, individual municipalities will face the need for substantial financial investment in order to simply maintain the status quo, but will still lack any effective way to address the certain increase in service demands. After a select group of administrators and elected officials representing some of the cities, villages, and townships served by the Middleton, Waunakee, and Cross Plains EMS agencies learned of this looming crisis, informal discussions regarding the potential opportunity to deliver EMS service using a more regional approach have recently been initiated. The group of stakeholders was expanded to include the Directors and Chiefs of the three EMS providers as well as other key municipal staff members. Basic details of the current operational aspects of the three EMS agencies were shared and an expansive list of ongoing struggles and potential solutions were considered. As the discussions progressed it became clear that there was also an emerging need for Waunakee EMS to also add a southern satellite station in order to improve service to the Town of Westport. It soon became apparent to the boards, commissions, and key municipal staff members that there is a looming opportunity to work together and potentially build one single shared station to serve that entire combined area and therefore avoid the duplicative cost of an additional station.

	2023	2024	2025	2026	2027	Total
Project Costs	-	-	800,000	3,600,000	-	4,400,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	-	800,000	3,600,000	-	4,400,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**-**	**-**	**800,000**	**3,600,000**	**-**	**4,400,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
EMS NARRATIVES

Project Number:	EM-23-05	**Category:**	Facility
Project Name:	EMS Building Roof Replacement	**Useful Life:**	20 years

Description:

The EMS building was built in 2008 and has the original flat rubber roof with stone ballast in place. The roof is in reasonably good condition, but will eventually need to be replaced. This serves as a future placeholder to establish the need for the expected replacement.

Justification:

As with most facility infrastructure components, continuous wear and tear make it necessary to include the roof elements in the long-term facility maintenance plan. Failure to plan for such known factors will only set up a potential situation of catastrophic failure of the roof system and the corresponding consequence of a sudden unexpected large expense to restore critical facility functions. Following some recent repairs that were necessary after several leaks were discovered in the current roof, an inspection by professionals of the roof indicated that while it is in generally good condition, it will need to eventually be replaced. The timeline for this need could occur at anywhere from 15 to 25 years of age (2023 to 2033), so this is simply being put into the 5 year capital plan in order to establish the anticipated need for replacement down the road.

	2023	2024	2025	2026	2027	Total
Project Costs	-	-	-	-	96,000	96,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	-	-	-	96,000	96,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**-**	**-**	**-**	**-**	**96,000**	**96,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
EMS NARRATIVES

Project Number:	EM-23-06	**Category:**	Facility
Project Name:	EMS Station Alerting System Upgrade	**Useful Life:**	20 years

Description:

This project involves the replacement and upgrade of the current US Digital Designs (USDD) Station Alerting system that was installed when the EMS Station was built in 2008 and will be approaching the end of its useful life.

Justification:

The purpose of the USDD system is to receive all dispatch communications from the Dane County Public Safety Communications Center and notify on-duty crews of the need to respond to a call. It also serves as the primary audio system for the entire building (intercom, telephone paging, etc.) and lighting and safety system controller. As with most technology driven products, continuous refinements and improvements to software and hardware eventually make older legacy systems obsolete. When this happens, replacement of those computer controlled systems is inevitable and need to be included in the long-term facility maintenance plan.

	2023	2024	2025	2026	2027	Total
Project Costs	-	-	-	60,000	-	60,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	-	-	60,000	-	60,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**-**	**-**	**-**	**60,000**	**-**	**60,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
GOLF COURSE NARRATIVES

Project Number:	GC-23-01	**Category:**	
Project Name:	PV Road Lake 2 & 3 Renovation (Part 1)	**Useful Life:**	30+

Description:

Redesign to accommodate PV Road expansion.

Justification:

In conjunction with the Pleasant View Road project, Pleasant View Golf Course (PVGC) will need to redesign and renovate holes 2&3 of the Lake Course due to road construction, easement adjustments, etc. This renovation project has been labeled as Part One and will be funded fully by TIF in the amount of $593,985.

	2023	2024	2025	2026	2027	Total
Project Costs	593,985	-	-	-	-	593,985
Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Capital Budget	-	-	-	-	-	-
TIF (TID 3)	593,985	-	-	-	-	593,985
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**593,985**	**-**	**-**	**-**	**-**	**593,985**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
GOLF COURSE NARRATIVES

Project Number:	GC-23-02	**Category:**	
Project Name:	Internal Golf Course Renovation (Part 2)	**Useful Life:**	30+

Description:

With the redesign requirement of holes 2 and 3 of Lake we plan to use the same construction company and golf course architect to help improve other areas of the golf course in the most cost efficient way possible.

Justification:

PVGC is then taking on an internal renovation project (Part Two) which will improve course condition, playability, and falls in line with PVGC's capital reserve plan. Part Two will be funded fully by PVGC in the amount of $791,315 and is within its capital reserve budget.

	2023	2024	2025	2026	2027	Total
Project Costs	791,315	-	-	-	-	791,315

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	-	-	-	-	-
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	170,000	-	-	-	-	170,000
Fund Balance	621,315	-	-	-	-	621,315
Donations/Grants	-	-	-	-	-	-
Total	**791,315**	**-**	**-**	**-**	**-**	**791,315**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
GOLF COURSE NARRATIVES

Project Number:	GC-23-03	**Category:**	
Project Name:	Signage and Gate Replacement	**Useful Life:**	15-30

Description:

Redesign and relocation to accommodate PV Road expansion.

Justification:

In conjunction with the Pleasant View Road project, PVGC will need to relocate and redesign its entrance sign and landscaping due to road construction, easement adjustments, etc. TID 3 will fund a like for like entrance monument and PVGC will fund any upgrades to the landscaping, sign, lighting, etc. These numbers, as of 8.13.22, are not finalized.

	2023	2024	2025	2026	2027	Total
Project Costs	80,000	-	-	-	-	80,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	-	-	-	-	-
TIF (TID 3)	40,000	-	-	-	-	40,000
Dept Revenues	40,000	-	-	-	-	40,000
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**80,000**	**-**	**-**	**-**	**-**	**80,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
GOLF COURSE NARRATIVES

Project Number:	GC-23-04	**Category:**	
Project Name:	Maintenance Building Addition and Master Plan Phase 1	**Useful Life:**	

Description:

Design and consulting fees to develop bid documents for the maintenance building and establishing a master plan near the clubhouse (Phase 1).

Justification:

We have outgrown our maintenance facility and storage needed to continue servicing the maintenance staff and golf course. The environment is becoming unsafe for our crew and difficult to perform standard operating tasks. PVGC is also looking for a plan to estabish three core needs near the clubhouse: storage, outing pavillion, and EV infrastructure.

	2023	2024	2025	2026	2027	Total
Project Costs	20,000	500,000	-	-	-	520,000
Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Capital Budget	-	-	-	-	-	-
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	20,000	200,000	-	-	-	220,000
Fund Balance	-	300,000	-	-	-	300,000
Donations/Grants	-	-	-	-	-	-
Total	**20,000**	**500,000**	**-**	**-**	**-**	**520,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
GOLF COURSE NARRATIVES

Project Number:	GC-23-05	**Category:**	
Project Name:	Sealcoat Parking Lot	**Useful Life:**	3 to 5

Description:

Seal our main parking lot.

Justification:

Standard PM procedures.

	2023	2024	2025	2026	2027	Total
Project Costs	25,000	-	-	-	-	25,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	-	-	-	-	-
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	25,000	-	-	-	-	25,000
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**25,000**	**-**	**-**	**-**	**-**	**25,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
GOLF COURSE NARRATIVES

Project Number:	GC-23-06	**Category:**	
Project Name:	FW Top Dresser	**Useful Life:**	10

Description:

Fairway top dressing spreader.

Justification:

We have a smaller top dressing spreader for our greens and tee boxes and we are looking to supplement our top dressing procedures onto the fairways, which require a larger spreader. Top dressing improves the quality of turf and reduces the risk of disease.

	2023	2024	2025	2026	2027	Total
Project Costs	25,000	-	-	-	-	25,000
Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Capital Budget	-	-	-	-	-	-
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	25,000	-	-	-	-	25,000
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**25,000**	**-**	**-**	**-**	**-**	**25,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
GOLF COURSE NARRATIVES

Project Number:	GC-23-07	**Category:**	
Project Name:	Trap Rake	**Useful Life:**	10

Description:

Replacement of trap rake.

Justification:

Standard equipment replacement plan for one of our trap rakes.

	2023	2024	2025	2026	2027	Total
Project Costs	20,000	-	-	-	-	20,000
Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Capital Budget	-	-	-	-	-	-
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	20,000	-	-	-	-	20,000
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**20,000**	**-**	**-**	**-**	**-**	**20,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
GOLF COURSE NARRATIVES

Project Number:	GC-23-08	**Category:**	
Project Name:	FW Mower	**Useful Life:**	10

Description:

Replacement of fairway mower

Justification:

Standard equipment replacement plan for one of our fairway mowers.

	2023	2024	2025	2026	2027	Total
Project Costs	-	-	80,000	-	80,000	160,000
Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Capital Budget	-	-	-	-	-	-
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	80,000	-	80,000	160,000
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**-**	**-**	**80,000**	**-**	**80,000**	**160,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
GOLF COURSE NARRATIVES

Project Number:	GC-23-09	**Category:**	
Project Name:	Rough Mower	**Useful Life:**	10

Description:

Replacement of rough mower

Justification:

Standard equipment replacement plan for one of our rough mowers.

	2023	2024	2025	2026	2027	Total
Project Costs	-	-	50,000	-	50,000	100,000
Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Capital Budget	-	-	-	-	-	-
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	50,000	-	50,000	100,000
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**-**	**-**	**50,000**	**-**	**50,000**	**100,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
GOLF COURSE NARRATIVES

Project Number:	GC-23-10	**Category:**	
Project Name:	Green Mower	**Useful Life:**	10

Description:

Replacement of greens mower.

Justification:

Standard equipment replacement plan for one of our greens mowers.

	2023	2024	2025	2026	2027	Total
Project Costs	-	-	75,000	75,000	75,000	225,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	-	-	-	-	-
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	75,000	75,000	75,000	225,000
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**-**	**-**	**75,000**	**75,000**	**75,000**	**225,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
GOLF COURSE NARRATIVES

Project Number:	GC-23-11	**Category:**	
Project Name:	Utility Vehicle	**Useful Life:**	10

Description:

Replacement of utility cart.

Justification:

Standard replacement plan for our utility cart.

	2023	2024	2025	2026	2027	Total
Project Costs	-	-	35,000	-	-	35,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	-	-	-	-	-
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	35,000	-	-	35,000
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**-**	**-**	**35,000**	**-**	**-**	**35,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
GOLF COURSE NARRATIVES

Project Number:	GC-23-12	**Category:**	
Project Name:	PermaEdge & Porous Pave bunker renovation	**Useful Life:**	10+

Description:

Bunker improvement plan.

Justification:

Standard improvement plan for our bunkers that we complete in-house to save on costs.

	2023	2024	2025	2026	2027	Total
Project Costs	-	20,000	-	20,000	20,000	60,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	-	-	-	-	-
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	20,000	-	20,000	20,000	60,000
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**-**	**20,000**	**-**	**20,000**	**20,000**	**60,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
GOLF COURSE NARRATIVES

Project Number:	GC-23-13	**Category:**	
Project Name:	Cartpath improvements	**Useful Life:**	10+

Description:

On going maintenance for cart paths.

Justification:

Standard improvement plan for our cart paths.

	2023	2024	2025	2026	2027	Total
Project Costs	-	20,000	-	25,000	25,000	70,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	-	-	-	-	-
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	20,000	-	25,000	25,000	70,000
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**-**	**20,000**	**-**	**25,000**	**25,000**	**70,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
GOLF COURSE NARRATIVES

Project Number:	GC-23-14	**Category:**	
Project Name:	Storage Shed	**Useful Life:**	30+

Description:

Clubhouse storage shed.

Justification:

With the increased number of golf cars in our fleet, we have lost dry storage for our clubhouse, restaurant, and golf shop. The pinched space has created an unsafe enviroment for our staff and we are simply looking to improve the way we store our standard clubhouse and golf shop needs.

	2023	2024	2025	2026	2027	Total
Project Costs	-	60,000	-	-	-	60,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	-	-	-	-	-
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	60,000	-	-	-	60,000
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**-**	**60,000**	**-**	**-**	**-**	**60,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
GOLF COURSE NARRATIVES

Project Number:	GC-23-15	**Category:**	
Project Name:	Patio Furniture	**Useful Life:**	5 to 10

Description:

Outdoor patio furniture

Justification:

Standard replacement plan for our furniture.

	2023	2024	2025	2026	2027	Total
Project Costs	-	-	60,000	-	-	60,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	-	-	-	-	-
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	60,000	-	-	60,000
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**-**	**-**	**60,000**	**-**	**-**	**60,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
GOLF COURSE NARRATIVES

Project Number:	GC-23-16	**Category:**	
Project Name:	EV Cart Fleet Infrastructure	**Useful Life:**	30+

Description:

EV Charging Stations

Justification:

If we decide to move forward with electric golf cars, we need to find a solution to charge 100 golf cars - our basement is not a solution for this, unfortunately.

	2023	2024	2025	2026	2027	Total
Project Costs	-	-	-	200,000	-	200,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	-	-	-	-	-
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	180,000	-	180,000
Fund Balance	-	-	-	20,000	-	20,000
Donations/Grants	-	-	-	-	-	-
Total	**-**	**-**	**-**	**200,000**	**-**	**200,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
GOLF COURSE NARRATIVES

Project Number:	GC-23-17	**Category:**	
Project Name:	Outing Pavillion	**Useful Life:**	30+

Description:

Outing Pavillion

Justification:

Golf Outings is a third of our business and we need a more appropriate solution for after golf gatherings for our golf outings. We have created a niche market for larger outings due to having 27 holes; however, the clubhouse is not designed to host as many people as our golf course can manage.

	2023	2024	2025	2026	2027	Total
Project Costs	-	-	-	300,000	-	300,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	-	-	-	-	-
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	300,000	-	300,000
Donations/Grants	-	-	-	-	-	-
Total	**-**	**-**	**-**	**300,000**	**-**	**300,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
GOLF COURSE NARRATIVES

Project Number:	GC-23-18	**Category:**	
Project Name:	Clubhouse interior upgrade and window Replacement	**Useful Life:**	20+

Description:

Redesign of our windows, bar, golf shop, bathrooms

Justification:

Our clubhouse will be 20 years old and we need to rennovate and improve the overall facility. This is also a recommendation and suggestion via our capital reserve plan.

	2023	2024	2025	2026	2027	Total
Project Costs	-	-	-	-	300,000	300,000
Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Capital Budget	-	-	-	-	-	-
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	50,000	50,000
Fund Balance	-	-	-	-	250,000	250,000
Donations/Grants	-	-	-	-	-	-
Total	**-**	**-**	**-**	**-**	**300,000**	**300,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
GOLF COURSE NARRATIVES

Project Number:	GC-23-19	**Category:**	
Project Name:	Asphalt pavement, mill and overlay, original section	**Useful Life:**	30+

Description:

Reconstruction and repavement of our original parking lot.

Justification:

This was at the recommendation of Strand Associates and our capital reserve study.

	2023	2024	2025	2026	2027	Total
Project Costs	-	-	-	-	300,000	300,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	-	-	-	-	-
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	300,000	300,000
Donations/Grants	-	-	-	-	-	-
Total	**-**	**-**	**-**	**-**	**300,000**	**300,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
INFORMATION TECHNOLOGY NARRATIVES

Project Number:	IT-23-01	**Category:**	
Project Name:	Computer Replacement Plan	**Useful Life:**	

Description:

Computer Replacement Plan. City Computer equipment (Laptops, Toughbooks and Desktop Computers) replaced on a 4 year rotation.

Justification:

Computer Technology must be periodically replaced due to aging equipment and technology. Laptops provide Senior Staff and Department heads more flexibility to work from any location within the City or Remotely. Toughbooks provide Police Department squads mobility when responding to calls for service throughout the City. Desktop Computers allow staff to perform essential day to day job functions. Approving this recurring request will allow IT staff to prioritize Computer Equipment replacment similar to the Vehicle Fleet Replacement plan.

	2023	2024	2025	2026	2027	Total
Project Costs	45,000	45,000	45,000	45,000	45,000	225,000
Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Capital Budget	45,000	45,000	45,000	45,000	45,000	225,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**45,000**	**45,000**	**45,000**	**45,000**	**45,000**	**225,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
INFORMATION TECHNOLOGY NARRATIVES

Project Number:	IT-23-02	**Category:**	
Project Name:	SAN Storage Replacement	**Useful Life:**	

Description:

SAN (Storage Attached Network) Devices in the City require replacement.

Justification:

Current Storage devices are over 10 years of age and beyond end of life. These critical devices currently house all of the City's Data for File Storage and Backup solutions. An upgrade to storage purchased in 2020 for Server hosting would allow us to move this data to a new appliance with proper redundancy's.

	2023	2024	2025	2026	2027	Total
Project Costs	75,000	-	-	-	-	75,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	75,000	-	-	-	-	75,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**75,000**	**-**	**-**	**-**	**-**	**75,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
INFORMATION TECHNOLOGY NARRATIVES

Project Number:	IT-23-03	**Category:**	
Project Name:	CityHall/Library Firewall Replacement	**Useful Life:**	

Description:

Replacement of end of life Network Firewall equipment.

Justification:

The Network security systems (Firewalls) monitor and control incoming and outgoing network traffic based on predetermined security rules. A firewall typically establishes a barrier between a trusted network and an untrusted network, such as the Internet. This equipment has reached it's end of life as recommended by the manufacturer and requires replacement. This will replace equipment at our primary incoming connection at the Library/CityHall hub.

	2023	2024	2025	2026	2027	Total
Project Costs	-	-	50,000	-	-	50,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	-	50,000	-	-	50,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**-**	**-**	**50,000**	**-**	**-**	**50,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
INFORMATION TECHNOLOGY NARRATIVES

Project Number:	IT-23-04	**Category:**	
Project Name:	MOC/Taylor Park Firewall Replacement	**Useful Life:**	

Description:

Replacement of end of life Network Firewall equipment.

Justification:

The Network security systems (Firewalls) monitor and control incoming and outgoing network traffic based on predetermined security rules. A firewall typically establishes a barrier between a trusted network and an untrusted network, such as the Internet. This equipment has reached it's end of life as recommended by the manufacturer and requires replacement. This will replace equipment at some of our secondary sites - the Municipal Operations Center (MOC) and Taylor Park

	2023	2024	2025	2026	2027	Total
Project Costs	-	-	-	30,000	-	30,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	-	-	30,000	-	30,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**-**	**-**	**-**	**30,000**	**-**	**30,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
INFORMATION TECHNOLOGY NARRATIVES

Project Number:	IT-23-05	**Category:**	
Project Name:	PD Isilon SAN Storage Replacement	**Useful Life:**	

Description:

Replacement of Isilon Storage Server for Police Department body cameras and squad video system.

Justification:

Equipment will be end of life and no longer supported by the manufacturer in 2026 and require replacement.

	2023	2024	2025	2026	2027	Total
Project Costs	-	-	-	-	-	-

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	-	-	-	-	-
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**-**	**-**	**-**	**-**	**-**	**-**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
LIBRARY NARRATIVES

Project Number:	LB-23-01	**Category:**	
Project Name:	Restrooms & Plumbing	**Useful Life:**	

Description:

ADA Access in all facility restrooms

Justification:

In the library there are six public and one staff restroom. Currently, only two of them meet ADA regulations. They have been maintained, but not updated since the building was built in 1990. Tile is crubmling, stall doors are falling apart, and three of the restrooms regularly have sewage flooding issues which have resulted in a significant insurance claim and regular disruptions to operations. These improvements would address immiediate needs and address plumbing/sewer issues. Expected lifespan is 10 years +, contingent upon the plans for the CCP. Regular vendors, Ripp Sewer and Stagecoach Plumbing regularly service the library. Total plumbing and sewer costs in 2021 totaled XXXXX and only addressed immediate needs.

	2023	2024	2025	2026	2027	Total
Project Costs	200,000	-	-	-	-	200,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	200,000	-	-	-	-	200,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**200,000**	**-**	**-**	**-**	**-**	**200,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
LIBRARY NARRATIVES

Project Number:	LB-23-02	**Category:**	
Project Name:	HVAC/Mechanical	**Useful Life:**	

Description:

End of life planning

Justification:

HVAC/mechanical will continue to be a challenge and significant expense in an aging building, with no city staff positions dedicated for facility support.

	2023	2024	2025	2026	2027	Total
Project Costs	-	-	1,000,000	-	-	1,000,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	-	1,000,000	-	-	1,000,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**-**	**-**	**1,000,000**	**-**	**-**	**1,000,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
LIBRARY NARRATIVES

Project Number:	LB-23-03	**Category:**	
Project Name:	Vehicle	**Useful Life:**	

Description:

A vehicle is needed for Community Engagement visits, events, and service expansion. The library is working closely with the MOC staff on evaluating EV options and matching vehcile needs with manufacturing standards.

Justification:

	2023	2024	2025	2026	2027	Total
Project Costs	-	250,000	-	-	-	250,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	-	-	-	-	-
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	2,000	-	-	-	2,000
Fund Balance	-	50,000	-	-	-	50,000
Donations/Grants	-	198,000	-	-	-	198,000
Total	**-**	**250,000**	**-**	**-**	**-**	**250,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
PARKS RECREATION & FORESTRY NARRATIVES

Project Number:	PR-23-01	**Category:**	
Project Name:	Walter Bauman Aquatic Center	**Useful Life:**	25 Years

Description:

In 2019, Burbach Aquatics who constructed the pool completed a review of the facility. This technical evaluation of the facility identified a number of projects which could expand the life of the facility. Projects for 2023 include replacement of shade structures, the painting of the bathhouse, replacement of diving boards, and updated camera system. Future projects include replacement of guard chair stands, slide tower rennovations, and concrete repair.

Justification:

Approximately 35,000 people use the pool each summer and is a significant quality of life amenity provided to Middleton residents. On-going maintenance protects the City's investment in the facility.

	2023	2024	2025	2026	2027	Total
Project Costs	150,000	100,000	100,000	100,000	100,000	550,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	100,000	100,000	100,000	100,000	400,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	150,000	-	-	-	-	150,000
Total	**150,000**	**100,000**	**100,000**	**100,000**	**100,000**	**550,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
PARKS RECREATION & FORESTRY NARRATIVES

Project Number:	PR-23-02	**Category:**	
Project Name:	Urban Forestry Grant (Spongy Moth Supression)	**Useful Life:**	

Description:

The WI DNR administers an Urban Forestry Grant program in which the City has participated in the past. This is a 50/50 grant in that the awarded entity pays for 100% of costs up front but then receives 50% back. The grant is capped at $25,000 (a $50,000 total project cost). For 2023 I will be submitting a grant application for 3 items:
1.)Spongy Moth Aerial Spraying - $35,000
2.)Updating of our existing tree inventory - $7,000
3.)Construction of a gravel bed bare root tree nursery - $5,000

Justification:

1.)The need for spongy moth control has been well publicized. This item will be for contracting aerial spray services for approximately 125 acres in the spring of 2023 for spongy moth control.
2.)The existing tree inventory consists of all of the street and park trees under City management. This is used for tree planting, pruning, and removal activities. Approximately 50% of the inventory has not been updated since 2015. This is problematic as the data is out of date (especially for tree DBH) which is important is this information is used to estimate pruning and removal activities and also helps staff identify what to plant and where to plant it.

3.)Gravel bed nursery – this is a dedicated area (this proposal is for a 20ft x20ft gravel bed) used for seasonal growing out of bare root trees. Briefly, bare root trees are just that – trees without any additional soil, and are much more economical and easier to plant. The drawback is the limited time available to plant them and for nurseries to distribute to customers. Gravel beds provide a temporary home for bare roots trees during the same summer and allows for planting in fall. While in the gravel bed, as they are literally planted in pea gravel, the trees are drip irrigated and the root systems develop exponentially. The added root growth is a major benefit as when the tree is planted it has a much more developed root system which allows for greater planting success. The grant would cover costs for the setup – a gravel base with asphalt, the pea gravel, fencing, and watering equipment.

	2023	2024	2025	2026	2027	Total
Project Costs	59,000	-	-	-	-	59,000
Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Capital Budget	35,000	-	-	-	-	35,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	24,000	-	-	-	-	24,000
Total	**59,000**	**-**	**-**	**-**	**-**	**59,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
PARKS RECREATION & FORESTRY NARRATIVES

Project Number:	PR-23-03	**Category:**	
Project Name:	Lakeview Tennis Courts	**Useful Life:**	

Description:

A study of city tennis courts was completed in 2017 and laid out a capital plan for maintaining and replacing tennis courts. A tennis court can be resurfaced 3 times before complete reconstruction is required. The courts at Orchid Heights were resurfaced in 2018 and in 2019 the Stricker courts were reconstructed using a membrane system. Lakeview Park has been resurfaced 3 times and is due for reconstruction. Alternatives including Asphalt, Tile, and membrane were explored. The membrane system is roughly half the cost of aspahlt reconstruction and is being proposed as an economical alternative to total pavement replacement and is being used locally at DeForest & Madison Memorial, and Stricker Park. The project include court resurfacing, fence repair and new net posts. The 2nd portion of the project is to explore expanding the courts to the north to add 2-3 pickleball courts which would be funded from park development.

Justification:

The park system currently includes 10 tennis courts (4 @ Lakeview, and 2 @ Stonefield, Stricker, & Orchid Heights) and 8 pickleball courts (Taylor). Tennis continues to be a popular recreational sport for all ages and court maintenance requires a significant financial investment.

	2023	2024	2025	2026	2027	Total
Project Costs	490,000	-	-	-	-	490,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	265,000	-	-	-	-	265,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	225,000	-	-	-	-	225,000
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**490,000**	**-**	**-**	**-**	**-**	**490,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
PARKS RECREATION & FORESTRY NARRATIVES

Project Number:	PR-23-04	**Category:**	
Project Name:	Recreation Software - CivicRec	**Useful Life:**	

Description:

We last reviewed software alternatives in 2014 and selected our current provider RecDesk. Staff have reviewed products on the market and are recommending a transition to CivicRec. CivicRec is part of Civic that provides the City's website and has natural interface between the Recreation Software and the City website. The product also offers the features that our staff has prioritized in a recreation software system. This product manages all in-house and online recreation program registration, pass management. and facility reservations.

Justification:

A total of $347,989 (15,900 transactions) was collected via this system in 2021 and year-to-date in 2022 has registered $298,496. It is a vital part of our operations and a number of technological improvements have occurred in the marketplace since 2014. A review of providers resulted in staff recommending CivicRec as the best product for our Department.

	2023	2024	2025	2026	2027	Total
Project Costs	21,000	-	-	-	-	21,000
Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Capital Budget	21,000	-	-	-	-	21,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**21,000**	**-**	**-**	**-**	**-**	**21,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
PARKS RECREATION & FORESTRY NARRATIVES

Project Number:	PR-23-05	**Category:**	
Project Name:	Penni Klein ADA Compliance	**Useful Life:**	

Description:

PRFC has selected a concept devised by Parkitecture to add ADA compliant accessible routes in the park and deter vehichles from accessing the soccer fields by installing a combination of curb stops on the edge of the parking lot and landscaped berms.

Justification:

This will keep the City's parks in compliance with ADA 35.150/Title 2.

	2023	2024	2025	2026	2027	Total
Project Costs	75,000	-	-	-	-	75,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	75,000	-	-	-	-	75,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**75,000**	**-**	**-**	**-**	**-**	**75,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
PARKS RECREATION & FORESTRY NARRATIVES

Project Number:	PR-23-06	**Category:**	
Project Name:	Lake Street Boat Launch Improvements	**Useful Life:**	

Description:

Parkitecture has been hired to develop a concept plan for the Lake Street Boat Launch. The plan will address ADA compliance, pedestrian access, accessible parking and improvements to the boat launch.

Justification:

This will keep the City's parks in compliance with ADA 35.150/Title 2.

	2023	2024	2025	2026	2027	Total
Project Costs	125,000	-	-	-	-	125,000
Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Capital Budget	65,000	-	-	-	-	65,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	60,000	-	-	-	-	60,000
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**125,000**	**-**	**-**	**-**	**-**	**125,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
PARKS RECREATION & FORESTRY NARRATIVES

Project Number:	PR-23-07	**Category:**	
Project Name:	Playground Replacment Program	**Useful Life:**	

Description:

A playground replacement plan has been developed replacing equipment on a 25 year cycle. The City has developed a process for the replacements that includes a neighborhood meeting, rfp process, public voting, selection and installation. Orchid Heights (2018), Woodside Heights (2019), Parisi (2020), Meadows (2021) and Baskerville (2022) were completed using this process with good success. The future schedule includes Stonefield (2023), Middleton Hills South (2024), Hawkridge (2025), Stricker (2026) & Middleton Station (2027).

Justification:

The City has a substantial investment in playground equipment and having a quality playground is an important part of building community and neighborhoods. Playgrounds are an important part of child development both physcially and socially.

	2023	2024	2025	2026	2027	Total
Project Costs	40,000	60,000	40,000	60,000	60,000	260,000
Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Capital Budget	40,000	60,000	40,000	60,000	60,000	260,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**40,000**	**60,000**	**40,000**	**60,000**	**60,000**	**260,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
PARKS RECREATION & FORESTRY NARRATIVES

Project Number:	PR-23-08	**Category:**	
Project Name:	Athletic Court Maintenance Program	**Useful Life:**	

Description:

Staff has developed an asphalt maintenance plan that has been reviewed by PRFC. The plan calls for tennis courts to have crack filling completed at 3 years ($1,000 per court) and 6 years ($1,500 per court) and armor crack repair and recolor with a 4 coat system every 8 years ($18,000 per court). This would ensure that a tennis court has a life of 32 years before reconstruction is required. Basketball courts would follow a similar plan for crack repair at 3 and 6 years with crack repair and recolor every 8 years. In 2023 we would replace all remaining basketball hoops with the adjustable, glass backboards.

Justification:

The need to maintain asphalt and extend the life of these amenities is crucial to the cost effective maintenance of these amenities.

	2023	2024	2025	2026	2027	Total
Project Costs	20,000	34,500	57,000	120,000	45,000	276,500
Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Capital Budget	20,000	34,500	57,000	120,000	45,000	276,500
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**20,000**	**34,500**	**57,000**	**120,000**	**45,000**	**276,500**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
PARKS RECREATION & FORESTRY NARRATIVES

Project Number:	PR-23-09	**Category:**	
Project Name:	All Abilities Playground	**Useful Life:**	

Description:

A number of communities have developed inclusive, barrier free playgrounds that offer play for a number of abilities and are not just focused on those with physical disabilities. The intent would be to develop a plan to construct one of these playgrounds in Middleton utilizing capital funds ($250,000), park development funds ($500,000) and fundraised dollars ($250,000) to bring this project to fruition.

Justification:

Playgrounds are an important part of child development both physcially and socially.

	2023	2024	2025	2026	2027	Total
Project Costs	-	1,000,000	-	-	-	1,000,000
Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Capital Budget	-	250,000	-	-	-	250,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	500,000	-	-	-	500,000
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	250,000	-	-	-	250,000
Total	**-**	**1,000,000**	**-**	**-**	**-**	**1,000,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
PARKS RECREATION & FORESTRY NARRATIVES

Project Number:	PR-23-10	**Category:**	
Project Name:	Parisi Park Shelter	**Useful Life:**	

Description:

We have completed shelter projects at Taylor (2018) and Lakeview (2020). Goals of these projects have been moderinization, standardization, and restroom avaiablity year round. We have seen significant demand for park shelters and often turn potentail users away.

Justification:

The demand on the shelter at Lakeview Park exceeds what we are able to currently accommodate. By providing additional amenities in other locations and improving our existing facilities we are better able to meet the demands of the public. The Parisi site serves users of the park and creek corridor trail.

	2023	2024	2025	2026	2027	Total
Project Costs	50,000	500,000	-	-	-	550,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	-	-	-	-	-
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	50,000	500,000	-	-	-	550,000
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**50,000**	**500,000**	**-**	**-**	**-**	**550,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
PARKS RECREATION & FORESTRY NARRATIVES

Project Number:	PR-23-11	**Category:**	
Project Name:	Lakeview East Park Improvements	**Useful Life:**	

Description:

Justification:

	2023	2024	2025	2026	2027	Total
Project Costs	-	45,000	-	-	-	45,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	45,000	-	-	-	45,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**-**	**45,000**	**-**	**-**	**-**	**45,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
PARKS RECREATION & FORESTRY NARRATIVES

Project Number:	PR-23-12	**Category:**	
Project Name:	Taylor Park parking lot	**Useful Life:**	

Description:

Justification:

	2023	2024	2025	2026	2027	Total
Project Costs	-	-	-	-	100,000	100,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	-	-	-	100,000	100,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**-**	**-**	**-**	**-**	**100,000**	**100,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
PARKS RECREATION & FORESTRY NARRATIVES

Project Number:	PR-23-13	**Category:**	
Project Name:	Hinrichs Family Farm Park basketball court	**Useful Life:**	

Description:

Justification:

	2023	2024	2025	2026	2027	Total
Project Costs	24,000	-	-	-	-	24,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	-	-	-	-	-
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	24,000	-	-	-	-	24,000
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**24,000**	**-**	**-**	**-**	**-**	**24,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
PARKS RECREATION & FORESTRY NARRATIVES

Project Number:	PR-23-14	**Category:**	
Project Name:	Parkside Heights Path	**Useful Life:**	

Description:

Justification:

	2023	2024	2025	2026	2027	Total
Project Costs	-	-	-	53,750	-	53,750

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	-	-	53,750	-	53,750
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**-**	**-**	**-**	**53,750**	**-**	**53,750**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
PARKS RECREATION & FORESTRY NARRATIVES

Project Number:	PR-23-15	**Category:**	
Project Name:	Orchid Heights Path	**Useful Life:**	

Description:

Justification:

	2023	2024	2025	2026	2027	Total
Project Costs	-	-	395,000	-	-	395,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	-	395,000	-	-	395,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**-**	**-**	**395,000**	**-**	**-**	**395,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
PLANNING NARRATIVES

Project Number:	PL-23-01	**Category:**	
Project Name:	N Mendota Trail East: Construction (Grant/Capital)	**Useful Life:**	

Description:

The purpose of the 2023 funding request is to install wayfinding signs and paint crosswalks between Branch St. and the east city limits, and to obtain easements from property owners located between the two Highland Way intersections.

Justification:

Dane County requires the installation of wayfinding signs, adhering to their adopted standard, as a condition of the $1 million grant they provided the City. The crosswalks will help alert both path users and motorists about two-way travel along the path. There are 18 property owners who all need to consent to granting an easement in order to complete the "missing link" in the regional path (in the interim, bicyclists using the path will be directed to follow Cedar Ridge Road.)

	2023	2024	2025	2026	2027	Total
Project Costs	200,000	200,000	-	-	-	400,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	200,000	-	-	-	200,000
TIF	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	200,000	-	-	-	-	200,000
Total	**200,000**	**200,000**	**-**	**-**	**-**	**400,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
PLANNING NARRATIVES

Project Number:	PL-23-02	**Category:**	
Project Name:	Purchase of 100 kW Police Station Solar Array + Microgrid (Capita	**Useful Life:**	

Description:

In 2016, the City entered into an agreement with MGE to develop a 100 kW solar array at the Police Station. The agreement allowed MGE to monetize the federal investment tax credits over 7 years. After 7 years (2023), the City will have the option to purchase the solar panels at a price to be determined by an appraisal at the time of purchase. The amount shown in the budget ($56,700) is based on a calculation of the Net Present Value of the remaining cash flow projection. This line item also includes costs associated with adding a microgrid to the solar array. The City received a grant for battery storage capability for this solar array. Adding controllers to establish a microgrid at this array will provide resiliency to the Police Station and Emergency Operations Center ($200,000).

Justification:

Council Resolution #2018-32: Resolution to Address Global Warming Through Clean Energy.

	2023	2024	2025	2026	2027	Total
Project Costs	56,700	-	-	-	-	56,700

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	56,700	-	-	-	-	56,700
TIF	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**56,700**	**-**	**-**	**-**	**-**	**56,700**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
PLANNING NARRATIVES

Project Number:	PL-23-03	**Category:**	
Project Name:	Middleton Sign Public Art Project at Quarry Skate Park Hillside (T	**Useful Life:**	

Description:

The Middleton Public Arts Committee rescued a large channel letter 'Middleton' sign that sat atop the roof of the Old Middleton Centre building before it was demolished. The Public Arts Committee proposes a project that would refurbish that sign (without lighting), hold a competitive process to select an artist to design artwork/improvements to the sign, and then install the sign with structural footings at the hillside in Quarry Skate Park (behind the parking lot and safety fencing).

Justification:

Addendum to the Middleton Public Art Master Plan, Adopted 2021.

	2023	2024	2025	2026	2027	Total
Project Costs	40,000	-	-	-	-	40,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	-	-	-	-	-
TIF	40,000	-	-	-	-	40,000
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**40,000**	**-**	**-**	**-**	**-**	**40,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
PLANNING NARRATIVES

Project Number:	PL-23-04	**Category:**	
Project Name:	Scanning Service for Plan Commission Files (Capital)	**Useful Life:**	

Description:

Prior to 2015, the Planning Department accepted hard copy submittals rather than electronic. Our department has approximately 14 file cabinets (48 full drawers) of files dating back to the 1950s. Many of the paper records are beginning to fade, and they are taking up a lot of space within Conference Room A. The records are several different sizes, many are stapled documents, and they will require a file naming system.

Justification:

Longevity of City records, many of which include plans and approvals that need to be maintained.

	2023	2024	2025	2026	2027	Total
Project Costs	20,000	-	-	-	-	20,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	20,000	-	-	-	-	20,000
TIF	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**20,000**	**-**	**-**	**-**	**-**	**20,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
PLANNING NARRATIVES

Project Number:	PL-23-05	**Category:**	
Project Name:	Pheasant Branch Conservancy Trailhead (TIF 5)	**Useful Life:**	

Description:

The Pheasant Branch Conservancy regional trailhead project will include a park shelter with a picnic area, accessible restrooms, landscaping, covered bike parking, paved vehicular parking stalls, a pedestrian bridge crossing Pheasant Branch Creek, and storm water enhancements. Staff is recommending we design this project in 2024, construct it in 2025. The project includes the shelter building, parking lot, pedestrian bridge, utilities, and sustainable features.
This does not include the bike trail underpass under Century Avenue, the full bridge replacement, or the expanded intersection, which are included as a capital request in the Public Works Department's budget.

Justification:

The City of Middleton has long identified the intersection of the Pheasant Branch Conservancy trail network and Century Avenue as the primary hub in the City's trail system, which now stretches across the City from the southwest corner of Middleton at Pleasant View Golf Course to the northeast corner of the City at Orchid Heights Park. The entire network of trails in Middleton totals 27 miles (in a City of 9.12 square miles) and hosts over 100,000 visitors per year according to trail counts from 2013. Plans for this regional trailhead have been adopted for at least 10 years. It took a number of attempts by the City to acquire the property, and now there is an interest in developing and improving the property.

	2023	2024	2025	2026	2027	Total
Project Costs	-	-	-	149,958	999,742	1,149,700

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	-	-	-	-	-
TIF	-	-	-	149,958	999,742	1,149,700
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**-**	**-**	**-**	**149,958**	**999,742**	**1,149,700**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
PLANNING NARRATIVES

Project Number:	PL-23-06	**Category:**	
Project Name:	Century Avenue Road Diet Study (Capital)	**Useful Life:**	

Description:

The Planning & Community Development Department submitted a Bipartisan Infrastructure Law Supplemental Transportation Alternatives Program application for funding to conduct a thorough corridor study to explore a road diet for Century Avenue, in 2023, but was not selected. We intend to re-apply in 2024. The study will include data collection, intersection traffic operation studies for queue impacts, signal system considerations, safety/crash review, access review, concept drawings, and a full report. The full cost of the study is estimated at $40,000, and the City will apply for $32,000.

Justification:

2021 Comprehensive Plan, Action T3A. Complete a network of bicycle lanes and paths linking all city neighborhoods to accommodate all types of bicyclists.

	2023	2024	2025	2026	2027	Total
Project Costs	-	40,000	-	-	-	40,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	8,000	-	-	-	8,000
TIF	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	32,000	-	-	-	32,000
Total	**-**	**40,000**	**-**	**-**	**-**	**40,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
PLANNING NARRATIVES

Project Number:	PL-23-07	**Category:**	
Project Name:	Lisa Lane Streetscaping (TIF 5)	**Useful Life:**	

Description:

With the Aviary at the Middleton Market development partially open, and the recent developments of Oak Ridge and Meadow Ridge open, it is increasingly important for the City to fill in the gaps in the pedestrian network, and improve streetlighting and streetscaping in this area. The TIF staff has developed concepts for adding sidewalk along both sides of Lisa Lane and along the east side of Laura Lane. This cost estimate includes design/engineering and construction in 2024.

Justification:

The Aviary is now open, and the Middleton Market is expected to open in 2023.

	2023	2024	2025	2026	2027	Total
Project Costs	-	450,000	-	-	-	450,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	-	-	-	-	-
TIF	-	450,000	-	-	-	450,000
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**-**	**450,000**	**-**	**-**	**-**	**450,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
PLANNING NARRATIVES

Project Number:	PL-23-08	**Category:**	
Project Name:	Utility Undergrounding on Century Avenue (TIF 5)	**Useful Life:**	

Description:

City staff received a cost estimate from MGE to bury the overhead utilities between 6610 Century Avenue and 6710 Century Avenue, between Middleton Hills (where the utilities are buried) and the Stagecoach apartment development project. This approximately 425 ft. long segment is in the Historic Pheasant Branch planning area and borders the VFW lot and two residences. Staff suggests this work take place in 2025 to align with the trailhead construction and the Century Avenue bridge project.

Justification:

The City endeavors to bury overhead utility lines along major road corridors where feasible in order to improve the streetscape (recent examples include along Parmenter St. and Terrace Ave.).

	2023	2024	2025	2026	2027	Total
Project Costs	-	-	600,000	-	-	600,000
Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Capital Budget	-	-	-	-	-	-
TIF	-	-	600,000	-	-	600,000
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**-**	**-**	**600,000**	**-**	**-**	**600,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
PLANNING NARRATIVES

Project Number:	PL-23-09	**Category:**	
Project Name:	Cayuga Connector (TIF 3)	**Useful Life:**	

Description:

Construction of a 10’ wide bike path from the recently improved Cayuga/University intersection north to the Parmenter roundabout.

Justification:

This project was listed in the approved Bicycle and Pedestrian Plan.

	2023	2024	2025	2026	2027	Total
Project Costs	-	-	300,000	-	-	300,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	-	-	-	-	-
TIF	-	-	300,000	-	-	300,000
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**-**	**-**	**300,000**	**-**	**-**	**300,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
PLANNING NARRATIVES

Project Number:	PL-23-10	**Category:**	
Project Name:	Meriter Infrastructure, First Phase (TIF 5)	**Useful Life:**	

Description:

The City does not have an updated estimate for construction of the Meriter campus. This figure reflects the approved phase 1 infrastructure investment for Meriter. When Meriter is ready to proceed, this figure will likely be renegotiated. This is included as a placeholder to reflect current agreements.

Justification:

Approved agreement with Meriter.

	2023	2024	2025	2026	2027	Total
Project Costs	-	-	3,700,000	-	-	3,700,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	-	-	-	-	-
TIF	-	-	3,700,000	-	-	3,700,000
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**-**	**-**	**3,700,000**	**-**	**-**	**3,700,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
PLANNING NARRATIVES

Project Number:	PL-23-11	**Category:**	
Project Name:	Community Campus Plan (TIF 3)	**Useful Life:**	

Description:

The City is undertaking a Community Campus Plan currently, which includes all City-owned land in downtown Middleton. This item is included as a placeholder as there are expenses related to the Community Campus Plan that are TIF-eligible. The City has not approved a Plan and therefore, we do not have a dollar amount associated with this item.

Justification:

	2023	2024	2025	2026	2027	Total
Project Costs	-	-	TBD	-	-	-

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	-	-	-	-	-
TIF	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**-**	**-**	**-**	**-**	**-**	**-**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
POLICE NARRATIVES

Project Number:	PD-23-01	**Category:**	
Project Name:	Body Worn Camera Replacement	**Useful Life:**	5-7 years

Description:

Replace all Body Worn Cameras.

Justification:

The Police Department implemented our Body Worn Camera program in 2016 and was one of the first departments locally to issue BWC to our patrol staff. The life expectancy of a BWC unit is between 5-7 years. As the BWC age we encounter more repair issues and the battery life of each unit drastically decreases. It is recommended by the manufacturer to replace all BWC units between the 5 to 7 year mark. Funds from the SAFER Communities LEA Grant allocated to every law enforcement agency in the State of Wisconsin will be used to offset the cost of this purchase. The Middleton Police Department was allocated $45,724 as part of this grant and needs to submit for reimbursement by June 30, 2023.

	2023	2024	2025	2026	2027	Total
Project Costs	65,000	-	-	-	-	65,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	19,276	-	-	-	-	19,276
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	45,724	-	-	-	-	45,724
Total	**65,000**	**-**	**-**	**-**	**-**	**65,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
POLICE NARRATIVES

Project Number:	PD-23-02	**Category:**	
Project Name:	NextLog 911 Recording System	**Useful Life:**	5-7 years

Description:

Replacement of our Eventide NexLog 740 recording system with the Eventide NexLog DX-Series which is capable of capturing Next Generation 911 messages which include text messages, pictures, videos and other incident information.

Justification:

The Middleton Police Department Communications Center is currently using Eventide NexLog 740, a communications recording solution specifically designed for mission-critical 24/7 operation in public safety dispatch, air traffic management, emergency call-taking and other important communications environments. Funds are being requested to update and replace the existing Eventide Logging System with the latest Iteration from Eventide.

Our existing logger has been operational 24/7 since 2017 making it five years old. More importantly, our existing Eventide NexLog 740 is considered “end of life” with the manufacturer and, while Nelson Systems will continue to maintain and oversee the logger, the manufacturer has halted hardware support and stopped development on the platform. Failure of the current system will result in a significant impact to the overall function and operation of the Public Safety Answering Point (PSAP).

Due to the above stated factors, it is the recommendation of Nelson Systems that we replace the existing hardware from a security and maintenance perspective. In addition, this upgrade will also enable our Communications Center to move forward in advancements in our NextGen911 capabilities. The proposed Eventide NexLog DX-Series recorder exceeds current NextGen911 i3 compliance standards which are not currently being met by the existing Eventide 740 recorder. The upgraded system will add various functionality that is presently unavailable in the current solution, recording important data that would be left uncaptured with our current solution.

	2023	2024	2025	2026	2027	Total
Project Costs	32,000	-	-	-	-	32,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	32,000	-	-	-	-	32,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**32,000**	**-**	**-**	**-**	**-**	**32,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
POLICE NARRATIVES

Project Number:	PD-23-03	**Category:**	
Project Name:	Replacement of Library Auxiliary Base Station	**Useful Life:**	10 years

Description:

Replace Library Auxiliary Base Station.

Justification:

The current Library Auxiliary base station provides local radio capability on several conventional mutual aid channels. The current base station is at the end of its useful life and is no longer supported by the manufacturer. Over the past several years we have been slowly upgrading outdated equipment at each of our five radio tower sites which are located throughout the city.

	2023	2024	2025	2026	2027	Total
Project Costs	13,000	-	-	-	-	13,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	13,000	-	-	-	-	13,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**13,000**	**-**	**-**	**-**	**-**	**13,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
POLICE NARRATIVES

Project Number:	PD-23-04	**Category:**	
Project Name:	HVAC Computer System Upgrade	**Useful Life:**	10-15 years

Description:

Upgrade current HVAC computer system.

Justification:

The Police Department's HVAC computer system is original to the building, has run 24/7 since being installed, and is in need of replacement. The hardware upgrade will allow us to upgrade software versions of the HVAC system and to maintain system reliability. This device is the controller for the entire HVAC system in the Police Department and its failure could result in loss of all control of the HVAC system in our building.

	2023	2024	2025	2026	2027	Total
Project Costs	10,000	-	-	-	-	10,000
Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Capital Budget	10,000	-	-	-	-	10,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**10,000**	**-**	**-**	**-**	**-**	**10,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
POLICE NARRATIVES

Project Number:	PD-23-05	**Category:**	
Project Name:	Radar Unit Replacement	**Useful Life:**	15 years

Description:

Replace radar units in patrol vehicle fleet.

Justification:

Each vehicle in the patrol fleet is equipped with a mounted radar unit, which is the primary instrument used by officers for conducting speed enforcement in the city. It is critical that the radar units function properly in order to withstand any court challenges. The current radar units are at the end of their useful life, current units were purchased in early 2000's, and in some cases have already needed replacement parts. The noted cost includes installation which is completed by General Communications.

	2023	2024	2025	2026	2027	Total
Project Costs	35,000	-	-	-	-	35,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	35,000	-	-	-	-	35,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**35,000**	**-**	**-**	**-**	**-**	**35,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
POLICE NARRATIVES

Project Number:	PD-23-06	**Category:**	
Project Name:	UPS Replacement	**Useful Life:**	10-15 years

Description:

Replacement of the UPS (Uninterruptible Power Supply) System.

Justification:

The current UPS system at the Police Department was installed when the building was completed in 2010. This UPS system is our battery backup for a power failure at the Police Department and to make sure critical components in our Communication Center stay functional during a power failure. Yearly maintenance on our current UPS system has indicated the unit is nearing end of life and should be replaced in the next few years to ensure operations are maintained when a power failure occurs within our building.

	2023	2024	2025	2026	2027	Total
Project Costs	-	100,000	-	-	-	100,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	100,000	-	-	-	100,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**-**	**100,000**	**-**	**-**	**-**	**100,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
POLICE NARRATIVES

Project Number:	PD-23-07	**Category:**	
Project Name:	Panasonic Arbitrator In-Car Recording System Replacement	**Useful Life:**	8-10 years

Description:

Replacement all in-car recording systems in our patrol vehicles.

Justification:

The current in-car Panasonic recording units were purchased and installed in 2016. According to the manufacture, departments should look to replace these units between the 8 to 10 year mark to avoid costly repairs as these units age. In-car recording systems, in conjunction with our Body Worn Cameras, record police officer's daily interactions with citizens in our community.

	2023	2024	2025	2026	2027	Total
Project Costs	-	65,000	-	-	-	65,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	65,000	-	-	-	65,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**-**	**65,000**	**-**	**-**	**-**	**65,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
POLICE NARRATIVES

Project Number:	PD-23-08	**Category:**	
Project Name:	Replacement of Dispatch Console	**Useful Life:**	10-15 years

Description:

Replace analog radio console at 2nd dispatch position.

Justification:

The radio console, which is currently at our 2nd dispatch position in the Communication Center, was our primary and only radio console prior to the DaneCom radio system being implemented in Dane County. In 2016, this main radio position was moved to our secondary position as it was unable to interact with the DaneCom radio system. Upgrading this radio console will provide a secondary dispatch console which has all of the capabilities of our main dispatch console allowing our dispatchers at this location the ability to observe emergency radio alarms, to display the identification numbers of officers who are talking on their portable radios, and other features which are only currently accessible at our primary dispatch console.

	2023	2024	2025	2026	2027	Total
Project Costs	-	-	100,000	-	-	100,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	-	100,000	-	-	100,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**-**	**-**	**100,000**	**-**	**-**	**100,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
POLICE NARRATIVES

Project Number:	PD-23-09	**Category:**	
Project Name:	Replacement of Department Patrol Rifles	**Useful Life:**	15-20 years

Description:

Replacement of all department rifles.

Justification:

In the early 2000's, the Police Department made a decision to switch from patrol shotguns to patrol rifles. This was done to increase long gun proficiency for all department members. Department shotguns were repurposed and continue to be used as a less lethal option in all of our patrol cars. Initially, the Police Department purchased enough rifles to outfit vehicles in the patrol fleet; however, have increased the number of department rifles to outfit all vehicles in our fleet after the 2018 active shooter incident. This budget request is to replace all of our department rifles with a more current model and replacing the majority of our rifles which are approximately 20 years old.

	2023	2024	2025	2026	2027	Total
Project Costs	-	-	50,000	-	-	50,000
Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Capital Budget	-	-	50,000	-	-	50,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**-**	**-**	**50,000**	**-**	**-**	**50,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
POLICE NARRATIVES

Project Number:	PD-23-10	**Category:**	
Project Name:	Wrap Reality VR Training Platform	**Useful Life:**	10-15 years

Description:

Purchasing a Virtual Reality Training platform for the Police Department.

Justification:

Virtual Reality training systems are becoming more popular in the law enforcement profession as it allows officers to experience different scenarios, at any location, before similar scenarios are encountered in real-life. With the advancement of the VR training platforms, officers can now train at the department and even during their shift to become more proficient in their skills of de-esclation, verbal skills, and how to handle different high risk situations before experiencing a similar situation on the streets. Poor decision making can be corrected immediately with the use of a VR training system.

	2023	2024	2025	2026	2027	Total
Project Costs	-	-	-	100,000	-	100,000
Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Capital Budget	-	-	-	100,000	-	100,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**-**	**-**	**-**	**100,000**	**-**	**100,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
POLICE NARRATIVES

Project Number:	PD-23-11	**Category:**	
Project Name:	Surveillance Camera Upgrade	**Useful Life:**	10 years

Description:

Replacement of the surveillance camera system at the Police Department.

Justification:

Replacing the entire surveillance camera system at the Police Department. The current camera system was installed in 2018 and will be in need of an upgrade around this time period.

	2023	2024	2025	2026	2027	Total
Project Costs	-	-	-	-	100,000	100,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	-	-	-	100,000	100,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**-**	**-**	**-**	**-**	**100,000**	**100,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
POLICE NARRATIVES

Project Number:	PD-23-12	**Category:**	
Project Name:	New Squad Car for Additional Staff	**Useful Life:**	4

Description:

Purchase of a new police vehicle including equipment installation.

Justification:

This would be an addition to the fleet to suport the additional requested police officer positions.

	2023	2024	2025	2026	2027	Total
Project Costs	80,000	-	-	-	-	80,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	80,000	-	-	-	-	80,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**80,000**	**-**	**-**	**-**	**-**	**80,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
PUBLIC WORKS (STREETS) NARRATIVES

Project Number:	PW-23-01	**Category:**	
Project Name:	Pleasant View Reconstruction (TIF)	**Useful Life:**	20 years

Description:

Reconstruction of this principal arterial road from the current 2-lane rural cross section to a 4-lane urban cross section, including lowering of the hill near the golf course and roundabout traffic control at major intersections.

Construction figures include water and sewer utility extensions/improvements for potential development and redevelopment in the area.

Justification:

Traffic volumes along Pleasant View Rd have been steadily increasing due continued development in the region, and due to the improvements to Pleasant View Rd and CTH M further south. Drivers are using this road as an alternative to the Beltline.

The project design was coordinated with Madison, with federal funding of a share of the road construction (about 50%-60%), with the City's share intended to be funded through TID #3.

	2023	2024	2025	2026	2027	Total
Project Costs	14,000,000	-	-	-	-	14,000,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	-	-	-	-	-
TIF District	14,000,000	-	-	-	-	14,000,000
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**14,000,000**	**-**	**-**	**-**	**-**	**14,000,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
PUBLIC WORKS (STREETS) NARRATIVES

Project Number:	PW-23-02	**Category:**	
Project Name:	Parmenter Reconstruction (N. Century)(TIF/Grant)	**Useful Life:**	20 years

Description:

Reconstruction of Parmenter St. from about 450' north of Century Ave. to Greenbriar Rd. The road is planned for reconstruction as a two lane divided urban section with curbs and sidewalk/path pedestrian connections, and will be designed for future lane capacity expansion by removing the median if/when needed.

Design and real estate acquisition began in 2021, for intended conclusion in 2022. Construction is planned in 2023.

Justification:

This section of street serves as a minor arterial roadway, and connects a USH 12 interchange to area businesses and the downtown, but the driving surface is beyond the limit of effective patching and there are no accommodations for bicyclists and pedestrians. A $1M Multimodal Local Supplement (MLS) grant was awarded in May, 2020 and the project must be constructed and accepted within 6 years or the grant funding will lapse.

	2023	2024	2025	2026	2027	Total
Project Costs	4,600,000	-	-	-	-	4,600,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	-	-	-	-	-
TIF District	3,710,000	-	-	-	-	3,710,000
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	890,000	-	-	-	-	890,000
Total	**4,600,000**	**-**	**-**	**-**	**-**	**4,600,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
PUBLIC WORKS (STREETS) NARRATIVES

Project Number:	PW-23-03	**Category:**	
Project Name:	Parmenter, Elmwood, Aurora Reconstruction (TIF)	**Useful Life:**	20 years

Description:

Street improvements consistent with the City's current five year street improvement plan. Work will include asphalt pavement replacement and limited replacements of sidewalk, curbs and driveway aprons. Extents include Parmenter St (Terrace Ave to University Ave), Elmwood Ave (Parmenter St to Cayuga St), and Aurora St (Elmwood Ave to University Ave).

Upgrades and repairs to Water and Sewer Utility facilities will be coordinated with the project, but will be funded directly by the Utilities.

Justification:

Improvement of street pavement to mitigate problems and provide a smoother ride. May include aesthetic enhancements consistent with other downtown streetscape amenities.

Water main will be upsized on Parmenter St and Aurora St (at Water Utility cost) to support higher density land uses from recent and planned downtown redevelopment. The water main was in need of replacement due to age, regardless of redevelopment, and upsizing to 8" diameter is standard.

	2023	2024	2025	2026	2027	Total
Project Costs	790,000	-	-	-	-	790,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	-	-	-	-	-
TIF District	790,000	-	-	-	-	790,000
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**790,000**	**-**	**-**	**-**	**-**	**790,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
PUBLIC WORKS (STREETS) NARRATIVES

Project Number:	PW-23-04	**Category:**	
Project Name:	Parmenter Resurfacing (South - Terrace)	**Useful Life:**	20 years

Description:

Planned full depth replacement of asphalt pavement, with limited replacements of deficient curb & gutter and driveway aprons if needed. Design will be incorporated into project drawings for the Parmenter St. reconstruction project for seamless bidding and construction.

Justification:

Current asphalt surface is beyond the limit of effective maintenance, but not yet so bad as to require the expense of complete reconstruction of the base course.

	2023	2024	2025	2026	2027	Total
Project Costs	100,000	-	-	-	-	100,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	100,000	-	-	-	-	100,000
TIF District	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**100,000**	**-**	**-**	**-**	**-**	**100,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
PUBLIC WORKS (STREETS) NARRATIVES

Project Number:	PW-23-05	**Category:**	
Project Name:	Street Surface Treatments (incl. crack filling)	**Useful Life:**	7 years

Description:

Install crack filling material, patch roads as needed, and coat with various types of asphalt pavement surface sealants (GSB-88, Chip Seal, Micro Surfacing, etc). Replace pavement markings covered by the new seal coat.

Justification:

These are maintenance activities intended to prevent water infiltration into road base and subgrade, and to prevent ultraviolet stripping of asphalt binder from top surface of road pavement. Provide new high-traction wearing surface to prolong pavement life at minimal cost.

	2023	2024	2025	2026	2027	Total
Project Costs	250,000	250,000	300,000	500,000	550,000	1,850,000
Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Capital Budget	250,000	250,000	300,000	500,000	550,000	1,850,000
TIF District	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**250,000**	**250,000**	**300,000**	**500,000**	**550,000**	**1,850,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
PUBLIC WORKS (STREETS) NARRATIVES

Project Number:	PW-23-06	**Category:**	
Project Name:	Bridge Repairs (Newly added in 2023)	**Useful Life:**	10 years

Description:

Budget proposed for a polymer overlay of four bridge decks to delay need for more expensive concrete repairs. Polymer overlays reduce the penetration of chloride ions from road salt, and the resulting corrosion of the rebar which leads to delamination of the concrete. The overlay will also increase the skid resistance of the bridge deck. Fahrner noted that a life expectancy of 7 to 12 years is reasonable based on typical weather and snowplow activity.

With newly recommended deferral of Library parking lot resurfacing to 2024, this project is proposed as a backfill in the 2023 program since it's a high priority to preserve the lifespan of bridge decks.

Justification:

Following receipt of 2020 bridge inspection reports in early 2021, staff solicited quotes for recommended repairs to bridge decks. Quotes from two companies were each well above budget allocations for maintenance at the time. A 10/29/21 quote from Fahrner for polymer overlay of decks included:

- Market St. $42,000 (incl. minor approach repair)
- Parmenter St. $43,500
- Airport Rd. $46,000
- Deming Way $42,000
- Combine all 4 $160,500

	2023	2024	2025	2026	2027	Total
Project Costs	175,000	-	-	-	-	175,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	175,000	-	-	-	-	175,000
TIF District	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**175,000**	**-**	**-**	**-**	**-**	**175,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
PUBLIC WORKS (STREETS) NARRATIVES

Project Number:	PW-23-07	**Category:**	
Project Name:	Middleton Springs Reconstruction	**Useful Life:**	20 years

Description:

Planned full depth replacement of asphalt pavement, with replacement of deficient curb & gutter and sidewalk. Extents include all of Middleton Springs Dr (Century Ave to Allen Blvd). Design work began in 2021, and is considering extension of storm sewer and installation of underdrains to control groundwater problems on the road and sidewalks.

Justification:

Current asphalt surface is beyond the limit of effective surface maintenance, and portions of it will require more extensive work to improve base support.

	2023	2024	2025	2026	2027	Total
Project Costs	350,000	-	-	-	-	350,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	350,000	-	-	-	-	350,000
TIF District	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**350,000**	**-**	**-**	**-**	**-**	**350,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
PUBLIC WORKS (STREETS) NARRATIVES

Project Number:	PW-23-08	**Category:**	
Project Name:	Clark, Lee Reconstruction	**Useful Life:**	20 years

Description:

Street improvement in the high school area consistent with the City's current five year street improvement plan. Work will include asphalt pavement replacement, addition of sidewalk on both sides of Clark St., and limited replacements of curbs and driveway aprons. Extents include all of Lee St, and Clark St north of Lee St.

Repairs to Water and Sewer Utility facilities will be coordinated with the project, but will be funded directly by the Utilities.

Justification:

Improvement of street pavement to mitigate problems associated with numerous patches and potholes, and to provide a smoother ride.

Design includes improved pedestrian connectivity and safety by sidewalk construction along Clark St north of Lee St, which currently lacks sidewalk on either side. This segment of Clark St serves a school and the Conservancy Bend Residences redevelopment on the west side of the street, as well as access to the Pheasant Branch Creek trail.

Project construction was deferred to 2023 to better coincide with development delay of Conservancy Bend, and to follow completion of the high school expansion.

	2023	2024	2025	2026	2027	Total
Project Costs	450,000	-	-	-	-	450,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	450,000	-	-	-	-	450,000
TIF District	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**450,000**	**-**	**-**	**-**	**-**	**450,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
PUBLIC WORKS (STREETS) NARRATIVES

Project Number:	PW-23-09	**Category:**	
Project Name:	Elmwood Resurfacing (Bristol - S. Gateway)	**Useful Life:**	20 years

Description:

Planned full depth replacement of asphalt pavement, with replacement of deficient curb & gutter and sidewalk. No underground utility work is planned, and design work will be done by City staff. Extents include most of Elmwood Ave. east of the downtown (Bristol St to S. Gateway St). Project may include removal of parking from one side of the street to allow marking bike lanes. Other traffic calming features will be considered.

Justification:

Current asphalt surface is beyond the limit of effective surface maintenance, but not yet so bad as to require the expense of complete reconstruction of the roadway and base course.

	2023	2024	2025	2026	2027	Total
Project Costs	600,000	-	-	-	-	600,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	553,348	-	-	-	-	553,348
TIF District	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	46,652	-	-	-	-	46,652
Total	**600,000**	**-**	**-**	**-**	**-**	**600,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
PUBLIC WORKS (STREETS) NARRATIVES

Project Number:	PW-23-10	**Category:**	
Project Name:	Lake, Dewey Reconstruction	**Useful Life:**	20 years

Description:

Street improvements consistent with the City's current five year street improvement plan. Regional plan is currently in process, and this road design will begin after that plan is complete. Work will include asphalt pavement replacement and limited replacements of curbs and driveway aprons.

Repairs to Water and Sewer Utility facilities will be coordinated with the project, but will be funded directly by the Utilities.

Justification:

Improvement of street pavement to mitigate problems associated with numerous patches and potholes, and to provide a smoother ride. Water main replacement is a high priority due to multiple breaks in the past couple of years.

Design process will include consideration of improved pedestrian connectivity and safety by off-street sidewalk construction along Lake St, which currently lacks sidewalk on either side of the street. Due to constrained right-of-way width, addition of a sidewalk may require real estate acquisition of ROW or easement, or narrowing of the road / boat launch pavement.

	2023	2024	2025	2026	2027	Total
Project Costs	-	370,000	-	-	-	370,000
Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Capital Budget	-	370,000	-	-	-	370,000
TIF District	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**-**	**370,000**	**-**	**-**	**-**	**370,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
PUBLIC WORKS (STREETS) NARRATIVES

Project Number:	PW-23-11	**Category:**	
Project Name:	Franklin Reconstruction (Bristol - Branch)	**Useful Life:**	20 years

Description:

Street improvements consistent with the City's current five year street improvement plan. Work will include asphalt pavement replacement and limited replacements of curbs and driveway aprons. Extents include Franklin Ave (Bristol St to Branch St).

Repairs to Water and Sewer Utility facilities will be coordinated with the project, but will be funded directly by the Utilities.

Justification:

Improvement of street pavement to mitigate problems associated with numerous patches and potholes, and to provide a smoother ride.

	2023	2024	2025	2026	2027	Total
Project Costs	65,000	830,000	-	-	-	895,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	65,000	830,000	-	-	-	895,000
TIF District	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**65,000**	**830,000**	**-**	**-**	**-**	**895,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
PUBLIC WORKS (STREETS) NARRATIVES

Project Number:	PW-23-12	**Category:**	
Project Name:	Elmwood Resurfacing (Parmenter - Bristol)	**Useful Life:**	20 years

Description:

Full depth replacement of asphalt pavement, with replacement of deficient curb & gutter and sidewalk. No underground utility work is planned, and design work will be done by City staff. This project will complete the majority of recent renewal of Elmwood Ave.

Justification:

Current asphalt surface is beyond the limit of effective surface maintenance, but not yet so bad as to require the expense of complete reconstruction of the roadway and base course.

	2023	2024	2025	2026	2027	Total
Project Costs	6,000	100,000	-	-	-	106,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	6,000	100,000	-	-	-	106,000
TIF District	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**6,000**	**100,000**	**-**	**-**	**-**	**106,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
PUBLIC WORKS (STREETS) NARRATIVES

Project Number:	PW-23-13	**Category:**	
Project Name:	N. Westfield, Hampstead Cts. Resurfacing	**Useful Life:**	20 years

Description:

Planned full depth replacement of asphalt pavement, with replacement of deficient curb & gutter and sidewalk. No underground utility work is planned, and design work will be done by City staff. Extents include all of N. Westfield Rd and both of the Hampstead Cts.

Justification:

Current asphalt surface is beyond the limit of effective surface maintenance, but not yet so bad as to require the expense of complete reconstruction of the roadway and base course.

	2023	2024	2025	2026	2027	Total
Project Costs	-	360,000	-	-	-	360,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	360,000	-	-	-	360,000
TIF District	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**-**	**360,000**	**-**	**-**	**-**	**360,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
PUBLIC WORKS (STREETS) NARRATIVES

Project Number:	PW-23-14	**Category:**	
Project Name:	Library Parking Lot Resurfacing (Moved from 2023)	**Useful Life:**	20 years

Description:

Replace full depth of asphalt in the parking lot and drive areas south of Hubbard Ave. and east of Parmenter St. Consider slight changes near ramp on east side of Depot, and reconfigure islands nearest the Library to avoid curb ramps and narrow sidewalk in favor of a painted walkway on the asphalt. Pavement replacement on properties owned by others will only be included if agreement is reached for reimbursement of associated costs.

Justification:

Pavement is in poor condition, with frequent need for pothole patching. Sidewalk connection is not accessible, and is substandard through islands from Hubbard Ave. to the railroad tracks.

This project had been proposed in 2023 in the Five Year Street Improvement Plan, but due to uncertainty of downtown Civic Center campus planning, deferral of this parking lot rehabilitation is now proposed to minimize the potential for demolition of the parking lot soon after this resurfacing.

	2023	2024	2025	2026	2027	Total
Project Costs	-	200,000	-	-	-	200,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	200,000	-	-	-	200,000
TIF District	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**-**	**200,000**	**-**	**-**	**-**	**200,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
PUBLIC WORKS (STREETS) NARRATIVES

Project Number:	PW-23-15	**Category:**	
Project Name:	Century Ave. Bridge Replacement (TIF)	**Useful Life:**	75 years

Description:

Joint County/City project for replacment of the Century Ave. (CTH M) bridge west of Branch St. (B-13-046).

Justification:

The County discovered that the bridge support is no longer sufficient for highway traffic, and in spring of 2021 it was temporarily posted with a 20 ton weight limit until emergency repairs were completed. The plan is for the County to begin design a replacement bridge in 2022, and for the City to pursue property acquisition if needed in 2023. WisDOT expects a lengthy environmental process for this bridge, so construction is planned for 2025. The City requested that design include a path under the bridge along Pheasant Branch Creek, with an opening between the bridge traffic lanes to help light the path.

	2023	2024	2025	2026	2027	Total
Project Costs	-	-	-	-	1,000,000	1,000,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	-	-	-	-	-
TIF District	-	-	-	-	1,000,000	1,000,000
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**-**	**-**	**-**	**-**	**1,000,000**	**1,000,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
PUBLIC WORKS (STREETS) NARRATIVES

Project Number:	PW-23-16	**Category:**	
Project Name:	Mound Reconstruction	**Useful Life:**	20 years

Description:

Street improvements consistent with the City's current five year street improvement plan. Work will include asphalt pavement replacement, restoration of shoulders (or installation of ribbon curb), selective tree clearing and roadside ditch restoration, and potentially limited replacements of driveway aprons. Design will be coordinated with Wisconsin Archeological Society, and the City will be asked to consider designating a buffer area at the effigy mound.

Repairs needed to Water and Sewer Utility facilities will be coordinated with the project, but will be funded directly by the

Justification:

Improvement of street pavement to mitigate problems associated with numerous patches and potholes, and to provide a smoother ride.

	2023	2024	2025	2026	2027	Total
Project Costs	-	30,000	105,000	-	-	135,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	30,000	105,000	-	-	135,000
TIF District	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**-**	**30,000**	**105,000**	**-**	**-**	**135,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
PUBLIC WORKS (STREETS) NARRATIVES

Project Number:	PW-23-17	**Category:**	
Project Name:	Columbus, Boulder, Mayflower Reconstruction	**Useful Life:**	20 years

Description:

Street improvements consistent with the City's current five year street improvement plan. Work will include asphalt pavement replacement and limited replacements of curbs and driveway aprons. Extents include Mayflower Dr north of Maywood Ave, all of Columbus Dr as well as the associated courts Nina, Pinta and Santa Maria, and all of Boulder Ln.

Repairs to Water and Sewer Utility facilities will be coordinated with the project, but will be funded directly by the Utilities.

Justification:

Improvement of street pavement to mitigate problems associated with numerous patches and potholes, and to provide a smoother ride.

Design process will include consideration of improved pedestrian connectivity and safety by off-street sidewalk construction along Mayflower Dr and Columbus Dr, which currently lacks sidewalk on either side of the street. It's assumed that no, or limited, sidewalk is desired along the short cul-de-sacs in this project.

	2023	2024	2025	2026	2027	Total
Project Costs	-	80,000	945,000	-	-	1,025,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	80,000	945,000	-	-	1,025,000
TIF District	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**-**	**80,000**	**945,000**	**-**	**-**	**1,025,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
PUBLIC WORKS (STREETS) NARRATIVES

Project Number:	PW-23-18	**Category:**	
Project Name:	Kenyon Resurfacing	**Useful Life:**	20 years

Description:

Planned full depth replacement of asphalt pavement, with replacement of deficient curb & gutter and sidewalk. No underground utility work is planned, and design work will be done by City staff. Extents include Kenyon Dr (Parmenter St to Middleton St), and all of Fargo Ct, Red Oak Ct, and Sellery St.

Justification:

Current asphalt surface is beyond the limit of effective surface maintenance, but not yet so bad as to require the expense of complete reconstruction of the roadway and base course.

Design process will include consideration of improved pedestrian connectivity and safety by sidewalk construction along Red Oak Ct, which currently lacks sidewalk on either side of the street. Design should also include documenting and resolving potential right-of-way encroachments, and vegetation management within the right-of-way.

	2023	2024	2025	2026	2027	Total
Project Costs	-	-	380,000	-	-	380,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	-	380,000	-	-	380,000
TIF District	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**-**	**-**	**380,000**	**-**	**-**	**380,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
PUBLIC WORKS (STREETS) NARRATIVES

Project Number:	PW-23-19	**Category:**	
Project Name:	Diane, Mathews Resurfacing	**Useful Life:**	20 years

Description:

Planned full depth replacement of asphalt pavement, with replacement of deficient curb & gutter and sidewalk. No underground utility work is planned, and design work will be done by City staff. Extents include all of Mathews Rd and Diane Dr.

Justification:

Current asphalt surface is beyond the limit of effective surface maintenance, but not yet so bad as to require the expense of complete reconstruction of the roadway and base course.

	2023	2024	2025	2026	2027	Total
Project Costs	-	-	210,000	-	-	210,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	-	210,000	-	-	210,000
TIF District	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**-**	**-**	**210,000**	**-**	**-**	**210,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
PUBLIC WORKS (STREETS) NARRATIVES

Project Number:	PW-23-20	**Category:**	
Project Name:	Lakeview Reconstruction	**Useful Life:**	20 years

Description:

Street improvements consistent with the City's current five year street improvement plan. Work will include asphalt pavement replacement and limited replacements of curbs and driveway aprons. Includes also resurfacing of Oakwood Pl due to proximity.

Repairs to Water and Sewer Utility facilities will be coordinated with the project, but will be funded directly by the Utilities.

Justification:

Improvement of street pavement to mitigate problems associated with numerous patches and potholes, and to provide a smoother ride.

	2023	2024	2025	2026	2027	Total
Project Costs	-	-	60,000	530,000	-	590,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	-	60,000	530,000	-	590,000
TIF District	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**-**	**-**	**60,000**	**530,000**	**-**	**590,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
PUBLIC WORKS (STREETS) NARRATIVES

Project Number:	PW-23-21	**Category:**	
Project Name:	Resurfacing Projects (3 areas)	**Useful Life:**	20 years

Description:

Planned full depth replacement of asphalt pavement, with replacement of limited deficient curb & gutter and sidewalk. No underground utility work is planned, and design work will be done by City staff. Extents include resurfacing of multiple streets throughout the City that will be grouped for purposes of efficient bidding and contract administration.

Justification:

Current asphalt surface is beyond the limit of effective surface maintenance, but not yet so bad as to require the expense of complete reconstruction of the roadway and base course. Expected that by 2026 most significant underground utility replacement needs will be done, and that many of the roads in poor condition will have been reconstructed, so that we can focus resources on resurfacing projects.

	2023	2024	2025	2026	2027	Total
Project Costs	-	-	-	945,000	-	945,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	-	-	945,000	-	945,000
TIF District	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**-**	**-**	**-**	**945,000**	**-**	**945,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
PUBLIC WORKS (STREETS) NARRATIVES

Project Number:	PW-23-22	**Category:**	
Project Name:	Elm Reconstruction	**Useful Life:**	20 years

Description:

Street improvements consistent with the City's current five year street improvement plan. Work will include asphalt pavement replacement and limited replacements of curbs and driveway aprons.

No underground utility improvements are currently planned, but any needed repairs to Water and Sewer Utility facilities will be coordinated with the project, but will be funded directly by the Utilities.

Justification:

Improvement of street pavement to mitigate problems associated with numerous patches and potholes, and to provide a smoother ride.

Design process will include consideration of improved pedestrian connectivity and safety by sidewalk construction along Elm Ln, which currently lacks sidewalk on either side of the street. Design should also include documenting and resolving potential right-of-way encroachments, and vegetation management within the right-of-way.

	2023	2024	2025	2026	2027	Total
Project Costs	-	-	-	30,000	140,000	170,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	-	-	30,000	140,000	170,000
TIF District	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**-**	**-**	**-**	**30,000**	**140,000**	**170,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
PUBLIC WORKS (STREETS) NARRATIVES

Project Number:	PW-23-23	**Category:**	
Project Name:	Resurfacing Projects (5 areas)	**Useful Life:**	20 years

Description:

Planned full depth replacement of asphalt pavement, with replacement of limited deficient curb & gutter and sidewalk. No underground utility work is planned, and design work will be done by City staff. Extents include resurfacing of multiple streets throughout the City that will be grouped for purposes of efficient bidding and contract administration.

Justification:

Current asphalt surface is beyond the limit of effective surface maintenance, but not yet so bad as to require the expense of complete reconstruction of the roadway and base course. Expected that by 2026 most significant underground utility replacement needs will be done, and that many of the roads in poor condition will have been reconstructed, so that we can focus resources on resurfacing projects.

	2023	2024	2025	2026	2027	Total
Project Costs	-	-	-	-	1,250,000	1,250,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	-	-	-	1,250,000	1,250,000
TIF District	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**-**	**-**	**-**	**-**	**1,250,000**	**1,250,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
PUBLIC WORKS (STREETS) NARRATIVES

Project Number:	PW-23-24	**Category:**	
Project Name:	Design 2028 Reconstruction Projects	**Useful Life:**	n/a

Description:

Placeholder funds for consultant design of roadway projects beyond the current five year street improvement plan horizon.

Justification:

While the street segments to be reconstructed in 2028 are not yet known, there may be a need for some consultant design in the year prior to construction. This allows completing design in fall, providing refined cost estimates for the capital budget, and bidding projects early in the following year.

	2023	2024	2025	2026	2027	Total
Project Costs	-	-	-	-	60,000	60,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	-	-	-	60,000	60,000
TIF District	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**-**	**-**	**-**	**-**	**60,000**	**60,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
PUBLIC WORKS (OTHER) NARRATIVES

Project Number:	PO-23-01	**Category:**	
Project Name:	Replace Traffic Signal Controller: Century/Allen	**Useful Life:**	20 years

Description:

Replace traffic signal equipment cabinet, including controller and other major components. Of the 17 traffic signals under the City's care, we began in 2022 the planned annual replacement of a controller cabinet nearly each year.

Justification:

Several traffic signal equipment cabinets, controllers, conflict monitors and loop amplifiers are beyond their useful life - some approaching 30 years in service. This is a continuation of a proactive replacement schedule begun in 2022 to annually replace one of the 17 controllers under the City's jurisdiction. Dane County is expected to reimburse $48,750 (75% of $65,000 project cost).
Future year plan include: Century/High (2024), Century/Branch (2025), Century/Hedden (2026), Century/Donna (2027)

	2023	2024	2025	2026	2027	Total
Project Costs	65,000	65,000	65,000	65,000	65,000	325,000
Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Capital Budget	16,250	32,500	21,667	16,250	32,500	119,167
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	48,750	32,500	43,333	48,750	32,500	205,833
Total	**65,000**	**65,000**	**65,000**	**65,000**	**65,000**	**325,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
PUBLIC WORKS (OTHER) NARRATIVES

Project Number:	PO-23-02	**Category:**	
Project Name:	Replace Downtown Street Light Poles w/ Aluminum (TIF)	**Useful Life:**	20 years

Description:

Replacement of old steel street light poles in the downtown with aluminum poles and fixtures to match the style of lighting on Terrace Ave. and Parmenter St.

Justification:

In the past couple of years, we've had to replace three street light poles in the downtown area due to instability from corrosion. On 8/27/20, a street light blew over on N. High Point near Terrace Ave. Street Foreman Bill Byers reported 17 other downtown (Terrace Ave., N. High Point Rd., Elmwood Ave., Parmenter St.) painted steel street light poles of roughly similar age. Late in 2020, the City's TIF team indicated a preference to replace the steel poles with a style that would match the newer aluminum poles on Terrace Ave. and Parmenter St., and that TIF funding should be appropriate for pole replacement and conversion to LED fixtures. Tom Weber reports that 15 of these poles would need to be replaced. 8/15/22 pricing was about $5,350 per pole and $2,040 per fixture, for an estimated material cost of about $110,500. Tom estimated an installation cost of about $30,000.

	2023	2024	2025	2026	2027	Total
Project Costs	140,500	-	-	-	-	140,500

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	-	-	-	-	-
TIF (TID 3)	140,500	-	-	-	-	140,500
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**140,500**	**-**	**-**	**-**	**-**	**140,500**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
PUBLIC WORKS (OTHER) NARRATIVES

Project Number:	PO-23-03	**Category:**	
Project Name:	Replace Mobile Radios	**Useful Life:**	15 years

Description:

Replace 26 old analog mobile (car & truck) radios over several years at estimated cost of $3,000 per radio. Plan to spread out costs over three years.

Justification:

Mobile radios are intended to be interoperable in emergency situations. Some DPW vehicles were fitted with retired police radios at the time of narrowband adoption in 2011, while others were replaced with new radios meeting the new requirements.

	2023	2024	2025	2026	2027	Total
Project Costs	24,000	24,000	27,000	-	-	75,000
Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Capital Budget	24,000	24,000	27,000	-	-	75,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**24,000**	**24,000**	**27,000**	**-**	**-**	**75,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
PUBLIC WORKS (OTHER) NARRATIVES

Project Number:	PO-23-04	**Category:**	
Project Name:	Epoxy Floor Coating at Middleton Recycling Center	**Useful Life:**	10 years

Description:

Prep (grind floor to roughen surface), prime (seal sand granules onto roughed floor), and cover with epoxy coating.

Justification:

Over the last few years it has been noted that the floor in the recycling center gets extremely slippery when it rains or snows out. Even with signs warning patrons that the floor is slippery when wet, there have been instances when patrons and staff have slipped and fallen on the floor. Applying a sand-textured epoxy floor coating would be expected to mitigate the risk. Vendor represented that the texture and coating would be expected to last 10 years in the heavily trafficed areas.

	2023	2024	2025	2026	2027	Total
Project Costs	30,000	-	-	-	-	30,000
Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Capital Budget	30,000	-	-	-	-	30,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**30,000**	**-**	**-**	**-**	**-**	**30,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
PUBLIC WORKS (OTHER) NARRATIVES

Project Number:	PO-23-05	**Category:**	
Project Name:	Rectangular Rapid Flashing Beacon: University/Mayflower	**Useful Life:**	15 years

Description:

Installation of rectangular rapid flashing beacons (RRFB) on University Ave. at the crosswalk west of the intersection with Mayflower Dr. to the south of University Ave. This crosswalk is roughly midway between the signalized intersections at Park St. and at Branch St., and there are bus stops on either side of University Ave. here

Justification:

Due to bus stops in proximity to this crosswalk, there is pedestrian demand to cross University Ave. here without going to one of the nearest signals at Park St. (~700') or Branch St. (~900').

The crosswalk is well marked and reasonably well lit. This crosswalk has a small refuge island, the road approaches are fairly flat , and sight distances are good. RRFB signs may provide additional warning to drivers when pedestrians are present.

	2023	2024	2025	2026	2027	Total
Project Costs	15,000	-	-	-	-	15,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	15,000	-	-	-	-	15,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**15,000**	**-**	**-**	**-**	**-**	**15,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
PUBLIC WORKS (OTHER) NARRATIVES

Project Number:	PO-23-06	**Category:**	
Project Name:	Replace Overhead Doors at MOC	**Useful Life:**	15 years

Description:

Replace the three large overhead doors at the warm vehicle storage area in the Municipal Operations Center with lighter doors and springs made for high-cycle performance, as our doors are actually used.

Justification:

Large, heavy overhead doors at the vehicle storage area have been requiring frequent repairs. Vendor payment report from 2016 through present showed that we didn't have repair costs until 2020 which were nominal ($1,028), but extensive in 2021 ($19,356) and significant so far in 2022 ($10,463 to date). Proposal is to replace 3 overhead doors with lighter doors to mitigate recurring repair costs in the operating budget. Assuming roughly $15,000 annual repair costs, payback on replacement would be estimated in approximately 8 years. Doors could be replaced one at a time over several years, if preferred. The budget estimate is based on a quote from Northland doors 7/14/22.

	2023	2024	2025	2026	2027	Total
Project Costs	120,000	-	-	-	-	120,000
Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Capital Budget	120,000	-	-	-	-	120,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**120,000**	**-**	**-**	**-**	**-**	**120,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
PUBLIC WORKS (OTHER) NARRATIVES

Project Number:	PO-23-07	**Category:**	
Project Name:	Rail Crossing Repairs	**Useful Life:**	20 years

Description:

Coordinate with WSOR to replace street crossings of railroad tracks at several City streets. WSOR will do the railroad work, and City crews will cut & remove asphalt approaches, rent traffic control devices to establish detours, and pave street approaches following the rail work.

2024: N. High Point

2025: Deming

Justification:

The railroad crossings at Stonefield Rd. and at South Ave. were replaced in 2022.
Parmenter St. and Pleasant View Rd. crossings are planned for coordinated replacement with road projects in 2023.
N. High Point Rd. and Deming Way crossings are in fair condition, and can wait a few years for replacements.
The Park St. crossing is fairly new and in very good condition.

	2023	2024	2025	2026	2027	Total
Project Costs	-	10,000	10,000	-	-	20,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	10,000	10,000	-	-	20,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**-**	**10,000**	**10,000**	**-**	**-**	**20,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
PUBLIC WORKS (OTHER) NARRATIVES

Project Number:	PO-23-08	**Category:**	
Project Name:	Design Reconfiguration of Ped. Crossings: Century/Allen	**Useful Life:**	20 years

Description:

Planning and design for reconfiguration of islands, curb ramps, signal equipment and pavement markings at the intersection of Century Ave. (CTH M) and Allen Blvd. (CTH Q) to improve crosswalk safety.

Justification:

The Traffic Impact Analysis report for the new apartments at 6100 Lake St. (PC-2615), approved by the Public Works Committee on 11/22/21, included a recommendation to consider reconstructing the south pedestrian crossing to connect to the porkchop/right-turn island. This would allow the northbound crosswalk and motorist's stop bars to move closer to the intersection and provide more clarity for both intersection users. This reconfiguration would also benefit from adjusting the location of the near-right and near-left signal poles for the northbound movement to bring more clarity and compliance to the location where motorists are expected to stop prior to the pedestrian crosswalk. Requested funding would be intended to produce a design and a cost estimate for future construction.

	2023	2024	2025	2026	2027	Total
Project Costs	-	20,000	-	-	-	20,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	20,000	-	-	-	20,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**-**	**20,000**	**-**	**-**	**-**	**20,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
PUBLIC WORKS (OTHER) NARRATIVES

Project Number:	PO-23-09	**Category:**	
Project Name:	Epoxy Coating on Vehicle Wash Bay Walls	**Useful Life:**	10 years

Description:

Replace worn epoxy coating on concrete walls of the vehicle wash bay in the Municipal Operations Center.

Justification:

Original epoxy coating is failing due to use of wash bay. The coating is needed to protect the concrete walls from degradation to preserve the life of the walls, and to keep the walls clean of grease/debris.

	2023	2024	2025	2026	2027	Total
Project Costs	-	10,000	-	-	-	10,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	10,000	-	-	-	10,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**-**	**10,000**	**-**	**-**	**-**	**10,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
PUBLIC WORKS (OTHER) NARRATIVES

Project Number:	PO-23-10	**Category:**	
Project Name:	Shelving in MOC Mechanic's Rooms	**Useful Life:**	30 years

Description:

Install shelving and drawer units to the vehicle parts stock room and in the mezzanine storage area.

Justification:

Currently, some parts are stored in boxes of various sizes, and in locations difficult to access due to other things being stored in front of them. Mechanics are storing more parts than previously due to body style changes on vehicles. Additional shelves and drawers would be intended to maximize storage efficiency and improve inventory checks and material retrieval.

	2023	2024	2025	2026	2027	Total
Project Costs	-	12,000	-	-	-	12,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	12,000	-	-	-	12,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**-**	**12,000**	**-**	**-**	**-**	**12,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
PUBLIC WORKS (OTHER) NARRATIVES

Project Number:	PO-23-11	**Category:**	
Project Name:	Pheasant Branch Rd. Sidewalk	**Useful Life:**	40 years

Description:

Construct new sidewalk along the east side of Pheasant Branch Rd. from Old Creek Rd., north to the path that crosses Pheasant Branch Rd. and leads to Middleton Hills on the west and the Pheasant Branch Conservancy to the east.

Justification:

On 12/13/21, to promote pedestrian connectivity in the area, the Public Works Committee recommended constructing approximately 350 lineal feet of sidewalk or path along the east side of Pheasant Branch Rd. from Old Creek Rd. to the crosswalk at the path through Conservancy Condominiums that leads to the Pheasant Branch Conservancy. It was too late to request funds for the 2022 budget.

	2023	2024	2025	2026	2027	Total
Project Costs	-	30,000	-	-	-	30,000
Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Capital Budget	-	30,000	-	-	-	30,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**-**	**30,000**	**-**	**-**	**-**	**30,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
PUBLIC WORKS FLEET ADDITION NARRATIVES

Project Number:	PV-23-01	**Category:**	
Project Name:	Ford F-350 with Utility Box	**Useful Life:**	10 years

Description:

Ford F-350 pickup truck with utility box.

Justification:

Adding a versatile piece of equipment to the streets fleet will add efficiency within the crew. The department currently has two F-150's and one F-350. Adding a small pickup truck would help with the construction season when our 9-person crew needs transportation to and from work sites and ready access to tools on-site, which will result in fewer trips back to the shop.

	2023	2024	2025	2026	2027	Total
Project Costs	75,000	-	-	-	-	75,000
Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Capital Budget	75,000	-	-	-	-	75,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**75,000**	**-**	**-**	**-**	**-**	**75,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
PUBLIC WORKS FLEET ADDITION NARRATIVES

Project Number:	PV-23-02	**Category:**	
Project Name:	Ford F-550 with Dump Box	**Useful Life:**	10 years

Description:

Ford F-550 truck with a dump box.

Justification:

Currently the Streets crew has one F-550 with a dump box. This is a weekly use truck and daily use in the summer. This truck would assist with street maintenance tasks such as gravel shouldering at road edges without curbs, hauling asphalt for filling potholes, hauling equipment/tools needed for various construction projects, being a backup vehicle for snow and ice fighting operations, and a multitude of other tasks. With the crew being more and more involved in construction projects they need the proper equipment to support that work. This will increase efficiency, productivity, and versatility.

	2023	2024	2025	2026	2027	Total
Project Costs	95,000	-	-	-	-	95,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	95,000	-	-	-	-	95,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**95,000**	**-**	**-**	**-**	**-**	**95,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
PUBLIC WORKS FLEET ADDITION NARRATIVES

Project Number:	PV-23-03	**Category:**	
Project Name:	International M2 106 CC J-hook Truck	**Useful Life:**	12 years

Description:

International M2 106 CC J-hook (hooklift) truck.

Justification:

With the number of underground utilities in street rights-of-way, the Streets crew often can no longer auger holes for signs, mailbox posts, or other things needed in the ROW. This truck could be used as a vactor, and with the flexibility of the J-hook set up the truck could also be used with a remote-controlled arm for leaf collection. This would result in faster leaf clearing (only needing 1 crew person to operate instead of 3) and less risk of workman's comp issues. The price shown is from last year, and we're waiting for an updated price from the vendor.

	2023	2024	2025	2026	2027	Total
Project Costs	-	350,000	-	-	-	350,000
Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Capital Budget	-	350,000	-	-	-	350,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**-**	**350,000**	**-**	**-**	**-**	**350,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
SEWER UTILITY NARRATIVES

Project Number:	SU-23-01	**Category:**	Utility Improvements
Project Name:	Sewer Main Replacement	**Useful Life:**	75 years

Description:

Replace deficient sanitary sewer main in conjunction with planned road reconstruction projects per 5 year street improvement

Justification:

Cost effective time to replace sewer mains that have been identified to be deficient. Sewer mains are typically televised prior to

	2023	2024	2025	2026	2027	Total
Project Costs	400,000	300,000	300,000	300,000	300,000	1,600,000
Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Capital Budget	-	-	-	-	-	-
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	400,000	300,000	300,000	300,000	300,000	1,600,000
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**400,000**	**300,000**	**300,000**	**300,000**	**300,000**	**1,600,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
SEWER UTILITY NARRATIVES

Project Number:	SU-23-02	**Category:**	Vehicle Replacement
Project Name:	Sewer Utility Equipment Replacement	**Useful Life:**	Varies

Description:

Replace Emergency Back-up Generator.

Justification:

Equipment needed to fulfill mission.

	2023	2024	2025	2026	2027	Total
Project Costs	125,000	-	-	-	-	125,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	-	-	-	-	-
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	125,000	-	-	-	-	125,000
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**125,000**	**-**	**-**	**-**	**-**	**125,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
STORM WATER UTILITY NARRATIVES

Project Number:	SW-23-01	**Category:**	
Project Name:	Spring Hill Pond: Sediment Removal	**Useful Life:**	10 to 20 years

Description:

Remove accumulated sediments from the pond, repair minor erosion along banks. Potential improvement to deepen basin and improve infiltration and water quality performance.

Justification:

Needed to ensure design storage capacity and proper flow through pipes are maintained. Improved infiltration and water quality performance would reduce costs for adaptive management and reduce surface flows and pollutants directed downstream.

	2023	2024	2025	2026	2027	Total
Project Costs	150,000	-	-	-	-	150,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	-	-	-	-	-
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	150,000	-	-	-	-	150,000
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**150,000**	**-**	**-**	**-**	**-**	**150,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
STORM WATER UTILITY NARRATIVES

Project Number:	SW-23-02	**Category:**	
Project Name:	Middleton Hills SE Pond: Dredging	**Useful Life:**	10 to 20 years

Description:

Dredge accumulated sediments to ensure adequate sediment storage capacity is restored. Deepen basin to comply with current regulations. Repair minor erosion on banks and minor damage to outfall control structures, as needed. Ensure safe passage/routing of overflow.

Justification:

Needed to comply with Total Suspended Solids (TSS) and Total Phosphorus (TP) removal per Wisconsin Pollutant Discharge Elimination System (WPDES) permit and Total Maximum Daily Load (TMDL) requirements.

	2023	2024	2025	2026	2027	Total
Project Costs	100,000	-	-	-	-	100,000
Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Capital Budget	-	-	-	-	-	-
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	100,000	-	-	-	-	100,000
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**100,000**	**-**	**-**	**-**	**-**	**100,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
STORM WATER UTILITY NARRATIVES

Project Number:	SW-23-03	**Category:**	
Project Name:	Misty Valley	**Useful Life:**	10 to 20 years

Description:

ARPA funding. Investigate, redesign and reconstruct public stormwater management system components in the Misty Valley subdivision.

Justification:

Reduce flood risk upstream of Misty Valley Drive by potentially upsizing culvert under that road. The original design for this subdivision did not account for flows being released from Graber Pond, which are anticipated to increase further with the development of Belle Farm west of this subdivision. Restore infiltration component which has likely failed due to sediment depsoition. Redesign Water Quality components to meet current standards. Improve future maintainability. If possible, enhance system performance for added benefits to downstream water resources.

	2023	2024	2025	2026	2027	Total
Project Costs	400,000	-	-	-	-	400,000
Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Capital Budget	-	-	-	-	-	-
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	400,000	-	-	-	-	400,000
Total	**400,000**	**-**	**-**	**-**	**-**	**400,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
STORM WATER UTILITY NARRATIVES

Project Number:	SW-23-04	**Category:**	
Project Name:	Hidden Oaks	**Useful Life:**	10 to 20 years

Description:

ARPA funding. Investigate, redesign and reconstruct public stormwater management system components in the Hidden Oaks subdivision.

Justification:

Detention basins do not currently drain adequately. Redesign system to meet water qualtiy standards, accounting for changed conditions (high water elevations) immediately downstream. Improve future maintainability. Project design is dependent on downstream conditions controlled by others, and negotiation with Wisconsin DNR for deviation from regulatory standards.

	2023	2024	2025	2026	2027	Total
Project Costs	300,000	-	-	-	-	300,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	-	-	-	-	-
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	300,000	-	-	-	-	300,000
Total	**300,000**	**-**	**-**	**-**	**-**	**300,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
STORM WATER UTILITY NARRATIVES

Project Number:	SW-23-05	**Category:**	
Project Name:	Airport Ditch Sediment removal	**Useful Life:**	10 to 20 years

Description:

Remove accumulated sediment from Pheasant Branch immediately downstream of culverts beneath the runway.

Justification:

Airport manager concerned that sediment blockage increases the potential risk of flood damage to the runway.

	2023	2024	2025	2026	2027	Total
Project Costs	20,000	-	-	-	-	20,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	-	-	-	-	-
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	20,000	-	-	-	-	20,000
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**20,000**	**-**	**-**	**-**	**-**	**20,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
STORM WATER UTILITY NARRATIVES

Project Number:	SW-23-06	**Category:**	
Project Name:	Algonquin Ditch Maintenance	**Useful Life:**	10 to 20 years

Description:

Remove accumulated sediment, brush, volunteer trees, obstructions and regrade to provide positive gradient.

Justification:

Over time, this drainage way is prone to accumulation of sediments and overgrowth of vegetation - either naturally, or planted by abutting residents - both of which impede storm water flow. This results in minor pools of standing water which are host sites for mosquitos, and are not healthy for desirable trees.

	2023	2024	2025	2026	2027	Total
Project Costs	30,000	-	-	-	-	30,000
Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Capital Budget	-	-	-	-	-	-
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	30,000	-	-	-	-	30,000
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**30,000**	**-**	**-**	**-**	**-**	**30,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
STORM WATER UTILITY NARRATIVES

Project Number:	SW-23-07	**Category:**	
Project Name:	Airport Rd. Business Park Drainageway	**Useful Life:**	10 to 20 years

Description:

Remove accumulated sediment, brush, volunteer trees, obstructions and regrade to provide positive gradient.

Justification:

Over time, this drainage way is prone to accumulation of sediments and overgrowth of vegetation - either naturally, or planted by abutting residents - both of which impede storm water flow. This results in minor pools of standing water which are host sites for mosquitos, and are not healthy for desirable trees.

	2023	2024	2025	2026	2027	Total
Project Costs	15,000	25,000	-	-	-	40,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	-	-	-	-	-
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	15,000	25,000	-	-	-	40,000
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**15,000**	**25,000**	**-**	**-**	**-**	**40,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
STORM WATER UTILITY NARRATIVES

Project Number:	SW-23-08	**Category:**	
Project Name:	Airport Ditches Assessment and Dredging	**Useful Life:**	10 to 20 years

Description:

Survey, Assess, and Design. Remove accumulated sediment, brush, volunteer trees, obstructions and regrade to provide positive gradient.

Justification:

Over time, this drainage way is prone to accumulation of sediments and overgrowth of vegetation - either naturally, or planted by abutting residents - both of which impede storm water flow. This results in minor pools of standing water which are host sites for mosquitos, and are not healthy for desirable trees.

	2023	2024	2025	2026	2027	Total
Project Costs	15,000	100,000	-	-	-	115,000
Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Capital Budget	-	-	-	-	-	-
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	15,000	100,000	-	-	-	115,000
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**15,000**	**100,000**	**-**	**-**	**-**	**115,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
STORM WATER UTILITY NARRATIVES

Project Number:	SW-23-09	**Category:**	
Project Name:	Greenway Blvd. Greenway Maintenance	**Useful Life:**	10 to 20 years

Description:

Complete design started in 2022. Remove accumulated sediment, brush, volunteer trees, obstructions and regrade to provide positive gradient.

Justification:

Over time, this drainage way is prone to accumulation of sediments and overgrowth of vegetation - either naturally, or planted by abutting residents - both of which impede storm water flow. This results in minor pools of standing water which are host sites for mosquitos, and are not healthy for desirable trees.

	2023	2024	2025	2026	2027	Total
Project Costs	-	15,000	150,000	-	-	165,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	-	-	-	-	-
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	15,000	150,000	-	-	165,000
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**-**	**15,000**	**150,000**	**-**	**-**	**165,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
STORM WATER UTILITY NARRATIVES

Project Number:	SW-23-10	**Category:**	
Project Name:	Relocate Dredge Spoils From Confluence Pond	**Useful Life:**	10 to 20 years

Description:

Relocate dredge spoil material removed fron the dewatering site

Justification:

Dredge spoils are dry and should be removed from the dewatering site. The spoils over time have beed dewatered and could be removed from the site and the site prepared for use the next time we will need to dredge Confluence Pond.

	2023	2024	2025	2026	2027	Total
Project Costs	-	150,000	-	-	-	150,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	-	-	-	-	-
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	150,000	-	-	-	150,000
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**-**	**150,000**	**-**	**-**	**-**	**150,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
WATER RESOURCES NARRATIVES

Project Number:	WR-23-01	**Category:**	
Project Name:	Adaptive Management/TMDL Compliance	**Useful Life:**	Annual Cost

Description:

Contribution to area-wide Adaptive Management

Justification:

City's chosen means by which to meet mandatory compliance with Total Maximum Daily Load (TMDL) requirements

	2023	2024	2025	2026	2027	Total
Project Costs	61,246	61,912	61,912	62,000	62,000	309,070
Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Capital Budget	61,246	61,912	61,912	62,000	62,000	309,070
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**61,246**	**61,912**	**61,912**	**62,000**	**62,000**	**309,070**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
WATER RESOURCES NARRATIVES

Project Number:	WR-23-02	**Category:**	
Project Name:	Flood Mapping	**Useful Life:**	30 years +

Description:

Finalize Mapping and seek regulatory review and approval.

Justification:

Provide updated flood maps for use by property owners, lenders, and the public. Help assure development within flood-prone areas is restricted, and existing flood-prone properties are insured.

	2023	2024	2025	2026	2027	Total
Project Costs	30,000	15,000	-	-	-	45,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	30,000	15,000	-	-	-	45,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**30,000**	**15,000**	**-**	**-**	**-**	**45,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
WATER RESOURCES NARRATIVES

Project Number:	WR-23-03	**Category:**	
Project Name:	South Pond Dredging	**Useful Life:**	10 to 20 years

Description:

Dredging of pond and modification of outfall control to allow for greater storage in pond to alleviate flooding of surrounding lands, and potentially lands downstream. The project would also result in increased water quality performance. The scope and prioritization of Projects 23-03 through 23-07 are dependent on the results of further study of flood reduction scenarios currently underway.

Justification:

By adding storage, the likelihood of flooding of surrounding lands would be reduced, and the sediment trapping capabilities of the pond would be improved.

	2023	2024	2025	2026	2027	Total
Project Costs	75,000	500,000	500,000	-	-	1,075,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	75,000	500,000	500,000	-	-	1,075,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**75,000**	**500,000**	**500,000**	**-**	**-**	**1,075,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
WATER RESOURCES NARRATIVES

Project Number:	WR-23-04	**Category:**	
Project Name:	Esser Pond Dredge & Outfall Improvements	**Useful Life:**	10 to 20 years

Description:

Dredging of pond and modification of outfall control to allow for greater storage in pond to alleviate flooding of surrounding lands, and potentially lands downstream. The scope and prioritization of Projects 23-03 through 23-07 are dependent on the results of further study of flood reduction scenarios currently underway.

Justification:

Storm flow into pond is impaired by build-up of sediments, causing frequent flooding on Greenway Blvd. The design may recommend dredging to a depth greater than what existed just prior to development to further enhance the storage capacity. Increasing the storage volume may also help alleviate downstream flooding at Confluence Pond.

	2023	2024	2025	2026	2027	Total
Project Costs	-	50,000	300,000	-	-	350,000
Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Capital Budget	-	50,000	300,000	-	-	350,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**-**	**50,000**	**300,000**	**-**	**-**	**350,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
WATER RESOURCES NARRATIVES

Project Number:	WR-23-05	**Category:**	
Project Name:	Flood Reduction Project - TBD	**Useful Life:**	30 years +

Description:

Our consultant is currently studying additional flood reduction scenarios, expected to be completed in 2022. The planned Pond A2 project no longer appears to be an option due to unwilling landowners. This project could result in an expansion of the projects planned for South, Esser, or Confluence Ponds, or it could involve conveyance improvements downstream of Confluence Pond. The scope and prioritization of Projects 23-03 through 23-07 are dependent on the results of further study of flood reduction scenarios currently underway.

Justification:

Reduce flood risks for properties within the Pheasant Branch corridor.

	2023	2024	2025	2026	2027	Total
Project Costs	-	75,000	1,000,000	-	-	1,075,000
Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Capital Budget	-	-	-	-	-	-
TIF (TID 3)	-	75,000	1,000,000	-	-	1,075,000
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**-**	**75,000**	**1,000,000**	**-**	**-**	**1,075,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
WATER RESOURCES NARRATIVES

Project Number:	WR-23-06	**Category:**	
Project Name:	Confluence Pond Weir Modification	**Useful Life:**	30 years +

Description:

Lower the outfall control elevation to provide more storage in Confluence Pond. The scope and prioritization of Projects 23-03 through 23-07 are dependent on the results of further study of flood reduction scenarios currently underway.

Justification:

By adding storage, the likelihood of flooding of improved lands surrounding Confluence Pond would be reduced. This improvement alone will have the adverse consequence of reducing available sediment storage in the pond, requiring more frequent dredging. Alternatively, City could consider deepening the pond beyond its original design depth in a subsequent year in order to restore the sediment trapping capacity.

	2023	2024	2025	2026	2027	Total
Project Costs	-	20,000	80,000	-	-	100,000
Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Capital Budget	-	20,000	80,000	-	-	100,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**-**	**20,000**	**80,000**	**-**	**-**	**100,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
WATER RESOURCES NARRATIVES

Project Number:	WR-23-07	**Category:**	
Project Name:	Confluence Pond Expansion	**Useful Life:**	10 to 20 years

Description:

Purchase one or more vacant lots in Airport Rd Business Park and construct additional flood storage as an expansion of Confluence Pond. The scope and prioritization of Projects 23-03 through 23-07 are dependent on the results of further study of flood reduction scenarios currently underway.

Justification:

The project cost will be high, due mainly to the cost of land, and may meet with resistance from the landowner(s). This cost will have to be weighed against the risk of a recurrence of a storm substantially greater than the 100-year event, and against the cost of construction flood barriers on individual lots that may be at risk.
This pond is at a fourth site that was added to the original "Three Ponds Study" and is deemed to hold the most potential for reducing flood peaks.

	2023	2024	2025	2026	2027	Total
Project Costs	-	-	150,000	2,600,000	1,000,000	3,750,000
Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Capital Budget	-	-	150,000	2,600,000	1,000,000	3,750,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**-**	**-**	**150,000**	**2,600,000**	**1,000,000**	**3,750,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
WATER RESOURCES NARRATIVES

Project Number:	WR-23-08	**Category:**	
Project Name:	South Fork Culverts	**Useful Life:**	30 years +

Description:

Add culverts to South Fork crossings of Deming Way, at two locations north of USH 14.

Justification:

The additional flow capacity of additional culverts will reduce the likelihood of flood waters in South Fork overtopping the roadway (Deming Way) in extreme events.

	2023	2024	2025	2026	2027	Total
Project Costs	-	-	-	50,000	450,000	500,000
Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**	**Total**
Capital Budget	-	-	-	50,000	450,000	500,000
TIF (TID 3)	-	-	-	-	-	-
Dept Revenues	-	-	-	-	-	-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**-**	**-**	**-**	**50,000**	**450,000**	**500,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
WATER UTILITY NARRATIVES

Project Number:	WU-23-01	**Category:**	
Project Name:	Water Meter Replacement	**Useful Life:**	20 Years

Description:

Replace Water Meters

Justification:

Mandated by PSC and DNR Rules

	2023	2024	2025	2026	2027	Total
Project Costs	75,000	75,000	75,000	75,000	75,000	375,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	-	-	-	-	-
TIF (TID 3)	-	-	-	-	-	-
Dept. Revenues	75,000	75,000	75,000	75,000	75,000	375,000
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**75,000**	**75,000**	**75,000**	**75,000**	**75,000**	**375,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
WATER UTILITY NARRATIVES

Project Number:	WU-23-02	**Category:**	Utility Improvements
Project Name:	Water Main Replacement	**Useful Life:**	75 Years

Description:

2023: Total $875,000. Parmenter & Aurora St. ($500,000): Clark & Lee ($150,000): Elmwood Ave. ($225,000)

Justification:

Water Main Replacement per current 5 year plan:
2024: Total $1,200,000.: Franklin Ave. ($825,000): Dewey & Lake St: ($300,000), Elmwood Ave: ($75,000)
2025: Total $1,275,000. : Boulder Ln. & Mayflower ($495,000): Columbus Dr. ($480,000): Mound Dr ($300,000)
2026: Total $400,000.: Lakeview Blvd.: ($400,000)
2027: Total $225,000.:Park Lawn Pl.: ($225,000)
Not included: 2023 Water Main Extension with Pleasant View Rd. Reconstruction. To be funded by TIF.

	2023	2024	2025	2026	2027	Total
Project Costs	875,000	1,200,000	1,275,000	400,000	225,000	3,975,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	-	-	-	-	-
TIF (TID 3)	-	-	-	-	-	-
Dept. Revenues	875,000	1,200,000	1,275,000	400,000	225,000	3,975,000
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**875,000**	**1,200,000**	**1,275,000**	**400,000**	**225,000**	**3,975,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
WATER UTILITY NARRATIVES

Project Number:	WU-23-03	**Category:**	Well Maintenance
Project Name:	Well Rehab	**Useful Life:**	12 Years

Description:

Rehabilitate well pumps on 12 year schedule. Well #4 for 2023.

Justification:

Pumps are due for routine maintenance to ensure reliability.

	2023	2024	2025	2026	2027	Total
Project Costs	175,000	-	175,000	-	175,000	525,000

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	-	-	-	-	-
TIF (TID 3)	-	-	-	-	-	-
Dept. Revenues	175,000	-	175,000	-	175,000	525,000
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**175,000**	**-**	**175,000**	**-**	**175,000**	**525,000**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
WATER UTILITY NARRATIVES

Project Number:	WU-23-04	**Category:**	Vehicle Replacement
Project Name:	Water Utility Vehicle Replacement	**Useful Life:**	Varies

Description:

Truck Replacement per Vehicle Replacement Program

Justification:

Scheduled replacements of vehicles needed to fulfill mission.
Costs will be apportioned 75% to Water Utility and 25% Sewer Utility

	2023	2024	2025	2026	2027	Total
Project Costs	145,500	120,000	62,500	262,400	93,000	683,400

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	-	-	-	-	-
TIF (TID 3)	-	-	-	-	-	-
Dept. Revenues						-
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**-**	**-**	**-**	**-**	**-**	**-**

CITY OF MIDDLETON
CAPITAL IMPROVEMENT PLAN
2023 - 2027
WATER UTILITY NARRATIVES

Project Number:	WU-23-05	**Category:**	
Project Name:	Water Utility Equipment Replacement	**Useful Life:**	10 Years

Description:

Jackhammer Attachment for Skid Steer Loader per Replacement Program

Justification:

Scheduled replacements of equipment needed to fulfill mission.
Costs will be apportioned 50% to Water Utility and 50% Sewer Utility

	2023	2024	2025	2026	2027	Total
Project Costs	12,500	11,500	-	7,700	-	31,700

Funding Sources	2023	2024	2025	2026	2027	Total
Capital Budget	-	-	-	-	-	-
TIF (TID 3)	-	-	-	-	-	-
Dept. Revenues	58,500	11,500	-	7,700	-	77,700
Fund Balance	-	-	-	-	-	-
Donations/Grants	-	-	-	-	-	-
Total	**58,500**	**11,500**	**-**	**7,700**	**-**	**77,700**

2023 CAPITAL ITEMS AND VEHICLES SCHEDULED TO BE REPLACED
GENERAL CAPITAL ITEMS

Mechanic's Priority	Vehicle #	Vehicle Year	Department	Description	Calculated Replacement Cost	Mechanic's Replacement Cost	Notes
0	177	2009	Police	Chevrolet Malibu	$ 35,882		Add 2 years to life cycle
0	5535	2012	Police	Chrysler Grand Caravan	26,155		Add 2 years to life cycle
0	Cycle	2016	Police	Harley Electra Glide	31,582		Add 2 years to life cycle
0	M1	2016	Parks & Rec	John Deere 1575 Mower	44,080		Add 1 years to life cycle
0	M3	2016	Parks & Rec	John Deere 1575 Mower	44,080		Add 1 years to life cycle
1	554	2018	Police	Ford Utility AWD Interceptor	36,911	59,000	Hybrid option already ordered
2	471	2013	Police	Ford Taurus	30,900	51,000	Hybrid option $51,000
3	73	2015	Public Works	Bomag 900-50 Vibrartory Roller	24,273	65,000	No electric option
4	61	2018	Parks & Rec	Caterpillar 259D Skid Loader	74,629	82,000	No electric option
5	21	2018	Public Works	Caterpillar 262D Skid Loader	72,693	75,000	No electric option
6	91	2018	Public Works	CAT BU115 Pick-up Sweeper	7,063	10,000	No electric option
7	M7	2017	Parks & Rec	Ferris IS2100Z Mower	14,614	25,000	Electric option around $50,000/ no bagging option for machine
8	611	2018	Parks & Rec	DAVCO BC705SS Brush Mower	8,517	18,500	
9	50	2017	Parks & Rec	John Deere Gator XUV 625I	21,924	48,000	Electric option recommended at $48,000
10	52	2017	Parks & Rec	John Deere Gator XUV 625I	23,779	32,000	Non-electric option recommended at $32,000
11	5	2013	Public Works	Ford Taurus	16,059	1,000	Recommend replacing with holdover of police vehicle
12	BM2	2015	Parks & Rec	Billy Goat BC2403 Brush Mower	3,538	7,500	
				TOTAL	**$ 516,679**	**$ 474,000**	

2023 UTILITIES ITEMS SCHEDULED TO BE REPLACED

Mechanic's Priority	Vehicle #	Vehicle Year	Department	Description	Calculated Replacement Cost	Mechanic's Replacement Cost	Notes
1	42	2015	Utilities	Ford F-350 Utility Box	$ 61,071	$ 79,500	Electric options not available in 2023
2	55	1998	Utilities	Power Guard TS75 Generator	$ 64,513	$ 123,000	No electric option available
3	H1	2012	Utilities	Cat H55D-S Hammer	$ 1,220	$ 12,500	
4	62	2013	Utilities	Ford Escape SUV AWD	$ 35,852	$ 65,000	Non-electric option priced. Electric option $65,000/ Hybrid option $43,000. No current charging infrastructure available.
				TOTAL	**$ 162,656**	**$ 280,000**	

2023 TOURISM ITEMS SCHEDULED TO BE REPLACED

Mechanic's Priority	Vehicle #	Vehicle Year	Department	Description	Calculated Replacement Cost	Mechanic's Replacement Cost	Notes
0	67	2011	Tourism	Ford Flex Sel	$ 46,889		Add 2 years to life cycle
				TOTAL	**$ 46,889**	**$ -**	

2023 Middleton Fire District Capital Replacement Fund Working Document

Description	Purchased	Est. Cycle	In-service	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036
Self Contained Breathing Apparatus (SCBA)	2017	15 Years	2017									$615,000					
Engine 1	2013	24 Years	2014													$1,000,000	
Engine 2	2004	24 Years	2005							$985,000							
Engine 3	1991	RETIRED															
Ladder 1	2009	24 Years	2010											$1,800,000			
Squad 1	2012	20 Years	2013										$1,250,000				
Tender 1	1999	24 Years	1999		$400,000												
Tender 2	2003	24 Years	2003						$440,000								
Tender 3	1983	RETIRED															
Tender 4	1986	RETIRED															
Rapid Response Vehicle 1 (PTO)	2015	15 Years	2017										$425,000				
Rapid Response Vehicle 2	2011	12 Years	2011											$135,000			
Rapid Response Vehicle 3	2008	12 Years	2008											$135,000			
Rapid Response Vehicle 4	2022	12 Years	2023											$135,000			
Car 2 (Plow)	2015	10 Years	2015			$63,000										$83,500	
Car 3 Staff Vehicle	2019	10 Years	2019					$75,000									
Car 4 Staff Vehicle	2019	10 Years	2019					$75,000									
Car 5 Staff Vehicle	2020	10 Years	2020							$25,000							
Brush 1	2010	RETIRED															
ATV 1	2011	10 Years	2011	$75,000									$45,000				
ATV 2	2001	10 Years	2002					$35,000									$48,000
ATV 3		10 Years				$35,000									$45,000		
Utility 1	2001	RETIRED	2001														
Approved Small Capital Equipment	2017	n/a	2017														
Station 3 Project	2017	n/a	2017														
3% Multiplier			**Total**	$75,000	$400,000	$98,000	$0	$185,000	$440,000	$1,010,000	$0	$615,000	$1,720,000	$2,205,000	$45,000	$1,083,500	$48,000
			Capital Replacement Fund	$1,935,612	$2,165,612	$2,070,612	$2,277,612	$2,582,612	$2,702,612	$2,567,612	$1,862,612	$2,167,612	$1,857,612	$442,612	-$1,457,388	-$1,197,388	-$1,975,888
			Balance	$1,860,612	$1,765,612	$1,972,612	$2,277,612	$2,397,612	$2,262,612	$1,557,612	$1,862,612	$1,552,612	$137,612	-$1,762,388	-$1,502,388	-$2,280,888	-$2,023,888
Last Updated: 08/16/2022				$1,213,305	$1,151,356	$1,286,340	$1,485,231	$1,563,483	$1,475,449	$1,015,719	$1,214,609	$1,012,458	$89,737	-$1,149,253	-$979,707	-$1,487,367	-$1,319,777
				$444,128	$421,452	$470,862	$543,666	$572,310	$540,085	$371,802	$444,605	$370,608	$32,848	-$420,682	-$358,620	-$544,448	-$483,102
				$99,357	$94,284	$105,337	$121,624	$128,032	$120,823	$83,176	$99,463	$82,909	$7,348	-$94,112	-$80,228	-$121,799	-$108,076
				$103,822	$98,521	$110,072	$127,091	$133,787	$126,254	$86,915	$103,934	$86,636	$7,679	-$98,341	-$83,833	-$127,274	-$112,933
				$1,860,612	$1,765,612	$1,972,612	$2,277,612	$2,397,612	$2,262,612	$1,557,612	$1,862,612	$1,552,612	$137,612	-$1,762,388	-$1,502,388	-$2,280,888	-$2,023,888

Tax Increment Financing District #3 Budget Summary (Fund 401)

	2021 Actual	2022 Approved	2022 Projected	2023 Requested
REVENUES				
Tax Increment	**$ 12,509,459**	**$ 10,742,583**	**$ 10,372,202**	**$ 10,873,685**
Exempt Computer Aid	350,595	350,595	350,595	350,595
Exempt Personal Property Aid	1,078,377	707,133	707,133	707,133
Grant Revenues	250,000	-	-	890,000
Other Revenues	322,630	112,000	112,000	-
Investment and Interest Income	118,513	25,000	100,000	75,000
Total Revenues	**$ 14,629,574**	**$ 11,937,311**	**$ 11,641,930**	**$ 12,896,413**
EXPENDITURES				
General				
Administration	4,618	15,000	15,000	15,000
Planning	120,983	200,000	100,000	165,000
Engineering	34,101	50,000	25,000	50,000
GIS	33,030	35,000	15,000	35,000
Legal	107,649	75,000	50,000	75,000
Contribuition to CDA	70,000	70,000	70,000	120,000
TID Cost Recovery	1,026,530	725,000	725,000	575,000
Debt Service				
Principal	170,000	175,000	170,000	-
Interest	6,900	3,500	3,500	-
Capital Outlay & Incentives				
Capital Projects	331,178	8,420,000	8,898,150	23,965,000
Developer Payments	3,926,918	3,891,968	4,215,222	3,670,548
Total Expenditures	**$ 5,831,907**	**$ 13,660,468**	**$ 14,286,872**	**$ 28,670,548**
OTHER FINANCING SOURCES (USES)				
Other Transfers In (Out)	-	-	-	-
Total Other Sources (Uses)	-	-	-	-
NET CHANGE IN FUND BALANCE	**8,797,667**	**(1,723,157)**	**(2,644,942)**	**(15,774,135)**
FUND BALANCE				
Beginning Fund Balance	$ 18,607,618	$ 27,405,285	$ 27,405,285	$ 24,760,343
Ending Fund Balance	27,405,285	25,682,128	24,760,343	8,986,208
Less Advances to Other Funds	(4,193,289)	(5,943,289)	(5,943,289)	(5,943,289)
NET AVAILABLE FUND BALANCE	**$ 23,211,996**	**$ 19,738,839**	**$ 18,817,054**	**$ 3,042,919**

2023 TIF DISTRCT #3 CAPITAL PROJECTS

Pleasant View Road Reconstruction	$ 14,000,000
Parmenter, Elmwood, & Aurora Reconstruction	790,000
Parmenter Street (Century - North)	4,600,000
North & South Fork Monitoring	35,000
Other TID Projects	4,540,000
TOTAL	$ 23,965,000

Tax Increment Financing District #5 Budget Summary (Fund 501)

	2021 Actual	2022 Approved	2022 Projected	2023 Requested
REVENUES				
Tax Increment	**$ 1,599,717**	**$ 2,098,053**	**$ 2,240,371**	**$ 3,137,825**
Exempt Computer Aid	20,704	20,704	20,704	20,704
Exempt Personal Property Aid	102,429	66,550	66,550	66,550
Grant Revenues	-	-	-	-
Rental Income	-	-	-	
Other Revenues	25,245	25,000	25,000	25,000
Investment and Interest Income	8,465	5,000	2,500	5,000
Total Revenues	**$ 1,756,560**	**$ 2,215,307**	**$ 2,355,125**	**$ 3,255,079**
EXPENDITURES				
General				
Administration	2,150	150	150	150
Planning	125,468	35,000	35,000	49,850
Engineering	37,634	25,000	25,000	25,000
Legal	10,049	25,000	25,000	25,000
Debt Service				
Principal	540,000	555,000	555,000	565,000
Interest	114,681	99,173	99,173	91,010
Issuance Costs	-	-	-	-
Capital Outlay & Incentives				
Capital Projects	751,605	1,700,000	2,435,717	-
Developer Payments	243,627	478,827	1,944,921	1,153,996
Total Expenditures	**$ 1,825,214**	**$ 2,918,150**	**$ 5,119,961**	**$ 1,910,006**
OTHER FINANCING SOURCES (USES)				
Long-term debt issues	-	-	-	-
Payment to escrow agent	-	-	-	-
Sale of Property	-	-	-	-
Other Transfers In (Out)	-	-	-	-
Total Other Sources (Uses)	-	-	-	-
NET CHANGE IN FUND BALANCE	**(68,654)**	**(702,843)**	**(2,764,836)**	**1,345,073**
FUND BALANCE				
Beginning Fund Balance	$ (990,605)	$ (1,059,259)	$ (1,059,259)	$ (3,824,095)
Ending Fund Balance	(1,059,259)	(1,762,102)	(3,824,095)	(2,479,022)
Plus Advances from Other Funds	2,048,999	2,048,999	4,248,999	4,248,999
NET AVAILABLE FUNDS	**$ 989,740**	**$ 286,897**	**$ 424,904**	**$ 1,769,977**

2023 Debt Service Budget

The Debt Service Fund is used to account for the account for the payment of general long-term debt principal, interest, and related costs. Debt service payments for the City's Tax Increment Financing (TIF) districts are budgeted in each TIF fund. The City's enterprise funds do not have any outstanding debt.

Outstanding Debt Issues

Issue	Purpose	Maturity Year	Callable	Original Amount	Balance at 12/31/22
2013 GO Promissory Notes	Capital/MOC	2023	2/1/2021	$ 4,000,000	$ -
2015 GO Refunding Bonds	MOC	2032	9/1/2025	6,500,000	5,685,000
2015 GO Promissory Notes	Capital	2023	2/1/2021	3,000,000	-
2016 GO Refunding Bonds	Fire & EMS	2027	2/1/2024	3,900,000	1,785,000
2017 GO Notes	Capital	2027	3/1/2025	4,000,000	1,715,000
2018 GO Notes	Capital	2026	3/1/2024	3,500,000	1,410,000
2019 GO Notes	Capital	2027	3/1/2025	3,490,000	1,815,000
2019 GO Refunding Notes	Police Station	2029	9/1/2026	5,560,000	3,875,000
2019 State Trust Fund Loan	Flood Recovery	2024	Yes	590,000	155,653
2020 GO Notes	Capital	2028	3/1/2026	4,270,000	2,810,000
2020 Taxable GO Ref Bonds	TID #5	2035	9/1/2028	7,055,000	5,975,000
2020 State Trust Fund Loan	Recovery Loans	2025	Yes	300,000	154,468
2021 GO Notes	Capital	2029	3/1/2027	3,750,000	2,945,000
2022 GO Notes	Capital	2030	3/1/2028	4,000,000	3,710,000
			TOTAL	**$ 53,915,000**	**$ 32,035,121**

Legal Debt Limit

2022 Total Equalized Valuation as Certified by WI Dept. of Revenue	$ 4,775,023,600
Legal Debt Limit as Percentage of Equalized Valuation	5%
Allowable Debt Limit as of 12/31/2022	$ 238,751,180
General Obligation Debt Outstansing as of 12/31/2022	$ 37,680,313
Available Debt Capacity Under Legal Limit	$ 201,070,867
Percent of Legal Debt Limit Incurred	**15.8%**

General Debt Service Budget Summary (Fund 300)

	2021 Actual	2022 Budget	2022 Projected	2023 Approved
REVENUES				
Property Taxes	**$ 5,046,926**	**$ 5,250,000**	**$ 5,250,000**	**$ 5,475,000**
BAB Interest Subsidy	-	-	-	-
Interest	1,871	-	-	-
Total Revenues	**$ 5,048,797**	**$ 5,250,000**	**$ 5,250,000**	**$ 5,475,000**
EXPENDITURES				
Principal - General	4,392,558	4,777,128	4,777,128	5,080,192
Principal - Refunding	-	-	-	-
Interest - General	892,018	886,919	954,592	887,506
Paying Agent & Fiscal Charges	6,175	7,500	7,500	12,500
Issuance Costs	74,379	-	79,201	-
Total Expenditures	**$ 5,365,130**	**$ 5,671,547**	**$ 5,818,421**	**$ 5,980,198**
Excess (deficiency) of revenues over expenditures	$ (316,333)	$ (421,547)	$ (568,421)	(505,198)
OTHER FINANCING SOURCES (USES)				
Long-term debt issued	-	-	-	-
Premium on debt issued	280,558	-	334,970	-
Refunding payment to escrow	-	-		-
Transfer from Impact Fee Funds	150,000	215,000	215,000	215,000
Operating transfers in/(out)	-	-	100,000	100,000
Total Other Financing Sources (Uses)	430,558	215,000	649,970	315,000
Excess (Deficit) of Sources vs. Uses of Funds	**114,225**	**(206,547)**	**81,549**	**(190,198)**
FUND BALANCE				
Beginning of Year	$ 234,234	$ 348,459	$ 348,459	$ 430,008
End of Year	$ 348,459	$ 141,912	$ 430,008	$ 239,810

2023 DEBT SERVICE PAYMENTS BY ISSUE AND CATEGORY

Issue	Purpose	Original Amount	Balance at 12/31/22	Maturity Year	Callable	General Debt			TID #3			TID #5		
						Principal	Interest	Total	Principal	Interest	Total	Principal	Interest	Total
2013 GO Promissory Notes	Capital/MOC	$ 4,000,000	$ 515,000	2023	2/1/2021	$ 515,000	$ 7,725	$ 522,725	$ -	$ -	$ -	$ -	$ -	$ -
2015 GO Refunding Bonds	MOC	6,500,000	6,000,000	2032	9/1/2025	315,000	176,850	491,850	-	-	-	-	-	-
2015 GO Promissory Notes	Capital	3,000,000	450,000	2023	2/1/2021	450,000	4,500	454,500	-	-	-	-	-	-
2016 GO Refunding Bonds	Fire & EMS	3,900,000	2,210,000	2027	2/1/2024	425,000	39,950	464,950	-	-	-	-	-	-
2017 GO Notes	Capital	4,000,000	2,110,000	2027	3/1/2025	395,000	57,375	452,375	-	-	-	-	-	-
2018 GO Notes	Capital	3,500,000	1,850,000	2026	3/1/2024	440,000	55,650	495,650	-	-	-	-	-	-
2019 GO Notes	Capital	3,490,000	2,225,000	2027	3/1/2025	410,000	71,400	481,400	-	-	-	-	-	-
2019 GO Refunding Notes	Police Station	5,560,000	4,445,000	2029	9/1/2026	570,000	157,450	727,450	-	-	-	-	-	-
2019 State Trust Fund Loan	Flood Recovery	590,000	306,420	2024	Yes	150,767	9,959	160,726	-	-	-	-	-	-
2020 GO Notes	Capital	4,270,000	3,330,000	2028	3/1/2026	520,000	72,250	592,250	-	-	-	-	-	-
2020 Taxable GO Ref Bonds	TID #5	7,055,000	6,540,000	2035	9/1/2028	-	-	-	-	-	-	565,000	91,010	656,010
2020 State Trust Fund Loan	Recovery Loans	300,000	228,893	2025	Yes	74,425	5,722	80,147	-	-	-	-	-	-
2021 GO Notes	Capital	3,750,000	3,470,000	2029	3/1/2027	525,000	85,925	610,925	-	-	-	-	-	-
2022 GO Notes	Capital	4,000,000	4,000,000	2030	3/1/2028	290,000	142,750	432,750	-	-	-	-	-	-
TOTAL	TOTAL	$ 53,915,000	$ 37,680,313			$ 5,080,192	$ 887,506	$ 5,967,698	$ -	$ -	$ -	$ 565,000	$ 91,010	$ 656,010

WATER UTILITY REVENUES

		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
WATER SALES REVENUE									
610-4601-00	UNMETERED SALES-GEN CUSTOMERS	-	-	-	-	-	-	-	-
610-4610-00	METERED SALES-GEN CUSTOMERS	-	-	-	-	-	-	-	-
610-4611-00	METERED SALES-RESIDENTIAL	1,091,548	1,056,682	1,452,769	468,939	-	1,452,769	-	1,452,769
610-4612-00	METERED SALES-COMMERCIAL	746,099	467,060	795,299	229,834	-	795,299	-	795,299
610-4613-00	METERED SALES-INDUSTRIAL	164,142	110,554	168,976	49,163	-	168,976	-	168,976
610-4614-00	METERED SALES - MULTI FAMILY	298,439	410,665	313,537	201,804	-	313,537	-	313,537
610-4620-00	PRIVATE FIRE PROTECTION	108,655	97,257	108,655	52,513	-	108,655	-	108,655
610-4630-00	PUBLIC FIRE PROTECTION	485,243	497,644	485,243	269,172	-	485,243	-	485,243
610-4640-00	OTHER SALES TO PUBLIC AUTHORIT	55,000	55,501	59,437	37,410	-	59,437	-	59,437
610-4660-00	SALES FOR RESALE	-	2,849	-	1,901	-	-	-	-
	TOTAL	2,949,126	2,698,213	3,383,916	1,310,737	-	3,383,916	-	3,383,916
MISCELLANEOUS REVENUES									
610-4701-00	FORFEITED DISCOUNTS	4,000	6,488	4,000	5,394	-	4,000	-	4,000
610-4710-00	MISC SERVICE REVENUE	5,000	6,565	5,000	2,694	-	5,000	-	5,000
610-4720-00	RENT FROM WATER PROPERTY	105,000	107,434	105,000	36,307	-	105,000	-	105,000
610-4740-00	OTHER WATER REVENUES (AM-1)	5,000	3,359	1,000	8,152	-	1,000	-	1,000
610-4790-00	TRANSFER IN	-	17,485	-	-	-	-	-	-
	TOTAL	119,000	141,330	115,000	52,547	-	115,000	-	115,000
INTEREST & OTHER FINANCING SOURCES									
610-4210-00	CONTRIBUTIONS IN AID OF CONSTU	-	-	-	-	-	-	-	-
610-4210-01	CAPITAL CONTRIBUTED BY MUNI	-	-	-	-	-	-	-	-
610-4250-00	AMORTIZATION OF PSC LIABILITY	-	-	-	-	-	-	-	-
610-4290-00	INTEREST & DIVIDEND INCOME	25,000	29,137	25,000	-	-	25,000	-	25,000
610-4290-03	CREDIT CARD REBATE PROGRAM	5,000	3,729	5,000	-	-	5,000	-	5,000
610-4291-00	MISCELLANEOUS INCOME	3,000	15,309	3,000	-	-	3,000	-	3,000
	TOTAL	33,000	48,175	33,000	-	-	33,000	-	33,000
TOTAL WATER UTILITY REVENUES		**3,101,126**	**2,887,718**	**3,531,916**	**1,363,284**	**-**	**3,531,916**	**-**	**3,531,916**

WATER UTILITY EXPENSES		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
SOURCE OF SUPPLY									
WAGES									
610-6160-110	SALARIES-FULL-TIME (601)	27,637	26,628	25,000	10,672	-	28,496	-	28,496
610-6160-117	OVERTIME	-	-	-	-	-	-	-	-
610-6160-135	LONGEVITY	8,413	8,942	9,450	-	-	546	-	546
610-6160-198	PENSION EXPENSE	-	(7,544)	-	-	-	-	-	-
	TOTAL	36,050	28,025	34,450	10,672	-	29,043	-	29,043
PERSONNEL BENEFITS									
610-6160-190	FRINGE BENEFITS-OTHER	-	-	-	-	-	-	-	-
610-6160-192	RETIREMENT	1,913	-	-	-	-	2,626	-	2,626
610-6160-193	FICA	2,168	2,646	2,000	795	-	2,954	-	2,954
610-6160-194	HEALTH INSURANCE	-	-	-	-	-	7,497	-	7,497
610-6160-195	DENTAL INSURANCE	-	-	-	-	-	693	-	693
	TOTAL	4,081	2,646	2,000	795	-	13,769	-	13,769
OPERATING EXPENSES									
610-6160-220	SUPPLIES & EXPENSES (603)	7,000	4,970	7,000	1,962	7,000	7,000	-	7,000
610-6160-410	MAINTENANCE (617): PPE	1,000	-	1,000	-	1,000	1,000	-	1,000
	TOTAL	8,000	4,970	8,000	1,962	8,000	8,000	-	8,000
TOTAL SOURCE OF SUPPLY		**48,131**	**35,642**	**44,450**	**13,429**	**8,000**	**50,812**	**-**	**50,812**
PUMPING									
WAGES									
610-6162-110	SALARIES-FULL-TIME (624)	7,741	585	5,000	116	-	93	-	93
610-6162-117	OVERTIME	-	-	-	-	-	-	-	-
	TOTAL	7,741	585	5,000	116	-	93	-	93
PERSONNEL BENEFITS									
610-6162-190	FRINGE BENEFITS-OTHER	-	-	-	-	-	-	-	-
610-6162-192	RETIREMENT	536	-	-	-	-	9	-	9
610-6162-193	FICA	607	43	500	8	-	10	-	10
610-6162-194	HEALTH INSURANCE	-	-	-	-		24	-	24
610-6162-195	DENTAL INSURANCE	-	-	-	-	-	2	-	2
	TOTAL	1,143	43	500	8	-	45	-	45
OPERATING EXPENSES									
610-6162-210	PURCHASED POWER (623)	245,000	244,613	260,000	116,697	260,000	260,000	-	260,000
610-6162-220	SUPPLIES & EXPENSES (626)	11,500	24,066	11,500	39,052	11,500	11,500	-	11,500
610-6162-410	MAINTENANCE (633)	5,000	2,158	5,000	-	5,000	5,000	-	5,000
	TOTAL	261,500	270,837	276,500	155,749	276,500	276,500	-	276,500
TOTAL PUMPING		**270,384**	**271,465**	**282,000**	**155,874**	**276,500**	**276,637**	**-**	**276,637**

WATER UTILITY EXPENSES		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
WATER TREATMENT									
WAGES									
610-6163-110	SALARIES-FULL-TIME (642)	1,137	551	500	194	-	32	-	32
610-6163-117	OVERTIME	-	-	-	-	-	-	-	-
	TOTAL	1,137	551	500	194	-	32	-	32
PERSONNEL BENEFITS									
610-6163-190	FRINGE BENEFITS-OTHER	-	-	-	-	-	-	-	-
610-6163-192	RETIREMENT	93	-	-	-	-	3	-	3
610-6163-193	FICA	105	41	45	14	-	3	-	3
610-6163-194	HEALTH INSURANCE	-	-	-	-	-	8	-	8
610-6163-195	DENTAL INSURANCE	-	-	-	-	-	1	-	1
	TOTAL	198	41	45	14	-	15	-	15
OPERATING EXPENSES									
610-6163-220	SUPPLIES & EXPENSES (643)	20,000	5,645	12,000	4,396	12,000	12,000	-	12,000
610-6163-230	CHEMICALS (641)	30,000	18,116	20,000	9,884	20,000	20,000	-	20,000
610-6163-410	MAINTENANCE (652)	6,000	-	1,000	-	1,000	1,000	-	1,000
	TOTAL	56,000	23,761	33,000	14,279	33,000	33,000	-	33,000
TOTAL WATER TREATMENT		**57,335**	**24,353**	**33,545**	**14,488**	**33,000**	**33,047**	**-**	**33,047**
TRANSMISSION & DISTRIBUTION									
WAGES									
610-6164-110	SALARIES-FULL-TIME (660)	-	-	-	-	-	-	-	-
610-6164-111	LABOR RES. & STANDPIPE (661)	3,637	523	3,500	-	-	2,992	-	2,992
610-6164-112	LABOR - MAINS (662)	61,713	79,396	65,000	31,098	-	55,568	-	55,568
610-6164-113	LABOR - SERVICES (662)	47,108	31,314	45,000	14,977	-	38,470	-	38,470
610-6164-114	LABOR - METERS (663)	43,898	61,733	45,000	32,481	-	38,470	-	38,470
610-6164-115	LABOR - HYDRANTS (662)	8,218	1,366	7,000	532	-	5,984	-	5,984
610-6164-117	OVERTIME	10,404	-	-	-	-	-	-	-
	TOTAL	174,978	174,333	165,500	79,087	-	141,483	-	141,483
PERSONNEL BENEFITS									
610-6164-190	FRINGE BENEFITS-OTHER	-	-	-	-	-	-	-	-
610-6164-192	RETIREMENT	12,094	-	-	-	-	13,128	-	13,128
610-6164-193	FICA	13,707	12,085	14,500	5,849	-	14,769	-	14,769
610-6164-194	HEALTH INSURANCE	-	-	-	-	-	37,485	-	37,485
610-6164-195	DENTAL INSURANCE	-	-	-	-	-	3,464	-	3,464
	TOTAL	25,801	12,085	14,500	5,849	-	68,846	-	68,846
OPERATING EXPENSES									
610-6164-220	SUPPLIES & EXPENSES (665)	40,000	23,930	35,000	11,218	35,000	35,000	-	35,000
610-6164-410	MAINT (DO NOT USE)	-	-	-	-	-	-	-	-
610-6164-411	MAINT RES. & STANDPIPE (672)	5,000	2,500	20,000	44	20,000	20,000	-	20,000
610-6164-412	MAINT - MAINS (673)	75,000	88,815	75,000	28,252	75,000	75,000	-	75,000
610-6164-413	MAINT - SERVICES (675)	15,000	13,655	15,000	12,013	15,000	15,000	-	15,000
610-6164-414	MAINT - METERS (676)	25,000	8,657	25,000	15,319	25,000	25,000	-	25,000
610-6164-415	MAINT - HYDRANTS (677)	26,000	10,810	26,000	8,054	26,000	26,000	-	26,000
	TOTAL	186,000	148,368	196,000	74,899	196,000	196,000	-	196,000
TOTAL TRANSMISSION & DISTRIBUTION		**386,779**	**334,786**	**376,000**	**159,834**	**196,000**	**406,329**	**-**	**406,329**

WATER UTILITY EXPENSES		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
CUSTOMER ACCOUNT EXPENSE									
WAGES									
610-6190-110	SALARIES-FULL-TIME (901)	-	-	-	-	-	-	-	-
610-6190-111	SALARIES-FULL-TIME CREW (902)	11,956	5,127	9,000	1,193	-	32,058	-	32,058
610-6190-117	OVERTIME	-	-	-	-	-	-	-	-
610-6190-130	ACCTG & CLTG LABOR (903)	-	31,031	32,000	19,596	-	-	-	-
	TOTAL	11,956	36,158	41,000	20,789	-	32,058	-	32,058
PERSONNEL BENEFITS									
610-6190-190	FRINGE BENEFITS-OTHER	-	-	-	-	-	-		-
610-6190-192	RETIREMENT	828	-	-	-	-	2,954	-	2,954
610-6190-193	FICA	938	2,681	1,500	1,569	-	3,323	-	3,323
610-6190-194	HEALTH INSURANCE	-	-	-	-	-	8,434	-	8,434
610-6190-195	DENTAL INSURANCE	-	-	-	-	-	779	-	779
	TOTAL	1,766	2,681	1,500	1,569	-	15,490	-	15,490
OPERATING EXPENSES									
610-6190-220	SUPPLIES & EXPENSES (905)	12,500	13,701	12,500	6,680	12,500	12,500	-	12,500
610-6190-221	UNCOLLECTIBLE ACCOUNTS	-	-	-	-	-	-	-	-
	TOTAL	12,500	13,701	12,500	6,680	12,500	12,500	-	12,500
TOTAL CUSTOMER ACCOUNT EXPENSE		**26,222**	**52,540**	**55,000**	**29,039**	**12,500**	**60,048**	**-**	**60,048**
ADMINISTRATIVE & GENERAL									
WAGES									
610-6192-110	SALARIES-FULL-TIME (920)	192,953	151,915	198,500	83,713	-	228,859	-	228,859
610-6192-111	SALARIES-SEASONAL	6,000	297	6,000	-	-	-	-	-
610-6192-117	OVERTIME	-	21,358	30,404	3,339	-	-	-	-
610-6192-135	LONGEVITY	12,043	-	8,800	-	-	-	-	12,300
	TOTAL	210,996	173,570	243,704	87,052	-	228,859	-	241,159
PERSONNEL BENEFITS									
610-6192-190	FRINGE BENEFITS-OTHER	-	-	-	-	-	-	-	-
610-6192-192	RETIREMENT (926)	13,471	12,984	20,572	2,971	-	19,489	-	19,489
610-6192-193	FICA	15,267	12,091	17,000	6,624	-	21,925	-	21,925
610-6192-194	HEALTH INSURANCE (926)	92,329	100,860	88,559	45,365	-	43,290	-	43,290
610-6192-195	DENTAL INSURANCE (926)	9,201	9,471	9,000	4,536	-	3,920	-	3,920
610-6192-199	EMPLOYEE HEALTH CONTRIB.(1%)	-	-	-	-	-	-	-	-
	TOTAL	130,268	135,407	135,131	59,496	-	88,623	-	88,623
OPERATING EXPENSES									
610-6192-210	OFFICE SUPPLIES (921)	12,000	5,912	8,000	2,959	8,000	8,000	-	8,000
610-6192-222	INSURANCE	45,200	42,600	46,200	43,150	46,200	46,200	(3,000)	43,200
610-6192-223	INJURIES & DAMAGES	-	-	-	-	-	-	-	-
610-6192-224	REGULATORY COMM. EXP (928)	3,000	11,612	3,000	482	3,000	3,000	-	3,000
610-6192-310	OUTSIDE SERVICES (923)	40,000	59,949	40,000	20,971	40,000	40,000	-	40,000
610-6192-320	TRANSPORTATION EXPENSES (930)	40,000	52,870	40,000	17,880	40,000	40,000	-	40,000
610-6192-410	MAINT - GENERAL PLANT (932)	3,000	90	1,000	-	1,000	1,000	-	1,000
610-6192-490	MISC GENERAL EXPENSES (930)	7,000	12,975	7,000	2,880	7,000	7,000	-	7,000
610-6192-990	GEN FUND COST RECOVERY	67,500	91,500	67,500	93,000	93,000	93,000	3,000	96,000
610-6192-991	RESIDENT TOILET REBATE (906)	20,000	3,183	20,000	800	20,000	20,000	-	20,000
610-6192-992	COMM WATER AUDIT REBATE (906)	20,000	-	20,000	-	20,000	20,000	-	20,000
610-6192-998	PERSONNEL CONTINGENCY	-	-	7,941	-	7,941	-	-	-
	TOTAL	257,700	280,692	260,641	182,121	286,141	278,200	-	278,200
TOTAL ADMINISTRATIVE & GENERAL		**598,964**	**589,669**	**639,476**	**328,669**	**286,141**	**595,683**	**-**	**607,983**

WATER UTILITY EXPENSES		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
OTHER EXPENSES									
DEPRECIATION & TAXES									
610-4020-990	DEPRECIATION	410,000	615,749	410,000	-	-	410,000	-	410,000
610-4020-992	DEPREC ON CONTRIBUTED PLANT	162,000	189,725	162,000	-	-	162,000	-	162,000
610-4080-990	TAXES	565,000	483,024	565,000	-	-	565,000	-	565,000
	TOTAL	1,137,000	1,288,498	1,137,000	-	-	1,137,000	-	1,137,000
INTEREST & DEBT EXPENSE									
610-6193-990	INTEREST ON DEBT TO MUNICIPALI	-	-	-	-	-	-	-	-
610-6194-990	AMORTIZATION OF BOND DISCOUNT	-	-	-	-	-	-	-	-
	TOTAL	-	-	-	-	-	-	-	-
OTHER EXPENSES & TRANSFERS									
610-6195-998	TRANSFER TO DEBT FD 300	-	-	-	-	-	-	-	-
610-6195-999	TRANSFER OUT	-	-	-	-	-	-	-	-
	TOTAL	-	-	-	-	-	-	-	-
WATER CAPITAL EXPENSES									
610-6197-810	WELL REHAB & CONST (3140)	250,000	74,421	-	-	-	-	175,000	175,000
610-6197-812	WATER TREATMENT EQUIP. (3320)	-	-	-	-	-	-	-	-
610-6197-815	TRANSPORTATION EQUIP (3920)	117,500	11,942	123,750	46,864	123,750	123,750	21,750	145,500
610-6197-820	WATER MAIN REPL (3430)	-	-	1,110,000	906,545	1,110,000	1,110,000	(235,000)	875,000
610-6197-825	OTHER TRANSM & DIST (3490)	1,425,000	-	0	-	-	-	-	-
610-6197-830	DIST RESERV & STANDPIPE (3420)	-	(5,542)	-	-	-	-	-	-
610-6197-835	SCADA EQUIP (3971)	-	-	-	-	-	-	-	-
610-6197-840	NEW METERS (3460-01)	80,000	-	75,000	3,210	75,000	75,000	-	75,000
610-6197-845	HYDRANTS (3480)	-	-	-	3,410	-	-	-	-
610-6197-850	GARAGE & EQUIP (3710)	-	-	9,550	-	9,500	9,550	3,000	12,550
610-6197-860	MASTER PLAN	-	-	-	-	-	-	-	-
	TOTAL	1,872,500	80,820	1,318,300	960,029	1,318,250	1,318,300	(35,250)	1,283,050
TOTAL OTHER EXPENSES		**3,009,500**	**1,369,318**	**2,455,300**	**960,029**	**1,318,250**	**2,455,300**	**(35,250)**	**2,420,050**
TOTAL WATER UTILITY EXPENSES		**4,397,315**	**2,677,772**	**3,885,771**	**1,661,362**	**2,130,391**	**3,877,856**	**(35,250)**	**3,854,906**

SEWER UTILITY REVENUES

		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
SEWER SALES REVENUE								-	
620-4610-00	SEWERAGE SERVICE-RESIDENTIAL	1,898,517	1,779,332	1,898,517	839,080		1,898,517	189,852	2,088,369
620-4620-00	SEWERAGE SERVICE-COMMERCIAL	1,364,749	1,360,592	1,364,749	672,960		1,364,749	136,475	1,501,224
620-4630-00	SEWERAGE SERVICE-INDUSTRIAL	175,257	250,268	175,257	101,861		175,257	17,526	192,783
620-4640-00	REVENUES FROM PUBLIC AUTHORITI	47,702	47,661	47,702	24,723		47,702	4,770	52,472
	TOTAL	3,486,225	3,437,853	3,486,225	1,638,625	-	3,486,225	348,623	3,834,848
INTEREST & MISCELLANEOUS REVENUE									
620-4210-00	CONTRIBUTIONS IN AID CONSTRUCT	-	-	-	-		-	-	-
620-4290-00	INTEREST & DIVIDEND INCOME	17,000	11,879	17,000	-		17,000	-	17,000
620-4290-03	CREDIT CARD REBATE PROGRAM	-	2,142	-	-		-	-	-
620-4820-00	FORFEITED DISCOUNTS	-	-	-	-		-	-	-
620-4850-00	MISCELLANEOUS OPERATING REVENU	-	4,356	-	-		-	-	-
	TOTAL	17,000	18,377	17,000	-	-	17,000	-	17,000
TOTAL SEWER UTILITY REVENUES		**3,503,225**	**3,456,231**	**3,503,225**	**1,638,625**	**-**	**3,503,225**	**348,623**	**3,851,848**

SEWER UTILITY EXPENSES

		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
OPERATION EXPENSES									
WAGES									
620-6282-110	SALARIES-FULL-TIME	30,148	90,473	70,000	17,639	70,000	43,932	-	43,932
620-6282-117	OVERTIME	-	-		-	-	-	-	-
620-6282-135	LONGEVITY	6,434	8,942	9,450	-	9,450	2,277	-	2,277
620-6282-198	PENSION EXPENSE	-	(54,557)		-	-	-	-	-
	TOTAL	36,582	44,858	79,450	17,639	79,450	46,209	-	46,209
PERSONNEL BENEFITS									
620-6282-190	FRINGE BENEFITS-OTHER	-	-		-	-	-	-	-
620-6282-192	RETIREMENT	2,087	-		-	-	4,048	-	4,048
620-6282-193	FICA	2,356	7,347	5,000	1,318	5,000	4,554	-	4,554
620-6282-194	HEALTH INSURANCE	-	-			-	31,238	-	31,238
620-6282-195	DENTAL INSURANCE	-	-			-	2,886	-	2,886
	TOTAL	4,443	7,347	5,000	1,318	5,000	42,725	-	42,725
OPERATING EXPENSES									
620-6282-220	SUPPLIES & EXPENSES	50,000	21,045	35,000	12,985	35,000	35,000	-	35,000
620-6282-230	OTHER CHEMICALS FOR SEWERAGE	2,500	1,361	2,500	6,233	2,500	2,500	-	2,500
620-6282-320	TRANSPORTATION EXPENSES	35,000	45,921	35,000	14,574	35,000	35,000	-	35,000
620-6282-330	MMSD FEES	2,269,355	2,198,457	2,459,338	558,987	2,459,338	2,459,338	253,871	2,713,209
620-6282-420	POWER & FUEL - PUMPING: PPE	25,000	26,885	25,000	15,134	25,000	25,000	-	25,000
	TOTAL	2,381,855	2,293,669	2,556,838	607,912	2,556,838	2,556,838	253,871	2,810,709
TOTAL OPERATION EXPENSES		**2,422,880**	**2,345,874**	**2,641,288**	**626,869**	**2,641,288**	**2,645,772**	**253,871**	**2,899,643**
MAINTENANCE EXPENSES									
WAGES									
620-6283-110	SALARIES- FULL TIME	32,734	59,825	60,000	39,324	60,000	60,000	-	60,000
620-6283-117	OVERTIME	-	-		-	-	-	-	-
	TOTAL	32,734	59,825	60,000	39,324	60,000	60,000	-	60,000
PERSONNEL BENEFITS									
620-6283-192	RETIREMENT	2,266	-		-	-	-	-	-
620-6283-193	FICA	2,568	4,402	4,500	2,911	4,500	4,500	-	4,500
	TOTAL	4,834	4,402	4,500	2,911	4,500	4,500	-	4,500
OPERATING EXPENSES									
620-6283-414	MAINT - METERS	25,000	8,664	25,000	15,469	25,000	25,000	-	25,000
620-6283-415	MAINT - SEWAGE COLLECTION SYST	60,000	39,093	60,000	15,845	60,000	60,000	-	60,000
620-6283-416	MAINT - COLLECTION SYS PUMP EQ	26,000	24,486	26,000	6,493	26,000	26,000	-	26,000
620-6283-417	MAINT - GEN PLANT STRUCT & EQU	5,000	5,873	5,000	4,057	5,000	5,000	-	5,000
	TOTAL	116,000	78,116	116,000	41,864	116,000	116,000	-	116,000
TOTAL MAINTENANCE EXPENSES		**153,568**	**142,343**	**180,500**	**84,100**	**180,500**	**180,500**	**-**	**180,500**

SEWER UTILITY EXPENSES

		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
CUSTOMER ACCOUNT EXPENSES									
WAGES									
620-6284-110	METER READING LABOR	15,982	31,256	32,000	19,878	32,000	37,995	-	37,995
620-6284-117	OVERTIME	-	-		-	-	-	-	-
620-6284-130	BILLING, COLLECT, ACCTG EXP	10,000	13,589	10,000	6,680	10,000	10,000	-	10,000
	TOTAL	25,982	44,845	42,000	42,000	42,000	47,995	-	47,995
PERSONNEL BENEFITS									
620-6284-192	RETIREMENT	1,106	-		-	-	3,501	-	3,501
620-6284-193	FICA	1,254	2,354	2,500	1,503	2,500	3,938	-	3,938
	TOTAL	2,360	2,354	2,500	2,500	2,500	7,439	-	7,439
TOTAL CUSTOMER ACCOUNT EXPENSES		**28,342**	**47,199**	**44,500**	**44,500**	**44,500**	**55,434**	**-**	**55,434**
ADMINISTRATIVE & GENERAL									
WAGES									
620-6285-110	SALARIES-FULL-TIME	107,171	66,754	70,000	29,318	70,000	79,743	-	79,743
620-6285-111	SALARIES-SEASONAL	6,000	-	6,000	-	6,000	-	-	6,000
620-6285-117	OVERTIME	-	-		-	-	-	-	-
	TOTAL	113,171	66,754	76,000	29,318	76,000	79,743	-	85,743
PERSONNEL BENEFITS									
620-6285-190	FRINGE BENEFITS-OTHER	-	-		-	-	-	-	-
620-6285-192	RETIREMENT	7,533	30,893	20,572	18,478	20,572	5,423	-	5,423
620-6285-193	FICA	8,537	4,278	5,000	2,181	5,000	6,101	-	6,101
620-6285-194	HEALTH INSURANCE	38,642	27,850	40,000	12,348	37,067	8,433	-	8,433
620-6285-195	DENTAL INSURANCE	3,547	3,157	3,500	1,512	3,500	554	-	554
620-6285-199	EMPLOYEE HEALTH CONTRIB.(1%)	-	-			-	-		-
	TOTAL	58,259	66,178	69,072	34,519	66,139	20,510	-	20,510
OPERATING EXPENSES									
620-6285-210	OFFICE SUPPLIES	12,000	8,967	10,000	4,885	10,000	10,000	-	10,000
620-6285-222	INSURANCE	12,200	12,200	12,200	12,200	12,200	12,200	1,500	13,700
620-6285-310	OUTSIDE SERVICES	25,000	13,772	25,000	8,178	25,000	25,000	15,000	40,000
620-6285-490	MISC GENERAL EXPENSES	25,000	9,629	20,000	1,508	20,000	20,000	-	20,000
620-6285-491	RENTS	-	-		-	-	-	-	-
620-6285-990	GEN FUND COST RECOVERY	67,500	91,500	67,500	93,000	67,500	93,000	3,000	96,000
620-6285-998	PERSONNEL CONTINGENCY	1,569	-		-	2,933	-	-	-
	TOTAL	143,269	136,068	134,700	119,771	137,633	160,200	19,500	179,700
TOTAL ADMINISTRATIVE & GENERAL		**314,699**	**269,000**	**279,772**	**183,608**	**279,772**	**260,453**	**19,500**	**285,953**

SEWER UTILITY EXPENSES

		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
OTHER EXPENSES									
DEPRECIATION									
620-4020-990	DEPRECIATION	325,000	494,050	325,000	-	325,000	325,000	-	325,000
620-4080-990	TAXES	-	-			-	-	-	-
	TOTAL	325,000	494,050	325,000	-	325,000	325,000	-	325,000
TRANSFERS									
620-6286-998	TRANSFER TO DEBT FD 300	-	-			-	-	-	-
620-6286-999	TRANSFER OUT	-	17,485			-	-	-	-
	TOTAL	-	17,485		-	-	-	-	-
SEWER CAPITAL EXPENSES									
620-6297-810	FORCE MAINS (3150)	-	-	250,000	217,213	250,000	250,000	(250,000)	-
620-6297-815	MAIN REPL (3130)	400,000	36,410	75,000	22,610	75,000	75,000	325,000	400,000
620-6297-820	PUMP STATION EQUIP (3230)	-	2,432	200,000	64,903	200,000	200,000	(200,000)	-
620-6297-825	GARAGE & EQUIP (3710)	-	-	371,250	12,530	371,250	371,250	(246,250)	125,000
620-6297-860	MASTER PLAN	-	-		-	-	-	-	-
	TOTAL	400,000	38,842	896,250	317,256	896,250	896,250	(371,250)	525,000
TOTAL OTHER EXPENSES		**725,000**	**550,377**	**1,221,250**	**317,256**	**1,221,250**	**1,221,250**	**(371,250)**	**850,000**
TOTAL SEWER UTILITY		**3,644,489**	**3,354,792**	**4,367,310**	**1,256,333**	**4,367,310**	**4,363,409**	**(97,879)**	**4,271,530**

2023 DECISION ITEMS DETAIL

DEPARTMENT/COST CENTER: WATER AND SEWER UTILITIES			AMOUNT		
Account Number	Account Title	Description / Justification	Mandate	Line item Increase	Line Shift
Sewer Expenses					
620-6282-330	**MMSD Fees**	Increased Treatment Charges	$253,871		
620-6285-310	**Outside Services**	Study to upgrade Sewer Lift Station alarm system to connect with current SCADA System		$15,000	
620-6285-990	**Gen Fund Cost Recovery**	Utility Payment to City for Shared Costs		$3,000	
Water Expenses					
610-6192-990	**Gen Fund Cost Recovery**	Utility Payment to City for Shared Costs		$3,000	
TOTAL BY AREA		**Total Expenditure**	**$ 253,871**	**$ 21,000**	**$ -**
COMBINED TOTAL			**$**		**274,871**

CITY OF MIDDLETON DEPARTMENT OPERATING BUDGET REQUESTS – FISCAL 2023 (JAN. – DEC.)

Bryan Gadow, CITY ADMINISTRATOR

DEPARTMENT: Public Works **DIRECTOR: Shawn Stauske**

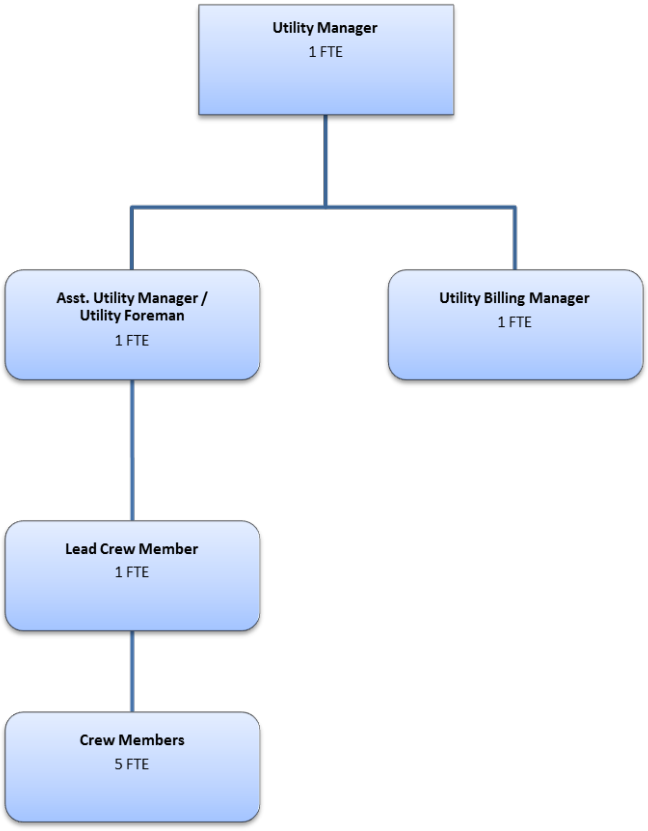
DIVISION: Water and Sewer Utilities **DIVISION MANAGER: Dave Sarbacker**

MISSIONS:

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

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

Utilities Division Organization Chart



AUTHORIZED POSITION LIST	2019	2020	2021	2022	2023
Utility Manager	1	1	1	1	1
Asst. Utility Manager / Utility Foreman	1	1	1	1	1
Utility Crewman	6	6	6	6	6
Utility Billing Manager	1	1	1	1	1
Total	9	9	9	9	9

Note: Salaries for the utilities division are split 75% water and 25% sewer. The Public Service Commission (PSC) requires that the salaries for water be charged to the actual area in the budget where the work was performed. This tracking is done through the Utility Division timecards. For budgeting purposes, the City looks at the prior year and determines a percentage allocation to each budget area. The total salary and benefit costs are spread based on that percentage allocation. This process is mirrored in the Sewer budget.

MAJOR RESPONSIBILITIES:

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

2023 GOALS:

1. **Water main replacement with street improvements**
2. **Sanitary Sewer video audits/inspections**

SIGNIFICANT ISSUES IN 2023:

1. **New water and sewer main installation project on Pleasant View Rd.**
2. **Address inflow/infiltration defects identified with video inspections**

MAJOR WORKLOAD STATISTICS:

WORKLOAD ACTIVITIES	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 As of 6/30
Water pumping stations to maintain	8	8	8	8	8
Wastewater pumping stations to maintain	9	9	9	9	9
Miles of Water Mains to maintain	91.9	91.9	92	92	92
Miles of Sewer Main to maintain	81.5	81.5	81.5	81.5	81.5
Number of Water Meters	6419	6459	6529	6583	6610

Storm Water Utility Budget (Fund 630)

	2021 Actual	2022 Approved	2022 Projected	2023 Requested
OPERATING REVENUES				
Public Charges for Services (Base)	289,271	289,333	289,591	289,591
Public Charges for Services (Flood)	578,542	578,667	579,181	579,181
Late Fees	3,088	2,000	3,500	3,000
TOTAL	**$ 870,900**	**$ 870,000**	**$ 872,272**	**$ 871,772**
OPERATING EXPENDITURES				
Operation and maintenance	5,898	165,000	165,000	135,000
Depreciation	166,589	200,000	200,000	200,000
TOTAL	**$ 172,487**	**$ 365,000**	**$ 365,000**	**$ 385,000**
NET INCOME (LOSS)	**$ 698,413**	**$ 505,000**	**$ 507,272**	**$ 486,772**
NONOPERATING REVENUES				
Grant Revenue	-	565,276	132,688	432,588
Federal & State Disaster Aid	-	-	-	-
Proceeds from Borrowing	-	-	-	-
Credit Card Rebates	159			
Interest Income	2,993	2,000	2,550	2,000
TOTAL	**$ 3,152**	**$ 567,276**	**$ 135,238**	**$ 434,588**
CAPITAL CONTRIBUTIONS & TRANSFERS				
Capital Contributed by Municipality	-	-	-	-
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**
CHANGE IN NET POSITION	**$ 701,565**	**$ 1,072,276**	**$ 642,510**	**$ 921,360**
BEGINNING NET POSITION	$ 5,582,579	$ 6,284,144	$ 6,284,144	$ 6,926,654
ENDING NET POSITION	6,284,144	7,356,420	6,926,654	7,848,014
Net Investment in Capital Assets	5,430,040	6,592,262	6,024,064	6,530,336
Unrestricted Net Position	854,104	764,158	902,590	1,317,678

Storm Water Utility 2023 Projects

Pheasant Branch Creek: Mainstem Pond to Century Avenue (Final 20%)	177,988
Pheasant Branch Creek: North of Century Avenue (80%)	328,284
Spring Hill Pond: Sediment Removal	150,000
Middleton Hills SE Pond Dredging	100,000
Airport Ditch Sedminent Removal	20,000
Algonquin Ditch Maintenance	30,000
Airport Road Business Park Drainageway	15,000
Airport Ditches Assessment & Dredging	15,000
Storm Water Maintenance	50,000
Other Projects	5,000
TOTAL	891,272

City of Middleton
Storm Water Utility
Project and Funding Estimates 2022 - 2023

	Base Fee	Flood Recovery	Total
2021 ACTUAL			
2021 Unrestricted Net Position	550,455	303,648	854,103
2022 PROJECTED			
Sources of Funds			
Charges for Services	290,760	581,513	872,273
Grant Reimbursement (DNR Grants)	-	132,688	132,688
Proceeds from Borrowing	-	-	-
Interest Income	2,000	550	2,550
Total	292,760	714,751	1,007,511
Uses of Funds			
PB Streambank: Mainstem to Century		711,953	711,953
PB Streambank: North of Century		82,071	82,071
Clovernook/RR Ditch Drainage Way	75,000		75,000
Spring Hill Pond: Sediment Removal	15,000		15,000
Middleton Hills SE Pond Dredging	20,000		20,000
Storm Water Maintenance	50,000		50,000
Other Projects	5,000	-	5,000
Total	165,000	794,024	959,024
2022 Unrestricted Net Position	678,215	224,375	902,590
2023 REQUESTED BUDGET			
Sources of Funds			
Charges for Services	290,591	581,181	871,772
Grant Reimbursement (DNR Grants)	-	432,588	432,588
Proceeds from Borrowing	-	-	-
Interest Income	1,000	1,000	-
Total	291,591	1,014,769	1,304,360
Uses of Funds			
PB Streambank: Mainstem to Century		177,988	177,988
PB Streambank: North of Century		328,284	328,284
Spring Hill Pond: Sediment Removal	150,000		150,000
Middleton Hills SE Pond Dredging	100,000		100,000
Airport Ditch Sedminent Removal	20,000		20,000
Algonquin Ditch Maintenance	30,000		30,000
Airport Road Business Park Drainageway	15,000		15,000
Airport Ditches Assessment & Dredging	15,000		15,000
Storm Water Maintenance	50,000		50,000
Other Projects	5,000	-	5,000
Total	385,000	506,272	891,272
2023 Unrestricted Net Position	584,806	732,872	1,317,678

Middleton Utility District Budget (Fund 640)

	2021 Actual	2022 Approved	2022 Projected	2023 Requested
REVENUES				
Special Assessments	31,554	-	-	-
Miscellaneous	-	-	-	-
Total Revenues	**$ 31,554**	**$ -**	**$ -**	**$ -**
EXPENDITURES				
Operation and maintenance	796	5,000	-	5,000
Depreciation	-	-	-	-
Capital Outlay	-	-	-	-
Total Expenditures	**$ 796**	**$ 5,000**	**$ -**	**$ 5,000**
NON OPERATING REVENUES				
Investment Income	281	-	500	500
Total Capital Contributions	**$ 281**	**$ -**	**$ 500**	**$ 500**
CHANGE IN NET POSITION	**$ 31,038**	**$ (5,000)**	**$ 500**	**$ (4,500)**
NET POSITION				
Beginning Net Position	$ 29,795	$ 60,833	$ 60,833	$ 61,333
Ending Net Position	60,833	55,833	61,333	56,833
Less Net Investment in Capital Assets	-	-	-	-
NET POSITION - END OF YEAR	**$ 60,833**	**$ 55,833**	**$ 61,333**	**$ 56,833**

GOLF COURSE REVENUES

		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
GOLF SHOP SALES									
650-4500-01	HARDGOOD SALES	125,000	139,029	135,000	61,666	134,780	135,000	-	135,000
650-4500-03	SOFTGOODS SALES	55,000	64,913	60,000	28,543	68,692	60,000	-	60,000
650-4500-05	RENTAL CLUBS	7,416	7,301	7,416	1,768	7,866	7,416	(787)	6,629
	TOTAL	187,416	211,243	202,416	91,977	211,338	202,416	(787)	201,629
PUBLIC CHARGES FOR SERVICES									
650-4630-00	GREENS FEES	1,037,189	1,488,734	1,391,734	563,559	1,447,580	1,391,734	(144,758)	1,246,976
650-4631-00	LEAGUES	-	-	-	-		-	-	-
650-4632-00	MEMBERSHIPS	120,000	277,790	179,784	263,320	279,349	179,784	(27,935)	151,849
650-4633-00	CART RENTAL	408,707	554,994	475,833	211,541	552,969	475,833	(55,297)	420,536
650-4634-00	DRIVING RANGE	131,437	228,306	168,647	100,121	223,650	168,647	(22,365)	146,282
650-4635-00	OUTINGS	15,000	2,329	-	195	3,141	-		-
650-4639-00	HANDICAP FEES	1,000	1,415	1,300	1,040	1,240	1,300	(124)	1,176
650-4645-00	SALES TAXES COLLECTED	100,535	-	133,084	-	149,559	133,084	(8,459)	124,625
	TOTAL	1,813,868	2,553,567	2,350,382	1,139,775	2,657,488	2,350,382	(258,937)	2,091,445
FOOD & BEVERAGE SALES									
650-4736-00	FOOD INCOME	189,360	185,511	191,581	79,429	210,094	191,581	(21,009)	170,572
650-4737-00	SNACK	11,803	16,780	17,493	7,256	20,184	17,493	(2,018)	15,475
650-4738-00	LIQUOR	108,450	110,228	111,862	45,563	119,951	111,862	(11,995)	99,867
650-4739-00	BEER	197,041	229,369	206,820	94,964	238,413	206,820	(23,841)	182,979
650-4740-00	SODA	35,093	45,299	37,750	16,445	46,276	37,750	(4,628)	33,122
650-4741-00	GOLF OUTING BEVERAGE	1,500	-	1,500	-	-	1,500	-	1,500
650-4742-00	TOBACCO	2,218	2,906	2,527	1,317	3,651	2,527	(365)	2,162
650-4745-00	SALES TAXES COLLECTED	34,409	180,847	39,815	77,908	45,189	39,815	(2,495)	37,320
650-4747-00	FOOD AND SNACK - BEVRAGE CART	632	3,540	2,664	1,595	3,392	2,664	(339)	2,325
650-4748-00	NA BEVERAGES - BEVRAGE CART	15,500	23,494	20,035	8,730	24,035	20,035	(2,404)	17,632
650-4749-00	BEER SALES - BEVRAGE CART	80,236	104,233	93,246	38,324	102,798	93,246	(10,280)	82,966
650-4750-00	LIQUOR - BEVRAGE CART	34,929	47,778	39,943	18,711	52,839	39,943	(5,284)	34,659
	TOTAL	711,171	949,985	765,236	390,242	866,822	765,236	(84,658)	680,578

GOLF COURSE REVENUES

		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
OTHER INCOME									
650-4832-01	TRANS/ADVANCE FROM GEN FD.	-	-	-	-	-	-	-	-
650-4832-03	CREDIT CARD REBATE PROGRAM	7,135	9,599	7,135	-	9,599	7,135	-	7,135
650-4832-07	MISC. INCOME	-	7,350	-	-	-	-	-	-
650-4832-10	EARNED INTEREST INCOME	778	11,651	778	182	82	778	-	778
650-4832-12	ROOM RENTAL	-	-	-	-	-	-	-	-
650-4832-20	UNREDEEMED GIFT CARDS	-	24,604	-	-	-	-	-	-
650-4840-00	SALES TAX REMIT DISCOUNT	535	922	535	396	246	535	-	535
650-4890-00	TRANSFER IN	-	-	-	206,400	206,400	-	-	-
	TOTAL	8,448	54,126	8,448	225,928	216,327	8,448	-	8,448
REIMBURSABLE INCOME									
650-4900-03	GRATITUTY	38,816	91,738	38,816	41,025	41,025	38,816	-	38,816
650-4900-07	LESSONS	-	2	-	-	-	-	-	-
650-4900-20	REIMBURSEMENT FOR SALES	-	-	-	-	-	-	-	-
650-4935-00	TRANSFER IN	-	-	-	-	-	-	-	-
	TOTAL	38,816	91,740	38,816	41,025	41,025	38,816	-	38,816
TOTAL GOLF COURSE REVENUES		**2,759,719**	**3,860,661**	**3,365,298**	**1,888,946**	**3,993,000**	**3,365,298**	**(344,382)**	**3,020,916**

GOLF COURSE EXPENDITURES

		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
FOOD & BEVERAGE EXPENSES									
OPERATING EXPENSES									
650-5541-221	FOOD COST	62,021	53,856	63,222	25,328	63,222	63,222	(6,933)	56,289
650-5541-222	SNACK COST	6,946	11,194	10,079	4,772	10,746	10,079	(1,180)	8,899
650-5541-223	LIQUOR COST	31,841	32,674	30,361	18,333	35,057	30,361	(2,110)	28,251
650-5541-224	BEER COST	73,819	83,507	75,017	43,220	85,953	75,017	(8,530)	66,487
650-5541-225	SODA COST	20,237	35,508	23,114	15,525	33,619	23,114	(2,812)	20,302
650-5541-227	TOBACCO COST	1,744	765	1,744	887	1,744	1,744	-	1,744
650-5541-228	NON GOLF OUTING EXPENSE: PPE	2,000	200	2,000	-	-	2,000	(2,000)	-
	TOTAL	198,608	217,704	205,537	108,065	230,341	205,537	(23,565)	181,972
TOTAL FOOD & BEVERAGE EXPENSES		**198,608**	**217,704**	**205,537**	**108,065**	**230,341**	**205,537**	**(23,565)**	**181,972**
PRO SHOP									
WAGES									
650-5543-110	SALARIES - FULL-TIME	177,509	190,542	179,763	82,967	179,763	190,548	10,000	200,548
650-5543-120	PART TIME WAGES	106,093	122,974	133,786	41,023	133,786	133,786	(13,379)	120,407
650-5543-135	LONGEVITY	4,167	2,258	-	-	-		-	-
650-5543-145	UNEMPLOYMENT WAGES	1,000	2,041	1,000	-	1,000		-	-
	TOTAL	288,769	317,815	314,549	123,990	314,549	324,334	(3,379)	320,955
PERSONNEL BENEFITS									
650-5543-192	RETIREMENT	12,263	11,643	11,685	5,819	11,685	12,957	696	13,653
650-5543-193	FICA	13,899	22,300	23,986	9,328	23,986	24,812	(240)	24,571
650-5543-194	HEALTH INSURANCE	50,265	48,139	32,136	14,793	32,136	33,732	-	33,732
650-5543-195	DENTAL INSURANCE	5,647	4,709	4,403	2,739	4,403	5,479	-	5,479
650-5543-198	PENSION EXPENSE	-	(52,959)	-	-	-	-	-	-
	TOTAL	82,074	33,832	72,210	32,680	72,210	76,980	456	77,435
OPERATING EXPENSES									
650-5543-229	PRO SHOP SUPPLIES	6,000	3,503	10,000	6,260	10,000	10,000	(5,000)	5,000
650-5543-230	DRIVING RANGE SUPPLIES	10,000	15,676	15,000	413	15,000	15,000	(7,649)	7,351
650-5543-240	HARDGOODS	93,750	92,290	100,000	80,841	100,000	100,000	-	100,000
650-5543-242	SOFTGOODS	33,000	51,905	50,000	33,586	50,000	50,000	(6,651)	43,349
650-5543-244	RENTALS	10,000	2,500	10,000	4,373	10,000	10,000	(7,000)	3,000
650-5543-290	UNIFORMS	6,000	5,424	8,000	5,505	8,000	8,000	-	8,000
650-5543-420	GAS & OIL	13,884	16,102	17,355	2,294	17,355	17,355	(1,736)	15,620
650-5543-441	CONFERENCES	1,500	220	1,500	230	1,500	1,500	-	1,500
650-5543-492	CART RENTAL	9,400	10,455	11,600	5,531	11,600	11,600	(600)	11,000
650-5543-493	GOLF OUTING EXPENSES	3,000	14,345	10,000	6,329	10,000	10,000	(3,000)	7,000
650-5543-494	CART LEASE PAYMENTS	40,640	38,292	56,091	9,349	56,091	56,091	-	56,091
650-5543-495	CART ANNUAL MAINTENANCE	6,670	-	8,330	-	8,330	8,330	-	8,330
650-5543-496	CART REPAIRS	4,500	4,592	4,500	593	4,500	4,500	-	4,500
650-5543-520	HANDICAP EXPENSE	600	841	1,000	909	1,000	1,000	-	1,000
650-5543-703	RESERVE	-	-	-	-	-	-	-	-
	TOTAL	238,944	256,145	303,376	156,212	303,376	303,376	(31,636)	271,741
TOTAL PRO SHOP		**609,787**	**607,792**	**690,135**	**312,882**	**690,135**	**704,690**	**(34,559)**	**670,131**

GOLF COURSE EXPENDITURES

		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
CLUB HOUSE									
WAGES									
650-5544-130	JANITORIAL SERVICES	1,458	460	1,458	-	1,458	1,458	(458)	1,000
650-5544-145	UNEMPLOYMENT WAGES	-	-	-	-	-	-	-	-
	TOTAL	1,458	460	1,458	-	1,458	1,458	(458)	1,000
OPERATING EXPENSES									
650-5544-220	SUPPLIES & MATERIALS	9,000	9,395	9,000	4,033	9,000	9,000	-	9,000
650-5544-320	PEST CONTROL	464	291	464	339	339	464	-	464
650-5544-412	CLUB HOUSE MAINTENANCE	10,000	7,837	10,000	2,803	10,000	10,000	-	10,000
650-5544-470	UTILITIES	43,244	50,570	43,676	22,708	43,676	43,676	-	43,676
650-5544-472	TV SERVICES	1,872	1,534	1,972	997	1,972	1,972	-	1,972
650-5544-474	PORTABLE RESTROOMS	5,840	5,672	6,000	1,209	6,000	6,000	-	6,000
650-5544-476	HEATING/COOLING SYSTEM	1,600	2,402	1,600	300	1,600	1,600	-	1,600
650-5544-510	SECURITY SYSTEM	800	600	1,000	360	1,000	1,000	-	1,000
650-5544-810	OTHER EQUIPMENT	-	-	-	-	-	-	-	-
	TOTAL	72,820	78,301	73,712	32,749	73,587	73,712	-	73,712
TOTAL CLUB HOUSE		**74,278**	**78,761**	**75,170**	**32,749**	**75,045**	**75,170**	**(458)**	**74,712**
FOOD & BEVERAGE OTHER EXPENSES									
WAGES									
650-5545-110	SALARIES - FOOD & BEVERAGE	69,201	68,829	79,500	36,693	79,500	83,888	-	83,888
650-5545-111	SALARIES - FOOD & BEVERAGE LTE	52,563	57,365	59,780	16,397	59,780	59,780	(5,978)	53,802
650-5545-135	LONGEVITY	1,687	1,427	-	-	-	-	-	-
650-5545-145	UNEMPLOYMENT WAGES	1,000	-	1,000	-	1,000	-	-	-
	TOTAL	124,451	127,620	140,280	53,090	140,280	143,668	(5,978)	137,690
PERSONNEL BENEFITS									
650-5545-190	FRINGE BENEFITS - FOOD & BEVER	-	-	-	-	-	-	-	-
650-5545-192	RETIREMENT	4,786	4,682	5,167	2,522	5,167	5,704	-	5,704
650-5545-193	FICA	5,424	8,758	10,655	3,789	10,655	10,990	(457)	10,533
650-5545-194	HEALTH INSURANCE	16,755	17,151	22,643	10,365	22,643	23,754	-	23,754
650-5545-195	DENTAL INSURANCE	2,252	2,247	2,739	1,231	2,739	2,739	-	2,739
	TOTAL	29,217	32,838	41,204	17,907	41,204	43,187	(457)	42,730
OPERATING EXPENSES									
650-5545-222	FOOD & BEVERAGE SUPPLIES	17,000	17,136	17,000	14,530	25,000	17,000	(1,700)	15,300
650-5545-223	REIMBURSED GRATUITY	38,816	91,738	38,816	41,025	41,025	38,816	-	38,816
650-5545-290	UNIFORMS	1,000	-	3,000	3,000	3,000	3,000	-	3,000
650-5545-310	OUTSIDE SERVICES	1,050	1,050	1,050	400	1,050	1,050	-	1,050
	TOTAL	57,866	109,924	59,866	58,955	70,075	59,866	(1,700)	58,166
TOTAL FOOD & BEVERAGE OTHER EXPENSES		**211,534**	**270,383**	**241,350**	**129,953**	**251,559**	**246,721**	**(8,135)**	**238,586**

GOLF COURSE EXPENDITURES

		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
GROUNDS EXPENSES									
WAGES									
650-5546-111	SALARIES - GOLF COURSE	243,864	244,522	255,867	108,051	255,867	258,285	-	258,285
650-5546-120	PART TIME WAGES	108,737	97,233	119,610	25,886	119,610	119,610	-	119,610
650-5546-135	LONGEVITY	7,288	7,302	3,892	14,358	14,358	-	-	-
650-5546-145	UNEMPLOYMENT WAGES	1,000	925	1,000	1,190	1,190	-	-	-
	TOTAL	360,889	349,982	380,369	149,486	391,025	377,895	-	377,895
PERSONNEL BENEFITS									
650-5546-192	RETIREMENT	16,953	17,039	16,844	7,326	16,844	17,423	-	17,423
650-5546-193	FICA	19,213	26,366	29,022	11,183	29,022	28,751	-	28,751
650-5546-194	HEALTH INSURANCE	40,353	39,936	38,711	15,676	38,711	50,598	-	50,598
650-5546-195	DENTAL INSURANCE	7,329	7,310	7,109	3,369	7,109	8,740	-	8,740
	TOTAL	83,848	90,650	91,686	37,553	91,686	105,512	-	105,512
OPERATING EXPENSES									
650-5546-222	PARTS & TOOLS	3,200	2,030	4,000	2,755	4,000	4,000	-	4,000
650-5546-223	FERTILIZER & CHEMICALS	50,000	58,936	60,000	52,830	80,000	60,000	-	60,000
650-5546-224	DIRT	16,000	19,006	19,446	7,267	19,446	19,446	-	19,446
650-5546-274	GREENS & TEE SUPPLIES	5,000	4,092	10,000	7,933	10,000	10,000	(2,000)	8,000
650-5546-275	SEED	1,377	2,659	2,400	1,727	2,400	2,400	-	2,400
650-5546-277	IRRIGATION PARTS, EQUP, SUPL	6,000	8,726	6,400	742	6,400	6,400	-	6,400
650-5546-278	TREES	900	1,110	900	-	900	900	-	900
650-5546-279	OFFICE CLEANING SUPPLIES	1,573	2,075	2,000	866	2,000	2,000	-	2,000
650-5546-372	DEEP AERIFICATION SERVICES	2,750	-	2,750	-	2,750	2,750	(2,750)	-
650-5546-375	IRRIGATION CONTRACT	1,860	2,544	2,544	1,060	2,544	2,544	-	2,544
650-5546-411	GROUNDS & GREEN MAINT	5,000	3,537	5,000	3,555	5,000	5,000	-	5,000
650-5546-412	GREEN EQUIPMENT REPAIR	50,000	46,046	50,000	24,539	50,000	50,000	-	50,000
650-5546-420	GAS & OIL	25,361	25,262	31,701	10,274	31,701	31,701	-	31,701
650-5546-440	TRAINING & DEVELOPMENT	1,500	587	1,500	1,121	1,500	1,500	-	1,500
650-5546-450	UNIFORMS	1,000	1,293	5,000	3,952	5,000	5,000	-	5,000
650-5546-491	EQUIPMENT RENTAL	1,500	6,345	4,000	2,893	9,000	4,000	(2,000)	2,000
650-5546-493	SECURITY SYSTEM	600	240	600	-	600	600	(600)	-
	TOTAL	173,621	186,023	208,241	121,515	233,241	208,241	(7,350)	200,891
TOTAL GROUNDS EXPENSES		**618,358**	**626,654**	**680,296**	**308,554**	**715,952**	**691,648**	**(7,350)**	**684,298**
ADMINISTRATION									
OPERATING EXPENSES									
650-5547-250	POSTAGE	250	73	250	104	250	250	-	250
650-5547-260	TELEPHONE	12,770	12,998	13,284	5,651	13,284	13,284	-	13,284
650-5547-320	PROFESSIONAL SERVICES	1,500	-	1,500	-	1,500	1,500	-	1,500
650-5547-440	TRAINING	971	447	971	995	995	971	-	971
650-5547-442	DUES	1,338	1,423	1,338	939	1,338	1,338	-	1,338
650-5547-443	TRAVEL	2,000	103	2,000	317	2,000	2,000	-	2,000
650-5547-460	INSURANCE	35,500	35,500	35,500	35,500	35,500	35,500	9,900	45,400
650-5547-461	LICENSES	2,300	2,641	2,700	2,379	2,700	2,700	-	2,700
650-5547-521	ACCOUNTING & COMPUTERS	2,000	144	3,000	2,657	3,000	3,000	(138)	2,862
650-5547-522	ADVERTISING	2,300	4,310	5,000	2,560	5,000	5,000	(2,500)	2,500
650-5547-524	POS SYSTEM	8,380	12,165	12,165	4,230	12,165	12,165	-	12,165
650-5547-525	WEBSITE	1,668	1,668	3,336	695	3,336	3,336	-	3,336
650-5547-990	OTHER EXPENSES	-	-	-	-		-	-	-
650-5547-998	PERSONNEL CONTINGENCY	-	-	33,863	-	33,863	33,863	-	33,863
	TOTAL	70,977	71,471	114,907	56,027	114,931	114,907	7,262	122,169
TOTAL ADMINISTRATION		**70,977**	**71,471**	**114,907**	**56,027**	**114,931**	**114,907**	**7,262**	**122,169**

GOLF COURSE EXPENDITURES		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
OTHER EXPENSES									
DEBT EXPENSES									
650-5548-703	DEPRECIATION	-	170,971	-	-	-	-		-
650-5548-704	SALES TAX - PD.	134,944	180,306	172,899	78,865	194,748	172,899	(10,954)	161,945
650-5548-705	CREDIT CARD FEES	48,000	88,885	100,000	26,875	100,000	100,000	(10,000)	90,000
650-5548-706	BANK FEES	-	-	-	-	-	-	-	-
650-5548-707	ADVANCE REPAYMENT	400,000	-	400,000	-	450,000	400,000	-	400,000
	TOTAL	582,944	440,161	672,899	105,740	744,748	672,899	(20,954)	651,945
OTHER EXPENSES									
650-5549-996	OTHER EXPENSES	-	79,743	-	-	-	-	-	-
650-5549-999	TRANSFER OUT	-	-	-	-	-	-	96,367	96,367
	TOTAL	-	79,743	-	-	-	-	-	96,367
CAPTIAL EXPENSES									
650-5550-005	DESIGN	-	-	-	52,600	52,600	-	-	-
650-5550-800	CAPITAL OUTLAY	300,000	43,032	360,000	-	202,405	360,000	(60,000)	300,000
650-5550-801	CLUBHOUSE CAPITAL	-	37,571	-	16,157	16,157	-	-	-
650-5550-802	CAPITAL RESERVE	100,000	-	100,000	-	100,000	100,000	521,315	621,315
650-5550-803	GROUNDS/MAINT. CAPITAL	-	72,704	-	88,838	88,838	-	-	-
650-5550-805	VEHICLES	-	-	-	-	-	-	-	-
	TOTAL	400,000	153,308	460,000	157,594	460,000	460,000	461,315	921,315
TOTAL OTHER EXPENSES		**982,944**	**673,212**	**1,132,899**	**263,335**	**1,204,748**	**1,132,899**	**440,361**	**1,669,627**
TOTAL GOLF COURSE EXPENSES		**2,766,486**	**2,545,976**	**3,140,294**	**1,211,563**	**3,282,711**	**3,171,572**	**373,556**	**3,641,494**

2023 DECISION ITEMS DETAIL

DEPARTMENT/COST CENTER: PLEASANT VIEW GOLF COURSE			AMOUNT		
Account Number	Account Title	Description / Justification	Mandate	Line item Increase	Line Shift
		All adjustments made to revenue and expenses, except for the noted items below, are a result of our 2023 expectations due to PV Road construction and the course renovation. We are assuming a 10% reduction in revenue; expenses have been adjusted accordingly. Any further reduction or increase in cost of good sold will have a direct correlation to its revenue source and we will adapt based on consumer needs.			
650-5543-110	SALARIES - FULL-TIME	Possible promotion for our Head Golf Professional, Becky Halverson. Becky is currently attending PGA "school" and is planning to complete her final year in 2023. Once she is elected into membership, it's my recommendation to promote her to Assistant GM/Head Golf Professional.		$ 10,000	
650-5543-192	RETIREMENT	Due to Becky's potential promotion.		$ 696	
650-5547-460	INSURANCE	Per Bill Burns and cost of insurance increase		$ 1,700	
650-5549-999	TRANSFER OUT	PILOT for the City of Middleton - 3.19% on gross receipts		$ 95,718	
650-5550-802	CAPITAL RESERVE	In 2023, PVGC is forecasting to pay for all operating expenses, PILOT, TID 3 debt payment of $400,000, and cover its annual $300,000 capital expenses. This $521,315 is to pay for its internal (non PV Road) renovation and these funds are coming from PVGC's capital reserve that's been established over the last five years.		$ 521,315	
TOTAL BY AREA		**Total Expenditure**	**$ -**	**$ 629,429**	**$ -**
COMBINED TOTAL			**$**		**629,429**

AIRPORT REVENUES

		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
INTERGOVERNMENTAL REVENUE									
660-4310-00	GRANTS	400,000	10,733	-	-	82,000	-	-	-
	TOTAL	400,000	10,733	-	-	82,000	-	-	-
PUBLIC CHARGES FOR SERVICE									
660-4610-00	MADC RENT (LAND LEASE)	12,436	12,370	12,800	6,624	12,800	12,800	1,653	14,453
660-4615-00	FUEL FLOWAGE FEE	6,000	9,443	6,000	2,629		6,000	2,800	8,800
660-4620-00	HANGAR LAND LEASES	108,376	99,463	108,376	109,924	109,924	108,376	1,548	109,924
660-4625-00	FBO FEE	-	-	-	-	-	-	-	-
660-4630-00	FBO BUILDING LEASE	-	-	-	-	-	-	-	-
660-4635-00	SOLAR LEASE	9,443	9,568	9,759	9,759	-	9,759	195	9,954
	TOTAL	136,255	130,843	136,935	128,937	122,724	136,935	6,196	143,131
MISCELLANEOUS REVENUE									
660-4290-00	INTEREST & DIVIDEND INCOME	-	3,414	-	-	-	-	-	-
660-4810-00	MISC. REVENUE	-	138,934	-	-	-	-	-	-
660-4815-00	CROP LAND RENT	4,625	4,626	4,625	2,892	4,625	4,625	1,157	5,782
	TOTAL	4,625	146,974	4,625	2,892	4,625	4,625	1,157	5,782
TOTAL AIRPORT REVENUES		**540,880**	**288,550**	**141,560**	**131,829**	**209,349**	**141,560**	**7,353**	**148,913**

AIRPORT EXPENSES		2021		2022			2023		
		BUDGET	ACTUAL	BUDGET	YTD 6-30-22	PROJECTED	BASE AMOUNT	DECISION ITEMS	REQUESTED BUDGET
OPERATION EXPENSES									
660-5210-220	SUPPLIES & MATERIALS	-	-	-	1,626	-	-	-	-
660-5210-260	ADVERTISING & PRINTING	-	-	-	-	-	-	-	-
660-5210-270	TELEPHONE	876	1,046	876	595	281	876	606	1,482
660-5210-310	OUTSIDE SERVICES	22,000	21,322	22,000	2,318	22,000	22,000	-	22,000
660-5210-316	PRAIRIE MAINTENANCE	2,500	-	2,500	-	-	-	-	-
660-5210-317	MANAGERS CONTRACT	39,690	44,058	41,050	18,917	45,000	45,000	(3,200)	41,800
660-5210-410	INSURANCE	5,911	12,093	8,182	1,900	8,182	8,182	(2,121)	6,061
660-5210-415	GROUNDS MAINTENANCE	35,000	25,318	35,000	6,686	-	35,000	-	35,000
660-5210-417	LANDING LIGHTS MAINTENANCE	5,000	1,218	2,000	-	-	2,000	-	2,000
660-5210-470	UTILITIES	25,000	31,467	25,000	16,493	25,000	25,000	8,984	33,984
660-5210-490	OTHER OPERATING EXPENSES	1,620	30,329	1,620	130		1,620	-	1,620
	TOTAL	137,597	166,852	138,228	48,665	100,463	139,678	4,269	143,947
OTHER EXPENSES									
660-5315-224	ENTITLEMENTS MATCH	8,334	-	8,334	-	33,057	8,334	16,389	24,723
660-5315-320	HANGAR ENGINEERING	-	-	-	-	-	-	-	-
660-5315-800	CAPITAL EQUIPMENT	500,000	-	100,000	-	100,000	100,000	(100,000)	-
660-5315-875	PROJECT CASH ADVANCE	-	-	-	-		-		-
	TOTAL	508,334	-	108,334	-	133,057	108,334	(83,611)	24,723
DEPRECIATION									
660-5548-990	DEPRECIATION	-	33,013	-	-	-	-	-	-
	TOTAL	-	33,013	-	-	-	-	-	-
RESERVED FOR CONTINGENCIES									
660-7050-001	RESERVE FOR CONTINGENCIES	10,000	-	10,000	-	-	10,000	-	10,000
		10,000	-	10,000	-	-	10,000	-	10,000
TOTAL AIRPORT		**655,931**	**199,865**	**256,562**	**48,665**	**233,520**	**258,012**	**(79,342)**	**178,670**

Appendix A: Glossary

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

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

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

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

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

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

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

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

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

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

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

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

CAPITAL EXPENDITURES – Expenditures for the acquisition of fixed assets.

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

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

COMPENSATED ABSCENCES – Absences for which employees will be paid, such as vacation and sick leave.

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

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

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

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

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

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

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

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

EXPENDITURE RESTRAINT PROGRAM (ERP) - An optional State of Wisconsin program that provides unrestricted aid to qualifying municipalities. To qualify for the program, the City must have a minimum property tax rate of five mills and must limit the increase in its general fund expenditures to an inflation factor plus a valuation factor. The inflation factor equals the average annual percentage change in the U.S. consumer price index for all urban consumers. The valuation factor equals 60% of the percentage change in net new construction value capped at 2%. Municipalities may qualify for the program annually receiving an aid payment in the following year.

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

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

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

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

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

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

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

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

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

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

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

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

IMPLICIT RATE SUBSIDY – An inherit subsidy of retiree health care costs by active employees healthcare costs when healthcare premiums paid by retirees and actives are the same. The true healthcare costs for retirees are, on average, greater than active employees' healthcare costs. Thus, if both subgroups pay the same per-capita premium for their benefits, retirees are paying less than they would if their

premiums were calculated solely based on retiree-only expected healthcare costs. With an implicit rate subsidy, the active employee premiums are subsidizing the retiree premiums, and that subsidization creates a liability that needs to be recognized.

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

INTERNAL SERVICE FUND – A fund used to report activity that provides services or goods to other funds on a cost-reimbursement basis.

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

LEVY LIMITS - Wisconsin law places on limit on the amount of property taxes that may be levied by municipalities. A municipality is allowed to increase its levy over the amount levied in the prior year by the percentage increase in equalized value from net new construction. Several potential modifications are allowed including for increases in debt service, transfers in services, or increases approved by referendum.

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

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

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

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

OPEB – Other Post-Employment Benefits. For the City of Middleton, the term OPEB is used to refer to both the implicit rate subsidy for the inclusion of retired employees on the City’s health plans and compensated absences for accrued sick leave. Upon termination an employee’s sick leave balance is converted to a monetary equivalent and accounted for in OPEB Special Revenue Fund 207. The retired employee may then use their retired balance to offset health related costs, such as health insurance premiums, until the balance is depleted.

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

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

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

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

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

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

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

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

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

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

Appendix B: Acronyms & Abbreviations

APA – American Planning Association

APWA – American Public Works Association

BOCA – Building Officials & Code Association

CDBG – Community Development Block Grant

CIP – Capital Improvement Plan

CVMIC – Cities and Villages Mutual Insurance Company

DNR – Wisconsin Department of Natural Resources

DOR – Wisconsin Department of Revenue

ERP – Expenditure Restraint Program

FEMA – Federal Emergency Management Association

GASB – Governmental Accounting Standards Board

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

GIS – Geographic Information System

IACP – International Association of Chiefs of Police

ICMA – International City/County Management Association

LWM – League of Wisconsin Municipalities

MPIC – Municipal Property Insurance Company

MUD – Municipal Utility District

NLC – National League of Cities

NRPA – National Recreation & Park Association

PRIMA – Public Risk Insurance Management Association

TID – Tax Increment District

TIF – Tax Increment Financing