



## CITY OF APPLETON 2018 BUDGET CAPITAL PROJECTS FUNDS

**Subdivision**

**Business Unit 4010**

### PROGRAM MISSION

This program accounts for funding sources and expenditures for various infrastructure projects.

### PROGRAM NARRATIVE

**Link to Strategy:**

Implements Key Strategies #4: "Continually assess trends affecting the community and proactively respond", and #6: "Create opportunities and learn from successes and failures".

**Objectives:**

This fund is utilized for new subdivision work only, including administration, engineering, street lights, street signs, and temporary asphalt streets within the subdivision. This fund will not be utilized to refurbish an existing roadway.

For subdivisions platted between January 1, 2004 and December 31, 2014, the City does not advance money for new subdivision development. The developer is required to obtain a standby line of credit from which the City will have exclusive rights to draw all applicable costs. Upon completion of contracts and any other outstanding issues, the City will release the lien. For ease of administration, all other expenditures in this budget will be administered by the City for immediate reimbursement by the developer, versus direct payment from the line of credit to the vendor. For developments approved prior to January 1, 2004 or after December 31, 2014, the City will advance money for development and recoup it via special assessments.

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

Project	Amount	Page
Concrete Paving Program	\$ 571,137	Projects, Pg. 580
Grade & Gravel	61,245	Projects, Pg. 586
Sidewalks	102,418	Projects, Pg. 588
	\$ 734,800	

**Major changes in Revenue, Expenditures, or Programs:**

In 2014, the Common Council amended the subdivision portion of the special assessment policy to no longer require developers to maintain a line of credit for the cost of final concrete streets in new subdivisions. This policy change is effective for subdivisions platted after January 1, 2015. Construction costs for final concrete will be paid by the City and recouped through special assessments to benefited property owners.

### PERFORMANCE INDICATORS

Actual 2015   Actual 2016   Target 2017   Projected 2017   Target 2018

Note: Since this program exists solely to account for funding sources and expenditures for various infrastructure investments relating to the development of new subdivisions, there are no continuing performance measures.

### DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			% Change *
Unit	Title	2015	2016	Adopted 2017	Amended 2017	2018	
<b>Program Revenues</b>		\$ 1,529,866	\$ 818,149	\$ 613,318	\$ 613,318	\$ 345,340	-43.69%
<b>Program Expenses</b>		\$ 1,987,515	\$ 1,210,382	\$ 850,680	\$ 851,174	\$ 1,659,801	95.11%
<b>Expenses Comprised Of:</b>							
	Personnel	144,558	91,371	44,491	44,985	47,530	6.83%
	Administrative Expense	-	-	275,000	275,000	925,000	236.36%
	Supplies & Materials	25,837	73,744	12,810	12,810	10,500	-18.03%
	Purchased Services	3,079	(4,166)	5,000	5,000	5,000	0.00%
	Utilities	-	-	-	-	-	N/A
	Repair & Maintenance	15,298	22,528	6,450	6,450	11,450	77.52%
	Capital Expenditures	1,798,743	1,026,905	506,929	506,929	660,321	30.26%

\* % change from prior year adopted budget  
Subdivision Devel Fund.xls

**CITY OF APPLETON 2018 BUDGET  
CAPITAL PROJECTS FUNDS**

**Subdivision**

**Business Unit 4010**

**PROGRAM BUDGET SUMMARY**

Description	Actual		Budget		
	2015	2016	Adopted 2017	Amended 2017	2018
<b>Revenues</b>					
4110 Property Taxes	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 300,000
4614 Miscellaneous Specials	843,242	694,751	180,000	180,000	310,000
4710 Interest on Investments	6,412	1,739	14,400	14,400	20,340
4730 Interest - Deferred Specials	35,262	24,389	45,000	45,000	15,000
5010 Miscellaneous Revenue	-	400	-	-	-
5035 Other Reimbursements	644,950	96,870	373,918	373,918	-
<b>Total Revenue</b>	<b>\$ 2,029,866</b>	<b>\$ 1,318,149</b>	<b>\$ 1,113,318</b>	<b>\$ 1,113,318</b>	<b>\$ 645,340</b>
<b>Expenses</b>					
6101 Regular Salaries	\$ 103,047	\$ 67,062	\$ 31,057	\$ 31,487	\$ 31,080
6105 Overtime	1,485	787	2,842	2,842	2,985
6108 Part-Time	1,308	571	1,037	1,037	2,854
6150 Fringes	38,718	22,951	9,555	9,619	10,611
6308 Landscape Supplies	18,920	34,379	1,310	1,310	-
6309 Shop Supplies & Tools	369	510	-	-	-
6325 Construction Materials	5,529	38,560	11,000	11,000	10,000
6328 Signs	1,019	295	500	500	500
6404 Consulting Services	99	-	5,000	5,000	5,000
6408 Contractor Fees	2,980	(4,166)	-	-	-
6425 CEA Equip. Rental	15,298	22,528	6,450	6,450	11,450
6809 Infrastructure Construction	1,798,743	1,026,905	506,929	506,929	660,321
7911 Trans Out - General Fund	-	-	275,000	275,000	925,000
<b>Total Expense</b>	<b>\$ 1,987,515</b>	<b>\$ 1,210,382</b>	<b>\$ 850,680</b>	<b>\$ 851,174</b>	<b>\$ 1,659,801</b>

**DETAILED SUMMARY OF 2018 PROPOSED EXPENDITURES > \$15,000**

2018	Street	From	To	4010
Labor Pool				47,530
CEA				11,450
Consultant				
Sidewalk - new				86,418
Sidewalk - 6 month waivers				10,000
<b>Subtotal</b>				<b>96,418</b>
Material Testing				5,000
<b>Subtotal</b>				<b>5,000</b>
Grade & Gravel				-
<b>Subtotal</b>				<b>-</b>
Temporary Surface following Grade & Gravel	Amethyst Dr	Providence Ave	Providence Ave, 120' w/o	11,097
	Bluetopaz Dr	Providence Ave. 130' w/o	Providence Ave, 130' w/o	10,855
	Providence Ave	Amethyst Dr, 120' n/o	Bluetopaz Dr, 130' n/o	30,293
<b>Subtotal</b>				<b>52,245</b>
New Concrete	Celtic Crossing	Purdy Pkwy	Downs Ridge	108,103
	Downs Ridge	Purdy Pkwy	Celtic Crossing	174,654
	Incline Way	Palladium Ct	Applehill Blvd	239,399
<b>Subtotal</b>				<b>522,156</b>
<b>Total Concrete Paving</b>				<b>\$ 734,801</b>

**CITY OF APPLETON 2018 BUDGET**  
**SUBDIVISION DEVELOPMENT FUND**  
**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE (DEFICIT)**

<b>Revenues</b>	2015 Actual	2016 Actual	2017 Budget	2017 Projected	2018 Budget
Property Taxes	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 300,000
Special Assessments	843,242	694,751	180,000	188,395	310,000
Interest Income	41,674	26,128	59,400	44,400	35,340
Other	644,950	97,270	373,918	350,000	-
Total Revenues	2,029,866	1,318,149	1,113,318	1,082,795	645,340
<b>Expenses</b>					
Program Costs	1,987,515	1,210,382	575,680	576,174	734,801
Total Expenses	1,987,515	1,210,382	575,680	576,174	734,801
Revenues over (under) Expenses	42,351	107,767	537,638	506,621	(89,461)
<b>Other Financing Sources (Uses)</b>					
Operating Transfers Out	-	-	(275,000)	(275,000)	(925,000)
Total Other Financing Sources (Uses)	-	-	(275,000)	(275,000)	(925,000)
Net Change in Equity	42,351	107,767	262,638	231,621	(1,014,461)
Fund Balance - Beginning	1,622,087	1,664,438	1,772,205	1,772,205	2,003,826
Fund Balance - Ending	\$ 1,664,438	\$ 1,772,205	\$ 2,034,843	\$ 2,003,826	\$ 989,365
<b>Unreserved Designated Fund Balance Policy Compliance</b>					
<i>Minimum - Three months operating expenditures based on prior year's audited expenditures</i>					302,596
<i>Maximum (80% of the most recent five year average of subdivision development expenditures)</i>					
2017 projected		576,174			
2016 actual		1,210,382			
2015 actual		1,987,515			
2014 actual		1,622,087			
2013 actual		1,430,472			
					1,092,261



## CITY OF APPLETON 2018 BUDGET CAPITAL PROJECTS FUNDS

**Public Works**

**Business Unit 4240**

### PROGRAM MISSION

This program accounts for funding sources and expenditures for various public works projects.

### PROGRAM NARRATIVE

**Link to Strategy:**

Implements Key Strategies #4: "Continually assess trends affecting the community and proactively respond", and #6: "Create opportunities and learn from successes and failures".

**Objectives:**

This fund provides for a variety of Public Works capital needs.

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

Project	Amount	Page
Mobility study improvements	\$ 4,000,000	Projects, Pg. 608
Concrete paving	4,189,202	Projects, Pg. 580
Sidewalk program	498,129	Projects, Pg. 588
Traffic cameras	32,500	Projects, Pg. 574
Street lighting improvements	126,883	Projects, Pg. 573
Pedestrian crosswalk safety enhancements	57,132	Projects, Pg. 571
Survey Instrument Replacement	40,000	Projects, Pg. 635
Mackville landfill monitoring equipment	59,000	Projects, Pg. 636
	<u>\$ 9,002,846</u>	

**Major program changes:**

The Oneida Street project is a State-run project. The costs included in the concrete paving program for this project are the City costs only.

Included in the concrete paving costs are funds for the signal installation on Northland Avenue at Conkey Street which is a joint project with Outagamie County. The County's contribution (\$30,000) to the project is shown in Other Reimbursements revenue.

### PERFORMANCE INDICATORS

**Actual 2015    Actual 2016    Target 2017    Projected 2017    Target 2018**

Note: Since this program exists solely to account for funding sources and expenditures for various public works and infrastructure investments, there are no continuing performance measures.

### DEPARTMENT BUDGET SUMMARY

Programs		Actual		Budget			%
Unit	Title	2015	2016	Adopted 2017	Amended 2017	2018	Change *
<b>Program Revenues</b>		\$ 5,013	\$ 1,380,715	\$ -	\$ -	\$ 30,000	N/A
<b>Program Expenses</b>		\$ 2,416,740	\$ 3,810,821	\$ 4,389,787	\$ 4,844,520	\$ 9,002,846	105.09%
<b>Expenses Comprised Of:</b>							
Personnel		120,338	203,105	136,997	136,997	225,574	64.66%
Administrative Expense		-	-	-	-	-	N/A
Supplies & Materials		40,117	218,113	163,500	214,477	268,200	64.04%
Purchased Services		28,891	240,493	325,000	525,000	30,000	-90.77%
Utilities		-	-	-	-	-	N/A
Repair & Maintenance		1,529	8,699	2,400	2,400	10,600	341.67%
Capital Expenditures		2,225,865	3,140,411	3,761,890	3,965,646	8,468,472	125.11%

\* % change from prior year adopted budget  
Public Works Cap Proj Fund.xls

**CITY OF APPLETON 2018 BUDGET  
CAPITAL PROJECTS FUNDS**

**Public Works**

**Business Unit 4240**

**PROGRAM BUDGET SUMMARY**

Description	Actual		Budget		
	2015	2016	Adopted 2017	Amended 2017	2018
<b>Revenues</b>					
4224 Miscellaneous State Aids	\$ -	\$ -	\$ -	\$ -	\$ -
4710 Interest on Investments	129	(722)	-	-	-
5035 Other Reimbursements	4,884	1,381,437	-	-	30,000
5910 Proceeds of Long-term Debt	2,606,674	3,276,251	4,389,787	4,589,787	8,970,592
5922 Trans In - Special Revenue	-	-	-	-	-
<b>Total Revenue</b>	<b>\$ 2,611,687</b>	<b>\$ 4,656,966</b>	<b>\$ 4,389,787</b>	<b>\$ 4,589,787</b>	<b>\$ 9,000,592</b>
<b>Expenses</b>					
6102 Labor Pool Allocations	\$ 88,608	\$ 150,036	\$ 100,170	\$ 100,170	\$ 160,846
6105 Overtime	169	50	3,956	3,956	4,340
6108 Part Time	-	-	-	-	3,806
6150 Fringes	31,561	53,019	32,871	32,871	56,582
6308 Landscape Supplies	1,600	-	3,500	3,500	4,200
6325 Construction Materials	38,517	173,439	125,000	125,000	125,000
6327 Miscellaneous Equipment	-	37,495	25,000	75,977	129,000
6328 Signs	-	7,179	10,000	10,000	10,000
6404 Consulting Services	26,254	190,814	325,000	525,000	-
6408 Contractor Fees	2,637	25,706	-	-	30,000
6415 Tipping Fees	-	23,973	-	-	-
6425 CEA Equipment Rental	1,529	8,699	2,400	2,400	10,600
6801 Land	1,500	55,516	-	-	-
6809 Infrastructure Construction	2,224,365	3,084,895	3,761,890	3,965,646	8,468,472
<b>Total Expense</b>	<b>\$ 2,416,740</b>	<b>\$ 3,810,821</b>	<b>\$ 4,389,787</b>	<b>\$ 4,844,520</b>	<b>\$ 9,002,846</b>

**DETAILED SUMMARY OF 2018 PROPOSED EXPENDITURES > \$15,000**

<u>Construction materials</u>		<u>Contractor Fees</u>	
LED street light retrofits	\$ 125,000	Pavement markings	\$ 30,000
	<u>\$ 125,000</u>		<u>\$ 30,000</u>
<u>Miscellaneous Equipment</u>		<u>Infrastructure Construction</u>	
Traffic cameras	\$ 30,000	Mobility study improvements	\$ 3,944,049
Survey Instrument	40,000	Concrete paving	4,026,294
Landfill monitoring equipment	59,000	Sidewalk	498,129
	<u>\$ 129,000</u>		<u>\$ 8,468,472</u>

**CITY OF APPLETON 2018 BUDGET**  
**PUBLIC WORKS PROJECTS**  
**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE (DEFICIT)**

	2015 Actual	2016 Actual	2017 Budget	2017 Projected	2018 Budget
<b>Revenues</b>					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -
Interest Income	129	(722)	-	-	-
Other	4,884	1,381,437	-	-	30,000
Total Revenues	<u>5,013</u>	<u>1,380,715</u>	<u>-</u>	<u>-</u>	<u>30,000</u>
<b>Expenses</b>					
Program Costs	2,416,740	3,810,821	4,389,787	4,844,520	9,002,846
Total Expenses	<u>2,416,740</u>	<u>3,810,821</u>	<u>4,389,787</u>	<u>4,844,520</u>	<u>9,002,846</u>
Revenues over (under) Expenses	(2,411,727)	(2,430,106)	(4,389,787)	(4,844,520)	(8,972,846)
<b>Other Financing Sources (Uses)</b>					
Proceeds of G.O. Debt	2,606,674	3,276,251	4,389,787	3,609,787	8,970,592
Transfer In - General Fund	-	-	-	-	-
Transfer In - Special Revenue	-	-	-	-	-
Total Other Financing Sources (Uses)	<u>2,606,674</u>	<u>3,276,251</u>	<u>4,389,787</u>	<u>3,609,787</u>	<u>8,970,592</u>
Net Change in Equity	194,947	846,145	-	(1,234,733)	(2,254)
Fund Balance - Beginning	<u>195,895</u>	<u>390,842</u>	<u>1,236,987</u>	<u>1,236,987</u>	<u>2,254</u>
Fund Balance - Ending	<u>\$ 390,842</u>	<u>\$ 1,236,987</u>	<u>\$ 1,236,987</u>	<u>\$ 2,254</u>	<u>\$ -</u>