



2012 ANNUAL BUDGET  
COMMON COUNCIL  
CITY OF HARTFORD, WISCONSIN

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**CITY OF HARTFORD, WISCONSIN**  
**2012 ANNUAL BUDGET**  
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# **City of Hartford, Wisconsin**

**AS ADOPTED BY THE MAYOR**

**AND COMMON COUNCIL**

**ON OCTOBER 22, 1994**

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*The City of Hartford is committed to  
providing quality services to the  
entire community through good  
planning and cost effective methods*

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## BUDGET MESSAGE

TO: THE HONORABLE JOSEPH DAUTERMANN, MAYOR  
AND MEMBERS OF THE COMMON COUNCIL

OCTOBER 7, 2011

I am pleased to submit for your consideration a proposed operational budget for the City of Hartford for fiscal year 2012. The proposed budget conforms to the BUDGET POLICIES FISCAL 2012 approved under Resolution No. 3305 by the Common Council in July (see comment on assessment error below), and represents the best efforts of your management team to balance service needs in the upcoming year with the goal of conserving economic resources. This budget is the twenty-second I have prepared on behalf of the Common Council. Despite the continuing challenges of a weak global economy and significant changes imposed by State government, your staff continues to maintain stable operations without material compromises in service delivery.

### PROPERTY TAXES

The proposed 2012 Annual Budget is presented with a modest property tax decrease. **This marks the eighth year in the last nine without a property tax increase for the average residential property owner.** Meeting the service levels established by the Common Council for our community will require **a total property tax levy of \$6,124,478 which is .48% lower than last year** (see comment on assessment error below).

### STAFFING

The proposed 2012 Annual Budget includes no salary or benefit increases for municipal employees, **marking the third year in which employees are subject to a compensation freeze.** Because the State of Wisconsin proposes no consumer price index adjustment to its mandated property tax levy limits for the biennium, **I expect the compensation freeze for City employees to continue through 2013.** This situation is made more difficult by the State-mandated changes to the Wisconsin Retirement System, which impose a 5.8% wage reduction on most of those who work here. Many departments currently operate with fewer employees than 20 years ago, despite continuing growth in population and demand for municipal services. Maintaining service delivery under these conditions is the result of productivity improvements, which should not be taken for granted. No resource is more important to the operation of this government than the people who work here. They continue to demonstrate value under increasingly adverse circumstances.

Again in 2012 I am proposing **no increase in overall staffing.** One vacancy will occur at our Wastewater Treatment Facility, which I propose to operate on a trial basis without replacing one wastewater operator position. Balancing this reduction is the proposed addition of a part-time maintenance person, primarily for the additional requirements of the new Jack Russell Memorial Library, but also to address overall maintenance needs. This position was originally proposed in 2007, when the Management Facilities Study was approved by the Common Council. The new Jack Russell Memorial Library is scheduled to open later this month, with a Grand Opening set for November 13<sup>th</sup>. For the first time we will be partially staffing that facility with volunteers, which will help offset operating costs.

### JACK RUSSELL MEMORIAL LIBRARY

The signature event for the City of Hartford in 2011 was the construction of the new Jack Russell Memorial Library. It remains a tribute to this community that, despite challenging times, more than half the cost of the new Library was provided by donations and non-levy sources. Having met the goal of increasing library square footage, as

identified in the 2007 Space Study approved by the Common Council, the next challenge will be to **produce combined utility infrastructure costs for the new Library and the remodeled Police Department/City Hall facility that are equal to or less than those experienced prior to the expansion program.** Based on data provided by Focus on Energy, we appear to be well on our way with the innovative heat, power, and air handling characteristics of the Jack Russell Memorial Library. Estimates indicate less energy will be required to operate the new Library than was necessary on the third floor of the City Hall Building. Improving the efficiency of the City Hall facility should yield similar results. With this efficiency in mind I required the Library Board to produce a proposed 2012 Annual Budget for Library operations without any increase in tax levy support. This was a difficult challenge for Library staff, but **the proposed 2012 Budget for the new Jack Russell Memorial Library includes no increase in operational tax levy support.**

The proposed 2012 Annual Budget will include the replacement of temporary funding for the new Library with a long term general obligation bond. Because the municipal bond market remains strong, and interest rates continue at historic lows, I anticipate a favorable bond issuance in July, which will complete the Library project. As promised when the project was conceived, the construction cost of the facility will not impact the property tax levy until 2013 at the earliest. At this point I believe available financial resources will likely push that date back until at least 2014. The average impact on property tax rate was initially proposed in the 25-35 cent range, which is now more likely to be 19-22 cents, with lesser amounts in the years 2014 through 2018.

#### **POLICE DEPARTMENT/CITY HALL REMODELING PROJECT**

The 2007 Facilities Plan treated the Library expansion and Police Department/City Hall remodeling as **one project.** Without sufficient space for the three major governmental functions in City Hall (Library, Police, and Administration) to operate efficiently in the long term, one operation required relocation. With the professional assistance of three outside engineering firms the Common Council considered all available alternatives in developing the 2007 Facilities Plan, and decided that function would be the Hartford Public Library. Once that relocation had been accomplished, the second phase of the project was the expansion of the two remaining functions within a remodeled City Hall Building. The result would provide at least 20 years of space needs for all three functions, and an overall improvement in efficiency and service.

All the efficiencies anticipated from the 2007 Facilities Plan depend upon completing that transition in order to maximize the available space and minimize the operating costs therein. Much of the cost associated with the remodeling of the Police Department and City Hall is unavoidable. The City Hall Building is old. Its HVAC systems are outdated and inefficient, and its electrical system does not meet modern codes. The facility has no sprinkler system, an obsolete backup generator, and areas out of compliance with ADA requirements. Because the 2007 Facilities Plan was in progress, a laundry list of other necessary repairs and upgrades were deliberately deferred until remodeling was approved. We have reached that decision point, and many of these costs can no longer be ignored.

I have provided the Common Council with my proposal for the funding of the Police Department/City Hall project without impacting the property tax levy. This proposal requires compromises from all involved. Without those compromises the City of Hartford will continue to pay a heavy cost for operating from an aging and inefficient City Hall facility, and an equally heavy cost by adversely impacting the ability of the Hartford Police Department to fulfill its mission over the next twenty years. **There remains no more important commitment for this City than addressing the future space needs of the Hartford Police Department.**

## **VETERANS MEMORIAL POOL**

The proposal I offered to the Common Council last month for the construction and financing of the Police Department/City Hall project comes at the expense of the Veterans Memorial Pool project originally scheduled for 2014. In simplest terms the Police Department/City Hall project would replace the Pool project in the “no tax increase” category. Equally important, **both projects would be moved back two years.** Assuming the Common Council decides to replace the Pool in some fashion, and in line with the costs already proposed, this leaves us with the uncomfortable problem of contingencies. **It is debatable whether or not the Pool will operate (or be allowed by the State to operate) until 2016.** Although the previous alternative provided no clear solution if the Pool failed, the deferral of the project until 2016 extends the risks inherent in operating the facility with no clear contingency plan.

Because **Tax Incremental District #4 will be repaying approximately \$2 million annually over the next three years to the Hartford Sewer Utility,** we have the opportunity to use that reserve amount as a short-term funding contingency for the replacement of the Veterans Memorial Pool, with repayment from a subsequent borrowing in line with the 2016 funding date I proposed last month. I believe the Common Council’s consideration of this alternative would provide reassurance that Veterans Memorial Pool operations would not be terminated if the current facility failed prior to 2016.

## **ASSESSMENT ERROR**

The development of the proposed 2012 Annual Budget has been frustrated by a significant error made by our outside assessment firm in preparing tax incremental district assessed values at January 1, 2011 (the values used for the 2012 Annual Budget). In fairness the system of tax valuation operated by the State of Wisconsin must bear some of the responsibility for this problem. The error is complex and burdensome, with **potential implications for all property tax payers over the next three years.** While City officials, together with other municipalities and State legislators, work to develop a long-term solution to this problem, the City of Hartford is left with the impact of a major overvaluation of Washington County assessed valuations for our tax incremental districts. This error does not relate to specific properties. It is an error in the reporting of totals to the Wisconsin Department of Revenue. Nevertheless, the current system for correcting errors, mandated by the State, would allow the error, and then adjust with equal and opposite errors the subsequent year, finally restoring accuracy in the third year.

This solution is wholly unacceptable. It would drive property tax rates up \$.14 for 2012, then down \$.28 cents in 2013, then up again \$.14 in 2014, all other things being equal. The effect would be felt by all taxpayers, not just those in tax incremental districts. Because this solution is worse than the error which caused it, I have prepared two proposed 2012 Annual Budgets for the City of Hartford. The first proposed 2012 Annual Budget is the traditional presentation accompanying this transmittal memorandum. Although the property valuations shown in the SUMMARY section include the assessment error, the total property tax levy declines at a rate larger than that experienced by total assessed values in Washington County (which is a correct valuation). This presentation is provided to assure elected officials that the base budget offers a lower levy and lower taxes to the average residential taxpayer than the prior year. I emphasize this because the correction I am proposing to remove the effect of the assessment error for our property taxpayers will make it difficult to identify these facts.

I propose that we remove an amount from the Debt Retirement Sinking Fund (approximately \$152,000) sufficient to offset the increase in tax rate caused by this error, and thereby deliberately reduce the debt service portion of the property tax levy. In this way our Expenditure Restraint Aid will not be affected (it is based on General Fund expenditures), and we will be able to restore the property tax levy to its original level in 2013 without affecting levy limits (because debt service increases are excluded from levy limit calculations). **This is not a perfect solution,** and aims at a moving target. Its one-time effect upon tax incremental districts may not be recoverable in subsequent years. However, **this will allow the City to eliminate the impact of the assessment error from property tax bills,** and will render the error imperceptible to taxpayers.

#### **HIGHLIGHTS**

The ability of departments to meet the challenges of our new economic realities was a key factor in producing a proposed 2012 Annual Budget document with another tax decrease. Other major factors included:

- An employee salary and wage freeze for 2012
- A freeze in health insurance charges and benefits
- A modest increase in payments in lieu of taxes from our utilities
- Reduction in public street lighting to compensate for losses in State General Transportation Aids
- Reduction in City share of pension contributions to partially offset losses in Shared Revenues
- Increase in recycling fees (introduced mid-2011) to offset loss of State Recycling Aid
- Stabilization of debt service requirements by the Debt Retirement Sinking Fund

This proposed 2012 Annual Budget is, without doubt, the most difficult I have produced on your behalf. A major reduction in State Shared Revenues, General Transportation Aids, and Recycling Aid, combined with a serious property assessment error, have challenged us to continue the mission and plans of this government under extremely adverse circumstances. Extensive long-term planning, high levels of reserves, and prudence at all levels of decision making have assisted in overcoming these adversities. However, the major credit for this proposed 2012 Annual Budget document belongs to your excellent staff of department heads, and to a group of municipal employees who have continually risen to the challenges confronting them. It remains my great pleasure to assist them and you in meeting our collective responsibilities. If you agree that this budget proposal also rises to that challenge, the full credit belongs to them. If it fails to meet your expectations, the fault is entirely mine.

Respectfully submitted,

Gary Koppelberger  
City Administrator

**2012 BUDGET POLICIES**  
**City of Hartford Resolution #3305**  
**Approved by the Common Council July 12, 2011**

**WHEREAS**, the Mayor and Common Council of the City of Hartford, in accordance with Chapter 65 of the Wisconsin Statutes, are authorized to develop an Annual Budget for the City of Hartford; and,

**WHEREAS**, it is the desire of the Mayor and Common Council of the City of Hartford that the 2012 Annual Budget be consistent with the wishes of the electorate, and recognize the economic and cultural diversity of the community, as reflected in the mission statement and annual goals and the Common Council; now

**THEREFORE BE IT RESOLVED**, that the City of Hartford does establish the following BUDGET POLICIES, FISCAL 2012, and that the City Administrator is instructed to present to the Common Council on October 7, 2011 a proposed 2012 Annual Budget for the City of Hartford incorporating these goals and objectives.

**GENERAL BUDGET DEVELOPMENT POLICIES:**

1. The Annual Budget shall comply with the Municipal Code of the City of Hartford and all applicable Wisconsin Statutes. The Annual Budget will include budgets for all funds of the City, including the Hartford Community Development Authority, Housing Action, Inc., and the Hartford Downtown Business Improvement District.
2. The 2012 Annual Budget shall be developed as a cooperative effort among departments, committees of the Common Council, and the community. Throughout the budget development process department heads are encouraged to seek input from the committees, boards, or authorities exercising fiscal oversight of departmental operations, and/or the Finance and Personnel Committee. Any changes authorized by official oversight bodies will be incorporated within the Annual Budget.
3. The Annual Budget shall be developed to include the detail of financial activity for each service level (division), administrative level (department), and financial level (fund). Detailed information for each service level shall include Labor, Operation and Maintenance, Debt Service, Capital Outlay, and Non-Operating Expenditure lines, as well as Transfers to Other Funds. Revenues and Transfers shall be summarized for each service level. Financial and budgetary information shall be provided for the last audited calendar year, the current year's revised Annual Budget, the unaudited experience of the first six months of the current year, the anticipated financial results at the end of the current calendar year, and the official proposed Annual Budget. Financial data shall be summarized by rounding amounts to the nearest \$1,000. Detail shall also indicate the percentage change from the current Annual Budget to the proposed Annual Budget for each level of detail provided.
4. The 2012 Annual Budget shall identify projected fund balances and retained earnings for all funds at the end of the current calendar year, as well as amounts available from those sources to offset proposed budget expenditures. The impact of each service level upon the tax levy of the City of Hartford shall be clearly noted and compared to the previous year's budgeted results. Major expenditures and revenues shall be separately identified and described, and the impact of key financial decisions upon subsequent budgets shall be explained.
5. The City will place its highest priority upon increasing the efficiency and economy of service delivery. Wherever practical, performance measurement and productivity indicators will be introduced to the Annual Budget. Objectives and Activity Measures consistent with departmental goals will form an integral part of the Annual Budget.

**2012 BUDGET POLICIES**  
**City of Hartford Resolution #3305**  
**Approved by the Common Council July 12, 2011**

6. The Annual Budget shall include a Citywide table of organization and tables of organization by department or division. A summary of salaries and (separately) fringe benefits by permanent position shall be included within the document. A summary of labor allocations among service levels shall also be provided.
7. Each service level shall be presented with an employee count and a calculation of full-time equivalent employment, each compared to the previous two fiscal years.

**BUDGET DEVELOPMENT SCHEDULE:**

1. Annual Budget preparation documents shall be distributed to departments on June 17, 2011.
2. The City Administrator shall distribute a Budget Development Schedule to elected and appointed officials of the City on or before June 17, 2011.
3. The City Administrator and Finance Director shall meet with department heads on or before August 12, 2011 to assist in the development of the Annual Budget proposal.
4. Copies of the proposed 2012 Annual Budget will be submitted to the Mayor and Common Council and be available to the general public no later than the close of business on October 7, 2011.
5. The Common Council shall hold a series of Budget Workshops commencing October 11, 2011 and continuing on October 12 and 13, 2011 at 7:00 p.m. as warranted by the extent of Common Council review. Workshops shall be conducted in accordance with Section 4.27(3)(c) of the Municipal Code.
6. The Common Council shall hold a public hearing on the proposed 2012 Annual Budget pursuant to Wisconsin Statute and the Municipal Code on November 8, 2011 at 7:00 p.m.
7. Every effort will be made to communicate the implications of the 2012 Annual Budget to the citizens of Hartford. Public meetings will be televised whenever practical. Time will be allocated at the start of each Budget Workshop and the Budget Hearing for input from citizens, taxpayers, utility customers, and local organizations.

**PROGRAMMATIC POLICIES (Long-Term Commitments):**

1. The Annual Budget will be designed to enhance a sense of community within the City of Hartford by maximizing the efficiency of public funds, sponsoring responsible economic development, protecting existing neighborhood investment, and guarding environmental quality.
2. The Annual Budget will be a balanced budget. No programs will be funded from subsequent period budgets. All proposed carry-forwards of budgeted funds to future years must be approved by the Common Council prior to its last scheduled meeting of the year.
3. In order to enhance the productivity of the municipal work force consistent with the goal of controlling staff increases, the City is committed to providing adequate compensation, training, educational opportunities, technical support, and capital equipment resources to all programs.
4. The City of Hartford will maintain its cooperative partnership with the Hartford Area Development Corporation for the marketing of industrial land, the promotion and development of industrial growth within the City, and the sharing of economic benefits derived from this activity to the mutual advantage

**2012 BUDGET POLICIES**  
**City of Hartford Resolution #3305**  
**Approved by the Common Council July 12, 2011**

of the partners.

5. The Annual Budget will reflect the City's ongoing commitment to maintaining a diversified residential tax base, including single family, duplex, and multi-family housing opportunities for property owners and renters of all income levels.
6. The City commits itself to expanding areas of agreement and cooperation among other Washington and Dodge County governmental units, including the development of forums for discussion of items of common interest and service efficiency, in order to balance broad community needs and resources, as well as assisting in long-range planning efforts aimed at promoting the quality of life in our area without sacrificing beneficial development initiatives.
7. The City will consider advancing important transportation projects, particularly the Arthur Road Northern Transportation Route, and will provide funding in support of such projects.
8. The City shall include a description of facility maintenance to be accomplished during the year, consistent with projects identified in the 2005 Facility Maintenance Plan, as well as a complete review of items identified in the 2005 Plan. Sufficient funds shall be applied within each Annual Budget to assure the public that municipal structures will not be subject to functional obsolescence or deterioration within the calendar year.
9. The City will continue to fund a Vehicle Replacement Program, including a replacement schedule for all licensed equipment and other large equipment based upon projected useful life.
10. The City will continue to support a roadway repair/replacement policy which places highest priority on roadways of greatest age and highest traffic count.
11. The City shall, over a five-year period, average the annual resurfacing, replacement, reconstruction, or seal coating of at least 5% of the City's total roadways and alleyways. Each Annual Budget shall provide specific details of these calculations.
12. The City will continue efforts to preserve natural areas within the City, including woodland areas, unique geological features, and elements of the natural environment. The City will continue to emphasize the importance of human-sized transportation systems including pedestrian walkways and designated bicycle paths.
13. The City will include within its Annual Budgets over the next five years the funding of a comprehensive facilities plan approved in 2008, addressing the space needs of its departments through the year 2027.
14. The City, through its membership in Wisconsin Public Power, Inc., will continue efforts to place Hartford Electric in a position to meet customer needs by emphasizing affordable power and system reliability.
15. The City will continue the cooperative operation of electric distribution systems between the City of Hartford and the Village of Slinger, and the development of Hartford Electric consistent with the 2004 Electric Distribution System Study.
16. The Annual Budget will provide resources for the development of the Hartford Water Utility consistent with the December, 2003 Water System Study.

**2012 BUDGET POLICIES**  
**City of Hartford Resolution #3305**  
**Approved by the Common Council July 12, 2011**

17. The Annual Budget will reflect the City's long-term commitment to providing safe air transportation via the Hartford Municipal Airport, consistent with the approved Airport Layout Plan.
18. The City of Hartford commits itself to the transition of Hartford Fire and Rescue operations from a paid on-call emergency service to a full-time Fire and Rescue staff, operating from multiple sites in and around the City.
19. The City of Hartford commits itself to maintaining an around-the-clock emergency services dispatch center under the control of the Hartford Police Department during 2012, with the option to open discussion in the future for centralized dispatch services.
20. The City will maintain an active storm water control program, including the equitable funding of these controls, the environmental protection of the Pike Lake Watershed, and the protection of water quality in the Rock River Basin.
21. The City will follow, to the maximum practical extent, a pattern of development consistent with SEWRPC's 2020 Land Use Plan.

**PROGRAMMATIC POLICIES (Current Policy Objectives):**

1. The City of Hartford shall reflect in the 2012 Annual Budget its desire to accommodate growth without adversely affecting the City's "core business", including emergency services, utilities, and public works. Priority in the allocation of additional financial resources shall be first given to the operational needs of these core areas.
2. The City will endeavor to maintain its current level of service to its citizens. Any proposed service reductions must be submitted with a statement clearly identifying both the savings anticipated and the public impact of the reductions.
3. All employment vacancies resulting from resignation or retirement will be filled only upon the approval of the Finance and Personnel Committee.
4. The City will take all necessary steps to prevent the financial obligations of its tax incremental districts from impacting the tax levy and the undesignated fund balance of the General Fund.
5. The City will continue expansion and replacement of Hartford Municipal Airport infrastructures in cooperation with the State Bureau of Aeronautics.
6. The Table of Organization for the City of Hartford as presented in the 2012 Annual Budget shall not include any additional permanent positions, with the possible exception of one part-time maintenance person per the comprehensive facilities plan approved in 2008.
7. The City will commit all appropriate resources to the fulfillment of safety and safety training requirements of the Wisconsin Department of Commerce, as well as programs recommended by our risk management and safety consultants.
8. The Annual Budget will demonstrate the City's commitment to long-term staffing, training, and equipping of all emergency and safety programs.

**2012 BUDGET POLICIES**  
**City of Hartford Resolution #3305**  
**Approved by the Common Council July 12, 2011**

9. The Annual Budget will provide resources necessary to continue the City's commitment to providing regional fire services as requested by townships.
10. The Annual Budget shall demonstrate a commitment to making all recreation areas in the City as safe as possible for our citizens, including the replacement of dangerous or obsolete recreational equipment.
11. The Annual Budget will continue the City's pledge to develop a Rubicon River Parkway, creating a "green belt" through the City along its waterway.
12. Emphasis for calendar year 2012 shall continue to be placed upon the upgrading of existing electric distribution system components to ensure reliable service to customers.
13. The 2012 Annual Budget will not include provision for a Contingency Fund.

**REVENUE POLICIES:**

1. Budgeted revenues shall be based upon current trends and general price levels.
2. The City of Hartford shall continue to operate its electric, water, and sewer utilities without benefit of property tax levy. Hartford Electric and the Hartford Water Utility will continue to provide to the General Fund a payment in lieu of taxes per Public Service Commission rules. The Hartford Sewer Utility shall be responsible for payment to the General Fund of all indirect costs related to sewer system operations.
3. The City will review its Hartford Sewer Utility rate design to enable the utility to fully support reserve requirements and operating expenses of the Hartford Water Pollution Control Facility.
4. The City will not introduce changes to any utility rate tariffs during 2012.
5. Cost recovery fees and other non-property tax revenues, where appropriate, should be established to offset the cost of providing specific services, and will be reviewed annually by the Common Council in advance of the preparation of the Annual Budget. These fees and other revenues should be developed to recover costs associated with the service provided, recognizing that the City's ongoing social commitment to the community anticipates the creation of some user fees which will not recover 100% of associated costs.
6. The City will aggressively seek its fair share of available State and Federal grants and aids unless conditions attached to that assistance are contrary to the City's interests. Prior to applying for any intergovernmental aid, the City will examine the matching requirements so that the source and availability of funds may be determined before the application is made. The City will also assess the merits of a particular program as if it were funded with local tax dollars. Local tax dollars will not be used to make up for losses of intergovernmental aid without first reviewing the program and its merits.
7. The City will maintain a reasonable revaluation schedule to equitably distribute the cost of government among property owners.

**2012 BUDGET POLICIES**  
**City of Hartford Resolution #3305**  
**Approved by the Common Council July 12, 2011**

8. The property tax rate for the City of Hartford will not deviate more than \$0.05 from the assessed tax rate imposed for 2011, plus any change in levied debt service.
9. The City will, to the maximum extent possible, decrease dependence on property taxes and diversify the supporting revenue base in the General Fund.

**DEBT MANAGEMENT POLICY:**

1. Annual Budgets will ensure that debt management does not require the elimination of essential services.
2. No long-term debt shall be issued to finance operating expenditures.
3. The City will borrow each even numbered year for Capital Improvement Program purposes, with such borrowings being issued as General Obligation Promissory Notes or Bonds.
4. Biennial General Obligation Promissory Notes or Bonds shall have level annual payments except where significant funding sources outside the tax levy are available on a different schedule, or where facilities with anticipated useful lives in excess of 20 years are funded by such borrowings.
5. All biennial General Obligation Promissory Notes or Bonds (excluding issuances to fund major building structures) shall be repayable within 10 years of issuance.
6. Biennial General Obligation Promissory Notes shall not exceed \$3.25 million dollars.
7. The City will continue to provide tax levy support for debt service related to the Hartford Recreation Center.
8. The City will establish the undesignated fund balance in the General Fund (excluding amounts designated for working capital and encumbrances) at a minimum of 10% of the total revenues of the general fund and debt service fund, including property taxes. Undesignated fund balance beyond this level may be considered for the purpose of advance refunding of debt service issues or other non-recurring expenditures.
9. The City of Hartford shall be committed to meeting all bond and note covenants, and to act on behalf of bondholders in support of the City's general obligation bond rating.
10. The City of Hartford will maintain good communications with bond rating agencies, financial consultants, independent auditors, investors, and citizens regarding its financial condition.

**CAPITAL IMPROVEMENT PROGRAM and CAPITAL OUTLAY POLICIES:**

1. The 2012 Annual Budget shall incorporate in its entirety the 2012-2016 Capital Improvement Program reviewed by the Common Council on September 13 - 15, 2011. The Capital Improvement Program shall schedule the acquisition of physical, operational assets with useful lives of more than one year and original costs of at least \$15,000.
2. A minimum 10% of the previous year's debt service tax levy (excluding debt service for the new

**2012 BUDGET POLICIES**  
**City of Hartford Resolution #3305**  
**Approved by the Common Council July 12, 2011**

Hartford Recreation Center) shall be placed upon the 2012 property tax levy to fund 2012 Capital Improvement and Capital Outlay projects and items.

3. The 2012 Annual Budget shall provide all resources necessary to accomplish each 2012 Capital Improvement Program project within the calendar year and within the budget identified for the specific project. Any 2012 Capital Improvement Program project which, as a result of subsequent events, cannot be completed within the calendar year established for that project, must be reviewed by the Common Council prior to initiation of the project.
4. Capital projects shall be categorized by priorities 1, 2, 3, or 4. Projects ranked 1 or 2 shall be completed according to the Capital Improvement Program schedule. (See Exception below.) Projects ranked 3 or 4 may be adjusted or deleted for budgetary purposes within the construction period, subject to the instructions of the Common Council.

EXCEPTION: Capital projects funded by long-term debt shall be completed according to the Capital Improvement Program, provided the total borrowed cost of these projects does not exceed 110% of funds borrowed.

5. Capital Outlay items shall be defined as all fixed assets with original costs equal to or greater than \$5000 but less than \$15,000.
6. The useful life of financed construction projects shall exceed the term of the financing.
7. The Capital Improvement Program 2012-2016 shall include the conclusions approved by the Common Council from the 2008 facilities study including the scheduling and funding of the Hartford Police Department, Veterans Memorial Pool, and future Hartford Fire & Rescue locations.

City of Hartford, Wisconsin  
 2012 Annual Budget  
 History of Property Values  
 1986—2012

Budget Year	Assessed Values Without TID's	Assessed Values With TID's	Equalized Values with TID's	Equalization Ratio (Assessed/Equalized)
1986	\$165,016,120	\$173,859,040	\$170,366,300	102.05%
1987	\$167,020,037	\$177,505,010	\$172,808,100	102.72%
1988	\$168,513,132	\$178,921,090	\$180,873,900	98.92%
1989	\$173,244,033	\$183,402,894	\$185,686,400	98.77%
1990	\$183,606,026	\$189,023,735	\$203,335,500	92.96%
1991	\$189,546,051	\$194,947,860	\$212,001,500	91.96%
1992	\$212,414,460	\$219,541,132	\$237,898,800	92.28%
1993	\$221,322,999	\$237,563,435	\$256,265,500	92.70%
1994	\$225,341,251	\$242,030,370	\$286,488,300	84.48%
1995	\$308,544,803	\$338,158,120	\$328,368,800	102.98%
1996	\$320,503,079	\$355,484,900	\$377,988,900	94.05%
1997	\$359,300,352	\$408,270,300	\$412,389,900	99.00%
1998	\$377,042,512	\$428,734,210	\$448,906,400	95.51%
1999	\$441,248,320	\$496,685,640	\$499,355,400	99.47%
2000	\$470,663,778	\$527,745,655	\$542,898,600	97.21%
2001	\$523,114,991	\$597,528,800	\$582,738,700	102.54%
2002	\$545,380,947	\$619,281,802	\$630,815,000	98.17%
2003	\$596,753,580	\$695,637,520	\$678,649,700	102.50%
2004	\$625,832,669	\$703,068,640	\$725,616,900	96.89%
2005	\$776,841,076	\$838,425,320	\$823,168,600	101.85%
2006	\$828,116,841	\$893,959,610	\$971,796,600	91.99%
2007	\$854,046,761	\$955,396,930	\$1,070,611,000	89.24%
2008	\$1,036,876,999	\$1,149,624,000	\$1,139,775,700	100.86%
2009	\$1,067,894,158	\$1,195,458,020	\$1,236,809,100	96.66%
2010	\$1,083,641,318	\$1,216,135,150	\$1,236,029,200	98.39%
2011	\$1,088,565,459	\$1,219,424,103	\$1,177,067,800	103.60%
2012	\$1,062,159,551	\$1,220,490,126	\$1,152,726,500	105.88%

City of Hartford, Wisconsin 2012 Annual Budget History of Property Tax Levies by Fund (1986—2012)
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Budget Year	General Fund	Library Fund	Transportation Fund	Debt Service Funds	Capital Project Funds	Airport Fund	Recreation Fund	Property Tax Levy
1986	\$1,217,918	\$0	\$0	\$0	\$0	\$0	\$0	\$1,217,918
1987	\$1,702,210	\$0	\$0	\$0	\$0	\$0	\$0	\$1,702,210
1988	\$1,782,851	\$0	\$0	\$0	\$0	\$0	\$0	\$1,782,851
1989	\$1,901,493	\$0	\$0	\$0	\$0	\$0	\$0	\$1,901,493
1990	\$1,441,969	\$0	\$0	\$569,875	\$0	\$0	\$0	\$2,011,844
1991	\$1,357,051	\$0	\$0	\$585,540	\$0	\$0	\$0	\$1,942,591
1992	\$1,480,793	\$0	\$0	\$477,267	\$0	\$0	\$0	\$1,958,060
1993	\$1,293,984	\$0	\$4,279	\$529,388	\$215,965	\$0	\$0	\$2,043,616
1994	\$1,470,558	\$0	\$14,033	\$446,461	\$139,864	\$0	\$0	\$2,070,916
1995	\$1,519,708	\$0	\$7,607	\$388,114	\$354,487	\$0	\$0	\$2,269,916
1996	\$1,783,589	\$0	\$7,380	\$404,615	\$156,255	\$0	\$0	\$2,351,839
1997	\$1,865,402	\$0	\$20,274	\$540,169	\$229,200	\$0	\$0	\$2,655,045
1998	\$2,039,273	\$356,166	\$19,758	\$391,419	\$0	\$0	\$0	\$2,806,616
1999	\$2,284,193	\$349,391	\$18,884	\$619,969	\$0	\$0	\$0	\$3,272,437
2000	\$1,934,554	\$371,291	\$6,801	\$605,333	\$613,100	\$0	\$0	\$3,531,079
2001	\$2,294,212	\$371,197	\$28,246	\$828,667	\$352,875	\$48,740	\$0	\$3,923,937
2002	\$2,621,189	\$371,197	\$13,746	\$951,439	\$0	\$0	\$254,000	\$4,211,571
2003	\$2,490,410	\$445,606	\$10,394	\$1,514,114	\$0	\$0	\$66,282	\$4,526,806
2004	\$2,606,565	\$449,306	\$13,078	\$1,406,062	\$0	\$0	\$252,896	\$4,727,907
2005	\$3,006,042	\$480,071	\$8,400	\$1,344,875	\$0	\$0	\$294,357	\$5,133,745
2006	\$3,216,885	\$513,436	\$3,531	\$1,624,538	\$0	\$0	\$99,445	\$5,457,835
2007	\$3,306,507	\$535,377	\$20,877	\$1,690,467	\$0	\$0	\$55,163	\$5,608,391
2008	\$3,467,389	\$565,415	\$25,306	\$1,688,160	\$0	\$0	\$54,780	\$5,801,050
2009	\$3,699,623	\$576,298	\$23,770	\$1,756,865	\$0	\$0	\$55,000	\$6,111,556
2010	\$3,753,647	\$576,298	\$15,000	\$1,782,036	\$0	\$0	\$55,000	\$6,181,981
2011	\$3,693,284	\$576,298	\$19,951	\$1,864,350	\$0	\$0	\$0	\$6,153,883
2012	\$3,668,668	\$576,298	\$13,684	\$1,712,350	\$0	\$0	\$0	\$5,971,000

City of Hartford, Wisconsin  
 2012 Annual Budget  
 (Washington County—Hartford School)  
 History of Property Tax Rates and Ratios  
 Including All Overlapping Taxing Entities (1986—2012)

Budget Year	VTAE						Less: State Tax Credit	Rate Per	Ratio of	Rate Per
	City	HUHS	Joint 1	District	County	State		\$1000 Assessed Value	Assessed to Equalized	\$1000 Equalized Value
1986	\$7.38	\$4.28	\$10.77	\$1.56	\$3.07	\$0.19	(\$3.96)	\$23.29	102.05%	\$23.77
1987	\$10.19	\$5.01	\$11.81	\$1.62	\$3.36	\$0.19	(\$4.52)	\$27.66	102.72%	\$28.41
1988	\$10.58	\$5.16	\$12.57	\$1.68	\$3.98	\$0.20	(\$2.73)	\$31.44	98.92%	\$31.10
1989	\$10.97	\$5.79	\$12.77	\$1.66	\$4.03	\$0.20	(\$2.83)	\$32.59	98.77%	\$32.19
1990	\$10.97	\$6.18	\$12.99	\$1.77	\$4.29	\$0.22	(\$2.89)	\$33.53	92.96%	\$31.17
1991	\$10.25	\$7.00	\$14.12	\$1.78	\$4.29	\$0.22	(\$2.82)	\$34.84	91.96%	\$32.04
1992	\$9.22	\$7.55	\$14.62	\$1.77	\$4.57	\$0.22	(\$2.40)	\$35.55	92.28%	\$32.81
1993	\$9.24	\$8.49	\$14.68	\$1.80	\$4.66	\$0.22	(\$2.40)	\$36.69	81.35%	\$29.85
1994	\$9.20	\$8.77	\$15.33	\$1.91	\$5.02	\$0.24	(\$2.41)	\$38.06	84.31%	\$32.09
1995	\$7.36	\$6.47	\$11.03	\$1.51	\$4.13	\$0.19	(\$1.79)	\$28.90	102.98%	\$29.76
1996	\$7.34	\$6.49	\$11.51	\$1.58	\$4.30	\$0.21	(\$1.72)	\$29.71	93.68%	\$27.83
1997	\$7.39	\$4.91	\$7.80	\$1.45	\$3.96	\$0.20	(\$2.26)	\$23.45	99.03%	\$23.22
1998	\$7.44	\$5.38	\$7.90	\$1.48	\$4.15	\$0.21	(\$2.16)	\$24.40	95.16%	\$23.22
1999	\$7.42	\$5.10	\$7.60	\$1.43	\$3.95	\$0.20	(\$1.89)	\$23.81	99.45%	\$23.68
2000	\$7.50	\$4.81	\$7.88	\$1.48	\$4.05	\$0.21	(\$1.83)	\$24.10	97.03%	\$23.38
2001	\$7.50	\$4.56	\$7.38	\$1.55	\$3.92	\$0.20	(\$1.73)	\$23.38	100.01%	\$23.38
2002	\$7.72	\$4.54	\$7.37	\$1.60	\$3.89	\$0.20	(\$1.68)	\$23.64	98.17%	\$23.21
2003	\$7.58	\$4.13	\$6.87	\$1.56	\$3.65	\$0.20	(\$1.55)	\$22.44	102.50%	\$23.00
2004	\$7.55	\$4.46	\$7.04	\$1.58	\$3.56	\$0.21	(\$1.47)	\$22.93	96.89%	\$22.22
2005	\$6.61	\$4.12	\$5.84	\$1.44	\$3.19	\$0.19	(\$1.22)	\$20.17	101.85%	\$20.54
2006	\$6.59	\$4.01	\$5.78	\$1.54	\$3.31	\$0.20	(\$1.15)	\$20.28	91.99%	\$18.66
2007	\$6.57	\$4.14	\$6.17	\$1.55	\$3.27	\$0.20	(\$1.42)	\$20.48	89.24%	\$18.28
2008	\$5.59	\$3.55	\$5.36	\$1.32	\$2.77	\$0.17	(\$1.36)	\$17.40	100.86%	\$17.55
2009	\$5.72	\$3.58	\$5.47	\$1.39	\$2.80	\$0.18	(\$1.49)	\$17.65	96.66%	\$17.06
2010	\$5.70	\$3.88	\$6.08	\$1.41	\$2.82	\$0.17	(\$1.46)	\$18.60	98.39%	\$18.30
2011	\$5.65	\$3.94	\$6.37	\$1.40	\$2.75	\$0.16	(\$1.46)	\$18.81	103.60%	\$19.49
2012	\$5.63	\$3.70	\$6.43	\$1.40	\$2.70	\$0.16	(\$1.50)	\$18.52	105.80%	\$19.59

**CITY OF HARTFORD, WISCONSIN  
CALCULATION OF PROPERTY TAX MIL RATE  
WITHOUT CORRECTION OF ASSESSMENT ERROR  
BUDGET YEAR 2012  
AS PROPOSED**

	2011	2012	ACTUAL CHANGE	% CHANGE
ASSESSED VALUE - WASHINGTON COUNTY	\$1,168,786,703	\$1,165,216,414	(\$3,570,289)	-.31%
EQUALIZED VALUE - WASHINGTON COUNTY	\$1,123,984,100	\$1,101,309,600	(\$22,674,500)	-2.02%
ASSESSED TO EQUALIZED RATIO - WASHINGTON COUNTY	1.039860531	1.058028019	\$0.018167488	1.75%
EQUALIZED INCREMENT TID #4 WASHINGTON COUNTY ONLY	\$59,192,500	\$80,971,800	\$21,779,300	36.79%
EQUALIZED INCREMENT TID #5	\$17,831,300	\$17,530,300	(\$301,000)	-1.69%
EQUALIZED INCREMENT TID #6	\$582,500	\$0.00	(\$582,500)	-100.00%
ASSESSED MANUFACTURING ROLL - WASHINGTON COUNTY	\$64,727,600	\$64,857,564	\$129,964	.20%
TOTAL ASSESSED ROLL - WASHINGTON COUNTY W/TIDS	\$1,168,786,703	\$1,165,216,414	(\$3,570,289)	-.31%
TOTAL EQUALIZED ROLL - WASHINGTON COUNTY W/TIDS	\$1,123,984,100	\$1,101,309,600	(\$22,674,500)	-2.02%
TOTAL EQUALIZED TID INCREMENTS-WASHINGTON COUNTY	\$77,606,300	\$98,502,100	\$20,895,800	26.93%
TOTAL WASHINGTON CO EQUALIZED ROLL FOR TAX LEVY PURPOSES WO/TID	\$1,046,377,800	\$1,002,807,500	(\$43,570,300)	-4.16%
TOTAL WASH COUNTY ASSESSMENT ROLL WITHOUT TIDS	\$1,088,086,974.68	\$1,060,998,432.30	(\$27,088,542)	-2.49%
ASSESSED VALUE - DODGE COUNTY	\$50,637,400	\$55,273,712	\$4,636,312	9.16%
EQUALIZED VALUE - DODGE COUNTY	\$53,083,700	\$51,416,900	(\$1,666,800)	-3.14%
ASSESSED TO EQUALIZED RATIO - DODGE COUNTY	0.953916174	1.075010590	0.121094416	12.69%
EQUALIZED INCREMENT TID #4 DODGE COUNTY ONLY	\$52,582,100	\$50,336,800	(\$2,245,300)	-4.27%
ASSESSED MANUFACTURING ROLL - DODGE COUNTY	\$49,039,400	\$52,800,012	\$3,760,612	7.67%
TOTAL ASSESSED ROLL - DODGE COUNTY W /TIDS	\$50,637,400	\$55,273,712	\$4,636,312	9.16%
TOTAL EQUALIZED ROLL - DODGE COUNTY W/ TIDS	\$53,083,700	\$51,416,900	(\$1,666,800)	-3.14%
TOTAL EQUALIZED TID INCREMENTS-DODGE COUNTY	\$52,582,100	\$50,336,800	(\$2,245,300)	-4.27%
TOTAL DODGE CO EQUALIZED ROLL FOR TAX LEVY PURPOSES WO/TID	\$501,600	\$1,080,100	\$578,500	115.33%
TOTAL DODGE COUNTY ASSESSMENT ROLL WO/TIDS	\$478,484.35	\$1,161,118.94	\$682,634.59	142.67%
TOTAL BOTH COUNTIES EQUALIZED ROLL FOR TAX LEVY PURPOSES	\$1,046,879,400	\$1,003,887,600	(\$42,991,800)	-4.11%
PROPORTION OF LEVY TO BE COLLECTED IN WASHINGTON COUNTY	0.999520862	0.998924083	(0.000596779)	-0.06%
PROPORTION OF LEVY TO BE COLLECTED IN DODGE COUNTY	0.000479138	0.001075917	0.000596779	124.55%
TAX LEVY FOR GENERAL OPERATIONS FUND	\$3,693,284	\$3,668,668	(\$24,616)	-0.67%
TAX LEVY FOR LIBRARY FUND	\$576,298	\$576,298	\$0.00	0.00%
TAX LEVY FOR TRANSPORTATION PROGRAM FUND	\$19,951	\$13,684	(\$6,267)	-31.41%
TAX LEVY FOR DEBT SERVICE FUND	\$1,864,350	\$1,864,350	\$0	.00%
TAX LEVY FOR RECREATION CENTER FUND	\$0	\$0.00	\$0	.00%
TOTAL TAX LEVY	\$6,153,883	\$6,123,000	(\$30,883)	-.50%
WASHINGTON COUNTY TAX LEVY	\$6,150,934.44	\$6,118,637.76	(\$32,296.68)	-.53%
DODGE COUNTY TAX LEVY	\$2,948.56	\$6,590.24	\$3,641.68	123.51%

**CITY OF HARTFORD, WISCONSIN  
CALCULATION OF PROPERTY TAX MIL RATE  
WITH CORRECTION OF ASSESSMENT ERROR  
BUDGET YEAR 2012  
FINAL**

	2011	2012	ACTUAL CHANGE	% CHANGE
ASSESSED VALUE - WASHINGTON COUNTY	\$1,168,786,703	\$1,165,216,414	(\$3,570,289)	-31%
EQUALIZED VALUE - WASHINGTON COUNTY	\$1,123,984,100	\$1,101,309,600	(\$22,674,500)	-2.02%
ASSESSED TO EQUALIZED RATIO - WASHINGTON COUNTY	1.039860531	1.058028019	\$0.018167488	1.75%
EQUALIZED INCREMENT TID #4 WASHINGTON COUNTY ONLY	\$59,192,500	\$80,971,800	\$21,779,300	36.79%
EQUALIZED INCREMENT TID #5	\$17,831,300	\$17,530,300	(\$301,000)	-1.69%
EQUALIZED INCREMENT TID #6	\$582,500	\$0.00	(\$582,500)	-100.00%
ASSESSED MANUFACTURING ROLL - WASHINGTON COUNTY	\$64,727,600	\$64,857,564	\$129,964	.20%
TOTAL ASSESSED ROLL - WASHINGTON COUNTY W/TIDS	\$1,168,786,703	\$1,165,216,414	(\$3,570,289)	-31%
TOTAL EQUALIZED ROLL - WASHINGTON COUNTY W/TIDS	\$1,123,984,100	\$1,101,309,600	(\$22,674,500)	-2.02%
TOTAL EQUALIZED TID INCREMENTS-WASHINGTON COUNTY	\$77,606,300	\$98,502,100	\$20,895,800	26.93%
TOTAL WASHINGTON CO EQUALIZED ROLL FOR TAX LEVY PURPOSES WO/TID	\$1,046,377,800	\$1,002,807,500	(\$43,570,300)	-4.16%
TOTAL WASH COUNTY ASSESSMENT ROLL WITHOUT TIDS	\$1,088,086,974.68	\$1,060,998,432.30	(\$27,088,542)	-2.49%
ASSESSED VALUE - DODGE COUNTY	\$50,637,400	\$55,273,712	\$4,636,312	9.16%
EQUALIZED VALUE - DODGE COUNTY	\$53,083,700	\$51,416,900	(\$1,666,800)	-3.14%
ASSESSED TO EQUALIZED RATIO - DODGE COUNTY	0.953916174	1.075010590	0.121094416	12.69%
EQUALIZED INCREMENT TID #4 DODGE COUNTY ONLY	\$52,582,100	\$50,336,800	(\$2,245,300)	-4.27%
ASSESSED MANUFACTURING ROLL - DODGE COUNTY	\$49,039,400	\$52,800,012	\$3,760,612	7.67%
TOTAL ASSESSED ROLL - DODGE COUNTY W /TIDS	\$50,637,400	\$55,273,712	\$4,636,312	9.16%
TOTAL EQUALIZED ROLL - DODGE COUNTY W/ TIDS	\$53,083,700	\$51,416,900	(\$1,666,800)	-3.14%
TOTAL EQUALIZED TID INCREMENTS-DODGE COUNTY	\$52,582,100	\$50,336,800	(\$2,245,300)	-4.27%
TOTAL DODGE CO EQUALIZED ROLL FOR TAX LEVY PURPOSES WO/TID	\$501,600	\$1,080,100	\$578,500	115.33%
TOTAL DODGE COUNTY ASSESSMENT ROLL WO/TIDS	\$478,484.35	\$1,161,118.94	\$682,634.59	142.67%
TOTAL BOTH COUNTIES EQUALIZED ROLL FOR TAX LEVY PURPOSES	\$1,046,879,400	\$1,003,887,600	(\$42,991,800)	-4.11%
PROPORTION OF LEVY TO BE COLLECTED IN WASHINGTON COUNTY	0.999520862	0.998924083	(0.000596779)	-0.06%
PROPORTION OF LEVY TO BE COLLECTED IN DODGE COUNTY	0.000479138	0.001075917	0.000596779	124.55%
TAX LEVY FOR GENERAL OPERATIONS FUND	\$3,693,284	\$3,668,668	(\$24,616)	-0.67%
TAX LEVY FOR LIBRARY FUND	\$576,298	\$576,298	\$0.00	0.00%
TAX LEVY FOR TRANSPORTATION PROGRAM FUND	\$19,951	\$13,684	(\$6,267)	-31.41%
TAX LEVY FOR DEBT SERVICE FUND	\$1,864,350	\$1,712,350	(\$152,000)	-8.15%
TOTAL TAX LEVY	\$6,153,883	\$5,791,000	(\$362,883)	-5.90%
WASHINGTON COUNTY TAX LEVY	\$6,150,934.44	\$5,966,801.30	(\$184,133.14)	-2.99%
DODGE COUNTY TAX LEVY	\$2,948.56	\$6,426.70	\$3,478.14	117.96%
WASHINGTON COUNTY ASSESSED TAX RATE	5.65298049	5.623760714	(\$0.03)	-.52%
DODGE COUNTY ASSESSED TAX RATE	6.162293349	5.534918875	(\$0.63)	-10.18%

City of Hartford, Wisconsin  
 2012 Annual Budget  
 History of General Obligation Debt and Population  
 1986—2011

<b>Budget Year</b>	<b>General Obligation Debt at December 31</b>	<b>City of Hartford Population</b>	<b>General Obligation Debt Per Capita</b>
1986	\$5,407,600	7,604	\$711
1987	\$7,074,286	7,605	\$930
1988	\$8,968,165	7,679	\$1,168
1989	\$9,301,000	7,892	\$1,179
1990	\$8,860,000	8,188	\$1,082
1991	\$10,469,706	8,349	\$1,254
1992	\$11,649,945	8,489	\$1,372
1993	\$12,038,142	8,635	\$1,394
1994	\$10,880,436	8,804	\$1,236
1995	\$10,131,705	8,911	\$1,137
1996	\$11,771,891	9,087	\$1,295
1997	\$10,985,813	9,325	\$1,178
1998	\$18,003,409	9,822	\$1,833
1999	\$17,099,559	9,888	\$1,729
2000	\$20,239,085	10,118	\$2,000
2001	\$19,316,864	10,905	\$1,771
2002	\$21,067,716	11,424	\$1,844
2003	\$19,801,400	11,719	\$1,690
2004	\$21,873,435	12,049	\$1,815
2005	\$22,221,421	12,732	\$1,745
2006	\$23,207,276	13,035	\$1,780
2007	\$22,560,000	13,556	\$1,664
2008	\$22,865,000	13,700	\$1,669
2009	\$20,535,000	13,900	\$1,477
2010	\$21,290,000	13,970	\$1,524
2011	\$23,860,000	14,253	\$1,674

City of Hartford, Wisconsin  
 2012 Annual Budget  
 Amortization of Outstanding Principal  
 All General Obligation Debt (2011—2021)

Budget Year	1997 G.O. Bonds	1998 G.O. Notes	2011 G.O. NAN's	2002 Refunding Bonds	2012 Refunding Bonds	2004 G.O. Notes	2006 Refunding Bonds	2006 G.O. Notes	2007 Taxable Notes	2008 G.O. Notes	2010 Refunding Bonds	2010 G.O. Notes	Total To Be Paid
2011	\$110,000	\$425,000	\$0	\$195,000	Pending	\$250,000	\$115,000	\$250,000	\$50,000	\$400,000	\$60,000	\$575,000	\$2,430,000
2012	\$115,000		\$5,000,000	\$205,000		\$255,000	\$120,000	\$260,000	\$60,000	\$400,000	\$530,000	\$600,000	\$7,545,000
2013				\$215,000		\$270,000	\$405,000	\$270,000	\$75,000	\$425,000	\$510,000	\$275,000	\$2,445,000
2014				\$225,000		\$280,000	\$420,000	\$280,000	\$80,000	\$435,000	\$530,000	\$275,000	\$2,525,000
2015				\$235,000			\$785,000	\$290,000	\$85,000	\$450,000	\$530,000	\$300,000	\$2,675,000
2016				\$245,000			\$825,000	\$300,000	\$85,000	\$465,000	\$530,000	\$300,000	\$2,750,000
2017				\$255,000			\$905,000		\$100,000	\$485,000	\$545,000	\$300,000	\$2,590,000
2018				\$270,000			\$740,000		\$100,000	\$500,000	\$400,000	\$300,000	\$2,310,000
2019									\$125,000			\$325,000	\$450,000
2020									\$125,000			\$330,000	\$455,000
2021									\$115,000				\$115,000
TOTALS	\$225,000	\$425,000	\$5,000,000	\$1,845,000	\$0	\$1,055,000	\$4,315,000	\$1,650,000	\$1,000,000	\$3,560,000	\$3,635,000	\$3,580,000	\$26,290,000

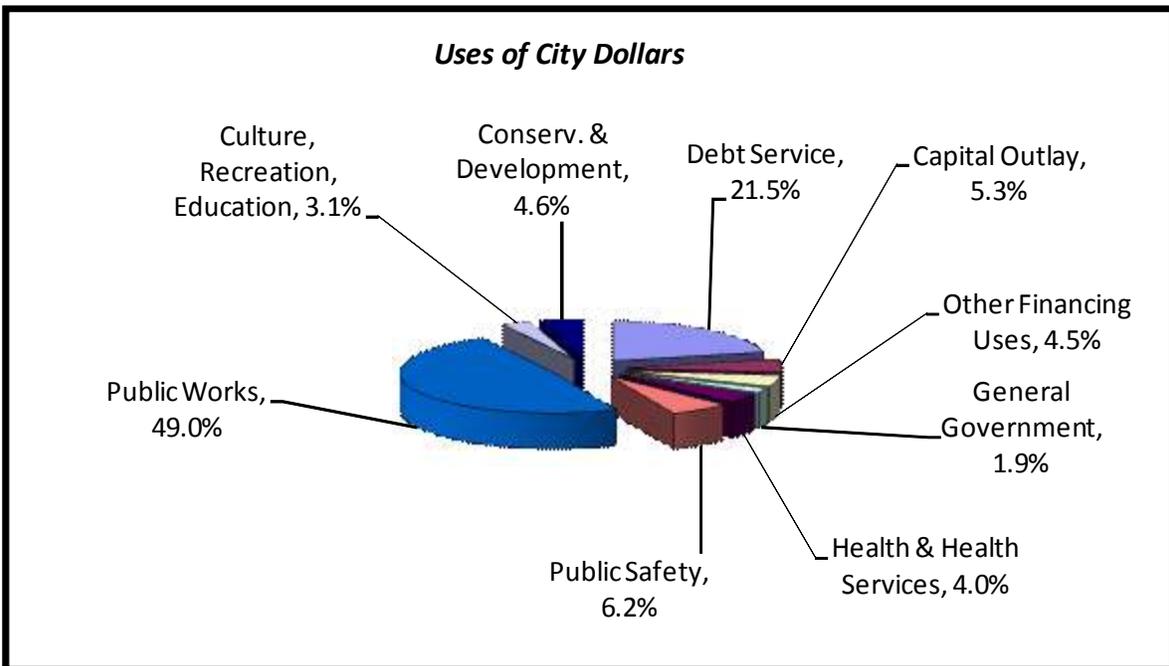
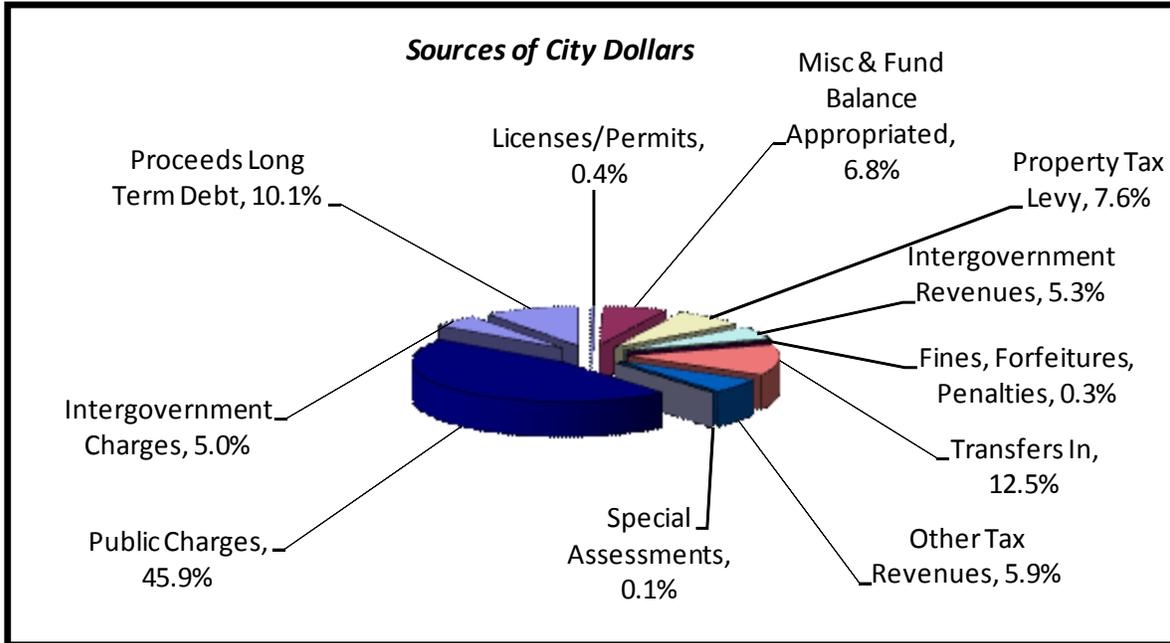
## Summary of All Funds

To account for the acquisition, use, and balances of expendable financial resources and the related liabilities of governmental and proprietary funds.

	Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>					
Labor	12787	11935	11573	11356	-5%
Operations and Maintenance	36239	36596	36758	39027	7%
Debt Service	9440	5089	5021	9994	96%
Capital Outlay	3872	8110	10066	3214	-60%
Nonoperating Expenditures	6	20	20	20	0%
Transfers To Other Funds	4806	5463	5557	10313	89%
<b>Total Expenditures &amp; Transfers</b>	<b>67150</b>	<b>67213</b>	<b>68995</b>	<b>73924</b>	<b>10%</b>
<b>Revenues and Transfers In</b>					
Other Tax Revenues	4684	4628	4783	4769	3%
Special Assessments	83	58	52	49	-16%
Intergovernmental Revenues	5787	4730	3893	4309	-9%
Licenses and Permits	344	330	401	338	2%
Fines, Forfeitures, Penalties	241	242	228	228	-6%
Public Charges for Services	33597	35241	35524	37240	6%
Intergovernmental Charges	3962	4157	4135	4090	-2%
Miscellaneous Revenues	11210	8961	8910	13739	53%
Transfers From Other Funds	4806	5463	5557	10313	89%
Sub-Total	64714	63810	63483	75075	18%
Surplus Applied (Generated)	-3746	-2751	-642	-7122	159%
Property Tax Levy	6182	6154	6154	5971	-3%
<b>Total Revenues and Transfers</b>	<b>67150</b>	<b>67213</b>	<b>68995</b>	<b>73924</b>	<b>10%</b>

# Summary of Fund Activity

## All Funds



## Summary of Governmental Funds

To account for the acquisition, use, and balances of expendable financial resources and the related current liabilities (except those accounted for in proprietary and fiduciary funds).

This Summary of Governmental Funds consolidates information found on Summary of Fund Type pages for: General Fund, Special Revenue Funds, Debt Service Funds, Capital Project Funds.

	Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>					
Labor	6934	6909	6912	6769	-2%
Operations and Maintenance	3336	3660	3511	3643	0%
Debt Service	7772	3470	3488	8559	147%
Capital Outlay	3872	8110	10066	3214	-60%
Nonoperating Expenditures	0	0	0	0	0%
Transfers To Other Funds	3640	4156	4273	9521	129%
<b>Total Expenditures &amp; Transfers</b>	<b>25554</b>	<b>26305</b>	<b>28250</b>	<b>31706</b>	<b>21%</b>
<b>Revenues and Transfers In</b>					
Other Tax Revenues	4660	4600	4755	4740	3%
Special Assessments	83	58	52	49	-16%
Intergovernmental Revenues	2271	2863	2308	2621	-8%
Licenses and Permits	167	155	218	163	5%
Fines, Forfeitures, Penalties	241	242	228	228	-6%
Public Charges for Services	1281	1194	1197	1230	3%
Intergovernmental Charges	397	398	398	399	0%
Miscellaneous Revenues	8241	7006	7039	11482	64%
Transfers From Other Funds	4806	3054	3066	8032	163%
Sub-Total	22147	19570	19261	28944	48%
Surplus Applied (Generated)	-2775	581	2835	-3209	-652%
Property Tax Levy	6182	6154	6154	5971	-3%
<b>Total Revenues and Transfers</b>	<b>25554</b>	<b>26305</b>	<b>28250</b>	<b>31706</b>	<b>21%</b>

## Summary of Proprietary Funds

To account for a government's ongoing organizations and activities that are similar to those often found in the private sector.

This Summary of Proprietary Funds consolidates information found on Summary of Fund Type pages for: Enterprise Funds, Internal Service Funds.

	Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>					
Labor	5853	5026	4661	4587	-9%
Operations and Maintenance	32903	32936	33247	35384	7%
Debt Service	1668	1619	1533	1435	-11%
Capital Outlay	0	0	0	0	0%
Nonoperating Expenditures	6	20	20	20	0%
Transfers To Other Funds	1166	1307	1284	792	-39%
<b>Total Expenditures &amp; Transfers</b>	<b>41596</b>	<b>40908</b>	<b>40745</b>	<b>42218</b>	<b>3%</b>
<b>Revenues and Transfers In</b>					
Other Tax Revenues	24	28	28	29	4%
Special Assessments					
Intergovernmental Revenues	3516	1867	1585	1688	-10%
Licenses and Permits	177	175	183	175	0%
Fines, Forfeitures, Penalties	0	0	0	0	0%
Public Charges for Services	32316	34047	34327	36010	6%
Intergovernmental Charges	3565	3759	3737	3691	-2%
Miscellaneous Revenues	2969	1955	1871	2257	15%
Transfers From Other Funds	0	2409	2491	2281	-5%
Sub-Total	42567	44240	44222	46131	4%
Surplus Applied (Generated)	-971	-3332	-3477	-3913	17%
Property Tax Levy	0	0	0	0	0%
<b>Total Revenues and Transfers</b>	<b>41596</b>	<b>40908</b>	<b>40745</b>	<b>42218</b>	<b>3%</b>

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***GENERAL***

***FUND***

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# Summary of Fund Type

## GENERAL FUND

To account for all financial resources except those required to be accounted for in another fund. The General Fund is the chief operating fund of the City of Hartford.

The Summary of Fund Type for the General Fund consolidates the following departments:

<b>Legislative</b>	<b>General Administration</b>
<b>Clerical Administration</b>	<b>Financial Administration</b>
<b>Public Safety</b>	<b>Public Works</b>
<b>Parks and Recreation</b>	<b>Planning and Development</b>

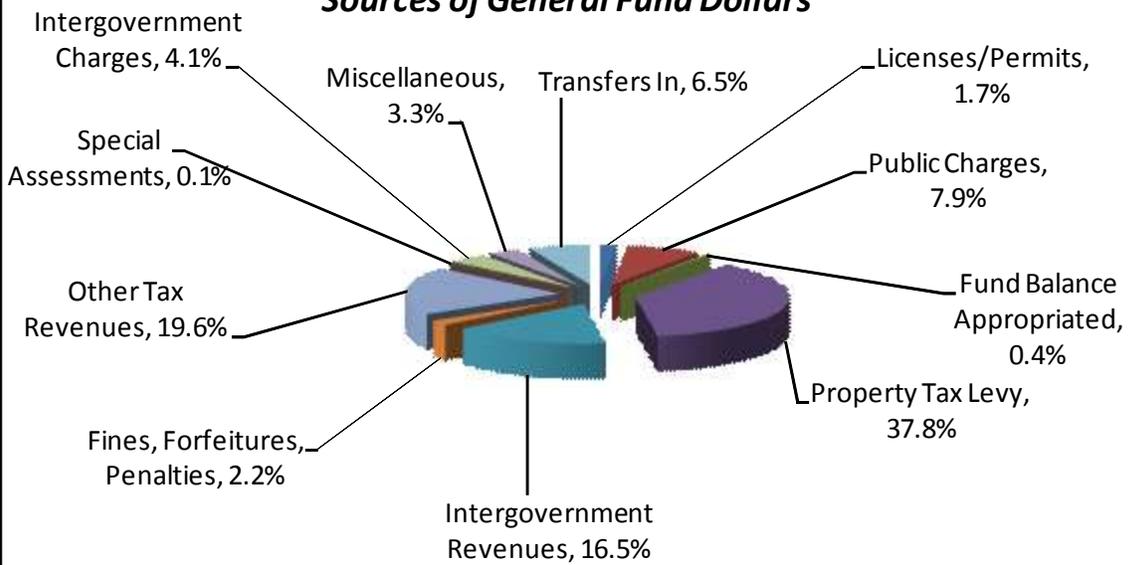
	Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>					
Labor	5753	5688	5708	5560	-2%
Operations and Maintenance	2704	2929	2819	2913	0%
Debt Service	0	0	2	0	0%
Capital Outlay	782	585	549	834	43%
Nonoperating Expenditures	0	0	0	0	0%
Transfers To Other Funds	326	380	380	405	7%
<b>Total Expenditures &amp; Transfers</b>	<b>9565</b>	<b>9582</b>	<b>9458</b>	<b>9712</b>	<b>1%</b>
<b>Revenues and Transfers In</b>					
Other Tax Revenues	1809	1758	1833	1904	8%
Special Assessments	42	17	11	8	-53%
Intergovernmental Revenues	1791	1794	1814	1605	-11%
Licenses and Permits	167	155	218	163	5%
Fines, Forfeitures, Penalties	224	222	209	209	-6%
Public Charges for Services	742	744	742	764	3%
Intergovernmental Charges	397	398	398	399	0%
Miscellaneous Revenues	218	287	293	322	12%
Transfers From Other Funds	690	436	436	629	44%
Sub-Total	6080	5811	5954	6003	3%
Surplus Applied (Generated)	-269	78	-189	40	-46%
Property Tax Levy	3754	3693	3693	3669	-1%
<b>Total Revenues and Transfers</b>	<b>9565</b>	<b>9582</b>	<b>9458</b>	<b>9712</b>	<b>1%</b>

# Summary of Fund Activity

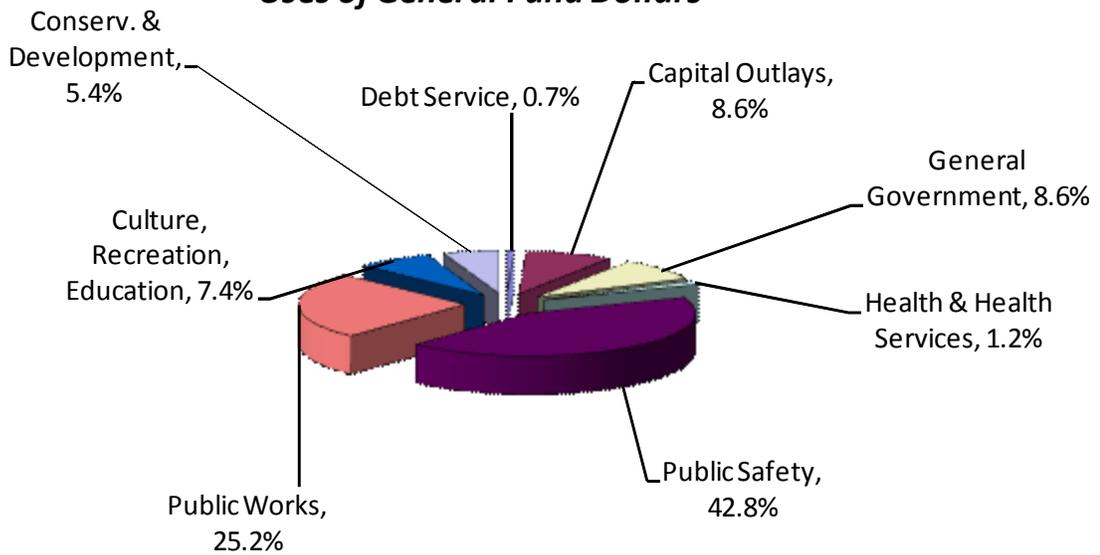
## General Fund

To account for all financial resources except those required to be accounted for in another fund. The General Fund is the chief operating fund for the City of Hartford

### Sources of General Fund Dollars



### Uses of General Fund Dollars



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***LEGISLATIVE AND  
GENERAL ADMINISTRATION***

***DEPARTMENTAL  
BUDGET  
SUMMARIES***

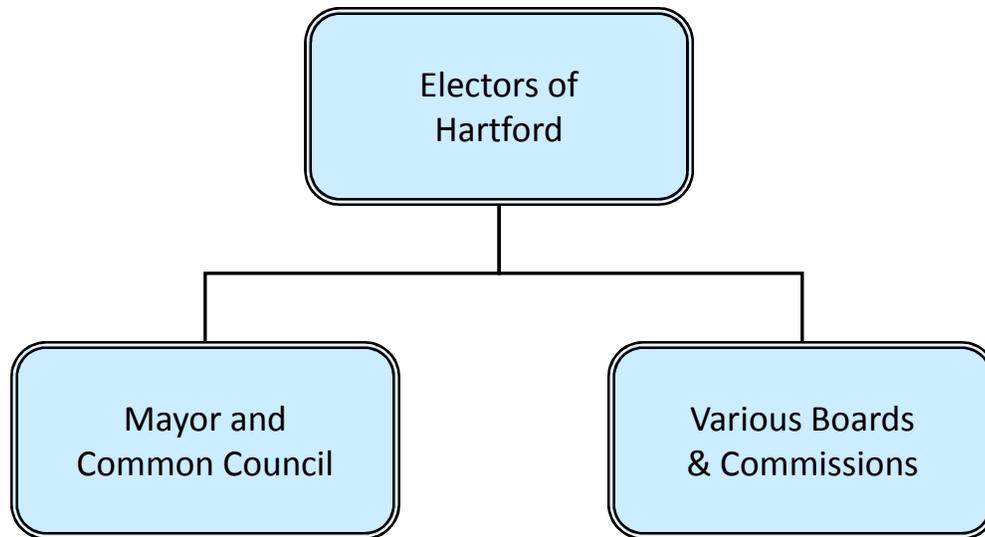
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# Legislative Department Budget Detail

**Fund:** General

**Department:** Legislative

**Manager:** Mayor and Common Council



	Actual Exp/Rev 2010	Revised Budget 2011	Forecast Exp/Rev 2011	Approved Budget 2012	<i><b>% of Change</b></i>
Employee Count	10	10	10	10	<b>0%</b>
Full Time Equivalent Positions	10	10	10	10	<b>0%</b>

# Legislative Department Budget Detail

**Fund:** General **Department:** Legislative  
**Manager:** Mayor and Common Council

**GOALS:** To perform legislative oversight of City government operations by adopting ordinances, resolutions, and policies deemed to be in the best interest of the City of Hartford.

**OBJECTIVES:** Maintain a comprehensive land use (growth management) plan.  
 Monitor compliance with 2012 Budget Policies.  
 Maintain all aspects of Debt Management Policy.  
 Complete construction of all budgeted capital projects.

	Unit of Measure	Actual 2009	Actual 2010	Forecast 2011	Planned 2012
<b>Activity Measures:</b>					
Common Council Meetings	Meetings	23	23	23	23
Standing Committee Meetings (3)	Meetings	36	33	34	35
Special Meetings	Meetings	2	2	2	2
	Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>					
Labor	47	48	48	48	0%
Operations and Maintenance	5	5	6	6	20%
Debt Service					
Capital Outlay					
Nonoperating Expenditures					
Transfers to Other Funds					
<b>Total Expenditures and Transfers</b>	<b>52</b>	<b>53</b>	<b>54</b>	<b>54</b>	<b>2%</b>
Less: Revenues and Transfers In	0	0	0	0	0%
<b>Net Cost to General Revenues</b>	<b>52</b>	<b>53</b>	<b>54</b>	<b>54</b>	<b>2%</b>

**HIGHLIGHTS:** Labor costs include Police & Fire Commission.  
 No change in elected official compensation.



## General Administration Department Summary

<b>Fund:</b> General	<b>Department:</b> General Administration
<b>Manager:</b> City Administrator	<b>Division:</b> Combined

The Department of General Administration consolidates services in the following Detail Pages:

City Administrator  
Legal  
Municipal Court

Animal Control  
Personnel  
Miscellaneous Operations

	Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>					
Labor	107	105	106	104	-1%
Operations and Maintenance	198	201	193	201	0%
Debt Service	0	0	2	0	0%
Capital Outlay	0	73	73	0	-100%
Nonoperating Expenditures	0	0	0	0	0%
Transfers to Other Funds	326	380	380	405	7%
<b>Total Expenditures and Transfers</b>	<b>631</b>	<b>759</b>	<b>754</b>	<b>710</b>	<b>-6%</b>
Less: Revenues and Transfers In	3481	3190	3258	3416	7%
<b>Net Cost to General Revenues</b>	<b>-2850</b>	<b>-2431</b>	<b>-2504</b>	<b>-2706</b>	<b>11%</b>



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***GENERAL ADMINISTRATION***

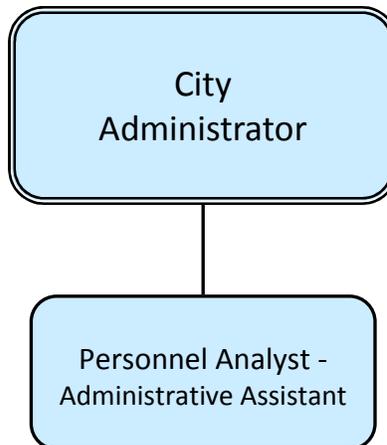
***Division***  
***Detail***

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## City Administration Budget Detail

<b>Fund:</b> General	<b>Department:</b> General Administration
<b>Manager:</b> City Administrator	<b>Division:</b> City Administration

The Division of City Administration oversees the daily operation of municipal government, including the execution of Common Council policies, the recommendation of alternative procedures for improved operating efficiency, and the coordination of departmental efforts toward Common Council goals.



	Actual Exp/Rev 2010	Revised Budget 2011	Forecast Exp/Rev 2011	Approved Budget 2012	<i><b>% of Change</b></i>
Employee Count	2	2	2	2	<b>0%</b>
Full Time Equivalent Positions	0.985	0.985	0.985	0.985	<b>0%</b>

## City Administration Budget Detail

<b>Fund:</b> General	<b>Department:</b> General Administration
<b>Manager:</b> City Administrator	<b>Division:</b> City Administration

**GOALS:** To oversee and administer all operations of the City of Hartford, act as administrative officer in the execution of Council approved policies, and recommend to the Mayor and Council appropriate alternatives for the efficient and effective management of the City.

**OBJECTIVES:** Implement strategic plan of Mayor and Common Council through the development of appropriate policies and procedures.  
 Annually monitor the City's debt management program.  
 Manage utility operating strategies and rates.  
 Maintain Facilities Maintenance Program.  
 Assist Common Council in stabilizing the annual tax levy.  
 Coordinate a strategic land use (growth management) program.  
 Optimize external communications of City government.

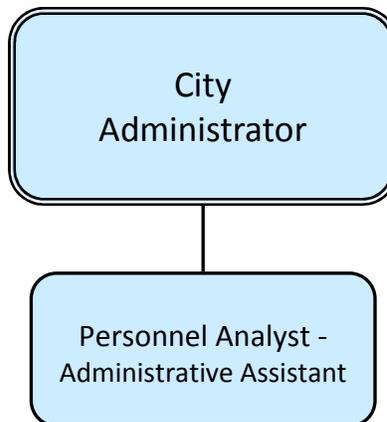
	Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>					
Labor	99	97	98	96	-1%
Operations and Maintenance	10	13	12	12	-8%
Debt Service					
Capital Outlay	0	73	73	0	-100%
Nonoperating Expenditures					
Transfers to Other Funds					
<b>Total Expenditures and Transfers</b>	<b>109</b>	<b>183</b>	<b>183</b>	<b>108</b>	<b>-41%</b>
Less: Revenues and Transfers In	0	0	0	0	0%
<b>Net Cost to General Revenues</b>	<b>109</b>	<b>183</b>	<b>183</b>	<b>108</b>	<b>-41%</b>

**HIGHLIGHTS:** 2011 Capital Outlay was new voice over IP telecommunications project for City facilities.

## Personnel Budget Detail

<b>Fund:</b>	<b>General</b>	<b>Department:</b>	<b>General Administration</b>
<b>Manager:</b>	<b>City Administrator</b>	<b>Division:</b>	<b>Personnel</b>

The Personnel Division operates within the City Administration office. This division oversees selection and training of new employees, coordination of grievance procedures with department heads, and the negotiation of contracts with all collective bargaining units. The Personnel Division also coordinates the administration of employee benefit programs, such as health and dental insurance, flexible benefit plans, and the wellness program. Complete employment and performance records of employees are maintained in the City Administration office.



	Actual Exp/Rev 2010	Revised Budget 2011	Forecast Exp/Rev 2011	Approved Budget 2012	<b>% of Change</b>
Employee Count	0	0	0	0	<b>0%</b>
Full Time Equivalent Positions	0.1	0.1	0.1	0.1	<b>0%</b>

## Personnel Budget Detail

<b>Fund:</b>	<b>General</b>	<b>Department:</b>	<b>General Administration</b>
<b>Manager:</b>	<b>City Administrator</b>	<b>Division:</b>	<b>Personnel</b>

**GOALS:** Develop, implement, and coordinate policies and programs covering all aspects of employment, labor relations, selection, orientation, and training, and health benefits.

**OBJECTIVES:** Monitor and evaluate Health Incentive and Wellness Programs.  
Negotiate successor collective bargaining agreements.

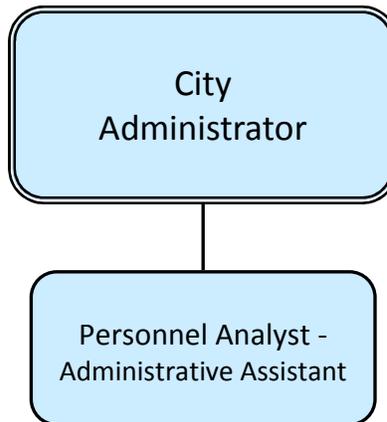
	Unit of Measure	Actual 2009	Actual 2010	Forecast 2011	Planned 2012
<b>Activity Measures:</b>					
Full Time Employees	Employees	127	124	121	122
Part Time Employees	Employees	29	25	33	34
	Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>					
Labor	8	8	8	8	0%
Operations and Maintenance	4	5	5	5	0%
Debt Service					
Capital Outlay					
Nonoperating Expenditures					
Transfers to Other Funds					
Total Expenditures and Transfers	12	13	13	13	0%
Less: Revenues and Transfers In	0	0	0	0	0%
<b>Net Cost to General Revenues</b>	<b>12</b>	<b>13</b>	<b>13</b>	<b>13</b>	<b>0%</b>

**HIGHLIGHTS:** New part-time Maintenance III position added in 2012. Full-time employee hired in the Sewer Utility in 2012.  
Collective bargaining agreements for all four locals expired on 12/31/10.

*Municipal Court Budget Detail*

<b>Fund:</b>	<b>General</b>	<b>Department:</b>	<b>General Administration</b>
<b>Manager:</b>	<b>City Administrator</b>	<b>Division:</b>	<b>Municipal Court</b>

The City of Hartford participates in the Mid-Moraine Municipal Court System, organized by local governmental units in Washington and Ozaukee Counties to provide an efficient judicial forum for uncontested criminal actions. The Municipal Court Division includes a traveling court official to hear local cases in City Hall, avoiding the inconvenience to the public of traveling to county courthouses. The program also reduces court time and travel costs of law enforcement officers testifying in courts. The cost of municipal court operations is assessed to participating municipalities on the basis of caseload, with court costs recoverable through fees assessed to defendants.



	Actual Exp/Rev 2010	Revised Budget 2011	Forecast Exp/Rev 2011	Approved Budget 2012	<i><b>% of Change</b></i>
Employee Count	0	0	0	0	<i><b>0%</b></i>
Full Time Equivalent Positions	0	0	0	0	<i><b>0%</b></i>

## Municipal Court Budget Detail

<b>Fund:</b>	<b>General</b>	<b>Department:</b>	<b>General Administration</b>
<b>Manager:</b>	<b>City Administrator</b>	<b>Division:</b>	<b>Municipal Court</b>

**GOALS:** To provide an efficient judicial forum for the disposition of municipal code, OWI, and other uncontested criminal actions through membership in the Mid-Moraine Municipal Court System.

**OBJECTIVES:** Maintain minimum once a month court schedule in City.  
Continue participation in Mid-Moraine Municipal Court Administrative Committee.  
Monitor deterioration in court revenues.

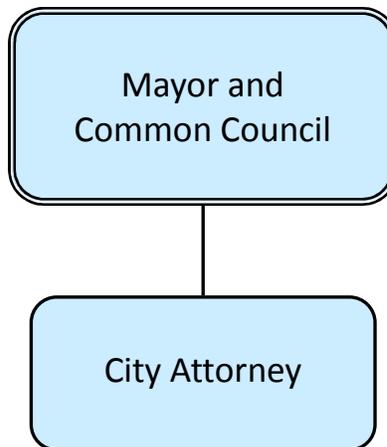
	Unit of Measure	Actual 2009	Actual 2010	Forecast 2011	Planned 2012
<b>Activity Measures:</b>					
Citations Issued	Citations	2600	2550	2700	2700
	Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>					
Labor					
Operations and Maintenance	62	62	62	64	0%
Debt Service					
Capital Outlay					
Nonoperating Expenditures					
Transfers to Other Funds					
Total Expenditures and Transfers	62	62	62	62	0%
Less: Revenues and Transfers In	46	62	50	54	-13%
<b>Net Cost to General Revenues</b>	16	0	12	10	100%

**HIGHLIGHTS:** Fines and forfeitures from municipal court activities are shown in Law Enforcement.  
Changes in allowable court fees cause deterioration in overall court revenues and fines.

## Legal Budget Detail

<b>Fund:</b>	<b>General</b>	<b>Department:</b>	<b>General Administration</b>
<b>Manager:</b>	<b>City Attorney</b>	<b>Division:</b>	<b>Legal</b>

The Office of the City Attorney comprises the Legal Division. Hartford retains a City Attorney on a contractual basis with an area law firm. The Division is responsible for providing professional legal services to the City, including a legal review of all contractual arrangements and documents, interpretation of Ordinances, and representation in legal forums.



	Actual Exp/Rev 2010	Revised Budget 2011	Forecast Exp/Rev 2011	Approved Budget 2012	<i><b>% of Change</b></i>
Employee Count	0	0	0	0	<b>0%</b>
Full Time Equivalent Positions	0	0	0	0	<b>0%</b>

## Legal Budget Detail

<b>Fund:</b>	<b>General</b>	<b>Department:</b>	<b>General Administration</b>
<b>Manager:</b>	<b>City Attorney</b>	<b>Division:</b>	<b>Legal</b>

**GOALS:** To provide prompt, professional legal services to the City of Hartford.

**OBJECTIVES:** Maintain twice a week City Hall office hours.  
 Review for legal sufficiency all ordinances, resolutions, contracts, agreements, leases, etc., as required.  
 Represent the City in litigation and Municipal Court prosecutions.  
 Assist negotiation for new collective bargaining agreements.

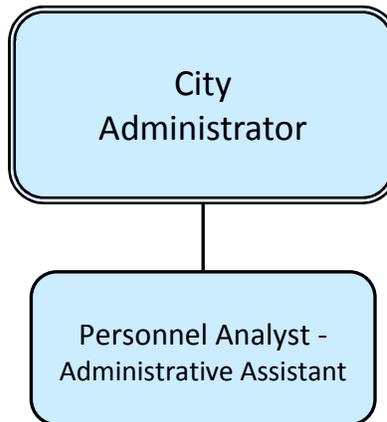
	Unit of Measure	Actual 2009	Actual 2010	Forecast 2011	Planned 2012
<b>Activity Measures:</b>					
Ordinances & Resolutions	Ordinances	50	50	50	50
Annexation & Development Agreements	Agreements	2	2	1	2
Prepare/Review Deeds & Easements	Documents	10	10	10	10
Traffic/Municipal Court Cases	Cases	2600	2600	2600	2600
	Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>					
Labor					
Operations and Maintenance	53	53	46	50	-6%
Debt Service					
Capital Outlay					
Nonoperating Expenditures					
Transfers to Other Funds					
<b>Total Expenditures and Transfers</b>	<b>53</b>	<b>53</b>	<b>46</b>	<b>50</b>	<b>-6%</b>
Less: Revenues and Transfers In	0	0	0	0	0%
<b>Net Cost to General Revenues</b>	<b>53</b>	<b>53</b>	<b>46</b>	<b>50</b>	<b>-6%</b>

**HIGHLIGHTS:** 2012 attorney fees unchanged at \$175/hour. Reduction in 2012 due to allocation of costs to TID #7 project.

## Animal Control Budget Detail

<b>Fund:</b>	<b>General</b>	<b>Department:</b>	<b>General Administration</b>
<b>Manager:</b>	<b>City Administrator</b>	<b>Division:</b>	<b>Animal Control</b>

In mid-1998 the City of Hartford reached an agreement with the Washington County Humane Society for the removal and care of cats and other feral and stray animals. This agreement provides services which the City would otherwise be required to provide at higher cost using City employees.



	Actual Exp/Rev 2010	Revised Budget 2011	Forecast Exp/Rev 2011	Approved Budget 2012	<i><b>% of Change</b></i>
Employee Count	0	0	0	0	<b>0%</b>
Full Time Equivalent Positions	0	0	0	0	<b>0%</b>

## Animal Control Budget Detail

<b>Fund:</b>	<b>General</b>	<b>Department:</b>	<b>General Administration</b>
<b>Manager:</b>	<b>City Administrator</b>	<b>Division:</b>	<b>Animal Control</b>

**GOALS:** To provide safe and healthy community environment by contracting for the removal of feral and stray cats and other animals by the Washington County Humane Society.

**OBJECTIVES:** Monitor the value of the current contract.

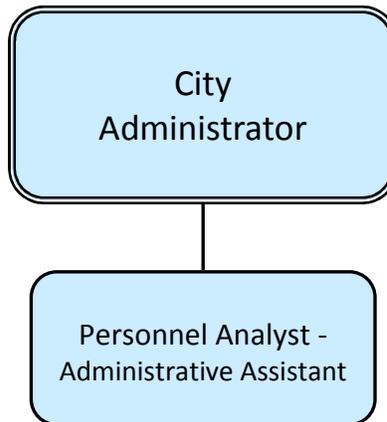
	Unit of Measure	Actual 2009	Actual 2010	Forecast 2011	Planned 2012
<b>Activity Measures:</b>					
Stray Cats Received	Animals	100	95	95	95
Wildlife Received	Animals	11	11	11	11
	Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>					
Labor					
Operations and Maintenance	5	4	4	4	0%
Debt Service					
Capital Outlay					
Nonoperating Expenditures					
Transfers to Other Funds					
<b>Total Expenditures and Transfers</b>	<b>5</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>0%</b>
Less: Revenues and Transfers In	0	0	0	0	0%
<b>Net Cost to General Revenues</b>	<b>5</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>0%</b>

**HIGHLIGHTS:** Partial offset of costs is accomplished through the issuance of cat licenses (revenue to Treasury Division of Financial Administration).

## Miscellaneous Operations Budget

<b>Fund:</b> General	<b>Department:</b> General Administration
<b>Manager:</b> City Administrator	<b>Division:</b> Miscellaneous Operations

Miscellaneous Operations include transfers from/to other funds, as well as unallocated expenditures and revenues (chiefly the General Fund tax levy, utility payments in lieu of taxes, property insurance and contingency funds). The application of any undesignated fund balance from the General Fund is recorded under Miscellaneous Operations.



	Actual Exp/Rev 2010	Revised Budget 2011	Forecast Exp/Rev 2011	Approved Budget 2012	<i><b>% of Change</b></i>
Employee Count	0	0	0	0	<i><b>0%</b></i>
Full Time Equivalent Positions	0	0	0	0	<i><b>0%</b></i>

## Miscellaneous Operations Budget

<b>Fund:</b> General	<b>Department:</b> General Administration
<b>Manager:</b> City Administrator	<b>Division:</b> Miscellaneous Operations

**GOALS:** To provide a segregation of unallocated expenditures and revenues from tax levies, payments in lieu of taxes, interfund transfers involving the General Fund, State Shared Revenues, and contingency accounts.

**OBJECTIVES:** Maintain a timely accounting record of unallocated expenditures and revenues to assist presentation of interim budgetary results.  
Maximize state aids by appropriate allocation of costs among operations.

	Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>					
Labor					
Operations and Maintenance	64	64	64	66	3%
Debt Service	0	0	2	0	0%
Capital Outlay					
Nonoperating Expenditures	0	0	0	0	0%
Transfers to Other Funds	326	380	380	405	7%
<b>Total Expenditures and Transfers</b>	<b>390</b>	<b>444</b>	<b>446</b>	<b>471</b>	<b>6%</b>
Less: Revenues and Transfers In	3435	3128	3208	3362	7%
<b>Net Cost to General Revenues</b>	<b>-3045</b>	<b>-2684</b>	<b>-2762</b>	<b>-2891</b>	<b>8%</b>

**HIGHLIGHTS:** State Shared Revenues and Expenditure Restraint Program aids decrease \$111,000 in 2012. Operation and Maintenance reflects unallocated insurance costs. Payments in lieu of taxes increase \$12,000 in 2012. No Contingency Fund allocation in 2012.



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***CLERICAL ADMINISTRATION***

***DEPARTMENTAL***

***BUDGET***

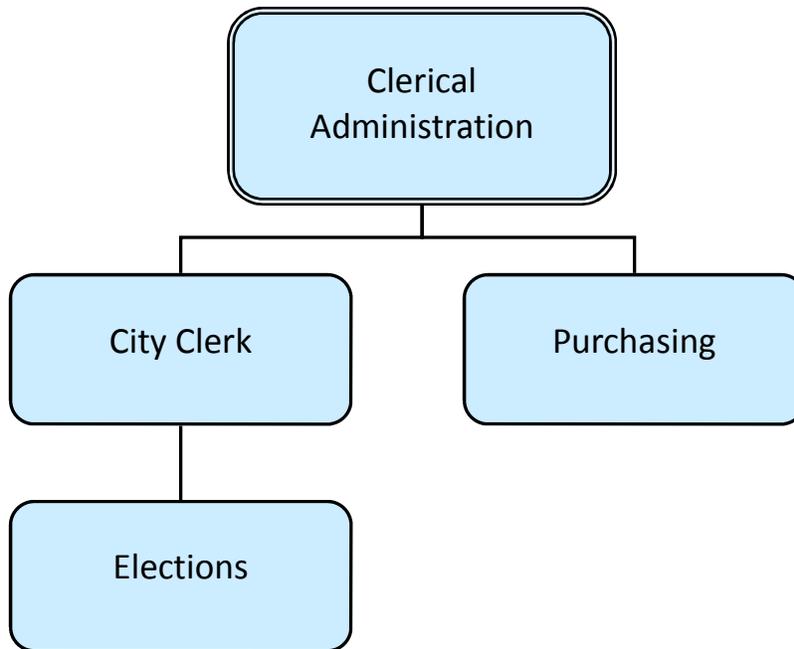
***SUMMARIES***

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## Clerical Administration Department Summary

<b>Fund:</b>	<b>General</b>	<b>Department:</b>	<b>Clerical Administration</b>
<b>Manager:</b>	<b>City Clerk</b>	<b>Division:</b>	<b>Combined</b>

The Clerical Administration Department is composed of three divisions (City Clerk, Elections, and Purchasing), all found within the General Fund.



	Actual Exp/Rev 2010	Revised Budget 2011	Forecast Exp/Rev 2011	Approved Budget 2012	<b>% of Change</b>
Employee Count	2.0	2.0	2.0	2.0	<b>0%</b>
Full Time Equivalent Positions	1.54	1.54	1.54	1.54	<b>0%</b>

Clerical Administration  
Department Summary

<b>Fund:</b>	<b>General</b>	<b>Department:</b>	<b>Clerical Administration</b>
<b>Manager:</b>	<b>City Clerk</b>	<b>Division:</b>	<b>Combined</b>

The Department of Clerical Administration consolidates services in the following Detail Pages:

City Clerk	Elections
Purchasing	

	Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>					
Labor	134	127	127	128	1%
Operations and Maintenance	73	79	78	79	0%
Debt Service					
Capital Outlay					
Nonoperating Expenditures					
Transfers to Other Funds					
<b>Total Expenditures and Transfers</b>	<b>207</b>	<b>206</b>	<b>205</b>	<b>207</b>	<b>0%</b>
Less: Revenues and Transfers In	98	74	73	74	0%
<b>Net Cost to General Revenues</b>	<b>109</b>	<b>132</b>	<b>132</b>	<b>133</b>	<b>1%</b>



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***CLERICAL ADMINISTRATION***

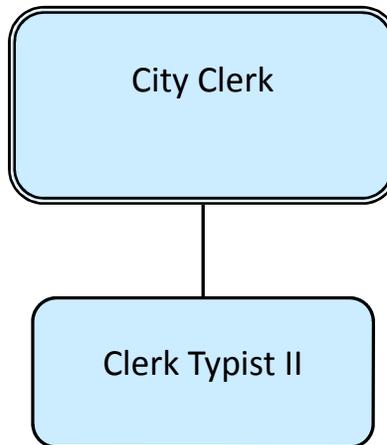
***Division***  
***Detail***

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## City Clerk Budget Detail

<b>Fund:</b> General	<b>Department:</b> Clerical Administration
<b>Manager:</b> City Clerk	<b>Division:</b> City Clerk

The Office of the City Clerk is responsible for providing staff support to the Common Council, including the recording of public records and minutes of all public sessions of deliberative bodies. The City Clerk is also responsible for the licensing of various professions and activities within the City.



	Actual Exp/Rev 2010	Revised Budget 2011	Forecast Exp/Rev 2011	Approved Budget 2012	<i>% of Change</i>
Employee Count	2.0	2.0	2.0	2.0	<b>0%</b>
Full Time Equivalent Positions	1.44	1.44	1.44	1.38	<b>-4.17%</b>

## City Clerk Budget Detail

<b>Fund:</b> General	<b>Department:</b> Clerical Administration
<b>Manager:</b> City Clerk	<b>Division:</b> City Clerk

**GOALS:** Contribute to effective City administration by assisting the Common Council in providing prompt and efficient clerical support and assisting the citizenry in defining applicable City ordinances/ state laws, open records requests.

**OBJECTIVES:** Provide prompt record and transcription of all Common Council and standing committee meetings. Prepare all professional and other license applications for immediate submission to the Finance and Personnel Committee for review. Assist in the preparation of ordinances and resolutions and provide for the codification of same.

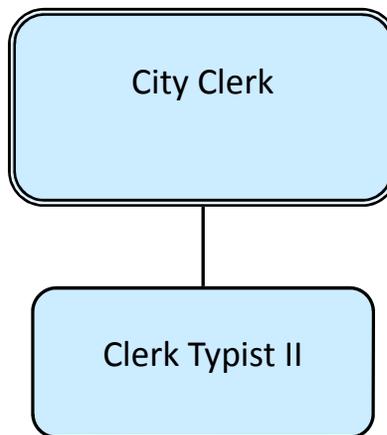
<b>Activity Measures:</b>	<b>Unit of Measure</b>	<b>Actual 2009</b>	<b>Actual 2010</b>	<b>Forecast 2011</b>	<b>Planned 2012</b>
Master Electrician Licenses	Licenses	80	71	75	75
Bartender Licenses	Licenses	164	174	170	175
Miscellaneous (Cigarette)	Licenses	23	19	19	19
Special Assessment Letters	Letters	272	254	250	255
Ordinances	Ordinances	22	22	27	27
Resolutions	Resolutions	38	29	25	27
	<b>Actual Exp/Rev 2010 (\$000's)</b>	<b>Revised Budget 2011 (\$000's)</b>	<b>Forecast Exp/Rev 2011 (\$000's)</b>	<b>Approved Budget 2012 (\$000's)</b>	<b>% of Budget Change</b>
<b>Expenditures and Transfers Out</b>					
Labor	117	115	115	106	-8%
Operations and Maintenance	68	74	73	72	-3%
Debt Service					
Capital Outlay					
Nonoperating Expenditures					
Transfers to Other Funds					
<b>Total Expenditures and Transfers</b>	<b>185</b>	<b>189</b>	<b>188</b>	<b>178</b>	<b>-6%</b>
Less: Revenues and Transfers In	98	74	73	74	0%
<b>Net Cost to General Revenues</b>	<b>87</b>	<b>115</b>	<b>115</b>	<b>104</b>	<b>-10%</b>

**HIGHLIGHTS:** No permit fee increases in 2009, 2010, 2011 or 2012.

## Elections Budget Detail

<b>Fund:</b> General	<b>Department:</b> Clerical Administration
<b>Manager:</b> City Clerk	<b>Division:</b> Elections

All municipal elections are conducted through the Department of Clerical Administration. Adherence to election statutes, monitoring the election day activities, and prompt reporting of election results are overseen by the Elections Division, under the management of the City Clerk.



	Actual Exp/Rev 2010	Revised Budget 2011	Forecast Exp/Rev 2011	Approved Budget 2012	<i><b>% of Change</b></i>
Employee Count	0	0	0	0	<b>0%</b>
Full Time Equivalent Positions	0.1	0.1	0.1	0.16	<b>60%</b>

## Elections Budget Detail

<b>Fund:</b> General	<b>Department:</b> Clerical Administration
<b>Manager:</b> City Clerk	<b>Division:</b> Elections

**GOALS:** To conduct elections within the City of Hartford within existing statutes and ordinances, and promptly report and record election results.

**OBJECTIVES:** Conduct scheduled elections, test voting machines, register voters, recruit, select and train officials, and process absentee ballots. Maintain accurate and comprehensive voter registration listing in statewide voter registration system. Review and certify nomination papers for validity and sufficiency.

<b>Activity Measures:</b>	<b>Unit of Measure</b>	<b>Actual 2009</b>	<b>Actual 2010</b>	<b>Forecast 2011</b>	<b>Planned 2012</b>
Elections Administered	Elections	2	4	2	4
New Voter Registrations	Registrations	20	838	122	900
Training Sessions Conducted	Sessions	2	2	1	2
Absentee Ballots Issued	Ballots	288	1361	385	2000
	<b>Actual Exp/Rev 2010 (\$000's)</b>	<b>Revised Budget 2011 (\$000's)</b>	<b>Forecast Exp/Rev 2011 (\$000's)</b>	<b>Approved Budget 2012 (\$000's)</b>	<b>% of Budget Change</b>
<b>Expenditures and Transfers Out</b>					
Labor	17	12	12	22	83%
Operations and Maintenance	2	2	2	4	100%
Debt Service					
Capital Outlay					
Nonoperating Expenditures					
Transfers to Other Funds					
<b>Total Expenditures and Transfers</b>	<b>19</b>	<b>14</b>	<b>14</b>	<b>26</b>	<b>86%</b>
Less: Revenues and Transfers In	0	0	0	0	0%
<b>Net Cost to General Revenues</b>	<b>19</b>	<b>14</b>	<b>14</b>	<b>26</b>	<b>86%</b>

**HIGHLIGHTS:** 2012 labor costs increase due to more scheduled elections.

## Purchasing Detail

<b>Fund:</b> General	<b>Department:</b> Clerical Administration
<b>Manager:</b> City Clerk	<b>Division:</b> Purchasing

The Purchasing Division is responsible for coordinating a decentralized purchasing system and assisting departments in obtaining needed goods and services. The division monitors procurement authorizations and maintains a central store of office supplies.

City Clerk

	Actual Exp/Rev 2010	Revised Budget 2011	Forecast Exp/Rev 2011	Approved Budget 2012	<i>% of Change</i>
Employee Count	0	0	0	0	<b>0%</b>
Full Time Equivalent Positions	0	0	0	0	<b>0%</b>

## Purchasing Budget Detail

<b>Fund:</b> General	<b>Department:</b> Clerical Administration
<b>Manager:</b> City Clerk	<b>Division:</b> Purchasing

**GOALS:** To provide a computer-based purchasing system that allows individual departments the opportunity to maintain responsibility for their departmental purchasing needs subject to specific purchasing requirements and approval practices.

**OBJECTIVES:** Ensure that all purchasing policies established by the Common Council and the City Administrator are being complied with uniformly and consistently by all municipal departments and employees.

<b>Activity Measures:</b>	<b>Unit of Measure</b>	<b>Actual 2009</b>	<b>Actual 2010</b>	<b>Forecast 2011</b>	<b>Planned 2012</b>
Purchase Orders Issued	P.O.'s	986	990	1087	1120
	<b>Actual Exp/Rev 2010 (\$000's)</b>	<b>Revised Budget 2011 (\$000's)</b>	<b>Forecast Exp/Rev 2011 (\$000's)</b>	<b>Approved Budget 2012 (\$000's)</b>	<b>% of Budget Change</b>
<b>Expenditures and Transfers Out</b>					
Labor					
Operations and Maintenance	3	3	3	3	0%
Debt Service					
Capital Outlay					
Nonoperating Expenditures					
Transfers to Other Funds					
<b>Total Expenditures and Transfers</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>0%</b>
Less: Revenues and Transfers In	0	0	0	0	0%
<b>Net Cost to General Revenues</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>0%</b>



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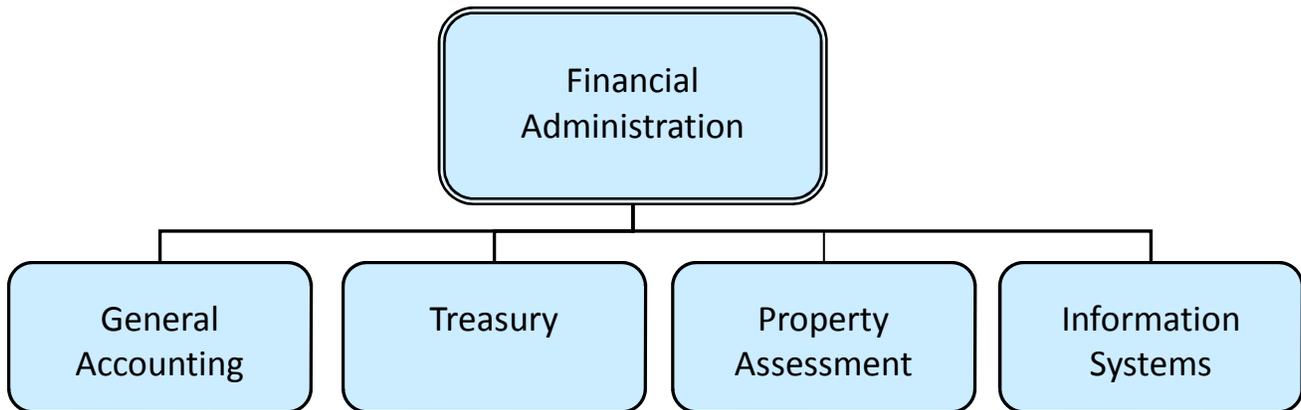
***FINANCIAL  
ADMINISTRATION  
DEPARTMENTAL  
BUDGET  
SUMMARY***

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## Financial Administration Budget Detail

<b>Fund:</b>	<b>General</b>	<b>Department:</b>	<b>Financial Administration</b>
<b>Manager:</b>	<b>Finance Director</b>	<b>Division:</b>	<b>Combined</b>

The Financial Administration Department is composed of four divisions. Three divisions (General Accounting, Treasury, and Property Assessment) are found within the General Fund. The Information Systems division is recorded as an Internal Service Fund.



	Actual Exp/Rev 2010	Revised Budget 2011	Forecast Exp/Rev 2011	Approved Budget 2012	<i><b>% of Change</b></i>
Employee Count	6	6	6	6	<b>0%</b>
Full Time Equivalent Positions	1.05	1.05	1.05	1.05	<b>0%</b>

## Financial Administration Department Summary

<b>Fund:</b>	<b>General</b>	<b>Department:</b>	<b>Financial Administration</b>
<b>Manager:</b>	<b>Finance Director</b>	<b>Division:</b>	<b>Combined</b>

The Department of Financial Administration consolidates services in the following Detail Pages:

General Accounting	Treasury
Property Assessment	

	Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>					
Labor	82	83	85	81	-2%
Operations and Maintenance	220	221	210	215	-3%
Debt Service					
Capital Outlay					
Nonoperating Expenditures					
Transfers to Other Funds					
<b>Total Expenditures and Transfers</b>	<b>302</b>	<b>304</b>	<b>295</b>	<b>296</b>	<b>-3%</b>
Less: Revenues and Transfers In	193	276	177	178	-36%
<b>Net Cost to General Revenues</b>	<b>109</b>	<b>28</b>	<b>118</b>	<b>118</b>	<b>321%</b>



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***FINANCIAL  
ADMINISTRATION***

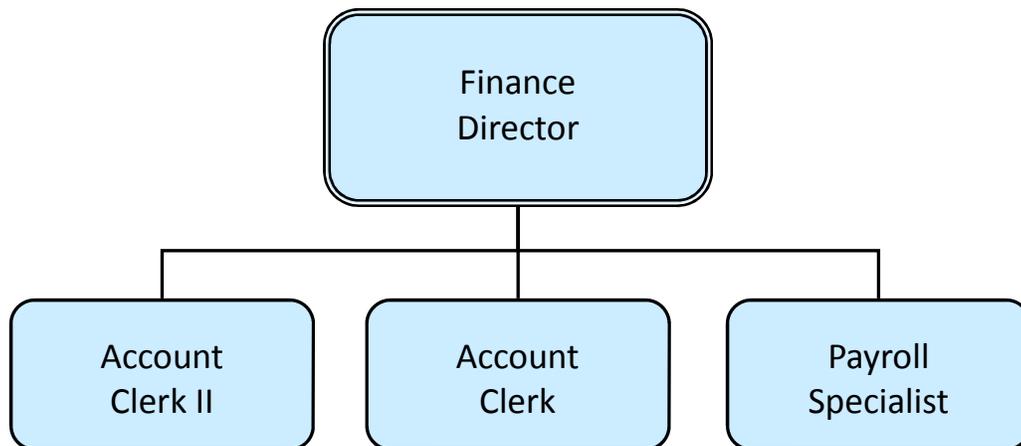
***Division  
Detail***

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## General Accounting Detail

<b>Fund:</b> General	<b>Department:</b> Financial Administration
<b>Manager:</b> Finance Director	<b>Division:</b> General Accounting

Management of all accounting functions and audit supervision are managed through the General Accounting Division, including payroll, accounts receivable, accounts payable, fixed assets, and financial reporting. Maintenance of utility accounts and records, as well as Community Development Authority financial transactions, are included within the sphere of general accounting activities.



	Actual Exp/Rev 2010	Revised Budget 2011	Forecast Exp/Rev 2011	Approved Budget 2012	<i>% of Change</i>
Employee Count	4	4	4	4	<b>0%</b>
Full Time Equivalent Positions	0.7075	.7075	.7075	.7075	<b>0%</b>

## General Accounting Budget Detail

<b>Fund:</b> General	<b>Department:</b> Financial Administration
<b>Manager:</b> Finance Director	<b>Division:</b> General Accounting

**GOALS:** To provide financial information useful for making economic decisions; to provide information useful for evaluating managerial and organizational fiscal performance; and to exercise stewardship and accountability over all resources belonging to the City of Hartford.

**OBJECTIVES:** Offer online bill payment options as a means of payment for various fees for service.

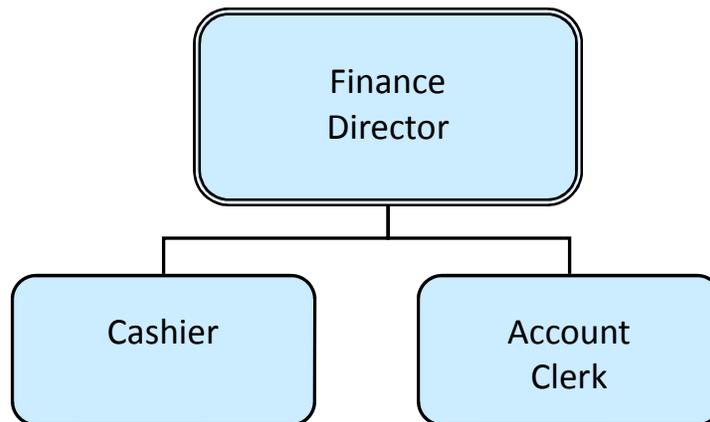
<b>Activity Measures:</b>	<b>Unit of Measure</b>	<b>Actual 2009</b>	<b>Actual 2010</b>	<b>Forecast 2011</b>	<b>Planned 2012</b>
Electric Utility Customers	Customers	6,677	6,725	6,736	6,746
Water/Sewer Utility Customers	Customers	5,257	5,293	5,303	5,305
	<b>Actual Exp/Rev 2010 (\$000's)</b>	<b>Revised Budget 2011 (\$000's)</b>	<b>Forecast Exp/Rev 2011 (\$000's)</b>	<b>Approved Budget 2012 (\$000's)</b>	<b>% of Budget Change</b>
<b>Expenditures and Transfers Out</b>					
Labor	55	56	58	55	-2%
Operations and Maintenance	37	59	58	58	-2%
Debt Service					
Capital Outlay					
Nonoperating Expenditures					
Transfers to Other Funds					
<b>Total Expenditures and Transfers</b>	92	115	116	113	-2%
Less: Revenues and Transfers In	0	0	0	0	0%
<b>Net Cost to General Revenues</b>	92	115	116	113	-2%

**HIGHLIGHTS:** Interim financial reports generated and given to Common Council on a monthly basis.

## Treasury Detail

<b>Fund:</b> General	<b>Department:</b> Financial Administration
<b>Manager:</b> Finance Director	<b>Division:</b> Treasury

The Treasury Division is responsible for the management of the City’s cash management program, investment policies and practices, and debt management. All cash collection activities, including those conducted at remote sites in other departments, are managed by this division, particularly the collection of property taxes and utility bills. An investment portfolio of \$12-\$22 million is administered by the division under an investment policy established by the Common Council. The division is also responsible for the reporting of portfolio performance results to the Common Council under Wisconsin Statute.



	Actual Exp/Rev 2010	Revised Budget 2011	Forecast Exp/Rev 2011	Approved Budget 2012	<i><b>% of Change</b></i>
Employee Count	2	2	2	2	<b>0%</b>
Full Time Equivalent Positions	0.2825	0.2825	0.2825	0.2825	<b>0%</b>

## Treasury Budget Detail

<b>Fund:</b> General	<b>Department:</b> Financial Administration
<b>Manager:</b> Finance Director	<b>Division:</b> Treasury

**GOALS:** To exercise stewardship and accountability over all moneys belonging to the City of Hartford through the proper receipting, disbursing, recording, and reporting of all cash transactions; to serve as the chief tax collecting agent for the City and its overlapping governmental entities; to manage the investment portfolio of the City in a safe and prudent manner; and to manage the Debt Management Policy of the City.

**OBJECTIVES:** Continue to look for ways to maximize the rate of return on the City's investments.

<b>Activity Measures:</b>	<b>Unit of Measure</b>	<b>Actual 2009</b>	<b>Actual 2010</b>	<b>Forecast 2011</b>	<b>Planned 2012</b>
Accounts Payable Checks	Checks	8,047	7,443	7,300	7,400
Payroll Checks	Checks	7,852	8,385	8,000	8000
Receipts Issued	Receipts	102,685	102,806	103,000	103,500
	<b>Actual Exp/Rev 2010 (\$000's)</b>	<b>Revised Budget 2011 (\$000's)</b>	<b>Forecast Exp/Rev 2011 (\$000's)</b>	<b>Approved Budget 2012 (\$000's)</b>	<b>% of Budget Change</b>
<b>Expenditures and Transfers Out</b>					
Labor	23	23	23	22	-4%
Operations and Maintenance	88	94	88	92	-2%
Debt Service					
Capital Outlay					
Nonoperating Expenditures					
Transfers to Other Funds					
<b>Total Expenditures and Transfers</b>	<b>111</b>	<b>117</b>	<b>111</b>	<b>114</b>	<b>-3%</b>
<b>Less: Revenues and Transfers In</b>	<b>189</b>	<b>266</b>	<b>169</b>	<b>170</b>	<b>-36%</b>
<b>Net Cost to General Revenues</b>	<b>-78</b>	<b>-149</b>	<b>-58</b>	<b>-56</b>	<b>-62%</b>

**HIGHLIGHTS:** Investment portfolio performance expected to remain weak in 2012.

## Property Assessment Detail

<b>Fund:</b> <b>General</b>	<b>Department:</b> <b>Financial Administration</b>
<b>Manager:</b> <b>Finance Director</b>	<b>Division:</b> <b>Property Assessment</b>

The City of Hartford maintains the Office of the City Assessor through a contractual arrangement with a national assessment firm. The division is responsible for the valuation of all non-manufacturing real estate within the City, as well as the development of the annual assessment roll for the City. The division is also responsible for revaluation of all City parcels, currently conducted on a contractual basis with the same national assessment firm. Valuations are computerized and updated using an in-house computer assisted mass appraisal (CAMA) software package.

Finance  
Director

	Actual Exp/Rev 2010	Revised Budget 2011	Forecast Exp/Rev 2011	Approved Budget 2012	<i><b>% of Change</b></i>
Employee Count	0	0	0	0	<b>0%</b>
Full Time Equivalent Positions	0.06	0.06	0.06	0.06	<b>0%</b>

# Property Assessment Budget Detail

<b>Fund:</b> General	<b>Department:</b> Financial Administration
<b>Manager:</b> Finance Director	<b>Division:</b> Property Assessment

**GOALS:** To assess all real and personal property in the City of Hartford, and to compile and prepare the annual real and personal property tax rolls.

**OBJECTIVES:** Review and generate values of each parcel in the City.  
 Measure and value new construction in the City.  
 Discover, list, and value all personal property to update records.  
 Maintain all records and files in both hard copy and computer.  
 Property revaluation plans suspended pending change in equalization ratio.

Activity Measures:	Unit of Measure	Actual 2009	Actual 2010	Forecast 2011	Planned 2012
Real Estate Parcels	Parcels	5,648	5,651	5,663	5,675
Personal Property Units	Units	487	487	512	530
	Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>					
Labor	4	4	4	4	0%
Operations and Maintenance	95	68	64	65	-4%
Debt Service					
Capital Outlay					
Nonoperating Expenditures					
Transfers to Other Funds					
Total Expenditures and Transfers	99	72	68	69	-4%
Less: Revenues and Transfers In	4	10	8	8	-20%
<b>Net Cost to General Revenues</b>	95	62	60	61	-2%

**HIGHLIGHTS:** Assessment information will soon be available online.  
 Major assessment error will cause significant budget changes 2012-2014.



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***PUBLIC SAFETY***

***DEPARTMENTAL***

***BUDGET***

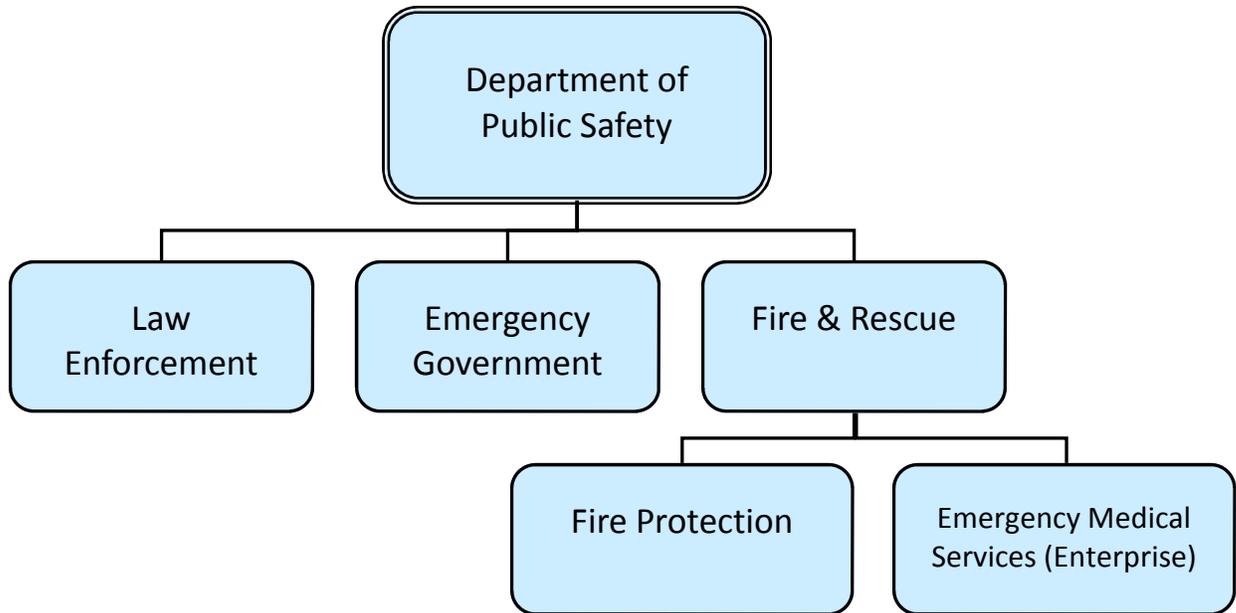
***SUMMARY***

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## Public Safety Budget Detail

<b>Fund:</b>	<b>General</b>	<b>Department:</b>	<b>Public Safety</b>
<b>Manager:</b>	<b>Chief of Police Chief of Fire &amp; Rescue</b>	<b>Division:</b>	<b>Combined</b>

The Public Safety Department, under the management of the Chief of Police and the Chief of Fire and Rescue, is responsible for the protection of persons and property within the City and adjacent areas. The mission of the Department is facilitated through integrated, coordinated telecommunications and computer-enhanced information processing. Public safety efforts are divided into four areas of responsibility. Three divisions (Law Enforcement, Emergency Government, and Fire Protection) are found within the General Fund. The Emergency Medical Services Division is recorded as an Enterprise Fund.



	Actual Exp/Rev 2010	Revised Budget 2011	Forecast Exp/Rev 2011	Approved Budget 2012	<b>% of Change</b>
Employee Count	34.25	34.25	34.25	34.25	<b>0%</b>
Full Time Equivalent Positions	33.35	33.35	33.35	33.35	<b>0%</b>

**Public Safety  
Department Summary**

<b>Fund:</b> General	<b>Department:</b> Public Safety
<b>Manager:</b> Chief of Police	<b>Division:</b> Combined

The Department of Public Safety consolidates services in the following Detail Pages:

Law Enforcement  
Fire & Rescue

Emergency Government

	Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>					
Labor	3520	3537	3547	3529	0%
Operations and Maintenance	355	443	434	424	-4%
Debt Service					
Capital Outlay	112	59	54	636	978%
Nonoperating Expenditures					
Transfers to Other Funds					
<b>Total Expenditures and Transfers</b>	<b>3987</b>	<b>4039</b>	<b>4035</b>	<b>4589</b>	<b>14%</b>
Less: Revenues and Transfers In	850	856	935	911	6%
<b>Net Cost to General Revenues</b>	<b>3137</b>	<b>3183</b>	<b>3100</b>	<b>3678</b>	<b>16%</b>



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***PUBLIC SAFETY***

***Division***  
***Detail***

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## Law Enforcement Budget Detail

<b>Fund:</b> General	<b>Department:</b> Public Safety
<b>Manager:</b> Chief of Police	<b>Division:</b> Law Enforcement

**GOALS:** To provide professional police response to the needs of the community; to control crime by apprehending offenders and reducing their opportunities; and to facilitate the safe movement of traffic.

**OBJECTIVES:** To provide proactive police response through community involvement. Provide positive community interaction through outreach and collaborative efforts through educational programs and presentations. Control and maintain the atmosphere of a safe environment of the community based on the perception of its citizens.

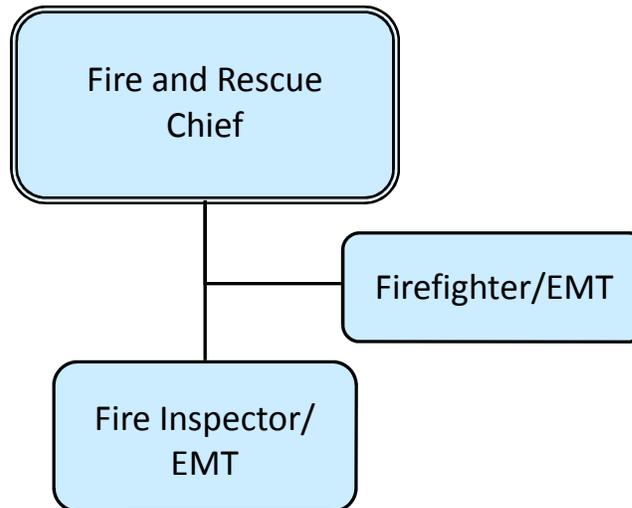
Activity Measures:	Unit of Measure	Actual 2009	Actual 2010	Forecast 2011	Planned 2012	
Change in Crime Rate-Index Crime	Percent	19.9%	-10.2%	8.8%	5.0%	
Clearance Rate-Index Crime	Percent	40.7%	48.7%	40.6%	40.0%	
Miles Patrolled	Miles	168,688	175,734	175,000	175,000	
Community Outreach	Hours	1,396.9	1493.1	1,500	1,500	
Municipal/Traffic Citations	Citations	2,666	2,532	2,600	2,500	
Warning Citations	Citations	2,591	2,431	2,300	2,400	
Adult Arrests	Arrests	1,023	825	800	850	
Juvenile Arrests	Arrests	426	350	330	350	
		Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>						
Labor	3290	3317	3328	3300	-1%	
Operations and Maintenance	225	296	289	279	-6%	
Debt Service						
Capital Outlay	112	59	54	171	190%	
Nonoperating Expenditures						
Transfers to Other Funds						
<b>Total Expenditures and Transfers</b>	<b>3627</b>	<b>3672</b>	<b>3671</b>	<b>3750</b>	<b>2%</b>	
Less: Revenues and Transfers In	466	473	553	515	9%	
<b>Net Cost to General Revenues</b>	<b>3161</b>	<b>3199</b>	<b>3118</b>	<b>3235</b>	<b>1%</b>	

2010 STATEWIDE STATISTICS: -3.7% decrease in indexed crime; 50% clearance rate for violent crimes; 25% clearance rate for property crimes. 2010 CITY OF HARTFORD STATISTICS: -10.2% decrease in indexed crime; 100% clearance rate for violent crimes; 44% clearance rate for property crimes.

## Emergency Government Detail

<b>Fund:</b> General	<b>Department:</b> Public Safety
<b>Manager:</b> Fire & Rescue Chief	<b>Division:</b> Emergency Government

The Emergency Government Division is responsible for maintaining readiness for any disaster that might occur (including weather-related and man-made disasters). Readiness is maintained in cooperation with the Washington County Division of Emergency Government through written policy, training, exercises, and dissemination of public information. The division is responsible for the operation of City-wide emergency warning sirens, as well as the planning of coordinated government services and operations in the event of a disaster. The Fire and Rescue Chief is responsible for meeting the goals of the division.



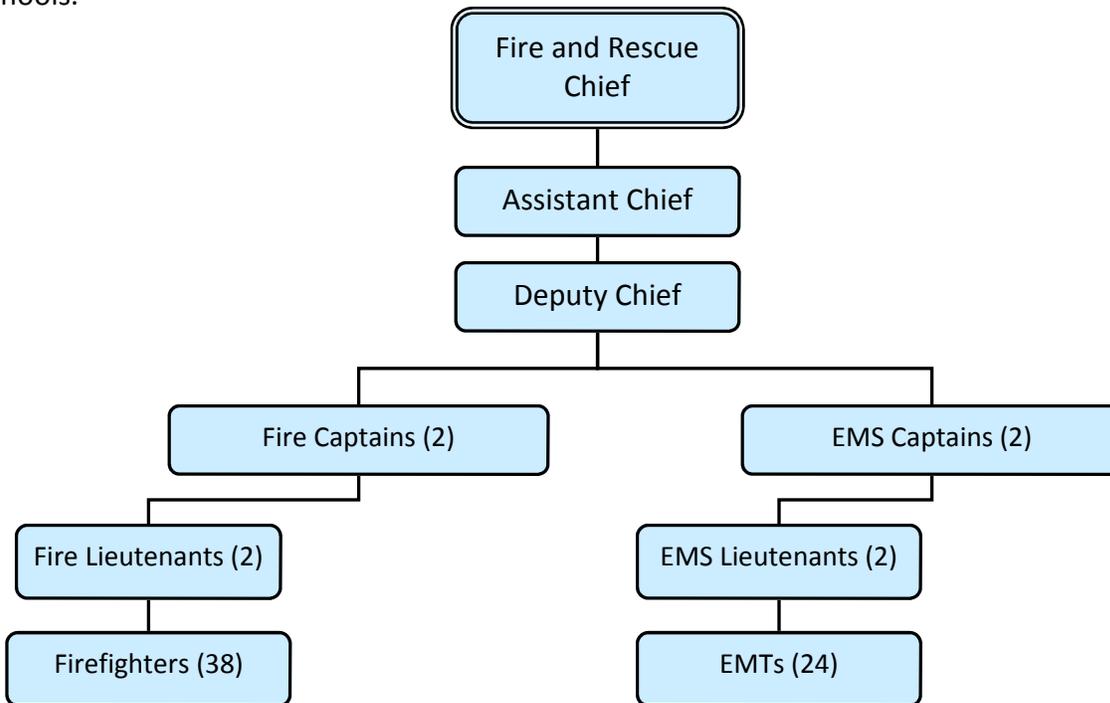
	Actual Exp/Rev 2010	Revised Budget 2011	Forecast Exp/Rev 2011	Approved Budget 2012	<i>% of Change</i>
Employee Count	0	0	0	0	<b>0%</b>
Full Time Equivalent Positions	0.2	0.2	0.2	0.2	<b>0%</b>



## Fire and Rescue Detail

<b>Fund:</b>	<b>General</b>	<b>Department:</b>	<b>Public Safety</b>
<b>Manager:</b>	<b>Fire &amp; Rescue Chief</b>	<b>Division:</b>	<b>Fire &amp; Rescue</b>

The Hartford Fire Department is responsible for protecting the lives and property of the citizens of Hartford and surrounding communities from fires and related hazards. The division is comprised of a paid on-call volunteer staff that is responsible for suppressing and defeating fires of all types, responding to motor vehicle, industrial, and other types of accidents, and offering a comprehensive fire prevention program to the community. Using a fleet of modern fire suppression vehicles, the Hartford Fire Department responds to calls for service within a 62 square mile area including the townships of Hartford, Erin, and Rubicon (all on a contractual basis). The division operates from a single fire station near City Hall in Hartford, where community programs and training activities are also conducted. Educational programs are also maintained within all area schools.



	Actual Exp/Rev 2010	Revised Budget 2011	Forecast Exp/Rev 2011	Approved Budget 2012	<b>% of Change</b>
Employee Count	2	2	2	2	<b>0%</b>
Full Time Equivalent Positions	0.85	0.85	0.85	0.85	<b>0%</b>





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***PUBLIC WORKS***

***DEPARTMENTAL***

***BUDGET***

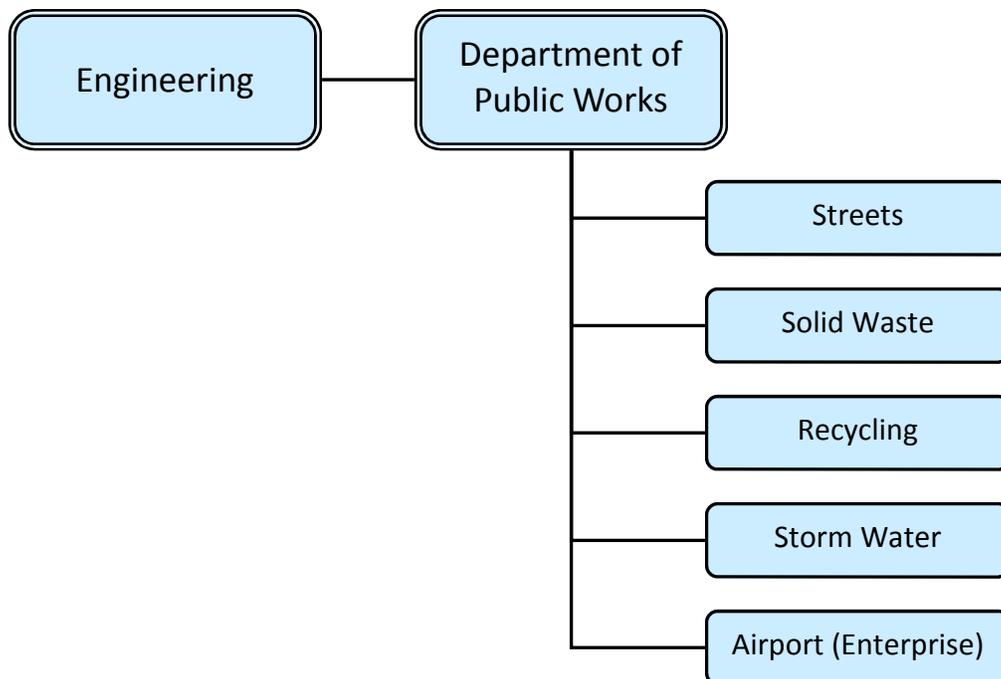
***SUMMARY***

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## Public Works Budget Detail

<b>Fund:</b>	<b>General</b>	<b>Department:</b>	<b>Public Works</b>
<b>Manager:</b>	<b>Multiple</b>	<b>Division:</b>	<b>Combined</b>

City engineering and public works activities are combined for reporting purposes under one Department of Public Works, with responsibilities ranging from utility construction design and management to solid waste removal. A flexible work force under the direction of the Director of Public Works provides services through four divisions. Four divisions (Streets, Solid Waste, Storm Water, and Recycling) are found within the General Fund. The Airport Division is found under Enterprise Funds. Engineering is conducted under the direction of the City Engineer.



	Actual Exp/Rev 2010	Revised Budget 2011	Forecast Exp/Rev 2011	Approved Budget 2012	<i>% of Change</i>
Employee Count	12.24	12.24	12.24	12.24	<b>0%</b>
Full Time Equivalent Positions	9.8135	9.8135	9.8135	9.8535	<b>0.41%</b>

## Public Works Department Summary

<b>Fund:</b>	<b>General</b>	<b>Department:</b>	<b>Public Works</b>
<b>Manager:</b>	<b>Multiple</b>	<b>Division:</b>	<b>Combined</b>

The Department of Public Works consolidates services in the following Detail Pages:

<p><b>Engineering</b></p> <p><b>Solid Waste</b></p> <p><b>Recycling</b></p>	<p><b>Streets</b></p> <p><b>Storm Water Management</b></p>
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	Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>					
Labor	1000	936	959	848	-9%
Operations and Maintenance	1443	1509	1462	1491	-1%
Debt Service					
Capital Outlay	623	252	238	179	-29%
Nonoperating Expenditures					
Transfers to Other Funds					
<b>Total Expenditures and Transfers</b>	<b>3066</b>	<b>2697</b>	<b>2659</b>	<b>2518</b>	<b>-7%</b>
Less: Revenues and Transfers In	975	944	964	904	-4%
<b>Net Cost to General Revenues</b>	<b>2091</b>	<b>1753</b>	<b>1695</b>	<b>1614</b>	<b>-8%</b>



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***PUBLIC WORKS***

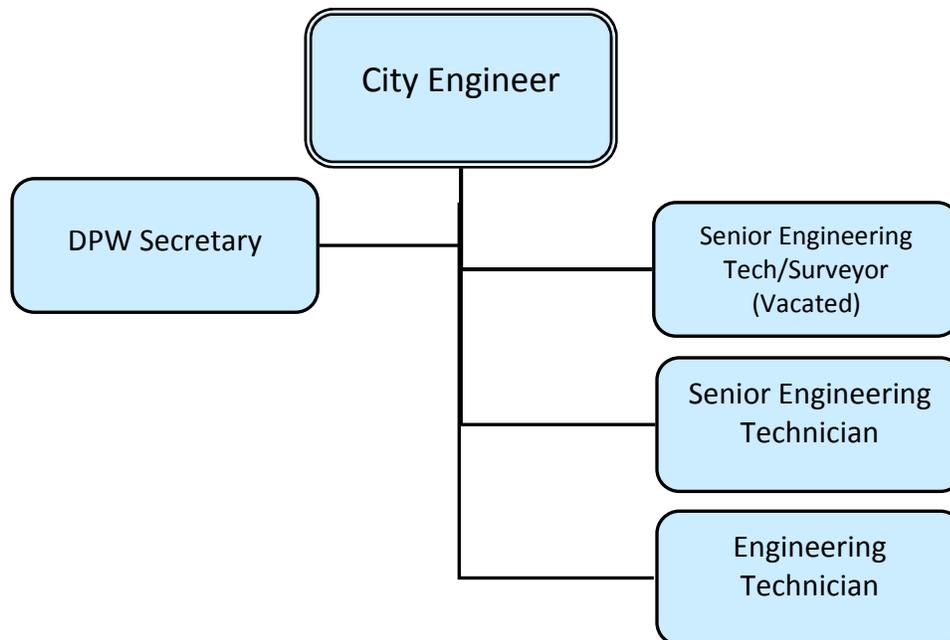
***Division***  
***Detail***

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## Engineering Detail

<b>Fund:</b> General	<b>Department:</b> Public Works
<b>Manager:</b> City Engineer	<b>Division:</b> Engineering

Most water main, sanitary sewer, storm sewer, and street construction projects are designed and managed through the Engineering Division. Overall authority in the reviewing and inspection of construction is conducted through this office. Engineering also assists other departments in designing parks and facilities. Using a computer-aided design system the Engineering Division maintains all City maps and creates long-range development plans in conjunction with other departments. The division is responsible for the allocation of special assessments to property owners, and maintains functional authority over most capital improvement program projects.



	Actual Exp/Rev 2010	Revised Budget 2011	Forecast Exp/Rev 2011	Approved Budget 2012	<i>% of Change</i>
Employee Count	4	4	4	4	<b>0%</b>
Full Time Equivalent Positions	2.05	1.6	1.6	1.6	<b>0%</b>

## Engineering Budget Detail

<b>Fund:</b> General	<b>Department:</b> Public Works
<b>Manager:</b> City Engineer	<b>Division:</b> Engineering

**GOALS:** To provide the City of Hartford with engineering, design, staking, and inspection, and to review plans for all City public improvements including streets, sanitary sewer, water main, storm sewer, and parks.

**OBJECTIVES:** Design sanitary sewer, water main, and storm sewer on streets within City reconstruction projects. Maintain review timetable for developers' utilities and street plans for subdivisions in the City. Assist development of GIS system. Monitor effectiveness of utility construction standards and procedures. Provide orderly utility expansion in subdivisions. Study operational plan for new state storm water regulations. Develop strategy for detention pond maintenance. Work with DOT on future East Sumner Street and Branch Street project. Work with DOT and Washington County on West State Street project.

Activity Measures:	Unit of Measure	Actual 2009	Actual 2010	Forecast 2011	Planned 2012	
Sanitary Sewer Construction	L.F.	3,157	3,634	500	2,200	
Water Main Construction	L.F.	4,181	4,104	500	4,200	
Street Construction	L.F.	30,903	24,499	8,000	9,300	
Storm Sewer Construction	L.F.	4,716	4,686	1,500	1,000	
		Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>						
Labor	200	156	157	110	-29%	
Operations and Maintenance	24	63	54	85	35%	
Debt Service						
Capital Outlay	0	23	23	0	-100%	
Nonoperating Expenditures						
Transfers to Other Funds						
<b>Total Expenditures and Transfers</b>	224	242	234	195	-19%	
<b>Less: Revenues and Transfers In</b>	7	5	5	6	20%	
<b>Net Cost to General Revenues</b>	217	237	229	189	-20%	

**HIGHLIGHTS:** Labor reductions in 2011 due to vacating of one position. Revenue reduction reflects housing construction slowdown.











## Recycling Budget Detail

<b>Fund:</b>	<b>General</b>	<b>Department:</b>	<b>Public Works</b>
<b>Manager:</b>	<b>Director of Public Works</b>	<b>Division:</b>	<b>Recycling</b>

**GOALS:** To provide the residents of the City of Hartford with a curbside pick-up program for recyclables in accordance with Wisconsin Department of Natural Resources regulations.

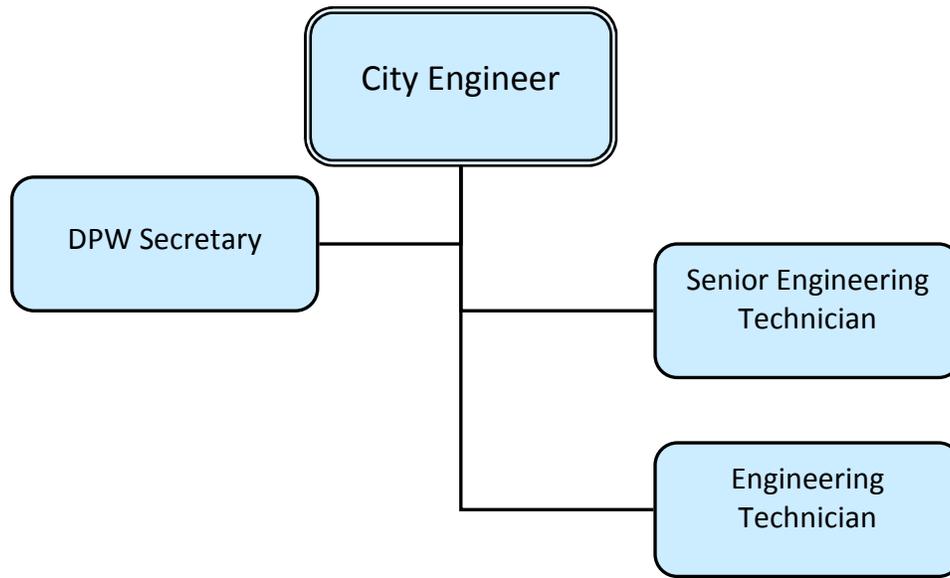
**OBJECTIVES:** To meet or exceed State regulatory requirements pertaining to recycling. Contract for the curbside pickup of residential recyclable materials biweekly. Match fees collected to program costs.

Activity Measures:	Unit of Measure	Actual 2009	Actual 2010	Forecast 2011	Planned 2012	
Recyclables Recovered	Tons	1,174	1,200	1,400	1,500	
		<b>Actual Exp/Rev 2010 (\$000's)</b>	<b>Revised Budget 2011 (\$000's)</b>	<b>Forecast Exp/Rev 2011 (\$000's)</b>	<b>Approved Budget 2012 (\$000's)</b>	<b>% of Budget Change</b>
<b>Expenditures and Transfers Out</b>						
Labor	85	63	63	61	-3%	
Operations and Maintenance	215	229	231	236	3%	
Debt Service						
Capital Outlay						
Nonoperating Expenditures						
Transfers to Other Funds						
<b>Total Expenditures and Transfers</b>	<b>300</b>	<b>292</b>	<b>294</b>	<b>297</b>	<b>2%</b>	
<b>Less: Revenues and Transfers In</b>	<b>321</b>	<b>331</b>	<b>329</b>	<b>333</b>	<b>1%</b>	
<b>Net Cost to General Revenues</b>	<b>-21</b>	<b>-39</b>	<b>-35</b>	<b>-36</b>	<b>-8%</b>	

**HIGHLIGHTS:** Veolia contract extended through 2017.  
 2012 revenues include addition of recycling customers.  
 Reduction of state recycling aid increased fees \$0.52 on 7/1/11.

## Storm Water Management Detail

<b>Fund:</b> <b>General</b>	<b>Department:</b> <b>Public Works</b>
<b>Manager:</b> <b>City Engineer</b>	<b>Division:</b> <b>Storm Water Management</b>



	Actual Exp/Rev 2010	Revised Budget 2011	Forecast Exp/Rev 2011	Approved Budget 2012	<i><b>% of Change</b></i>
Employee Count	0	0	0	0	<b>0%</b>
Full Time Equivalent Positions	0.31	0.76	0.76	0.76	<b>0%</b>

## Storm Water Management Budget Detail

<b>Fund:</b>	<b>General</b>	<b>Department:</b>	<b>Public Works</b>
<b>Manager:</b>	<b>City Engineer</b>	<b>Division:</b>	<b>Storm Water Management</b>

**GOALS:** To isolate funding associated with the management of storm water, monitor conformance with DNR regulations, and allocate costs of detention pond maintenance.

**OBJECTIVES:** Continue to develop plans to maintain compliance with new DNR storm water permit. Allocate private detention pond costs to subdivisions. Continue to isolate storm water management costs in this division for cost analyses.

	Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>					
Labor	94	76	77	55	-28%
Operations and Maintenance	24	25	23	35	40%
Debt Service					
Capital Outlay	46	40	40	40	0%
Nonoperating Expenditures					
Transfers to Other Funds					
<b>Total Expenditures and Transfers</b>	<b>164</b>	<b>141</b>	<b>140</b>	<b>130</b>	<b>-8%</b>
Less: Revenues and Transfers In	6	5	2	2	-60%
<b>Net Cost to General Revenues</b>	<b>158</b>	<b>136</b>	<b>138</b>	<b>128</b>	<b>-6%</b>

**HIGHLIGHTS:** Operations expense includes storm water engineering. Revenue is fees for maintenance of detention ponds. This division expected to grow as state-mandated storm water regulations and benchmarks are addressed.



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***PARKS AND RECREATION***

***DEPARTMENTAL***

***BUDGET***

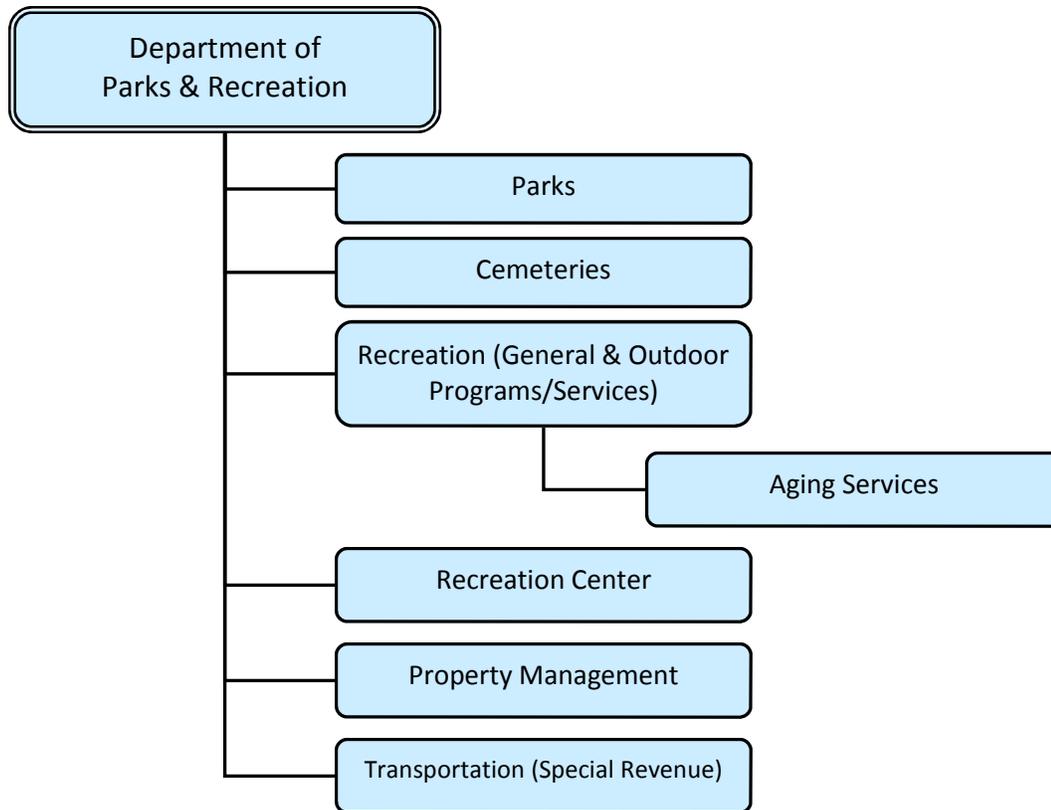
***SUMMARY***

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# Parks and Recreation Budget Detail

**Fund:** General **Department:** Parks & Recreation  
**Manager:** Director of Parks & Recreation **Division:** Combined

The Department of Parks and Recreation provides a variety of government services. The majority of resources are devoted to the maintenance of City-owned buildings, the care of City parks, and the provision of recreational opportunities to City residents. The Department of Parks and Recreation is comprised of six divisions. Five divisions (Property Management, Cemeteries, Parks, Aging Services, and Recreation) are found within the General Fund. The Transportation Division is a Special Revenue Fund. The Recreation Center operations expense and revenue is a Special Revenue Fund.



	Actual Exp/Rev 2010	Revised Budget 2011	Forecast Exp/Rev 2011	Approved Budget 2012	<i>% of Change</i>
Employee Count	6	6	6	6.75	<b>12.5%</b>
Full Time Equivalent Positions	7.17	7.19	7.19	7.08	<b>-1.53%</b>

## Parks and Recreation Department Summary

<b>Fund:</b>	General	<b>Department:</b>	Parks and Recreation
<b>Manager:</b>	Director of Parks and Recreation	<b>Division:</b>	Combined

The Department of Parks and Recreation consolidates services in the following Detail Pages:

<p><b>Property Management</b></p> <p><b>Parks</b></p> <p><b>Recreation</b></p>	<p><b>Cemeteries</b></p> <p><b>Aging Services</b></p>
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	Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>					
Labor	756	749	733	723	-3%
Operations and Maintenance	283	339	303	355	5%
Debt Service					
Capital Outlay	47	143	126	19	-87%
Nonoperating Expenditures					
Transfers to Other Funds					
<b>Total Expenditures and Transfers</b>	<b>1086</b>	<b>1231</b>	<b>1162</b>	<b>1097</b>	<b>-11%</b>
Less: Revenues and Transfers In	347	344	337	380	10%
<b>Net Cost to General Revenues</b>	<b>739</b>	<b>887</b>	<b>825</b>	<b>717</b>	<b>-19%</b>



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***PARKS AND RECREATION***

***Division***  
***Detail***

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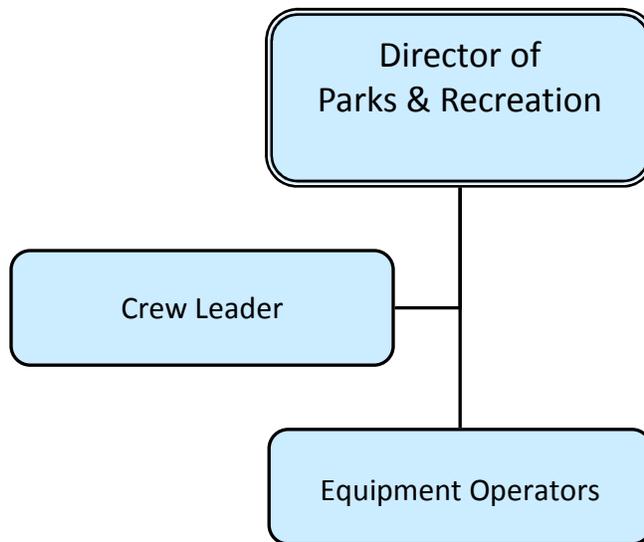




## Cemeteries Detail

<b>Fund:</b>	<b>General</b>	<b>Department:</b>	<b>Parks and Recreation</b>
<b>Manager:</b>	<b>Director of Parks &amp; Recreation</b>	<b>Division:</b>	<b>Cemeteries</b>

The Cemeteries Division oversees the maintenance and operation of two public cemeteries, the oldest of which was founded in 1848. The City sells cemetery plots, opens and closes grave sites, and maintains internment records. The division also provides labor and equipment on a fee basis for grave openings and closing at two church cemeteries. By ordinance the City is required to provide perpetual care to both public cemeteries, with funding from the property tax levy.



	Actual Exp/Rev 2010	Revised Budget 2011	Forecast Exp/Rev 2011	Approved Budget 2012	<i><b>% of Change</b></i>
Employee Count	1	1	1	1	<b>0%</b>
Full Time Equivalent Positions	0.89	0.89	0.89	0.92	<b>3.37%</b>

## Cemeteries Budget Detail

**Fund:** General **Department:** Parks and Recreation  
**Manager:** Director of Parks and Recreation **Division:** Cemeteries

**GOALS:** To provide residents of the City of Hartford and its general area with proper cemetery grounds.

**OBJECTIVES:** Maintain two City cemeteries in a neat and orderly fashion.  
 Respond in a timely fashion to all grave opening and closing requests.  
 Provide two private cemeteries with grave opening and closing services.  
 Review and recommend improvements to cemetery record keeping.  
 Integrate cemetery records into new GIS system.

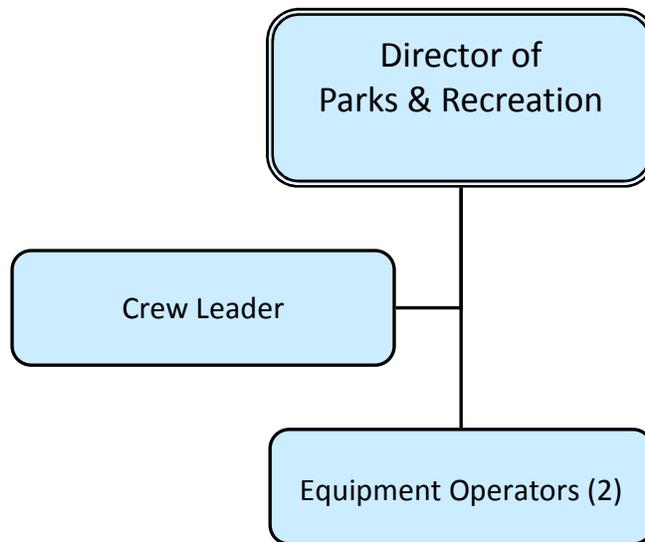
Activity Measures:	Unit of Measure	Actual 2009	Actual 2010	Forecast 2011	Planned 2012	
Burials in Public Cemeteries	Burials	50	50	50	50	
Burials in Private Cemeteries	Burials	23	25	25	25	
Regular Lot Sales-Public Cemeteries	Lots	46	35	15	35	
Baby/Cremation Lot Sales	Lots	4	10	10	10	
		Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>						
Labor	105	91	92	92	1%	
Operations and Maintenance	8	12	11	11	-8%	
Debt Service						
Capital Outlay	20	50	50	5	-90%	
Nonoperating Expenditures						
Transfers to Other Funds						
<b>Total Expenditures and Transfers</b>	<b>133</b>	<b>153</b>	<b>153</b>	<b>108</b>	<b>-29%</b>	
Less: Revenues and Transfers In	60	57	51	68	19%	
<b>Net Cost to General Revenues</b>	<b>73</b>	<b>96</b>	<b>102</b>	<b>40</b>	<b>-58%</b>	

**HIGHLIGHTS:** Increasing lot sale prices in 2012 to \$450 resident regular lot, \$350 cremation. Non-resident lot fees are double. Increasing burial fee costs for opening/closing. Prices based upon day of week/time and size of burial space. Project fee increases to generate \$11,900 over 2011 approved revenue budget.

## Parks Detail

<b>Fund:</b>	<b>General</b>	<b>Department:</b>	<b>Parks and Recreation</b>
<b>Manager:</b>	<b>Director of Parks &amp; Recreation</b>	<b>Division:</b>	<b>Parks</b>

The City of Hartford includes more than 250 acres of park land, approximately half of which is developed for active uses including picnic shelters, athletic fields, playgrounds, an outdoor aquatic facility, trails, and open space areas. The Parks Division is responsible for the maintenance of park land, and the preservation of passive areas of wetlands and nature preserves. Partial funding of parks capital expenditures is made through the Parks Trust Fund, with revenues obtained by public site dedication fees from new residential developments.



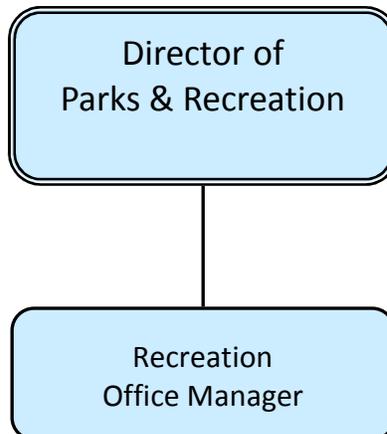
	Actual Exp/Rev 2010	Revised Budget 2011	Forecast Exp/Rev 2011	Approved Budget 2012	<i>% of Change</i>
Employee Count	1	1	1	1	<b>0%</b>
Full Time Equivalent Positions	2.31	2.37	2.37	2.39	<b>0.84%</b>



## Aging Services Detail

<b>Fund:</b>	<b>General</b>	<b>Department:</b>	<b>Parks and Recreation</b>
<b>Manager:</b>	<b>Director of Parks and Recreation</b>	<b>Division:</b>	<b>Aging Services</b>

The City of Hartford annually contributes to the operating costs of the Senior Friends, Inc., a non-profit organization for senior citizens which operates from a facility on the northeast side of the City. The annual donation is in support of nutritional and recreational activities provided at the facility.



	Actual Exp/Rev 2010	Revised Budget 2011	Forecast Exp/Rev 2011	Approved Budget 2012	<i><b>% of Change</b></i>
Employee Count	0	0	0	0	<b>0%</b>
Full Time Equivalent Positions	0	0	0	0	<b>0%</b>

## Aging Services Budget Detail

**Fund:** General **Department:** Parks and Recreation  
**Manager:** Director of Parks and Recreation **Division:** Aging Services

**GOALS:** To provide a public contribution to private aging service providers.

**OBJECTIVES:** Provide financial support to Senior Friends for operations as determined by Senior Friends, Inc.

Activity Measures:	Unit of Measure	Actual 2009	Actual 2010	Forecast 2011	Planned 2012
Projects Supported	Projects	1	1	1	1
	Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>					
Labor					
Operations and Maintenance	13	13	13	13	-23%
Debt Service					
Capital Outlay					
Nonoperating Expenditures					
Transfers to Other Funds					
<b>Total Expenditures and Transfers</b>	13	13	13	13	-23%
Less: Revenues and Transfers In	0	0	0	0	0%
<b>Net Cost to General Revenues</b>	13	13	13	13	-23%



## Recreation Budget Detail

**Fund:** General **Department:** Parks and Recreation  
**Manager:** Director of Parks & Recreation **Division:** Recreation

**GOALS:** To provide a well balanced year round recreational program with diversified programs for all ages and developmental skill levels. To provide programs in nature and outings, sports and games, outdoor aquatics, social events, and supervised playground programs. To make recreation programs affordable to all participants.

**OBJECTIVES:** Develop adult/youth sport leagues. Provide an expansive outdoor pool operation including swim lessons, open swim, pool rentals for the swim clubs. Provide outdoor activities and events year round in the parks to include supervised youth playgrounds and field trips. Coordinate community festivals with service clubs that utilize outdoor parks and recreation facilities. Promote winter recreation in our parks through ice skating, skiing, hiking and special events.

Activity Measures:	Unit of Measure	Actual 2009	Actual 2010	Forecast 2011	Planned 2012
Overall Class/Event Participants	Participants	45,891	51,994	50,500	50,500
Adult Sport Team Registrations	Teams	25	25	15	20
Overall Youth Sport Enrollment	Enrollment	1,022	1,009	1,075	1,100
Total Swim Lesson Enrollments	Students	1,148	1,309	1,156	1,200
Total Pool Attendance-Open/Lap	People	16,287	20,341	18,500	18,500
Total Summer Playgrounds	Students	131	130	146	135
	Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>					
Labor	252	265	252	257	-3%
Operations and Maintenance	130	142	131	141	-1%
Debt Service					
Capital Outlay	3	0	0	0	0%
Nonoperating Expenditures					
Transfers to Other Funds					
Total Expenditures and Transfers	385	407	383	398	-2%
Less: Revenues and Transfers In	193	192	187	216	13%
<b>Net Cost to General Revenues</b>	192	215	196	182	-16%

**HIGHLIGHTS:** Numerous programs have fee adjustments for 2012. Program/operational adjustments include \$2,500 reduction in levy support to Community Choir. Budget for community sponsored Easter egg hunt eliminated with no plans to hold in 2012.



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***PLANNING AND  
ZONING***

***DEPARTMENTAL  
BUDGET  
SUMMARY***

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## Planning & Zoning Department Summary

<b>Fund:</b>	General	<b>Department:</b>	Planning & Zoning
<b>Manager:</b>	Director of Planning & Zoning	<b>Division:</b>	Combined

The Department of Planning and Zoning consolidates services in the following Detail Pages:

Planning/Zoning	Inspection Services
Economic Development	

	Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>					
Labor	107	103	103	99	-4%
Operations and Maintenance	127	132	133	142	8%
Debt Service					
Capital Outlay	0	58	58	0	-100%
Nonoperating Expenditures					
Transfers to Other Funds					
<b>Total Expenditures and Transfers</b>	<b>234</b>	<b>293</b>	<b>294</b>	<b>241</b>	<b>-18%</b>
Less: Revenues and Transfers In	136	127	210	140	10%
<b>Net Cost to General Revenues</b>	<b>98</b>	<b>166</b>	<b>84</b>	<b>101</b>	<b>-39%</b>



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***PLANNING AND  
ZONING***

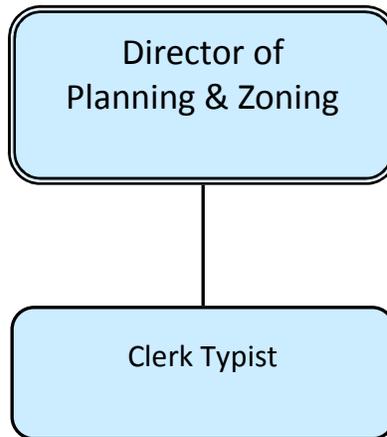
***Division  
Detail***

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## Planning & Zoning Detail

<b>Fund:</b>	<b>General</b>	<b>Department:</b>	<b>Planning &amp; Zoning</b>
<b>Manager:</b>	<b>Director of Planning &amp; Zoning</b>	<b>Division:</b>	<b>Planning &amp; Zoning</b>

The division of Planning and Zoning is responsible for overall planning and strategic planning activities, including the development and administration of the City master plan. The Director serves as the City representative to various private and public sector development, planning and growth management groups. Zoning activities include the administration of local ordinances and notifying the public of proposed zoning changes. The division is the primary contact point for developers seeking annexation or plan approvals from the City, and coordinates cooperative planning functions with other governments. The division provides staff support to the City Plan Commission, Joint City-Town Planning Committee, and Zoning Board of Appeals.



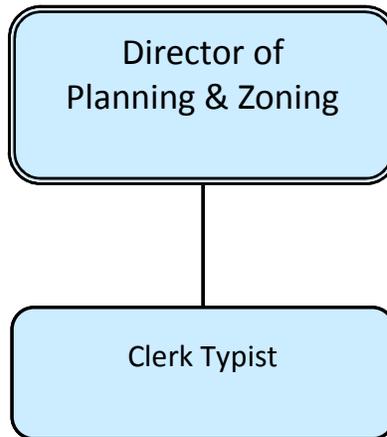
	Actual Exp/Rev 2010	Revised Budget 2011	Forecast Exp/Rev 2011	Approved Budget 2012	<i><b>% of Change</b></i>
Employee Count	2	2	2	2	<b>0%</b>
Full Time Equivalent Positions	0.4	0.4	0.4	0.4	<b>0%</b>



## Inspection Services Detail

<b>Fund:</b>	<b>General</b>	<b>Department:</b>	<b>Planning &amp; Zoning</b>
<b>Manager:</b>	<b>Director of Planning &amp; Zoning</b>	<b>Division:</b>	<b>Inspection Services</b>

The Inspection Services Division provides the State-mandated inspection of all residential, commercial, and industrial construction activities occurring in the City. This division also provides plumbing inspections in the Pike Lake Utility District and Rubicon Sanitary District, where the City provides extraterritorial services. State-certified contract employees perform many division functions. In addition to mandated inspections this division provides erosion control inspection service, zoning enforcement service, and demand-response property maintenance inspections pursuant to local codes.



	Actual Exp/Rev 2010	Revised Budget 2011	Forecast Exp/Rev 2011	Approved Budget 2012	<i><b>% of Change</b></i>
Employee Count	0	0	0	0	<b>0%</b>
Full Time Equivalent Positions	0.8	0.8	0.8	0.8	<b>0%</b>

# Inspection Services Budget Detail

**Fund:** General **Department:** Planning & Zoning  
**Manager:** Director of Planning & Zoning **Division:** Inspection Services

**GOALS:** To provide consolidated building, zoning, electrical, plumbing, heating, and related permitting services; to provide inspection information, records, and reports; to maintain a high standard of inspection services; to provide appropriate demand-response inspection service for housing code violations; and to provide erosion control permitting, inspection, and enforcement services.

**OBJECTIVES:** Ensure timely inspection and review of appropriate permits through the use of a professional inspection service. Certify City for plan review and inspections of state building plan projects. Provide a constant critique of all permit applications for compliance with all municipal and state ordinances and codes. Maintain constant communication with builders and contractors. Coordinate inspections and permit reviews with appropriate City officials.

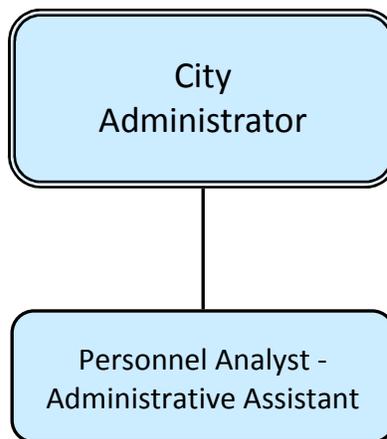
Activity Measures:	Unit of Measure	Actual 2009	Actual 2010	Forecast 2011	Planned 2012
Building Permits	Permits	243	260	225	242
Electrical Permits	Permits	184	152	160	165
Heating Permits	Permits	81	82	88	83
Plumbing Permits	Permits	140	175	150	155
	Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>					
Labor	67	65	65	63	-3%
Operations and Maintenance	114	117	117	127	9%
Debt Service					
Capital Outlay					
Nonoperating Expenditures					
Transfers to Other Funds					
<b>Total Expenditures and Transfers</b>	<b>181</b>	<b>182</b>	<b>182</b>	<b>190</b>	<b>4%</b>
Less: Revenues and Transfers In	120	110	177	123	12%
<b>Net Cost to General Revenues</b>	<b>61</b>	<b>72</b>	<b>5</b>	<b>67</b>	<b>-7%</b>

**HIGHLIGHTS:** Slowing of residential construction resulted in reduced revenues. Property maintenance complaints now handled by in-house staff. Anticipate revenue increase in 2012 due to industrial construction.

## Economic Development Detail

<b>Fund:</b>	<b>General</b>	<b>Department:</b>	<b>Planning &amp; Zoning</b>
<b>Manager:</b>	<b>City Administrator</b>	<b>Division:</b>	<b>Economic Development</b>

The role of the Office of Economic Development is to coordinate the various resources of municipal government toward the community development goals of the Common Council. The Director of Planning & Development serves as an initial contact between commercial and industrial interests pursuing development and expansion projects within the City. The Division is responsible for the oversight of the City's room tax programs.



	Actual Exp/Rev 2010	Revised Budget 2011	Forecast Exp/Rev 2011	Approved Budget 2012	<i><b>% of Change</b></i>
Employee Count	0	0	0	0	<b>0%</b>
Full Time Equivalent Positions	0	0	0	0	<b>0%</b>

## Economic Development Budget Detail

<b>Fund:</b> General	<b>Department:</b> Planning & Zoning
<b>Manager:</b> City Administrator	<b>Division:</b> Economic Development

**GOALS:** To foster an environment conducive to business and industrial expansion within the community. To act in concert with other development agencies and authorities to promote business retention and the economic expansion of the City.

**OBJECTIVES:** Assist Hartford Area Development Corporation in the marketing and development and redevelopment of industrial sites. Assist Hartford BID District redevelopment plans. Conclude construction phases of TID's 4 and 5.

Activity Measures:	Unit of Measure	Actual 2009	Actual 2010	Forecast 2011	Planned 2012
	Loans	12	12	12	11
	Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>					
Labor					
Operations and Maintenance	3	3	3	3	0%
Debt Service					
Capital Outlay					
Nonoperating Expenditures					
Transfers to Other Funds					
<b>Total Expenditures and Transfers</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>0%</b>
Less: Revenues and Transfers In	0	0	0	0	0%
<b>Net Cost to General Revenues</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>0%</b>

**HIGHLIGHTS:** Labor costs for Economic Development are charged to Loan Funds and Office of City Administration. Operating expenses include computer and telephone cost allocations, plus annual grant to B.I.D. for business plan award program.



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***SPECIAL  
REVENUE  
FUNDS***

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# Summary of Fund Type

## SPECIAL REVENUE FUNDS

To account for the proceeds of specific revenue sources (other than expandable trusts or for major capital projects) that are legally restricted to expenditure for specified purposes.

The Summary of Fund Type for Special Revenue Funds consolidates presentations from the following Detail Pages:

Development Loan Fund  
 Revitalization Loan Fund  
 Recreation Center Fund  
 Transportation Fund

Rehabilitation Loan Fund  
 Library Fund  
 Tax Incremental District 4 Fund  
 Tax Incremental District 5 Fund  
 Business Improvement District

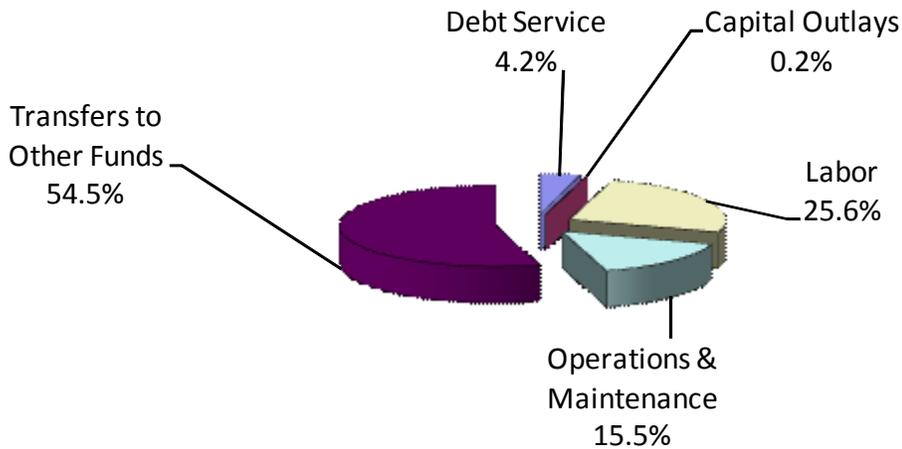
	Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>					
Labor	1181	1221	1204	1209	-1%
Operations and Maintenance	632	731	692	730	0%
Debt Service	238	219	218	197	-10%
Capital Outlay	116	59	64	10	-83%
Nonoperating Expenditures	0	0	0	0	0%
Transfers To Other Funds	1572	2784	2856	2574	-8%
<b>Total Expenditures &amp; Transfers</b>	<b>3739</b>	<b>5014</b>	<b>5034</b>	<b>4720</b>	<b>-6%</b>
<b>Revenues and Transfers In</b>					
Other Tax Revenues	2840	2842	2910	2825	-1%
Special Assessments	41	41	41	41	0%
Intergovernmental Revenues	480	468	449	415	-11%
Licenses and Permits					
Fines, Forfeitures, Penalties	17	20	19	19	-5%
Public Charges for Services	446	441	446	456	3%
Intergovernmental Charges					
Miscellaneous Revenues	153	131	138	124	-5%
Transfers From Other Funds	448	323	325	318	-2%
Sub-Total	4425	4266	4328	4198	-2%
Surplus Applied (Generated)	-1332	152	110	-68	-145%
Property Tax Levy	646	596	596	590	-1%
<b>Total Revenues and Transfers</b>	<b>3739</b>	<b>5014</b>	<b>5034</b>	<b>4720</b>	<b>-6%</b>

# Summary of Fund Activity

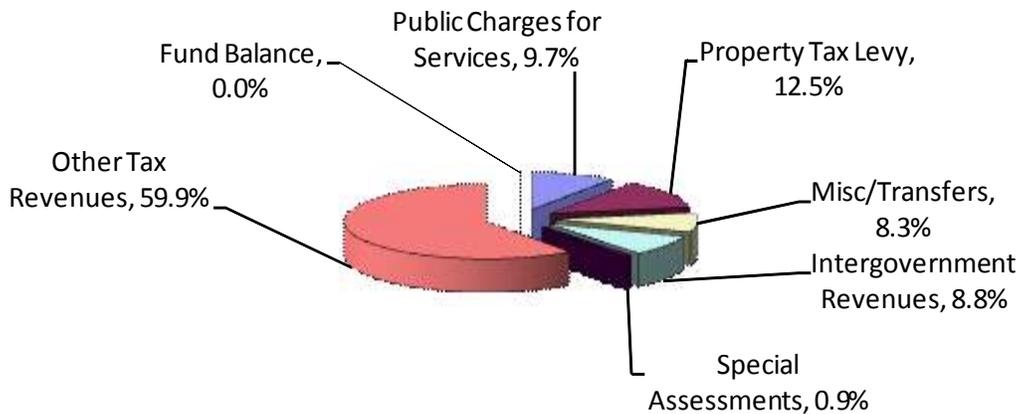
## Special Revenue Funds

To account for the proceeds of specific revenue sources (other than expendable trusts or for major capital projects) that are legally restricted to expenditure for specified purposes.

### Expenditure Classifications



### Sources of City Dollars





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***SPECIAL REVENUE***

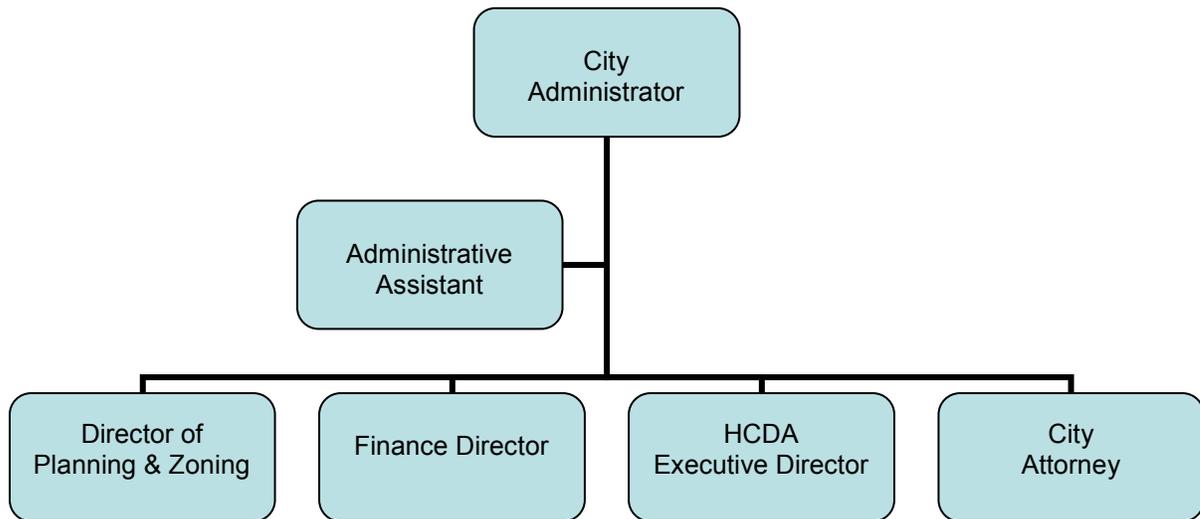
***FUNDS  
SUMMARIES***

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## Development Loan Fund Budget Detail

<b>Fund:</b>	Special Revenue	<b>Fund:</b>	Development Loan Fund
<b>Manager:</b>	City Administrator	<b>Department:</b>	City Administration

The Development Loan Fund provides the City with the opportunity to offer low cost commercial and industrial loans to local businesses in support of overall economic vitality and employment. The program differs from the DOD Revitalization Loan program in that loans are not subject to the oversight of the State of Wisconsin. Monies from the Development Loan Fund are also used to make loans to the Hartford Community Development Authority and to meet debt service obligations of City projects undertaken in support of economic development. A team approach to loan generation and maintenance is conducted among City departments and the Hartford Community Development Authority. The Development Loan Fund serves as the financial accumulation for the City's Hotel Room Tax, administered by the Office of Economic Development.



	Actual Exp/Rev 2010	Revised Budget 2011	Forecast Exp/Rev 2011	Approved Budget 2012	<b>% of Change</b>
Employee Count	0	0	0	0	<b>0%</b>
Full Time Equivalent Positions	0	0	0	0	<b>0%</b>

**CITY OF HARTFORD**

**Development Loan Fund  
Budget Detail**

<b>Fund:</b>	<b>Special Revenue</b>	<b>Fund:</b>	<b>Development Loan Fund</b>
<b>Manager:</b>	<b>City Administrator</b>	<b>Department:</b>	<b>City Administration</b>

**GOALS:** To provide low-interest financing to existing and potential commercial and industrial developers seeking to locate or expand in the Hartford community. To provide financial grants for tourism and development purposes from room tax collections.

**OBJECTIVES:** Maintain active monitoring of the progress of all outstanding loans.

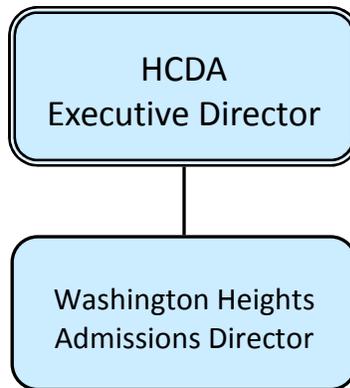
	<b>Unit of Measure</b>	<b>Actual 2009</b>	<b>Actual 2010</b>	<b>Forecast 2011</b>	<b>Planned 2012</b>
<b>Activity Measures:</b>					
Development Loans Outstanding	Loans	1	1	1	1
	<b>Actual Exp/Rev 2010 (\$000's)</b>	<b>Revised Budget 2011 (\$000's)</b>	<b>Forecast Exp/Rev 2011 (\$000's)</b>	<b>Approved Budget 2012 (\$000's)</b>	<b>% of Budget Change</b>
<b>Expenditures and Transfers Out</b>					
Labor					
Operations and Maintenance	34	33	44	53	61%
Debt Service					
Capital Outlay					
Nonoperating Expenditures					
Transfers to Other Funds	0	0	0	0	0%
<b>Total Expenditures and Transfers</b>	<b>34</b>	<b>33</b>	<b>44</b>	<b>53</b>	<b>61%</b>
Less: Revenues and Transfers In	27	21	20	29	38%
Surplus Applied (Generated)	7	12	24	24	100%
<b>Net Cost to General Revenues</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>

**HIGHLIGHTS:** Room tax revenues and payments declined in 2010 and 2011. Fund includes \$11,000 contribution to Washington County Economic Development Corporation, and \$11,000 contribution to Hartford Area Development Corporation. 1% room tax increase proposed for 2012 to support Schauer Arts & Activities Center. Fund balance in Development Loan Fund will be exhausted in 2013.

## Rehabilitation Loan Budget Detail

<b>Fund:</b>	<b>Special Revenue</b>	<b>Fund:</b>	<b>Rehabilitation Loan Fund</b>
<b>Manager:</b>	<b>City Administrator</b>	<b>Department:</b>	<b>City Administration</b>

The Rehabilitation Loan Fund provides the City with the opportunity to offer low cost loans to homeowners and landlords seeking to improve their properties. Loans carry very low interest or deferred payments, and are audited by the Wisconsin Department of Housing & Community Development. The fund is intended to be self-sustaining, with loan repayments and interest revenue providing loan funds.



	Actual Exp/Rev 2010	Revised Budget 2011	Forecast Exp/Rev 2011	Approved Budget 2012	<i><b>% of Change</b></i>
Employee Count	0	0	0	0	<i><b>0%</b></i>
Full Time Equivalent Positions	0.35	0.3	0.3	0.14	<i><b>-53.33%</b></i>

## Rehabilitation Loan Fund Budget Detail

<b>Fund:</b>	<b>Special Revenue</b>	<b>Fund:</b>	<b>Rehabilitation Loan Fund</b>
<b>Manager:</b>	<b>City Administrator</b>	<b>Department:</b>	<b>City Administration</b>

**GOALS:** To provide 0% deferred and low interest loans to homeowners and landlords to assist in meeting minimum housing quality standards and improve housing stock in compliance with Wisconsin Department of Commerce regulations.

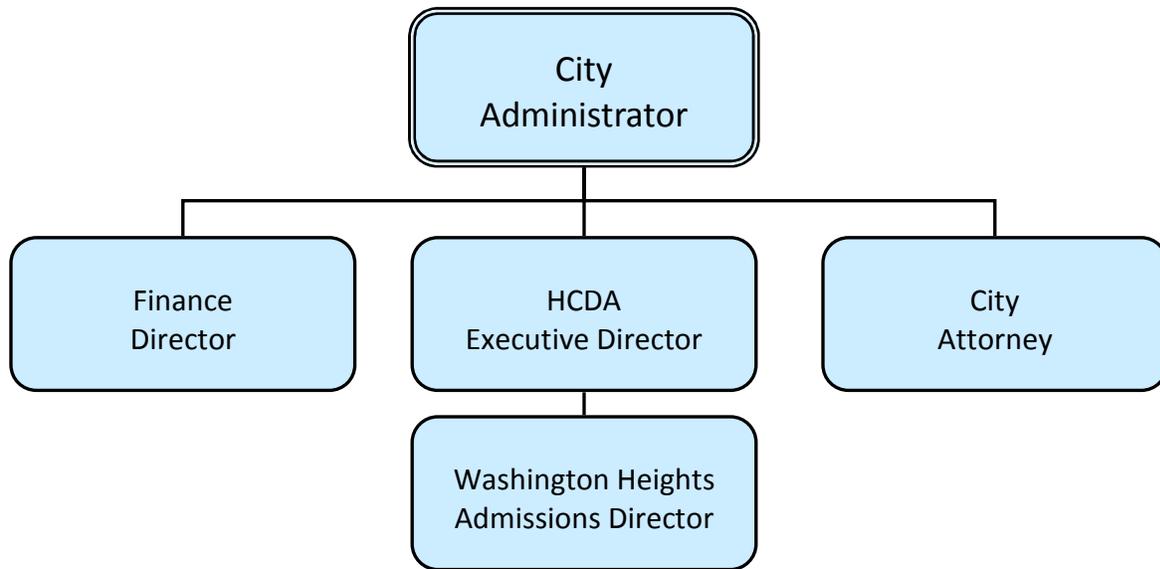
**OBJECTIVES:** Provide housing rehab loans to three low/moderate income households. Maintain 95% or better housing loan collection rate.

	Unit of Measure	Actual 2009	Actual 2010	Forecast 2011	Planned 2012
<b>Activity Measures:</b>					
Outstanding Loans	Loans	36	37	39	26
Loan Collection Rate (Housing Loans)	Percent	99%	99%	99%	99%
	Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>					
Labor	26	23	23	10	-57%
Operations and Maintenance	6	4	3	3	-25%
Debt Service					
Capital Outlay					
Nonoperating Expenditures					
Transfers to Other Funds					
<b>Total Expenditures and Transfers</b>	<b>32</b>	<b>27</b>	<b>26</b>	<b>13</b>	<b>-52%</b>
Less: Revenues and Transfers In	9	8	8	8	0%
Surplus Applied (Generated)	23	19	18	5	-74%
<b>Net Cost to General Revenues</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>

## Revitalization Loan Budget Detail

<b>Fund:</b>	<b>Special Revenue</b>	<b>Fund:</b>	<b>Revitalization Loan Fund</b>
<b>Manager:</b>	<b>City Administrator</b>	<b>Department:</b>	<b>City Administration</b>

The Revitalization Loan Fund provides the City with the opportunity to offer low cost loans to new and expanding businesses in the City of Hartford. Loans can be structured to meet specific business needs, and are offered as a complement to conventional financing. The fund is intended to be self-sustaining, with loan repayments and interest revenue providing most loanable funds. A team approach to loan generation and maintenance is conducted among City departments and the Hartford Community Development Authority.



	Actual Exp/Rev 2010	Revised Budget 2011	Forecast Exp/Rev 2011	Approved Budget 2012	<b>% of Change</b>
Employee Count	0	0	0	0	<b>0%</b>
Full Time Equivalent Positions	0.46	0.42	0.42	0.21	<b>-50%</b>



## Tax Incremental District 4 Budget Detail

<b>Fund:</b> Special Revenue	<b>Fund:</b> Tax Incremental District 4 Fund
<b>Manager:</b> Finance Director	<b>Department:</b> Financial Administration

Tax Incremental District #4 was established in 1988 under Wisconsin Statute 66.46, which grants authority to communities to recover development and improvement costs in a designated area from the property taxes generated on the increased value of the property after the creation date of the district. Construction projects within Tax Incremental District #4 were initially completed prior to June 22, 1998. These projects included the development of the Dodge Industrial Park and partial funding of the new Water Pollution Control Facility. Most projects were financed through the issuance of long term debt. The revision of Wisconsin's Tax Incremental Financing Law in 2004 allowed TID #4 to reopen its construction period through the end of 2010.

Finance  
Director

	Actual Exp/Rev 2010	Revised Budget 2011	Forecast Exp/Rev 2011	Approved Budget 2012	<i><b>% of Change</b></i>
Employee Count	0	0	0	0	<i><b>0%</b></i>
Full Time Equivalent Positions	0	0	0	0	<i><b>0%</b></i>

## Tax Incremental District 4 Budget Detail

<b>Fund:</b> Special Revenue	<b>Fund:</b> Tax Incremental District 4 Fund
<b>Manager:</b> Finance Director	<b>Department:</b> Financial Administration

**GOALS:** To accumulate tax increments charged to property taxpayers within Tax Incremental District 4, to pay debt service and related costs from those increments, and to monitor the repayment of project costs.

**OBJECTIVES:** Generate sufficient 2010 increment to pay all G.O. obligations and cash advances in a timely manner, as well as annual utility obligations.

	Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>					
Labor					
Operations and Maintenance	12	12	12	12	0%
Debt Service	238	218	218	197	-10%
Capital Outlay					
Nonoperating Expenditures					
Transfers to Other Funds	1303	2283	2355	2271	-1%
<b>Total Expenditures and Transfers</b>	1553	2513	2585	2480	-1%
Less: Revenues and Transfers In	2699	2513	2585	2480	-1%
Surplus Applied (Generated)	-1146	0	0	0	0%
<b>Net Cost to General Revenues</b>	0	0	0	0	0%

**NOTE:** Fund now developing major positive cash flows aimed at retiring obligations prior to 2015 district termination. Large Transfer to Other Funds are for debt service and reimbursements to utilities.

## Tax Incremental District 5 Budget Detail

<b>Fund:</b> Special Revenue	<b>Fund:</b> Tax Incremental District 5 Fund
<b>Manager:</b> Finance Director	<b>Department:</b> Financial Administration

Tax Incremental District #5 was established in 2005 to recover costs associated with land at the intersection of Highway 60 and Hilldale Drive.

Finance  
Director

	Actual Exp/Rev 2010	Revised Budget 2011	Forecast Exp/Rev 2011	Approved Budget 2012	<i><b>% of Change</b></i>
Employee Count	0	0	0	0	<i><b>0%</b></i>
Full Time Equivalent Positions	0	0	0	0	<i><b>0%</b></i>

## Tax Incremental District 5 Budget Detail

<b>Fund:</b> Special Revenue	<b>Fund:</b> Tax Incremental District 5 Fund
<b>Manager:</b> Finance Director	<b>Department:</b> Financial Administration

**GOALS:** To accumulate tax increments charged to property taxpayers with Tax Incremental District 5, and pay debt service costs from those increments.

**OBJECTIVES:** Repayment of construction debt per 2008 G.O. Bonds, and close District at earliest possible date.

	Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>					
Labor					
Operations and Maintenance	1	1	1	1	0%
Debt Service					
Capital Outlay					
Nonoperating Expenditures					
Transfers to Other Funds	269	273	273	278	2%
<b>Total Expenditures and Transfers</b>	270	274	274	279	2%
Less: Revenues and Transfers In	403	410	405	398	-3%
Surplus Applied (Generated)	-133	-136	-131	-119	-13%
<b>Net Cost to General Revenues</b>	0	0	0	0	0%

**HIGHLIGHTS:** Equalized value of TID #5 remains well above amount necessary for amortization of all debt service on schedule (reflected in surplus generated annually).

## Transportation Budget Detail

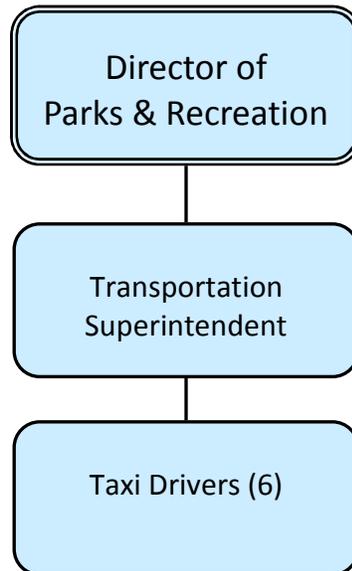
**Fund: Special Revenue**

**Fund: Transportation**

**Manager: Director of Parks & Recreation**

**Department: Parks & Recreation**

The City of Hartford operates a shared ride taxi program through an operations room located in the Recreation Center facility. Transportation is offered daily up to one mile beyond City limits. The operation receives approximately 65% Wisconsin Department of Transportation assistance and Federal Section 5311 funding. Passenger fares for 2012 are proposed at \$3.00 per trip within the City. A senior/handicap card (age 60 and above) and coupon tickets allow passengers to ride for \$2.75. Service is provided by three minivans which also accommodate wheelchair passengers. A single vehicle is dispatched for the majority of the schedule with a second vehicle on the road during peak hours. Fuel surcharges are in place for \$0.25 increases when unleaded fuel reaches \$3.50 and \$4.50 per gallon.



	Actual Exp/Rev 2010	Revised Budget 2011	Forecast Exp/Rev 2011	Approved Budget 2012	<i><b>% of Change</b></i>
Employee Count	3.65	3.65	3.65	3.65	<b>0%</b>
Full Time Equivalent Positions	3.93	3.93	3.93	3.86	<b>-1.78%</b>

# Transportation Budget Detail

**Fund: Special Revenue**

**Fund: Transportation**

**Manager: Director of Parks & Recreation**

**Department: Parks & Recreation**

**GOALS:** To provide demand-response shared ride taxi service throughout the City of Hartford and the surrounding community.

**OBJECTIVES:** Prepare State and Federal grants for program operations. Keep vehicles and equipment safe and operational, including replacement program after 100,000 miles. Dispatch vehicles to clients within 30 minutes. Dispatch a second vehicle according to community needs from January through March. Schedule pick-ups that encourage shared ridership. To provide responsive service during peak rider demand.

	Unit of Measure	Actual 2009	Actual 2010	Forecast 2011	Planned 2012
<b>Activity Measures:</b>					
Passenger Trips	Trips	20,330	20,603	21,200	20,776
Vehicle Miles of Road Service	Miles	54,990	52,681	55,750	54,635
	Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>					
Labor	178	192	194	186	-3%
Operations and Maintenance	37	35	36	35	0%
Debt Service	0	0	0	0	0%
Capital Outlay	36	39	37	0	-100%
Nonoperating Expenditures					
Transfers to Other Funds					
<b>Total Expenditures and Transfers</b>	<b>251</b>	<b>266</b>	<b>267</b>	<b>221</b>	<b>-17%</b>
Less: Revenues and Transfers In	250	246	247	207	-16%
Surplus Applied (Generated)	-14	0	0	0	0%
<b>Net Cost to General Revenues</b>	<b>15</b>	<b>20</b>	<b>20</b>	<b>14</b>	<b>-30%</b>

**HIGHLIGHTS:** A \$0.25 fare increase is proposed for 2012.

# Public Library Budget Detail

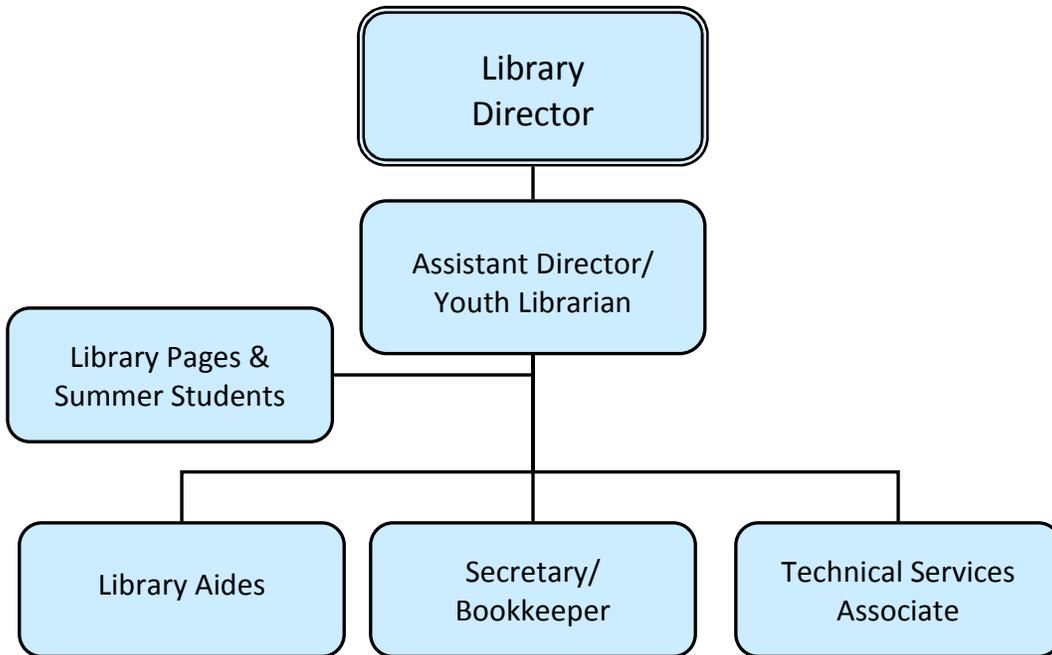
**Fund: Special Revenue**

**Fund: Public Library**

**Manager: Library Director**

**Department: Public Library**

The Jack Russell Memorial Library is a tax-supported public service operation available without charge to all residents of the City of Hartford and the surrounding municipalities. The Library is staffed by trained individuals who review, select, and process a variety of materials, and who provide both automated and personal access to the collections of these materials. The public may utilize the items directly within the library facility, or borrow the items through direct loan for use elsewhere.



	Actual Exp/Rev 2010	Revised Budget 2011	Forecast Exp/Rev 2011	Approved Budget 2012	<i><b>% of Change</b></i>
Employee Count	7.5	7.5	7.5	8.0	<b>6.67%</b>
Full Time Equivalent Positions	7.5	7.5	7.5	9.0	<b>19.33%</b>

## Public Library Budget Detail

**Fund: Special Revenue**

**Fund: Public Library**

**Manager: Library Director**

**Department: Public Library**

**GOALS:** The Jack Russell Memorial Library provides the residents of the City of Hartford and surrounding areas with a wide variety of services and materials necessary to meet the educational, informational, and recreational needs of a diverse population covering several different ages, reading levels, educational backgrounds, and interests.

**OBJECTIVES:** Maintain current library operations in the new library facility with minimal reductions in hours and services, and handle any increased service demands without additional staff. Work with Mid-Wisconsin & Lakeshores Library Systems to maintain & improve the SHARE automation network between the 45 member libraries in these systems utilizing the Internet and the Teach Wisconsin T1 communication lines. Continue cooperative planning and the purchasing of various library materials between Hartford and the other four Washington County public libraries to extend the purchase power while expanding new collections primarily in digital formats. Continue, and expand as necessary, the regular outreach service to the institutionalized and homebound residents of the City of Hartford in cooperation with Washington County and the other county public libraries. Promote school/public library communication and cooperation through school visits, classroom tours, and sharing of information and materials.

<b>Activity Measures:</b>	<b>Unit of Measure</b>	<b>Actual 2009</b>	<b>Actual 2010</b>	<b>Forecast 2011</b>	<b>Planned 2012</b>
Library Circulation	Items	177,623	177,025	175,000	200,000
Interlibrary Loans	Items	21,148	23,595	23,750	25,000
Patron Registration	Patrons	21,232	21,920	22,000	22,500
Programs/Attendance	Number	55/3,171	58/3,147	60/3,500	60/3,500
Materials Cataloged	Items	7,013	6,870	6,500	6,500
Internet Usage	Hours	12,232	12,293	12,500	14,000
	<b>Actual Exp/Rev 2010 (\$000's)</b>	<b>Revised Budget 2011 (\$000's)</b>	<b>Forecast Exp/Rev 2011 (\$000's)</b>	<b>Approved Budget 2012 (\$000's)</b>	<b>% of Budget Change</b>
<b>Expenditures and Transfers Out</b>					
Labor	490	501	495	540	8%
Operations and Maintenance	243	289	273	290	0%
Debt Service					
Capital Outlay	45	10	17	0	-100%
Nonoperating Expenditures					
Transfers to Other Funds	0	228	228	25	-89%
<b>Total Expenditures and Transfers</b>	<b>778</b>	<b>1028</b>	<b>1013</b>	<b>855</b>	<b>-17%</b>
Less: Revenues and Transfers In	271	257	258	257	0%
Surplus Applied (Generated)	-69	195	179	22	-89%
<b>Net Cost to General Revenues</b>	<b>576</b>	<b>576</b>	<b>576</b>	<b>576</b>	<b>0%</b>

**HIGHLIGHTS:** Capital Project Fund created in 2011 to account for remainder of new library project.

# Recreation Center Budget Detail

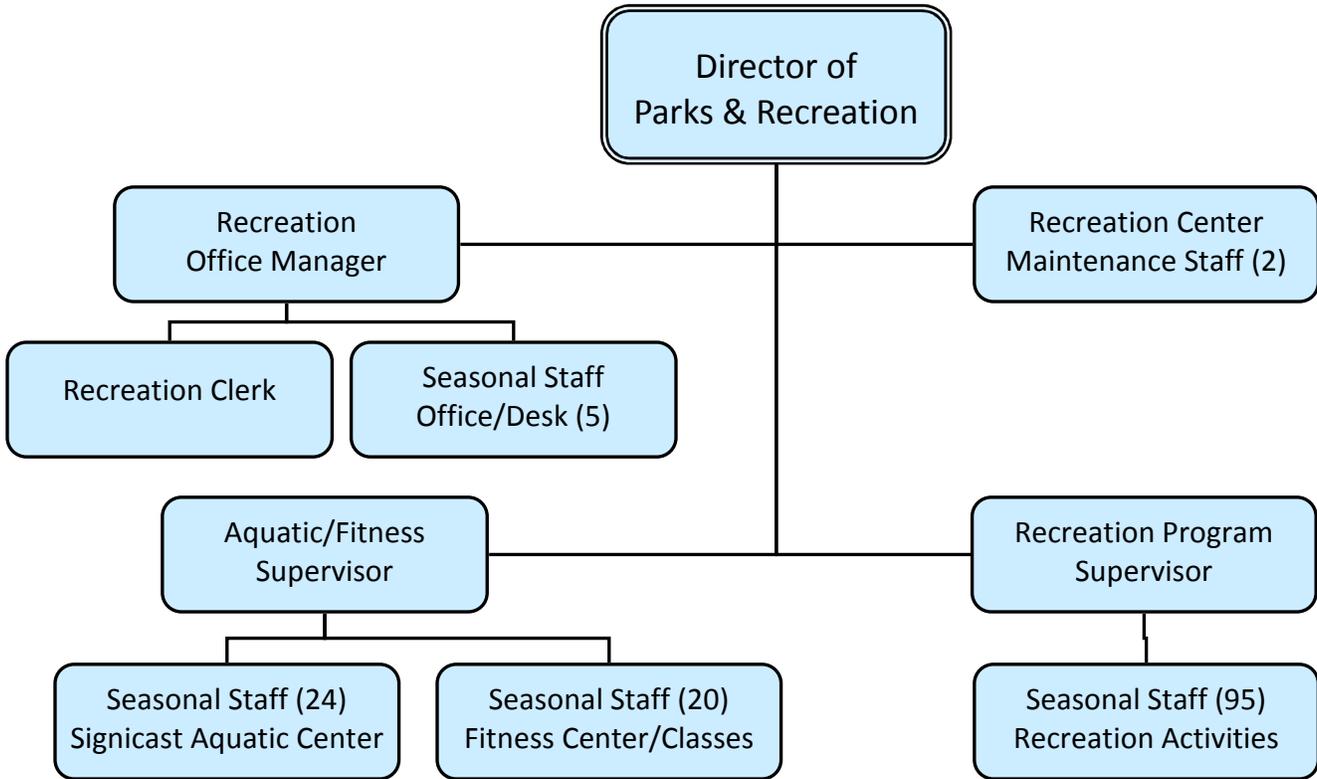
**Fund: Special Revenue**

**Fund: Recreation Center**

**Manager: Director of Parks & Recreation**

**Department: Parks & Recreation**

The Recreation Center Special Revenue Fund includes all operational programs, maintenance, services and administration provided at this site. There are numerous recreational classes held in the center along with the major operations of the Signicast Family Aquatic Center and Fitness Center which are reflected under this fund. The administrative functions and staff that support the Recreation Center along with the maintenance staff and operational costs for facility upkeep are within this Recreation Center fund.



	Actual Exp/Rev 2010	Revised Budget 2011	Forecast Exp/Rev 2011	Approved Budget 2012	<b>% of Change</b>
Employee Count	5.23	5.23	5.23	5.23	<b>0%</b>
Full Time Equivalent Positions	4.45	4.43	4.43	4.41	<b>-0.45%</b>

# Recreation Center Budget Detail

**Fund: Special Revenue**

**Fund: Recreation Center**

**Manager: Director of Parks & Recreation**

**Department: Parks & Recreation**

GOALS: To provide well balanced year round indoor recreational services and programs at the Recreation Center including aquatics, fitness, arts/crafts, youth/adult sports, and pre-school education. To offer recreational opportunities for persons of all socio-economic levels and age groups. OBJECTIVES: Provide affordable recreation with membership and class fees used to help offset operational expense. Provide swimming lessons, water exercise, water therapy, open/lap swim programs. Provide fitness facilities and instructional classes to promote community health and wellness. Provide youth/adult sport classes and leagues. Hire qualified/certified seasonal staff to support activities. Expand programs and services in the facility to maximize space. Provide classroom instructional programs in pre-school education arts/crafts and community safety and education.

Activity Measures:	Unit of Measure	Actual 2009	Actual 2010	Forecast 2011	Planned 2012	
Signicast Lesson Enrollment	Students	1,066	1,098	1,100	1,100	
Signicast Open/Lap Swim	People	22,744	22,856	22,000	22,000	
Signicast Memberships (Annual/Quarter)	Memberships	210	173	175	175	
Fitness Memberships (Annual/Quarter)	Memberships	810	783	725	750	
Full Memberships (Annual/Quarter)	Memberships	334	317	225	275	
Class/Event Participation	People	121,895	121,265	121,500	121,500	
Adult Sport Team Registrations	People	59	63	60	60	
Youth Sport Enrollment	People	314	343	300	325	
Silver Sneakers Drop Ins	People	1,521	6,067	9,900	10,000	
		Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>						
Labor	435	453	440	438	-3%	
Operations and Maintenance	253	309	276	287	-7%	
Debt Service	0	0	0	0	0%	
Capital Outlay	35	10	10	10	0%	
Nonoperating Expenditures						
Transfers to Other Funds						
<b>Total Expenditures and Transfers</b>	<b>723</b>	<b>772</b>	<b>726</b>	<b>735</b>	<b>-5%</b>	
Less: Revenues and Transfers In	682	730	725	737	1%	
Surplus Applied (Generated)	-14	42	1	-2	-105%	
<b>Net Cost to General Revenues</b>	<b>55</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>	

Highlights: The Recreation Center membership fees for 2010 include a 4.3% increase. Many programs had changes or cuts to expand budgets as well as fees were also increased based upon individual review of the operational costs and participation levels. General Fund support reduced the Recreation Center budget by \$36,284 for 2012.

## Business Improvement District Budget Detail

**Fund: Special Revenue**

**Fund: Business Improvement District**

**Manager: BID Manager**

**Department: Legislative**

The Downtown Business Improvement District (BID) is a component unit of the City of Hartford, with oversight provided by the Common Council as a Legislative Department coordinated function. The District was formed by member commercial establishments seeking to promote the orderly development of Hartford’s historic downtown area. Primary funding for BID activities is provided by assessment of its members based upon frontage size of commercial properties. The BID has been instrumental in assisting the City in its long range planning for the downtown area, and the BID is active in marketing downtown sites.

	Actual Exp/Rev 2010	Revised Budget 2011	Forecast Exp/Rev 2011	Approved Budget 2012	<i><b>% of Change</b></i>
Employee Count	0	0	0	0	<i><b>0%</b></i>
Full Time Equivalent Positions	0	0	0	0	<i><b>0%</b></i>

## Business Improvement District Budget Detail

**Fund: Special Revenue**

**Fund: Business Improvement District**

**Manager: BID Manager**

**Department: Legislative**

**GOALS:** To facilitate the orderly development of the Downtown Hartford area by providing an organizational and funding vehicle to develop and promote the area for the economic benefit of all businesses and property owners within the District. The Business Improvement District is a component unit of the City of Hartford, created by legislative action of the Common Council.

**OBJECTIVES:** Continue implementation of comprehensive parking and access plan.  
Develop recruitment system to minimize vacancies and improve retail mix.  
Continue management of Christmas Parade and Maxwell Street Day.

	Unit of Measure	Actual 2009	Actual 2010	Forecast 2011	Planned 2012
<b>Activity Measures:</b>					
New Downtown Businesses Established	Businesses	3	1	2	3
District Members	Members	106	106	108	109
	Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>					
Labor	20	19	19	19	0%
Operations and Maintenance	43	43	43	45	5%
Debt Service					
Capital Outlay					
Nonoperating Expenditures					
Transfers to Other Funds					
<b>Total Expenditures and Transfers</b>	<b>63</b>	<b>62</b>	<b>62</b>	<b>64</b>	<b>3%</b>
Less: Revenues and Transfers In	63	62	62	64	3%
Surplus Applied (Generated)	0	0	0	0	0%
<b>Net Cost to General Revenues</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>

**HIGHLIGHTS:** BID receives a portion of room tax revenue. BID operating plan now included in Appendix.

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***DEBT  
SERVICE  
FUNDS***

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# Summary of Fund Type

## DEBT SERVICE FUNDS

To account for the accumulation of resources for and the payment of general long-term debt principal and interest.

### CALCULATION OF LEGAL DEBT LIMIT AND MARGIN OF INDEBTEDNESS

The City of Hartford's legal debt limit and margin of indebtedness at January 1, 2011, in accordance with Section 67.03 of the Wisconsin Statutes, is projected to be:

Projected Equalized Valuation	\$1,152,726,500
Project Debt Limitation: 5% of Equalized Valuation	57,636,325
Less Outstanding Debt at 12/31/11	<u>(23,860,000)</u>
Margin of Indebtedness	\$33,776,325
<b>Ratio</b>	<b>41.40%</b>

	Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>					
Labor					
Operations and Maintenance					
Debt Service	7534	3251	3240	8362	157%
Capital Outlay					
Nonoperating Expenditures					
Transfers To Other Funds	478	721	731	5892	717%
<b>Total Expenditures &amp; Transfers</b>	<b>8012</b>	<b>3972</b>	<b>3971</b>	<b>14254</b>	<b>259%</b>
<b>Revenues and Transfers In</b>					
Other Tax Revenues					
Special Assessments					
Intergovernmental Revenues					
Licenses and Permits					
Fines, Forfeitures, Penalties					
Public Charges for Services					
Intergovernmental Charges					
Miscellaneous Revenues	4899	29	31	5037	17269%
Transfers From Other Funds	2249	2006	1971	7024	250%
Sub-Total	7148	2035	2002	12061	493%
Surplus Applied (Generated)	-918	72	104	481	568%
Property Tax Levy	1782	1865	1865	1712	-8%
<b>Total Revenues and Transfers</b>	<b>8012</b>	<b>3972</b>	<b>3971</b>	<b>14254</b>	<b>259%</b>

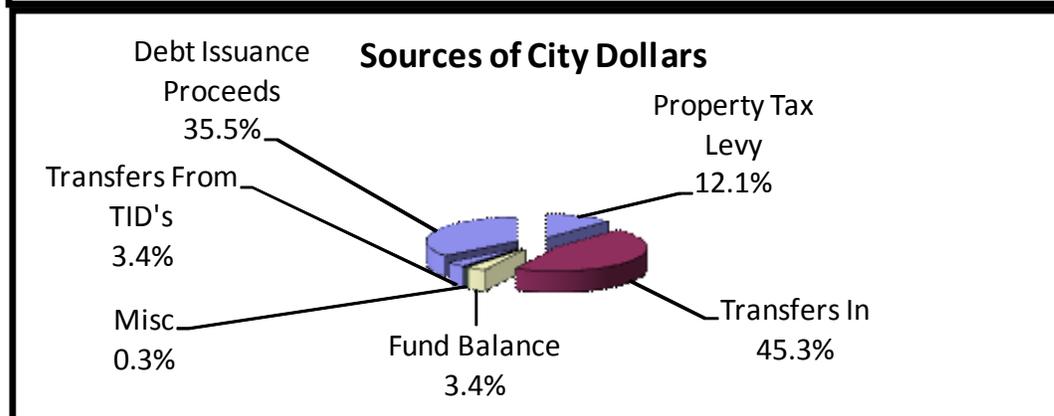
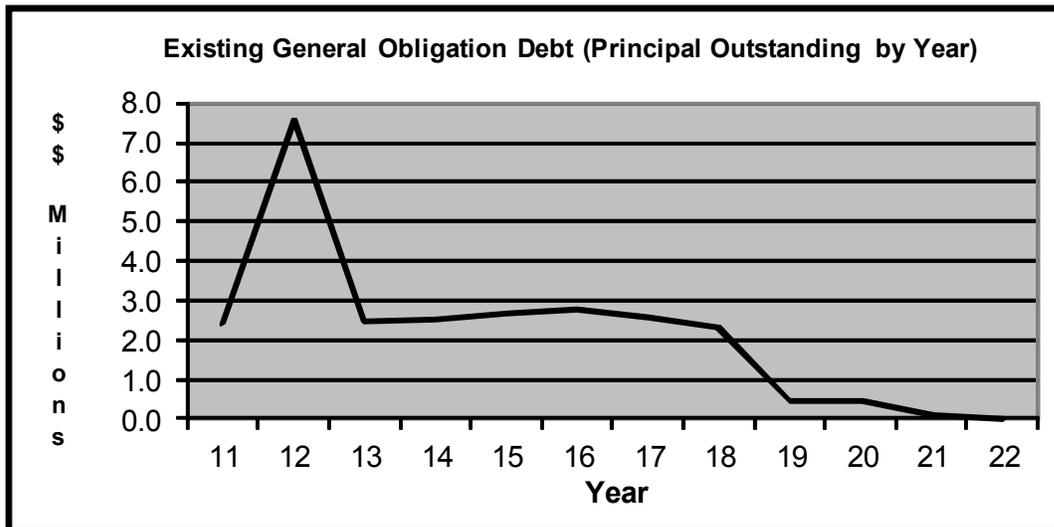
# Summary of Fund Activity

## Debt Service Funds

To account for the accumulation of resources for and the payment of general long-term debt principal and interest.

The Summary of Fund Type for the Debt Service Funds consolidates the following Detail Pages:

- 1997 G.O. Bonds
- 1998 G.O. Refunding Bonds
- 2000 G.O. Promissory Notes
- 2002 G.O. Promissory Notes
- 2002 G.O. Refunding Bonds
- 2003 G.O. Refunding Bonds
- Debt Retirement Sinking Fund
- 2011 G.O. NAN's
- 2004 G.O. Promissory Notes
- 2006 G.O. Promissory Notes
- 2006 G.O. Refunding Bonds
- 2007 G.O. Taxable Notes
- 2008 G.O. Promissory Notes
- 2010 G.O. Refunding Bonds
- 2010 G.O. Promissory Notes
- 2012 G.O. Refunding Bonds



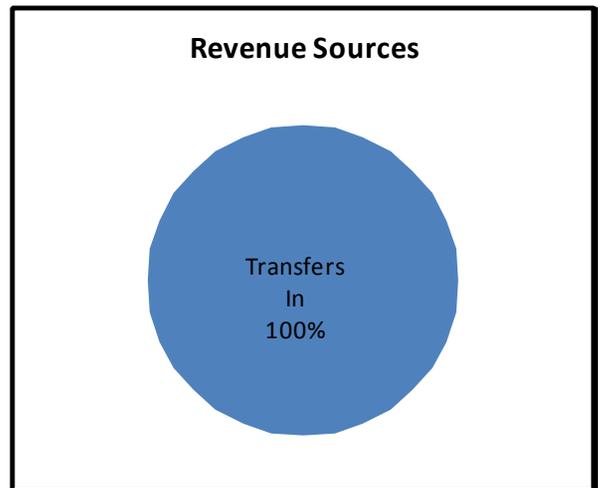
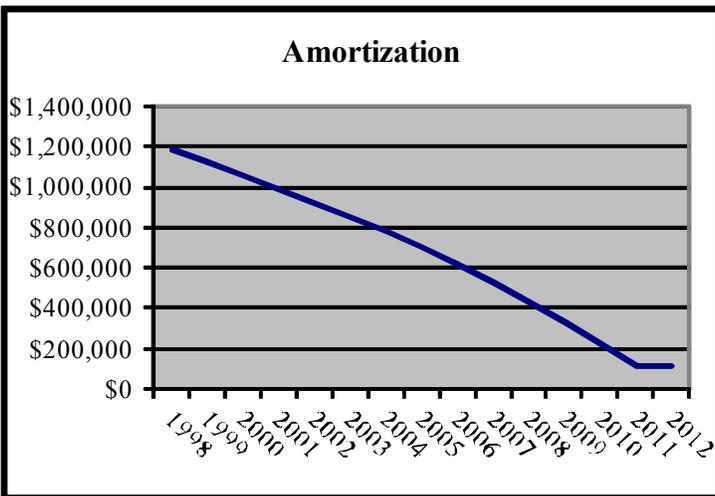
## 1997 G.O. Bonds Budget Detail

<b>Issue: 1997 G.O. Bonds</b>	<b>Type: General Obligation</b>
<b>Issue Date: 04-15-1997</b>	<b>Principal (Issuance): \$1,210,000</b>
<b>Final Maturity: 05-01-2012</b>	<b>Principal at 1/1/12: \$ 115,000</b>

**GOALS:** Take-out 1994 Bond Anticipation Notes issued on behalf of Tax Incremental District 4.

**OBJECTIVES:** Amortization according to amortization schedule, paid from TIF #4 increments.

	Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>					
Principal	105	110	111	115	5%
Interest	15	9	9	3	-67%
Other Debt Service	0	0	0	0	0%
Transfers to Other Funds	0	0	0	0	0%
<b>Total Expenditures and Transfers</b>	<b>120</b>	<b>119</b>	<b>120</b>	<b>118</b>	<b>-1%</b>
Less: Revenues and Transfers In	120	119	120	118	-1%
Surplus Applied (Generated)	0	0	0	0	0%
<b>Net Cost to General Revenues</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>



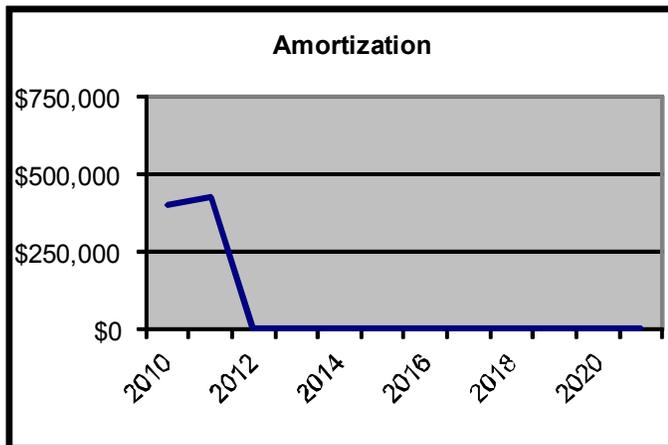
## 1998 G.O. Refunding Bonds Budget Detail

<b>Issue:</b> 1998 G.O. Refunding Bonds	<b>Type:</b> General Obligation
<b>Issue Date:</b> 07-01-1998	<b>Principal (Issuance):</b> \$7,750,000
<b>Final Maturity:</b> 07-01-2011	<b>Principal at 1/1/12:</b> \$0

**GOALS:** To finance 1998-9 Capital Improvement Program projects approved for debt financing, including new Recreation Center and Independence Park remediation.

**OBJECTIVES:** Amortization according to amortization schedule. Amortization schedule reflects application of \$1,200,000 in Recreation Center donations during years 1999 through 2004. Issue refinanced by advance refunding in 2010.

	Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>					
Principal	390	414	414	0	-100%
Interest	198	21	21	0	-100%
Other Debt Service	0	0	0	0	0%
Transfers to Other Funds	0	0	0	0	0%
<b>Total Expenditures and Transfers</b>	<b>588</b>	<b>435</b>	<b>435</b>	<b>0</b>	<b>-100%</b>
Less: Revenues and Transfers In	452	435	435	0	-100%
Surplus Applied (Generated)	0	0	0	0	0%
<b>Net Cost to General Revenues</b>	<b>136</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>



NOTE: The REVENUE SOURCES chart shown above represents sources required for debt service on the governmental funds portion of this obligation. The AMORTIZATION chart shown above indicates the amortization schedule for the entire borrowing, although proceeds are provided to other funds.

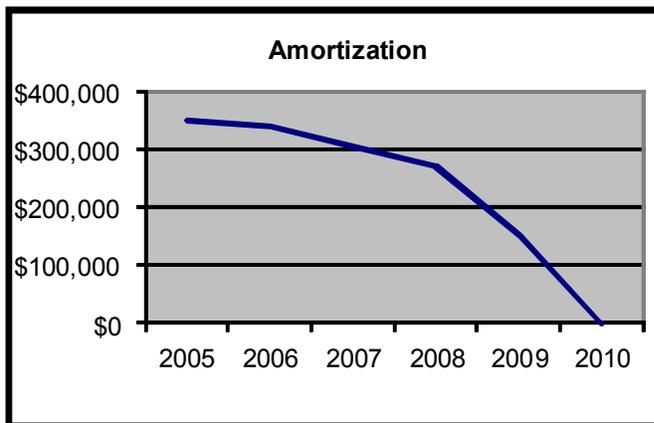
## 2000 G.O. Promissory Notes Budget Detail

<b>Issue:</b> 2000 G.O. Promissory Notes	<b>Type:</b> General Obligation
<b>Issue Date:</b> 09-01-2000	<b>Principal (Issuance):</b> \$5,125,000
<b>Final Maturity:</b> 09-01-2010	<b>Principal at 1/1/12:</b> \$0

**GOALS:** To finance 2000-2001 Capital Improvement Program projects approved for debt financing, and refinance remaining balance of 1993 G.O. Promissory Note.

**OBJECTIVES:** Amortization according to amortization schedule.

	Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>					
Principal	150	0	0	0	0%
Interest	7	0	0	0	0%
Other Debt Service	0	0	0	0	0%
Transfers to Other Funds	0	0	0	0	0%
<b>Total Expenditures and Transfers</b>	<b>157</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>
Less: Revenues and Transfers In	27	0	0	0	0%
Surplus Applied (Generated)	0	0	0	0	0%
<b>Net Cost to General Revenues</b>	<b>130</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>



**NOTE:** 2000 G.O. Notes were partially refunded as 2006 G.O. Refunding Bonds.  
Issue is fully paid at 09-01-2010.

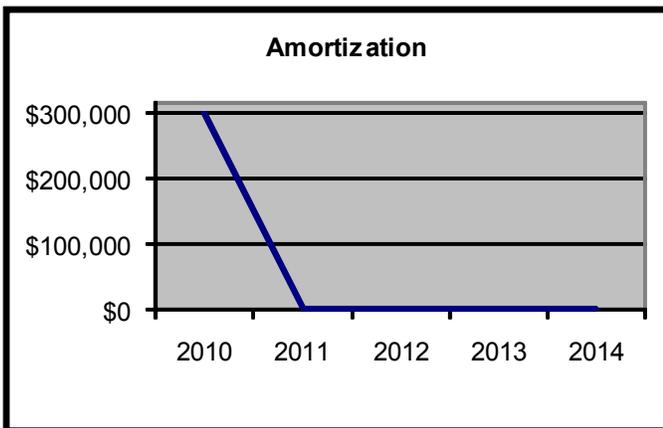
## 2002 G.O. Promissory Notes Budget Detail

<b>Issue:</b> 2002 G.O. Promissory Notes	<b>Type:</b> General Obligation
<b>Issue Date:</b> 09-01-2002	<b>Principal (Issuance):</b> \$2,775,000
<b>Final Maturity:</b> 09-01-2010	<b>Principal at 1/1/12:</b> \$0

**GOALS:** To finance 2002-2003 Capital Improvement Program projects approved for debt financing.

**OBJECTIVES:** Amortization according to amortization schedule.

	Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>					
Principal	913	0	0	0	0%
Interest	33	0	0	0	0%
Other Debt Service	0	0	0	0	0%
Transfers to Other Funds	0	0	0	0	0%
<b>Total Expenditures and Transfers</b>	<b>946</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>
Less: Revenues and Transfers In	635	0	0	0	0%
Surplus Applied (Generated)	0	0	0	0	0%
<b>Net Cost to General Revenues</b>	<b>311</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>



**NOTE:** The REVENUE SOURCES chart shown above represents sources required for debt service on the governmental funds portion of this obligation. The AMORTIZATION chart shown above indicates the amortization schedule for the entire borrowing, although proceeds are provided to other funds. Issue was called in July of 2010 (2011 and 2012 only).

## 2002 G.O. Refunding Bonds Budget Detail

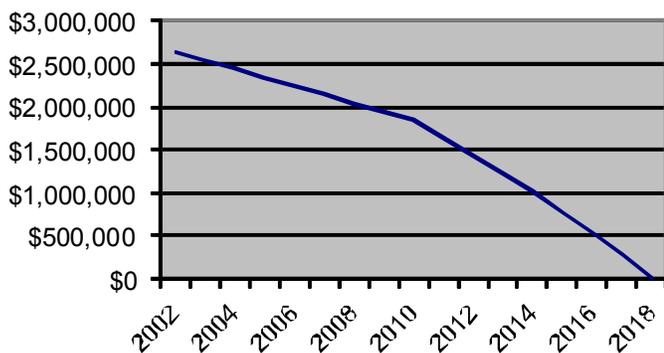
<b>Issue:</b> 2002 G.O. Refunding Bonds	<b>Type:</b> General Obligation
<b>Issue Date:</b> 04-01-2002	<b>Principal (Issuance):</b> \$2,645,000
<b>Final Maturity:</b> 11-01-2018	<b>Principal at 1/1/12:</b> \$1,650,000

**GOALS:** Partial restructuring of 1998 G.O. Bonds (years 2003-2008) to reduce tax levy impact.

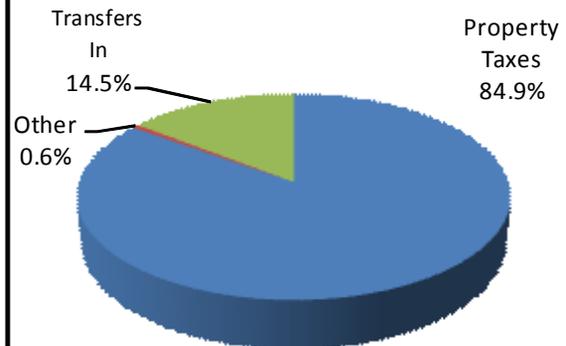
**OBJECTIVES:** Restructure intermediate debt repayment for new Hartford Recreation Center borrowing done in 1998.

	Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>					
Principal	97	190	190	200	5%
Interest	90	86	86	77	-10%
Other Debt Service	0	0	0	0	0%
Transfers to Other Funds	0	0	0	0	0%
<b>Total Expenditures and Transfers</b>	<b>187</b>	<b>276</b>	<b>276</b>	<b>277</b>	<b>0%</b>
Less: Revenues and Transfers In	21	41	41	43	5%
Surplus Applied (Generated)	0	0	0	-1	0%
<b>Net Cost to General Revenues</b>	<b>166</b>	<b>235</b>	<b>235</b>	<b>235</b>	<b>0%</b>

**Amortization**



**Revenue Sources**



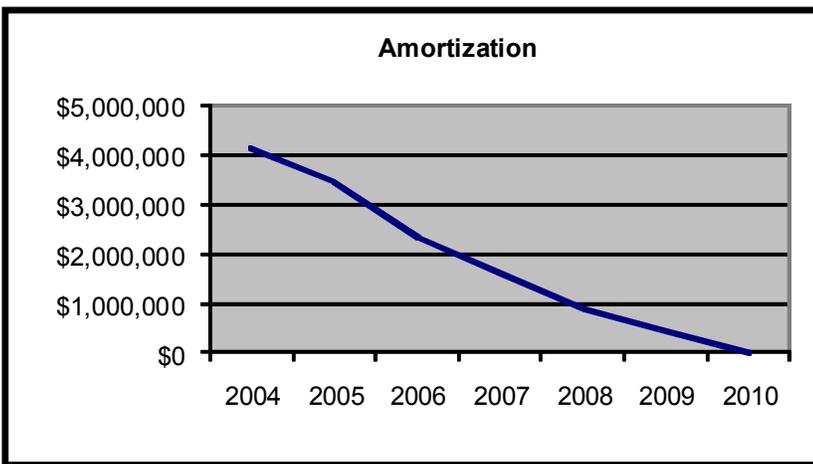
## 2003 G.O. Refunding Bonds Budget Detail

<b>Issue:</b> 2003 G.O. Refunding Bonds	<b>Type:</b> General Obligation
<b>Issue Date:</b> 10-01-2003	<b>Principal (Issuance):</b> \$4,225,000
<b>Final Maturity:</b> 10-01-2010	<b>Principal at 1/1/12:</b> \$0

**GOALS:** Reduce interest rates on 1996 G.O. Notes, 1994 Refunding Bonds, and 1994 CDA Lease/Revenue Bonds through refinancing.

**OBJECTIVES:** Advance refunding of 1996 G.O. Notes, 1994 Refunding Bonds, and 1994 CDA Lease/Revenue Bonds, including conversion of 1994 CDA Lease/Revenue Bonds to G.O. Bonds.

	Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>					
Principal	421	0	0	0	0%
Interest	14	0	0	0	0%
Other Debt Service	0	0	0	0	0%
Transfers to Other Funds	0	0	0	0	0%
<b>Total Expenditures and Transfers</b>	<b>435</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>
Less: Revenues and Transfers In	366	0	0	0	0%
Surplus Applied (Generated)	0	0	0	0	0%
<b>Net Cost to General Revenues</b>	<b>69</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>



NOTE: Issue fully paid in 2010.

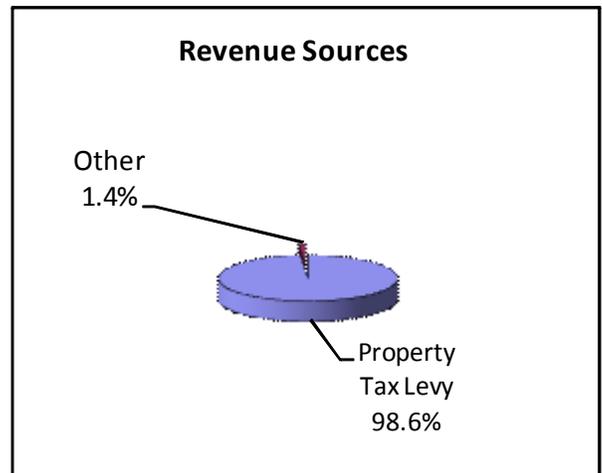
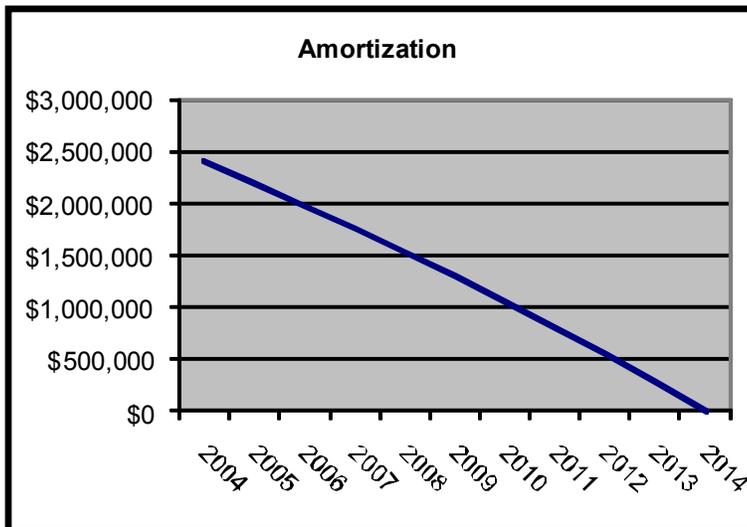
## 2004 G.O. Promissory Notes Budget Detail

<b>Issue:</b> 2004 G.O. Promissory Notes	<b>Type:</b> General Obligation
<b>Issue Date:</b> 07-01-2004	<b>Principal (Issuance):</b> \$2,400,000
<b>Final Maturity:</b> 07-01-2014	<b>Principal at 1/1/12:</b> \$ 805,000

**GOALS:** To finance 2004-2005 Capital Improvement Program projects approved for debt financing.

**OBJECTIVES:** Amortization according to amortization schedule.

	Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>					
Principal	240	250	250	255	2%
Interest	52	42	42	32	-24%
Other Debt Service	0	0	0	0	0%
Transfers to Other Funds	0	0	0	0	0%
<b>Total Expenditures and Transfers</b>	<b>292</b>	<b>292</b>	<b>292</b>	<b>287</b>	<b>-2%</b>
Less: Revenues and Transfers In	2	5	9	4	-20%
Surplus Applied (Generated)	5	0	-4	0	0%
<b>Net Cost to General Revenues</b>	<b>285</b>	<b>287</b>	<b>287</b>	<b>283</b>	<b>-1%</b>



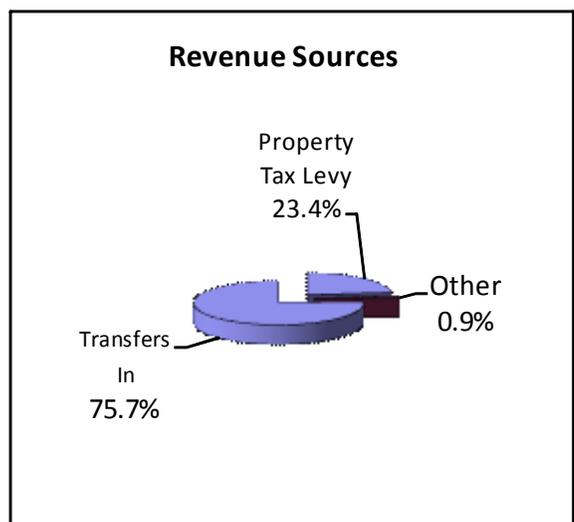
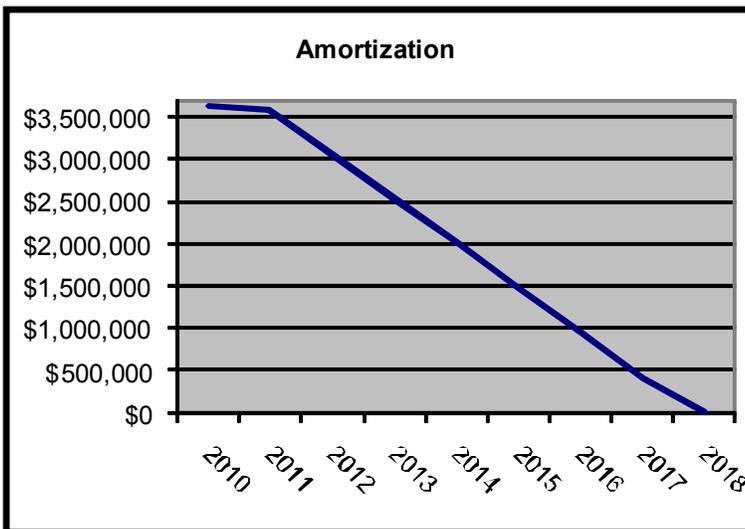
## 2010 G.O. Refunding Bonds Budget Detail

<b>Issue:</b> 2010 G.O. Refunding Bonds	<b>Type:</b> General Obligation
<b>Issue Date:</b> 08-01-2010	<b>Principal (Issuance):</b> \$3,635,000
<b>Final Maturity:</b> 08-01-2018	<b>Principal at 1/1/12:</b> \$3,575,000

**GOALS:** To refinance a portion of the 1998 G.O. Bond issue.  
(Partial funding for new Hartford Recreation Center.)

**OBJECTIVES:** Amortization according to amortization schedule.

	Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>					
Principal	0	59	59	517	776%
Interest	0	100	100	79	-21%
Other Debt Service	3638	0	0	0	0%
Transfers to Other Funds	0	0	0	0	0%
<b>Total Expenditures and Transfers</b>	<b>3638</b>	<b>159</b>	<b>159</b>	<b>596</b>	<b>275%</b>
Less: Revenues and Transfers In	3640	16	18	453	2731%
Surplus Applied (Generated)	-2	0	-2	3	100%
<b>Net Cost to General Revenues</b>	<b>0</b>	<b>143</b>	<b>143</b>	<b>140</b>	<b>-2%</b>



**HIGHLIGHTS:** This issue was executed to reduce overall interest costs.

## 2006 G.O. Promissory Notes Budget Detail

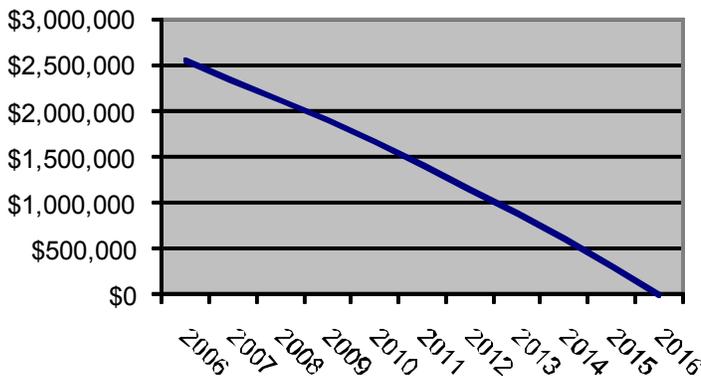
<b>Issue:</b> 2006 G.O. Promissory Notes	<b>Type:</b> General Obligation
<b>Issue Date:</b> 08-01-2006	<b>Principal (Issuance):</b> \$2,550,000
<b>Final Maturity:</b> 08-01-2016	<b>Principal at 1/1/12:</b> \$1,400,000

**GOALS:** To finance 2006-2007 Capital Improvement Program projects approved for debt financing.

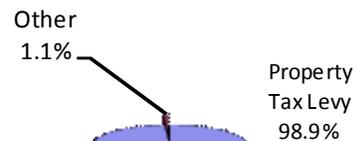
**OBJECTIVES:** Amortization according to amortization schedule.

	Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>					
Principal	240	250	250	260	4%
Interest	81	71	71	61	-14%
Other Debt Service	0	0	0	0	0%
Transfers to Other Funds	0	0	0	0	0%
<b>Total Expenditures and Transfers</b>	<b>321</b>	<b>321</b>	<b>321</b>	<b>321</b>	<b>0%</b>
Less: Revenues and Transfers In	3	5	8	4	-20%
Surplus Applied (Generated)	3	0	-3	0	0%
<b>Net Cost to General Revenues</b>	<b>315</b>	<b>316</b>	<b>316</b>	<b>317</b>	<b>0%</b>

**Amortization**



**Revenue Sources**



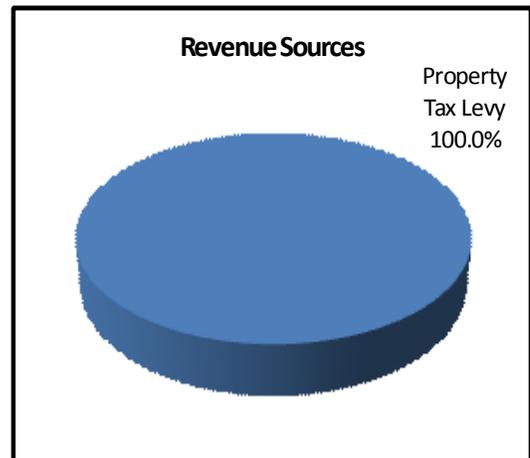
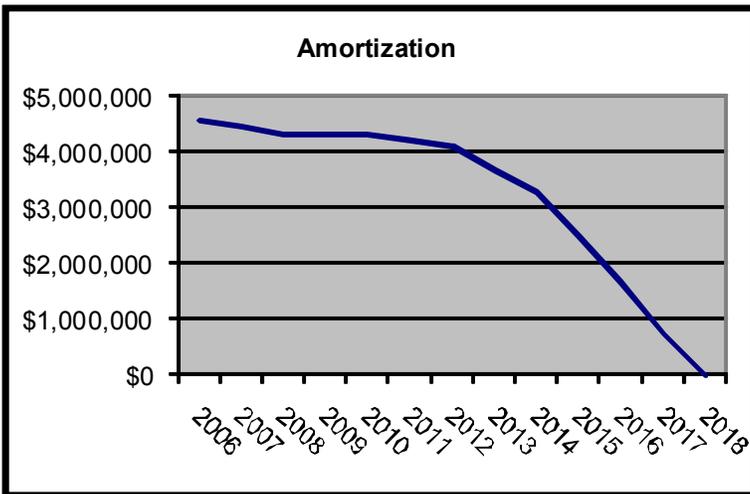
## 2006 G.O. Refunding Bonds Budget Detail

<b>Issue:</b> 2006 G.O. Refunding Bonds	<b>Type:</b> General Obligation
<b>Issue Date:</b> 01-01-2006	<b>Principal (Issuance):</b> \$4,540,000
<b>Final Maturity:</b> 09-01-2018	<b>Principal at 1/1/12:</b> \$3,850,000

**GOALS:** To refinance balloon maturities of 2000 G.O. Promissory Note issue.  
(New Hartford Recreation Center partial funding.)

**OBJECTIVES:** Amortization according to amortization schedule.

	Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>					
Principal	0	115	115	120	4%
Interest	172	173	173	168	-3%
Other Debt Service	0	0	0	0	0%
Transfers to Other Funds	0	0	0	0	0%
<b>Total Expenditures and Transfers</b>	<b>172</b>	<b>288</b>	<b>288</b>	<b>288</b>	<b>0%</b>
Less: Revenues and Transfers In	28	0	0	0	0%
Surplus Applied (Generated)	9	0	0	0	0%
<b>Net Cost to General Revenues</b>	<b>135</b>	<b>288</b>	<b>288</b>	<b>288</b>	<b>0%</b>



## 2007 Taxable G.O. Notes Budget Detail

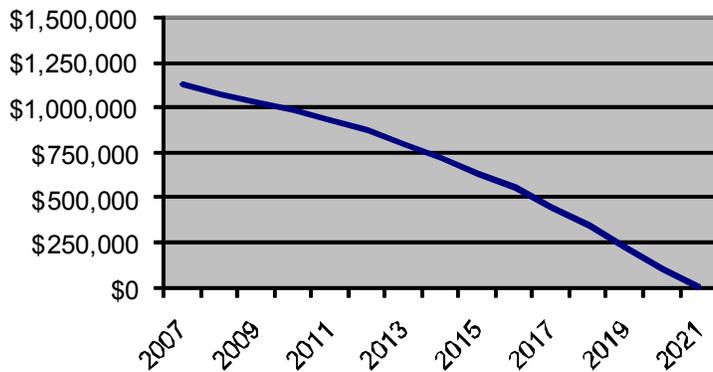
<b>Issue:</b> 2007 Taxable G.O. Notes	<b>Type:</b> General Obligation
<b>Issue Date:</b> 11-01-2007	<b>Principal (Issuance):</b> \$1,150,000
<b>Final Maturity:</b> 04-01-2021	<b>Principal at 1/1/12:</b> \$ 950,000

**GOALS:** Reduce interest expense on prior service portion of annual retirement fund payments.

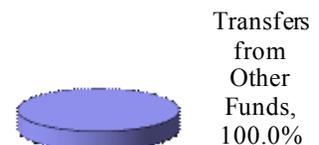
**OBJECTIVES:** Eliminate annual funding of prior service portion of WRS retirement contributions.

	Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>					
Principal	50	50	50	60	20%
Interest	58	55	55	52	-5%
Other Debt Service	0	0	0	0	0%
Transfers to Other Funds	0	0	0	0	0%
<b>Total Expenditures and Transfers</b>	<b>108</b>	<b>105</b>	<b>105</b>	<b>112</b>	<b>7%</b>
Less: Revenues and Transfers In	106	105	105	112	7%
Surplus Applied (Generated)	2	0	0	0	0%
<b>Net Cost to General Revenues</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>

**Amortization**



**Revenue Sources**



## 2011 G.O. Note Anticipation Notes Budget Detail

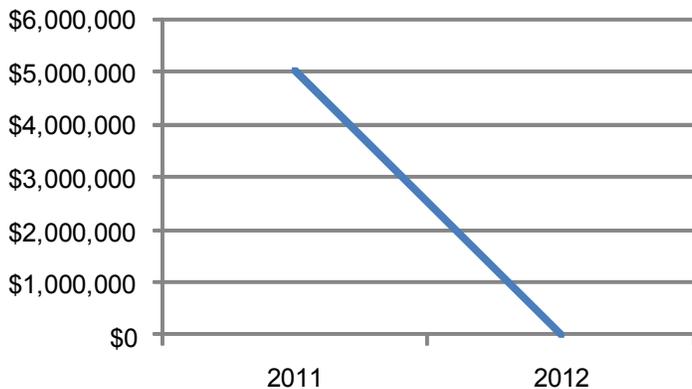
<b>Issue:</b> 2011 G.O. Note Anticipation Notes	<b>Type:</b> General Obligation
<b>Issue Date:</b> 01-04-11	<b>Principal (Issuance):</b> \$5,000,000
<b>Final Maturity:</b> 07-01-12	<b>Principal at 1/1/12:</b> \$5,000,000

**GOALS:** To provide interim financing for City share of Jack Russell Memorial Library project.

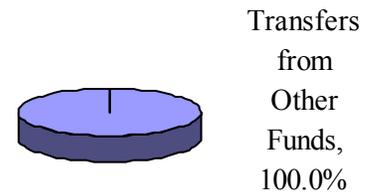
**OBJECTIVES:** To prove short-term financing in advance of issuing long-term debt.

	Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>					
Principal	0	0	0	5000	100%
Interest	0	41	54	110	168%
Other Debt Service	0	25	0	0	-100%
Transfers to Other Funds	0	0	0	0	0%
<b>Total Expenditures and Transfers</b>	0	66	54	5110	7642%
Less: Revenues and Transfers In	0	100	56	5110	5010%
Surplus Applied (Generated)	0	-34	-2	0	-100%
<b>Net Cost to General Revenues</b>	0	0	0	0	0%

**Amortization**



**Revenue Sources**



NOTE: Issue will be authorized in late 2010 with early 2011 issuance. All costs of the notes paid by Library Board.

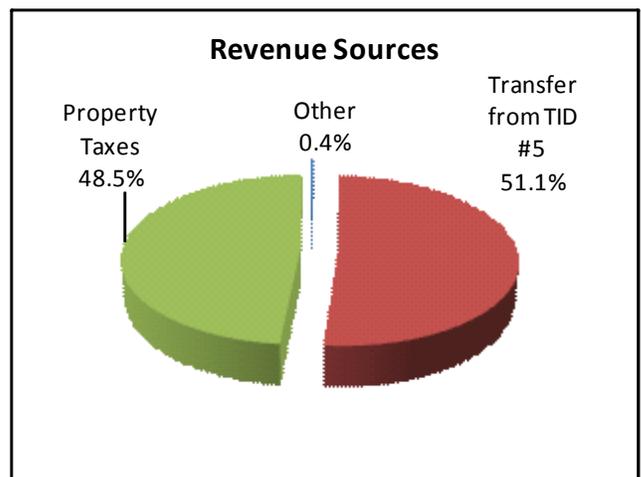
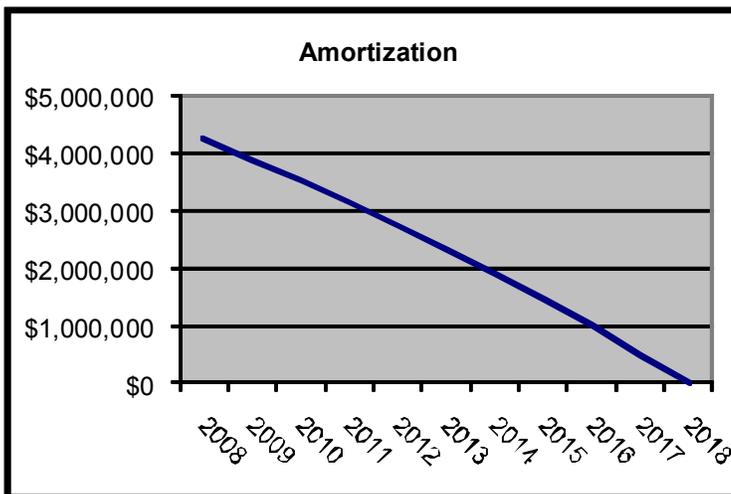
## 2008 G.O. Promissory Notes Budget Detail

<b>Issue:</b> 2008 G.O. Promissory Notes	<b>Type:</b> General Obligation
<b>Issue Date:</b> 07-01-2008	<b>Principal (Issuance):</b> \$4,310,000
<b>Final Maturity:</b> 07-01-2018	<b>Principal at 1/1/12:</b> \$3,160,000

**GOALS:** To finance 2008-9 Capital Improvement Program projects approved for debt financing, and to take out 2005 G.O. Bans for Tax Incremental District #5.

**OBJECTIVES:** Amortization according to amortization schedule.

	Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>					
Principal	380	400	400	425	6%
Interest	147	133	133	119	-11%
Other Debt Service	0	0	0	0	0%
Transfers to Other Funds	0	0	0	0	0%
<b>Total Expenditures and Transfers</b>	<b>527</b>	<b>533</b>	<b>533</b>	<b>544</b>	<b>2%</b>
Less: Revenues and Transfers In	292	274	274	280	2%
Surplus Applied (Generated)	0	0	0	0	0%
<b>Net Cost to General Revenues</b>	<b>235</b>	<b>259</b>	<b>259</b>	<b>264</b>	<b>2%</b>



## 2010 G.O. Promissory Notes Budget Detail

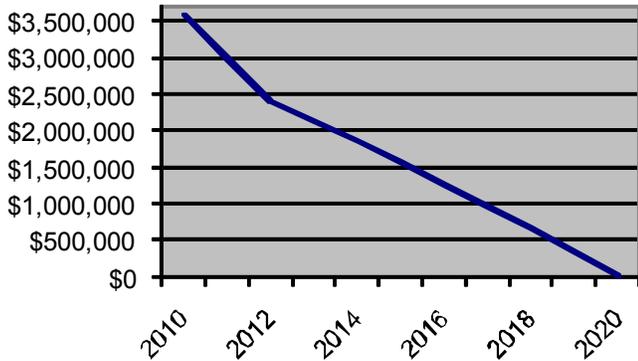
<b>Issue:</b> 2010 G.O. Promissory Notes	<b>Type:</b> General Obligation
<b>Issue Date:</b> 08-01-2010	<b>Principal (Issuance):</b> \$3,580,000
<b>Final Maturity:</b> 08-01-2020	<b>Principal at 1/1/12:</b> \$3,005,000

**GOALS:** To finance 2010-11 Capital Improvement Program projects approved for debt financing, and refinancing 2011 and 2012 maturities from the 2002 G.O. Promissory Notes.

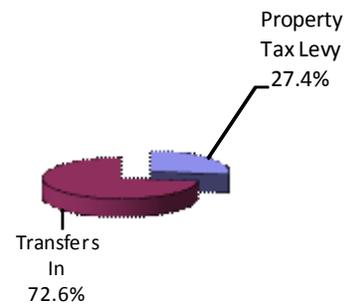
**OBJECTIVES:** Amortization according to amortization schedule.

	Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>					
Principal	0	575	575	600	4%
Interest	0	82	82	74	-10%
Other Debt Service	5	0	0	0	0%
Transfers to Other Funds	0	0	0	0	0%
<b>Total Expenditures and Transfers</b>	5	657	657	674	3%
Less: Revenues and Transfers In	5	320	320	489	53%
Surplus Applied (Generated)	0	0	0	0	0%
<b>Net Cost to General Revenues</b>	0	337	337	185	-45%

**Amortization**



**Revenue Sources**



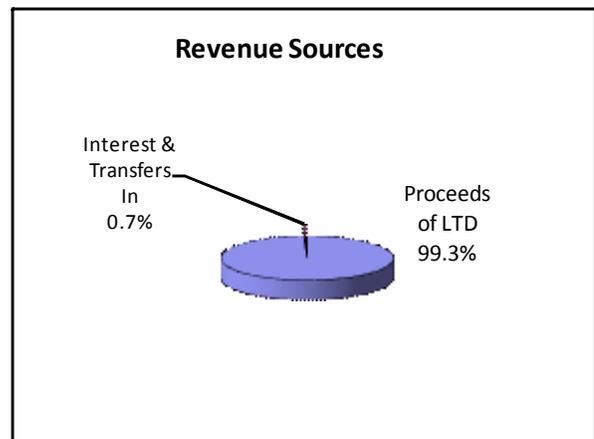
## 2012 G.O. Refunding Bonds Budget Detail

<b>Issue:</b> 2012 G.O. Refunding Bonds	<b>Type:</b> General Obligation
<b>Issue Date:</b> 07-01-2012	<b>Principal (Issuance):</b> \$0
<b>Final Maturity:</b> 07-01-2032	<b>Principal at 1/1/12:</b> \$0

**GOALS:** To finance 2012-13 Capital Improvement Program projects approved for debt financing, and taking out the 2011 G.O. Note Anticipation Notes issued for the Jack Russell Memorial Library Project.

**OBJECTIVES:** Amortization according to amortization schedule. Schedule to reflect 20 year term for Library project and 10 year term for other Capital Projects.

	Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>					
Principal	0	0	0	0	0%
Interest	0	0	0	0	0%
Other Debt Service	0	0	0	35	100%
Transfers to Other Funds	0	0	0	5000	100%
<b>Total Expenditures and Transfers</b>	0	0	0	5035	100%
Less: Revenues and Transfers In	0	0	0	5035	100%
Surplus Applied (Generated)	0	0	0	0	0%
<b>Net Cost to General Revenues</b>	0	0	0	0	0%



## Debt Retirement Sinking Fund Budget Detail

**GOALS:** To accumulate resources for the repayment of general obligation debt.

**OBJECTIVES:** Allocation of sinking fund reserves to mitigate the tax levy impact of long-term debt amortization.

	Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>					
Principal	0	0	0	0	0%
Interest	0	0	0	0	0%
Other Debt Service	38	0	0	0	0%
Transfers to Other Funds	478	721	731	892	24%
<b>Total Expenditures and Transfers</b>	<b>516</b>	<b>721</b>	<b>731</b>	<b>892</b>	<b>24%</b>
Less: Revenues and Transfers In	1451	615	616	413	-33%
Surplus Applied (Generated)	-935	106	115	479	352%
<b>Net Cost to General Revenues</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>

**HIGHLIGHTS:** Accumulations in Debt Retirement Sinking Fund are planned to reduce tax levy impact of Recreation Center debt amortization in years 2008 through 2018. Excess fund balances in Health Insurance and Risk Management funds transferred to Debt Retirement Sinking Fund in 2010—2012 to lower future levy impact. Proceeds from sale of Riverbend Property placed in Debt Retirement Sinking Fund in 2010.

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***CAPITAL  
PROJECT  
FUNDS***

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# Summary of Fund Type

## CAPITAL PROJECT FUNDS

To account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds and trust funds).

The Summary of Fund Type for Capital Project Funds consolidates presentations from the following Detail Pages:

- |  |  |
|--|--|
| Rubicon River Parkway<br>2012-13 Capital Projects<br>2008-9 Capital Projects<br>2010-11 Capital Projects<br>Jack Russell Library Project | Parks Projects<br>Tax Incremental District #4 Projects<br>Tax Incremental District #5 Projects<br>Tax Incremental District #6 Projects<br>Tax Incremental District #7 Projects |
|--|--|

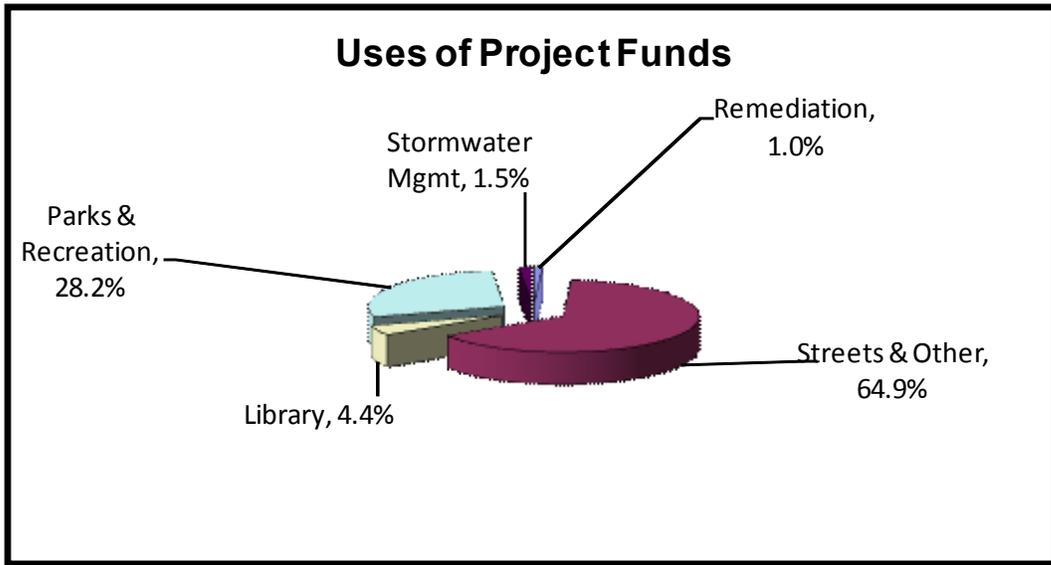
	Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>					
Labor					
Operations and Maintenance					
Debt Service	0	0	28	0	0%
Capital Outlay	2974	7466	9453	2370	-68%
Nonoperating Expenditures	0	0	0	0	0%
Transfers To Other Funds	1264	271	306	650	140%
<b>Total Expenditures &amp; Transfers</b>	<b>4238</b>	<b>7737</b>	<b>9787</b>	<b>3020</b>	<b>-61%</b>
<b>Revenues and Transfers In</b>					
Other Tax Revenues	11	0	12	11	100%
Special Assessments	0	0	0	0	0%
Intergovernmental Revenues	0	601	45	601	0%
Licenses and Permits					
Fines, Forfeitures, Penalties					
Public Charges for Services	93	9	9	10	11%
Intergovernmental Charges					
Miscellaneous Revenues	2971	6559	6577	5999	-9%
Transfers From Other Funds	1419	289	334	61	-79%
Sub-Total	4494	7458	6977	6682	-10%
Surplus Applied (Generated)	-256	279	2810	-3662	-1413%
Property Tax Levy	0	0	0	0	0%
<b>Total Revenues and Transfers</b>	<b>4238</b>	<b>7737</b>	<b>9787</b>	<b>3020</b>	<b>-61%</b>

# Summary of Fund Activity

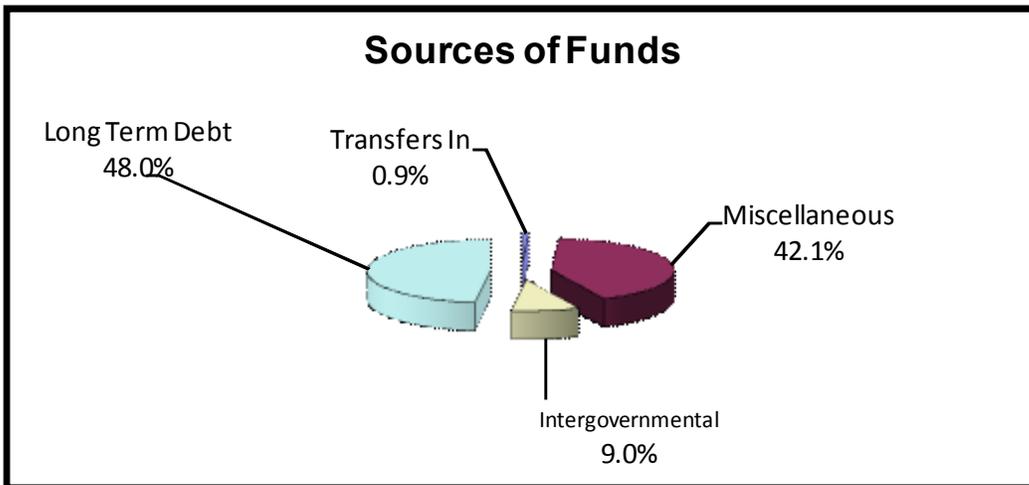
## Capital Project Funds

To account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds and trust funds).

### Uses of Project Funds



### Sources of Funds



## Rubicon River Parkway Budget Detail

<b>Fund Type:</b> Capital Projects	<b>Fund:</b> Rubicon River Parkway
<b>Manager:</b> Director of Parks & Recreation	<b>Department:</b> Parks & Recreation

**GOALS:** To enhance the quality of life for City residents through the development of park, recreation, and natural environments along the Rubicon River.

**OBJECTIVES:** Protect the Rubicon River corridor and create a green belt along the river.  
Acquire properties along the river corridor allowing for trail development.  
Develop a surface trail from Pike Lake to Goodland Road.

	Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>					
Labor					
Operations and Maintenance					
Debt Service					
Capital Outlay	0	135	142	0	-100%
Nonoperating Expenditures					
Transfers to Other Funds					
<b>Total Expenditures and Transfers</b>	0	135	142	0	-100%
Less: Revenues and Transfers In	46	0	23	0	0%
Surplus Applied (Generated)	-46	135	119	0	-100%
<b>Net Cost to General Revenues</b>	0	0	0	0	0%

**HIGHLIGHTS:** 2011 project cost was partial funding of parkway path and retaining wall abutting new library site.

## Parks Projects Fund Budget Detail

<b>Fund Type:</b>	Capital Projects	<b>Fund:</b>	Parks Projects
<b>Manager:</b>	Director of Parks & Recreation	<b>Department:</b>	Parks & Recreation

**GOALS:** To provide a segregation of funding sources for major park system acquisitions, renovations, and development.

**OBJECTIVES:** Monitor remediation engineering efforts at Independence Park.  
Complete remediation of Independence Park Landfill.  
Develop new park lands including roadways, utilities, buildings, picnic areas, and sport fields.

	Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>					
Labor					
Operations and Maintenance					
Debt Service					
Capital Outlay	61	149	55	126	-15%
Nonoperating Expenditures					
Transfers to Other Funds					
<b>Total Expenditures and Transfers</b>	61	149	64	126	-15%
Less: Revenues and Transfers In	26	68	12	88	29%
Surplus Applied (Generated)	35	81	52	38	-53%
<b>Net Cost to General Revenues</b>	0	0	0	0	0%

**HIGHLIGHTS:** Monitoring of groundwater at Independence Park will continue in 2012. This fund also supports Parks Capital Projects financed by Parkland Trust. 2012 projects include Rotary Park Bridge, Independence Park Shelter (partial funding), and emerald ash borer removal and treatment.

## 2008-2009 Capital Projects Budget Detail

<b>Fund Type:</b>	Capital Projects	<b>Fund:</b>	2008-2009 Capital Projects
<b>Manager:</b>	City Engineer	<b>Department:</b>	Public Works

**GOALS:** To allocate proceeds from 2008 General Obligation Promissory Notes to Council-approved construction projects and equipment identified in the 2008 and 2009 CIP.

**OBJECTIVES:** Remaining project for 2012 is completion of radio system improvements for Police and Fire Departments.

	Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>					
Labor					
Operations and Maintenance					
Debt Service					
Capital Outlay	98	11	47	15	36%
Nonoperating Expenditures					
Transfers to Other Funds	0	0	38	0	0%
<b>Total Expenditures and Transfers</b>	98	11	85	15	36%
Less: Revenues and Transfers In	73	0	0	0	0%
Surplus Applied (Generated)	25	11	85	15	36%
<b>Net Cost to General Revenues</b>	0	0	0	0	0%

**HIGHLIGHTS:** 2008 G.O. Promissory Notes include funding for both 2008 and 2009 projects, and take-out of TID #5 2005 BANS.

## 2010-2011 Capital Projects Budget Detail

<b>Fund Type:</b> Capital Projects	<b>Fund:</b> 2010-2011 Capital Projects
<b>Manager:</b> City Engineer	<b>Department:</b> Public Works

**GOALS:** To allocate proceeds from 2010 General Obligation Promissory Notes to Council-approved construction projects and equipment identified in the 2011 CIP.

**OBJECTIVES:** Complete the following in 2012:

- Willowbrook/Ewing Dr
- West Side Park Parking
- DPW/Utility Storm Water
- Bernd Park Development
- Rubicon River Shoreline Study
- Millpond Bulkhead Repair
- East Monroe Resurfacing

	Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>					
Labor					
Operations and Maintenance					
Debt Service					
Capital Outlay	1311	1183	412	773	-35%
Nonoperating Expenditures					
Transfers to Other Funds	574	205	205	0	-100%
<b>Total Expenditures and Transfers</b>	<b>1885</b>	<b>1388</b>	<b>617</b>	<b>773</b>	<b>-44%</b>
Less: Revenues and Transfers In	2961	561	43	560	0%
Surplus Applied (Generated)	-1076	827	574	213	-74%
<b>Net Cost to General Revenues</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>

## 2012-2013 Capital Projects Budget Detail

<b>Fund Type:</b>	Capital Projects	<b>Fund:</b>	2012-2013 Capital Projects
<b>Manager:</b>	City Engineer	<b>Department:</b>	Public Works

**GOALS:** To allocate proceeds from 2012 General Obligation Refunding Bonds to Council-approved construction projects and equipment identified in the 2012 and 2013 CIP.

**OBJECTIVES:** Complete the following projects during 2012:

- South Rural Street
- Stormwater Pond Dredging
- Summit Street
- Dump Truck/Plow/Wing
- Birch Lane
- Millpond Bulkhead Repair
- East Sumner Resurfacing
- West Side Park Lights
- Branch/Grand Resurfacing
- East Sumner Asphalt Patching
- Vets Pool ADA Ramp

	Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>					
Labor					
Operations and Maintenance					
Debt Service					
Capital Outlay	0	0	45	1402	100%
Nonoperating Expenditures	0	0	0	0	0%
Transfers to Other Funds	0	0	0	540	100%
<b>Total Expenditures and Transfers</b>	0	0	45	1942	100%
Less: Revenues and Transfers In	0	0	0	3279	100%
Surplus Applied (Generated)	0	0	45	-1337	-100%
<b>Net Cost to General Revenues</b>	0	0	0	0	0%

**HIGHLIGHTS:** 2012 G.O. Refunding Notes include funding for both 2012 and 2013 projects, and take-out of 2011 G.O. NAN's (Library Project). \$540,000 of 2012 CIP projects funded in General Fund.

**TID #4 Projects  
Budget Detail**

<b>Fund Type:</b> Capital Projects	<b>Fund:</b> TID #4 Projects
<b>Manager:</b> City Engineer	<b>Department:</b> Public Works

**GOALS:** To increase industrial sites available at the Dodge Industrial Park, and compete rehabilitation projects throughout the City.

**OBJECTIVES:** All projects are complete.

	Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>					
Labor					
Operations and Maintenance					
Debt Service					
Capital Outlay	48	0	0	0	0%
Nonoperating Expenditures					
Transfers to Other Funds	689	0	0	0	0%
<b>Total Expenditures and Transfers</b>	<b>737</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>
Less: Revenues and Transfers In	737	0	0	0	0%
Surplus Applied (Generated)	0	0	0	0	0%
<b>Net Cost to General Revenues</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>

**TID #5 Projects  
Budget Detail**

<b>Fund Type:</b> Capital Projects	<b>Fund:</b> TID #5 Projects
<b>Manager:</b> City Engineer	<b>Department:</b> Public Works

**GOALS:** To facilitate commercial development through expansion of roadways and infrastructure in the East Sumner Street, High Road, and Hilldale Drive areas of the City.

**OBJECTIVES:** All projects are completed.

	Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>					
Labor					
Operations and Maintenance					
Debt Service					
Capital Outlay	0	0	0	0	0%
Nonoperating Expenditures	0	0	0	0	0%
Transfers to Other Funds	1	0	0	0	0%
<b>Total Expenditures and Transfers</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>
Less: Revenues and Transfers In	0	0	0	0	0%
Surplus Applied (Generated)	1	0	0	0	0%
<b>Net Cost to General Revenues</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>

**TID #6 Projects  
Budget Detail**

<b>Fund Type:</b> Capital Projects	<b>Fund:</b> TID #6 Projects
<b>Manager:</b> City Engineer	<b>Department:</b> Public Works

**GOALS:** To rehabilitate Grant Street industrial area and assist in conversion of old industrial buildings.

**OBJECTIVES:** Generate sufficient tax increments to lower cost of capital to private owner/ investor and thereby stimulate further rehabilitation of the area.

	Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>					
Labor					
Operations and Maintenance					
Debt Service					
Capital Outlay	10	1	12	11	1000%
Nonoperating Expenditures					
Transfers to Other Funds					
<b>Total Expenditures and Transfers</b>	10	1	12	11	1000%
Less: Revenues and Transfers In	11	0	12	11	100%
Surplus Applied (Generated)	-1	1	0	0	-100%
<b>Net Cost to General Revenues</b>	0	0	0	0	0%

**HIGHLIGHTS:** Costs include filing fees and audit charges. Increments began in 2010, paid to developer.

**CITY OF HARTFORD**

**TID #7 Projects  
Budget Detail**

<b>Fund Type:</b> Capital Projects	<b>Fund:</b> TID #7 Projects
<b>Manager:</b> City Engineer	<b>Department:</b> Public Works

**GOALS:** To facilitate development and expansion of Signicast LLC industrial site.

**OBJECTIVES:** 2012 project is completion of electrical circuit to site.

	<b>Actual Exp/Rev 2010 (\$000's)</b>	<b>Revised Budget 2011 (\$000's)</b>	<b>Forecast Exp/Rev 2011 (\$000's)</b>	<b>Approved Budget 2012 (\$000's)</b>	<b>% of Budget Change</b>
<b>Expenditures and Transfers Out</b>					
Labor					
Operations and Maintenance					
Debt Service					
Capital Outlay	0	0	136	43	100%
Nonoperating Expenditures					
Transfers to Other Funds					
<b>Total Expenditures and Transfers</b>	0	0	136	43	100%
Less: Revenues and Transfers In	0	0	0	0	0%
Surplus Applied (Generated)	0	0	136	43	100%
<b>Net Cost to General Revenues</b>	0	0	0	0	0%

**HIGHLIGHTS:** Remaining projects will depend on rate of expansion/construction on site.

## Jack Russell Library Project Budget Detail

<b>Fund Type:</b> Capital Projects	<b>Fund:</b> Jack Russell Library Project
<b>Manager:</b> Library Director	<b>Department:</b> Library

GOALS:

OBJECTIVES:

	Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>					
Labor					
Operations and Maintenance					
Debt Service	0	0	28	0	0%
Capital Outlay	1446	5987	8604	0	-100%
Nonoperating Expenditures	0	0	0	0	0%
Transfers to Other Funds	0	66	54	110	67%
<b>Total Expenditures and Transfers</b>	<b>1446</b>	<b>6053</b>	<b>8686</b>	<b>110</b>	<b>-98%</b>
Less: Revenues and Transfers In	640	6829	6887	2744	-60%
Surplus Applied (Generated)	806	-776	1799	-2634	239%
<b>Net Cost to General Revenues</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>

**HIGHLIGHTS:** Fund created to capture construction costs not already paid in Library Fund.  
2011 revenues include \$5 million contribution from City via 2011 BAN's.

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***ENTERPRISE***  
***FUNDS***

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# Summary of Fund Type

## ENTERPRISE FUNDS

To account for operations financed and operated in a manner similar to private business enterprises.

The Summary of Fund Type for Enterprise Funds consolidates presentations from the following Detail Pages:

Cable Television	Airport Fund
Community Development Authority	Housing Action, Inc.
Water Utility	Hartford Electric
Sewer Utility	Emergency Medical Services

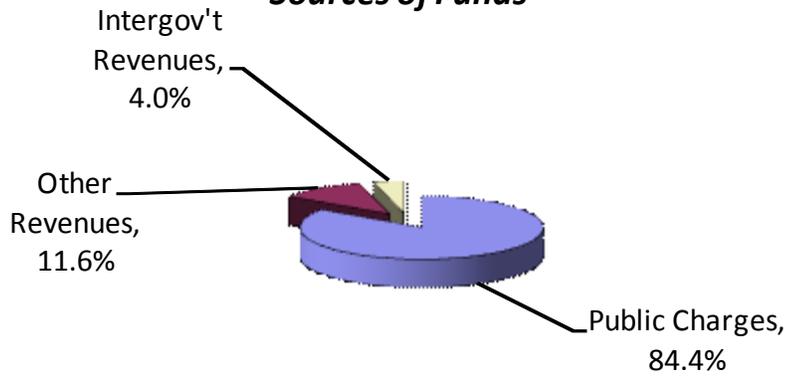
	Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>					
Labor	5751	4918	4553	4481	-9%
Operations and Maintenance	30068	29789	30132	32092	8%
Debt Service	1668	1619	1533	1435	-11%
Capital Outlay					
Nonoperating Expenditures	6	20	20	20	0%
Transfers To Other Funds	282	515	507	367	-29%
<b>Total Expenditures &amp; Transfers</b>	<b>37775</b>	<b>36861</b>	<b>36745</b>	<b>38395</b>	<b>4%</b>
<b>Revenues and Transfers In</b>					
Other Tax Revenues	24	28	28	29	4%
Special Assessments	0	0	0	0	0%
Intergovernmental Revenues	3502	1867	1585	1688	-10%
Licenses and Permits	177	175	183	175	0%
Fines, Forfeitures, Penalties	0	0	0	0	0%
Public Charges for Services	32042	33761	34045	35717	6%
Intergovernmental Charges	261	271	255	267	-1%
Miscellaneous Revenues	2869	1929	1754	2159	12%
Transfers From Other Funds	0	2409	2491	2281	-5%
Sub-Total	38875	40440	40341	42316	5%
Surplus Applied (Generated)	-1100	-3579	-3596	-3921	10%
Property Tax Levy	0	0	0	0	0%
<b>Total Revenues and Transfers</b>	<b>37775</b>	<b>36861</b>	<b>36745</b>	<b>38395</b>	<b>4%</b>

# Summary of Fund Activity

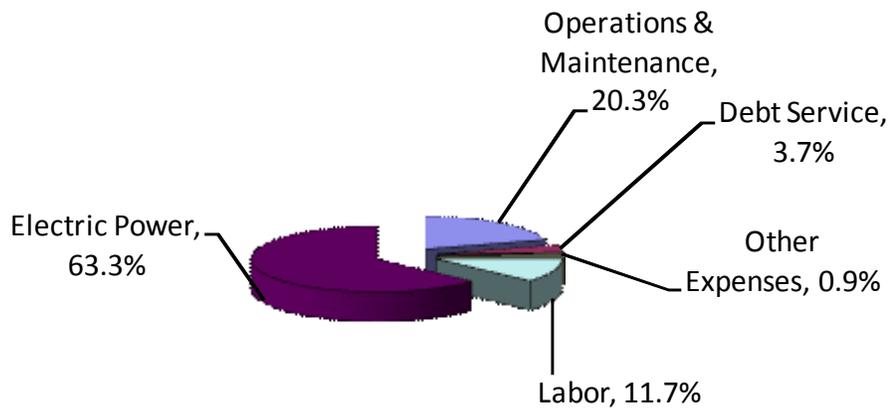
## Enterprise Funds

To account for operations financed and operated in a manner similar to private business enterprises.

### Sources of Funds



### Uses of Funds



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***ENTERPRISE***

***FUNDS***

***Division***

***Detail***

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## Cable Television Budget Detail

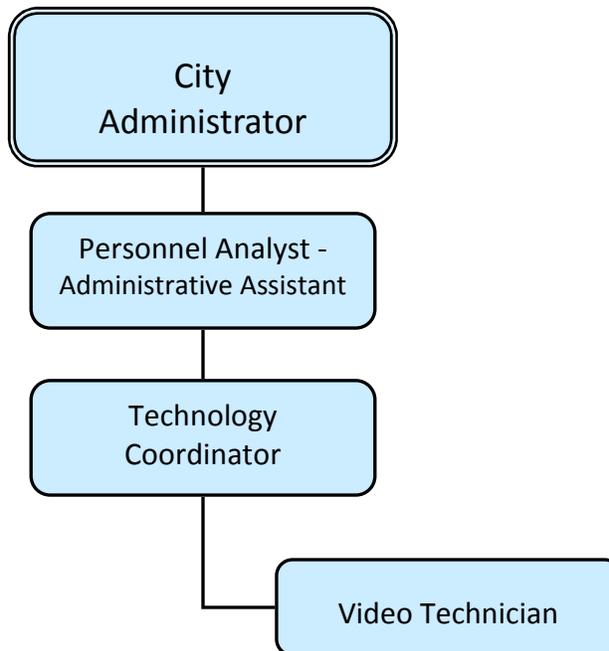
**Fund Type:** Enterprise

**Fund:** Cable Television

**Manager:** City Administrator

**Department:** City Administration

The City's cable television franchise is overseen by the Office of the City Administrator. The division is responsible for the operation of the City's public access government channel. The channel, which is operated using funds provided under Wisconsin Act 42, operates primarily with funds assessed to the City as a percentage of revenues earned within the City. The station is largely devoted to the televising of government meetings, including the meetings leading to the development and eventual approval of this budget document.



	Actual Exp/Rev 2010	Revised Budget 2011	Forecast Exp/Rev 2011	Approved Budget 2012	<i><b>% of Change</b></i>
Employee Count	1.12	1.12	1.12	1.12	<b>0%</b>
Full Time Equivalent Positions	.705	.705	.705	0.705	<b>0%</b>

## Cable Television Budget Detail

<b>Fund Type:</b> Enterprise	<b>Fund:</b> Cable Television
<b>Manager:</b> City Administrator	<b>Department:</b> City Administration

**GOALS:** To provide for the televising of City meetings and other public events, the presentation of explanatory programs of general community interest, and the dissemination of timely information concerning the operation of City government.

**OBJECTIVES:** Telecast 100% of City meetings where permitted. Produce at least 1 quality broadcast of community events other than meetings every month. Present meeting agenda and utility information in a timely manner.

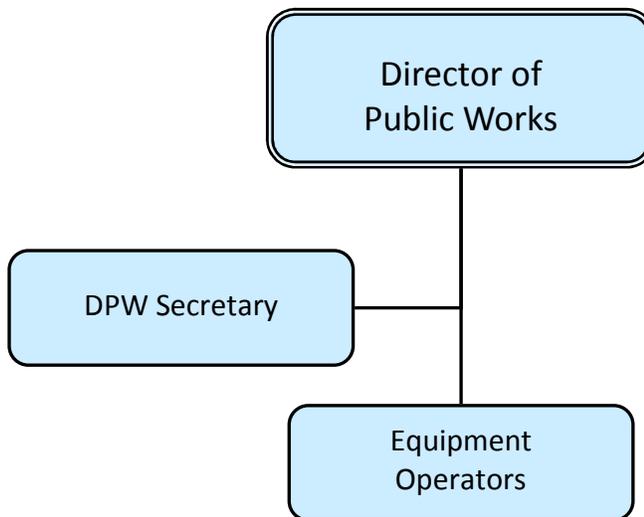
	Unit of Measure	Actual 2009	Actual 2010	Forecast 2011	Planned 2012
<b>Activity Measures:</b>					
Broadcast Hours Weekly	Hours	50	50	50	50
Non-Meeting Weekly Broadcast	Programs	30	30	30	30
Weekly Meetings Broadcast	Meetings	3	3	3	3
	Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>					
Labor	49	50	50	49	-2%
Operations and Maintenance	12	13	14	13	0%
Debt Service					
Capital Outlay					
Nonoperating Expenditures					
Transfers to Other Funds	70	105	105	80	-24%
<b>Total Expenditures and Transfers</b>	<b>131</b>	<b>168</b>	<b>169</b>	<b>142</b>	<b>-15%</b>
Less: Revenues and Transfers In	179	178	178	178	0%
Surplus Applied (Generated)	-48	-10	-9	-36	260%
<b>Net Cost to General Revenues</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>

**HIGHLIGHTS:** \$80,000 of excess retained earnings transferred to General Fund to reduce tax levy.

## Airport Budget Detail

<b>Fund Type:</b>	Enterprise	<b>Fund:</b>	Airport Fund
<b>Manager:</b>	Director of Public Works	<b>Department:</b>	Public Works

The Hartford Municipal Airport is a general aviation facility capable of handling a wide variety of business and sport aviation aircraft. The airport is a designated FAA Reliever offering one 3000 foot asphalt runway and taxi way, and one 2000 foot grass runway. A self-service fuel dispensing station was installed in 1999. All hangar units at the airport are owned by private parties.



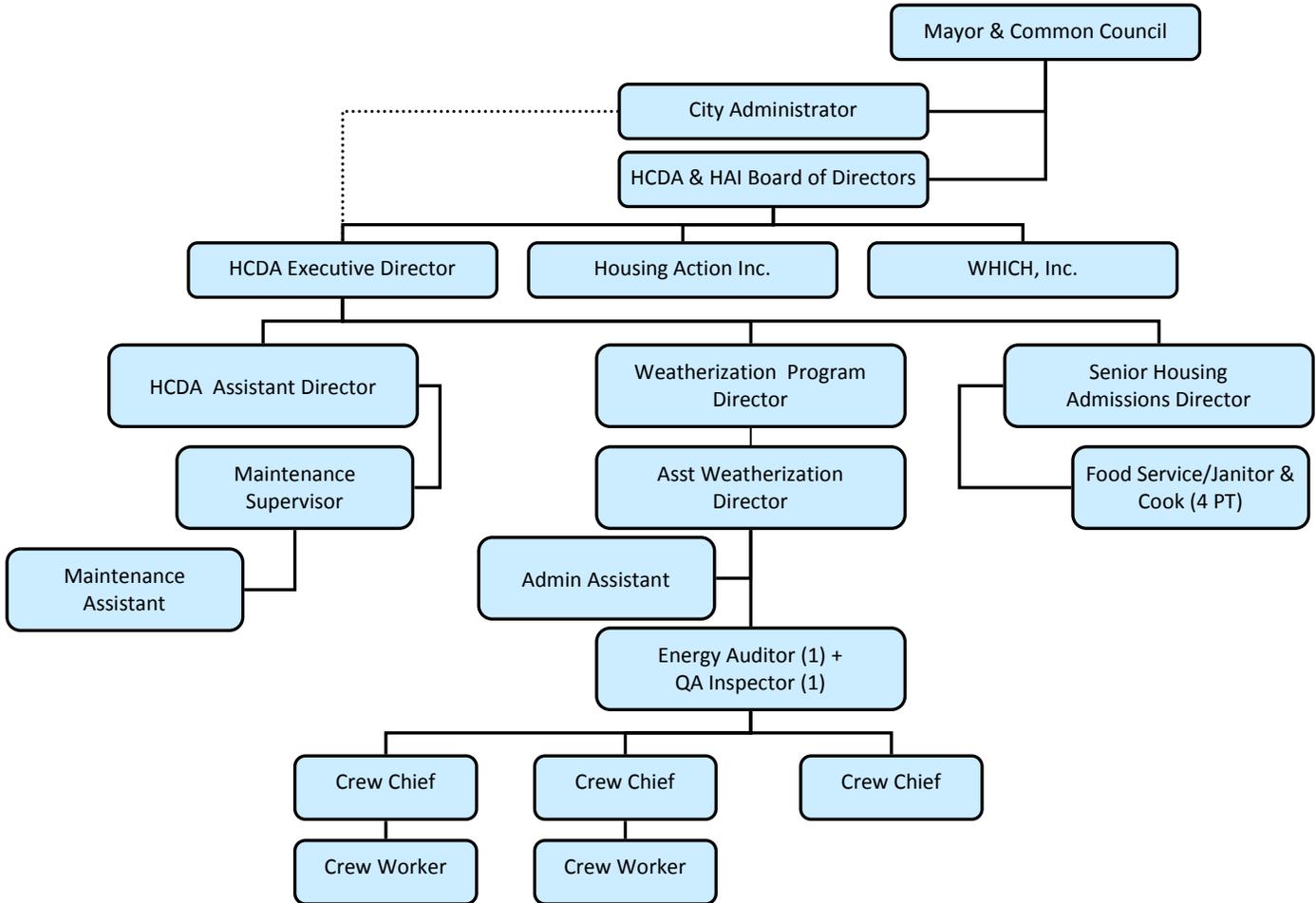
	Actual Exp/Rev 2010	Revised Budget 2011	Forecast Exp/Rev 2011	Approved Budget 2012	<i><b>% of Change</b></i>
Employee Count	0	0	0	0	<b>0%</b>
Full Time Equivalent Positions	.4565	.4565	.4565	.4565	<b>0%</b>



## Community Development Authority Budget Detail

<b>Fund Type:</b>	<b>Enterprise</b>	<b>Fund:</b>	<b>Community Development Authority</b>
<b>Manager:</b>	<b>HCDA Executive Director</b>	<b>Department:</b>	<b>Community Development Authority</b>

The Hartford Community Development Authority (HCDA) is a subcomponent unit of the City of Hartford established in 1971 to provide housing, weatherization, and economic development programs. The HCDA is responsible for the maintenance and rental of apartment buildings for low income, elderly, and/or disabled tenants. The HCDA manages three privately owned apartment buildings on a fee basis. In addition, the Authority owns and operates 156 elderly and family apartment units with rent assisted and low rent units. The HCDA provides information and referral services on such issues as landlord/tenant law, fair housing, domestic violence, emergency shelter, consumer protection, and supportive services for families and the elderly or disabled. A two-county weatherization program is administered by the HCDA for the benefit of low income clients wishing to lower energy costs through home weatherization. This service is free to eligible homeowners, with landlords paying a portion of the cost for rental properties. The HCDA also administers the City's Housing and Economic Development Revolving Loan Funds.



	Actual Exp/Rev 2010	Revised Budget 2011	Forecast Exp/Rev 2011	Approved Budget 2012	% Change
Employee Count	25.33	23.0	23.0	19.75	<b>-14.13%</b>
Full Time Equivalents	25.33	22.99	22.99	20.11	<b>-12.53%</b>

## Community Development Authority Budget Detail

**Fund Type: Enterprise**
**Fund: Community Development Authority**
**Manager: HCDA Executive Director**
**Department: Community Development Authority**

**GOALS:** To assure the Hartford community an adequate supply of quality housing, affordable to low and moderate income residents, by providing a wide range of housing and community development services including: property management, weatherization of existing housing stock, low or no interest home improvement down payment and business loans, subsidized and market rate housing for families, the elderly and disabled, information and referral services, and ensure the enforcement of and compliance with applicable regulations.

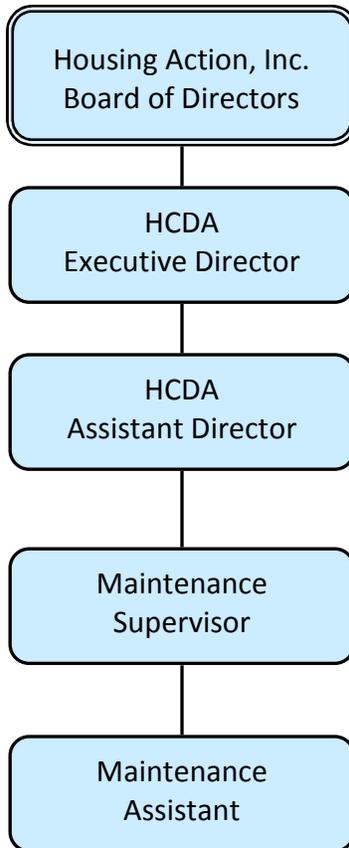
**OBJECTIVES:** Provide affordable housing with and without rent assistance to an average of 160 low income households each month. Weatherize an average of 13 homes per month. Provide housing rehab loans to low/moderate income households to enable purchase or remodeling of home. Provide economic development loans to start up or expanding businesses in Hartford.

<b>Activity Measures:</b>	<b>Unit of Measure</b>	<b>Actual 2009</b>	<b>Actual 2010</b>	<b>Forecast 2011</b>	<b>Planned 2012</b>	
Rental Assistance Provided	Clients/mo.	175	105	75	75	
Weatherizations Completed	Homes	204	391	203	160	
Elderly Housing Provided	Units	112	112	112	112	
Housing Loans Awarded (Units)	Loans	0	4	5	4	
Loan Collection Rate (Housing)	Percent	99%	99%	99%	99%	
Loan Collection Rate (Econ. Dev.)	Percent	72%	65%	75%	74%	
		<b>Actual Exp/Rev 2010 (\$000's)</b>	<b>Revised Budget 2011 (\$000's)</b>	<b>Forecast Exp/Rev 2011 (\$000's)</b>	<b>Approved Budget 2012 (\$000's)</b>	<b>% of Budget Change</b>
<b>Expenditures and Transfers Out</b>						
Labor	1829	1567	1158	1255	-20%	
Operations and Maintenance	2814	1208	1860	1138	-6%	
Debt Service	198	265	177	168	-37%	
Capital Outlay						
Nonoperating Expenditures						
Transfers to Other Funds	9	0	0	0	0%	
<b>Total Expenditures and Transfers</b>	<b>4850</b>	<b>3040</b>	<b>3195</b>	<b>2561</b>	<b>-16%</b>	
Less: Revenues and Transfers In	4504	3371	2973	2737	-19%	
Surplus Applied (Generated)	346	-331	222	-176	-47%	
<b>Net Cost to General Revenues</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>	

# Housing Action Inc. Budget Detail

<b>Fund Type:</b> Enterprise	<b>Fund:</b> Housing Action, Inc.
<b>Manager:</b> HCDA Executive Director	<b>Department:</b> Community Development Authority

Housing Action, Inc. (HAI) was formed in 1994 as a subcomponent unit of the Hartford Community Development Authority. As such HAI is also a subcomponent unit of the City of Hartford. Housing Action, Inc. owns and operates the Hartford Highlands apartment complex for low and moderate income families. A comprehensive rehabilitation of the formerly private complex has been ongoing since the creation of the entity.



	Actual Exp/Rev 2010	Revised Budget 2011	Forecast Exp/Rev 2011	Approved Budget 2012	<i><b>% of Change</b></i>
Employee Count	0	0	0	0	<b>0%</b>
Full Time Equivalent Positions	0	0	0	0	<b>0%</b>

## Housing Action, Inc. Budget Detail

<b>Fund Type:</b>	<b>Enterprise</b>	<b>Fund:</b>	<b>Housing Action, Inc.</b>
<b>Manager:</b>	<b>HCDA Executive Director</b>	<b>Department:</b>	<b>Community Development Authority</b>

**GOALS:** To provide affordable, safe, sanitary housing for low and moderate income (within 80% of the county median income) families. To promote self sufficiency and home ownership by providing information and referrals and by encouraging families to utilize appropriate programs offered by the Hartford Community Development Authority and other agencies.

**OBJECTIVES:** Continue rehabilitation of apartments and grounds.  
 Improve tenant and community relations by encouraging resident involvement in activities such as Block Watch Program.  
 Ensure maximum occupancy and fiscal integrity of the project.

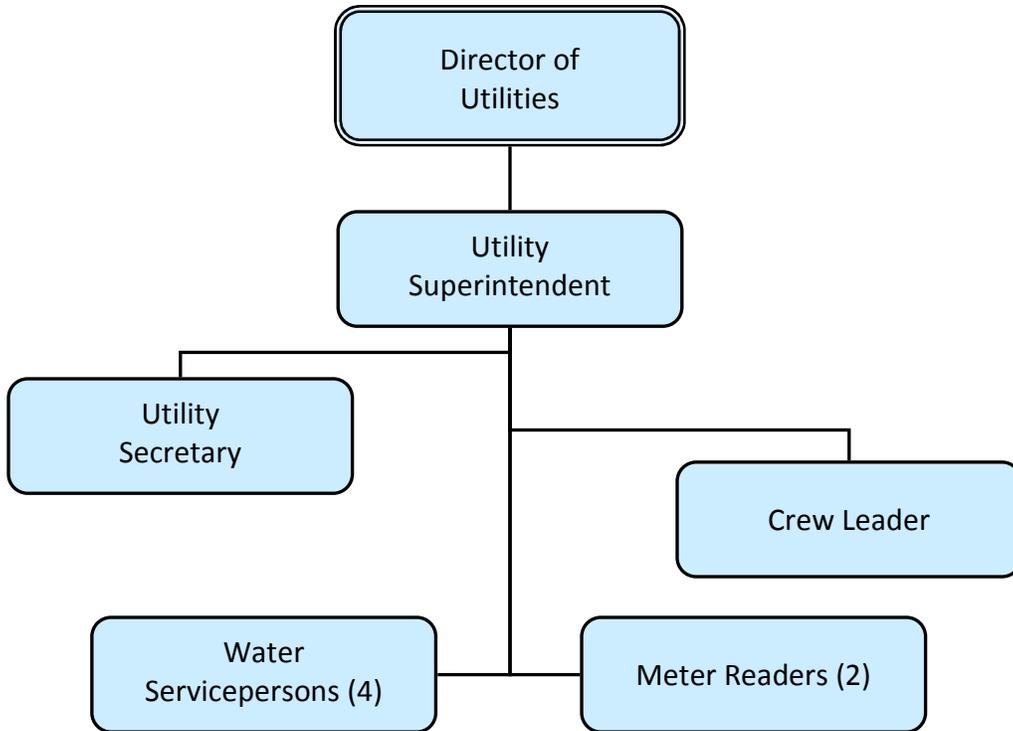
	Unit of Measure	Actual 2009	Actual 2010	Forecast 2011	Planned 2012
<b>Activity Measures:</b>					
Rental Occupancy Rate	Percent	85%	77%	80%	85%
	Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>					
Labor					
Operations and Maintenance	344	333	318	331	-1%
Debt Service	30	30	28	25	-17%
Capital Outlay					
Nonoperating Expenditures					
Transfers to Other Funds					
Total Expenditures and Transfers	374	363	346	356	-2%
Less: Revenues and Transfers In	361	412	346	357	-13%
Surplus Applied (Generated)	13	-49	0	-1	-98%
<b>Net Cost to General Revenues</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>

**HIGHLIGHTS:** Housing Action, Inc. will contribute \$20,000 to municipal operations in 2012 as a payment in lieu of taxes. Fund continues to maintain positive cash flow.

# Water Utility Budget Detail

<b>Fund Type:</b> Enterprise	<b>Fund:</b> Water Utility
<b>Manager:</b> Director of Utilities	<b>Department:</b> Water Utility

The Hartford Water Utility was founded more than 100 years ago to provide potable water to all customers. The division is responsible for maintaining water service through the installation of meters, repair of water main breaks, and overall maintenance of the water distribution system. The City has five active ground water wells which pump treated water into a distribution system consisting of four water towers and a grid of underground piping. Computerized well monitoring is in place at all sites, and consumption is read using electronic devices. The division is also responsible for the maintenance of all fire hydrants, including regular testing of valves and water pressure for fire suppression purposes.



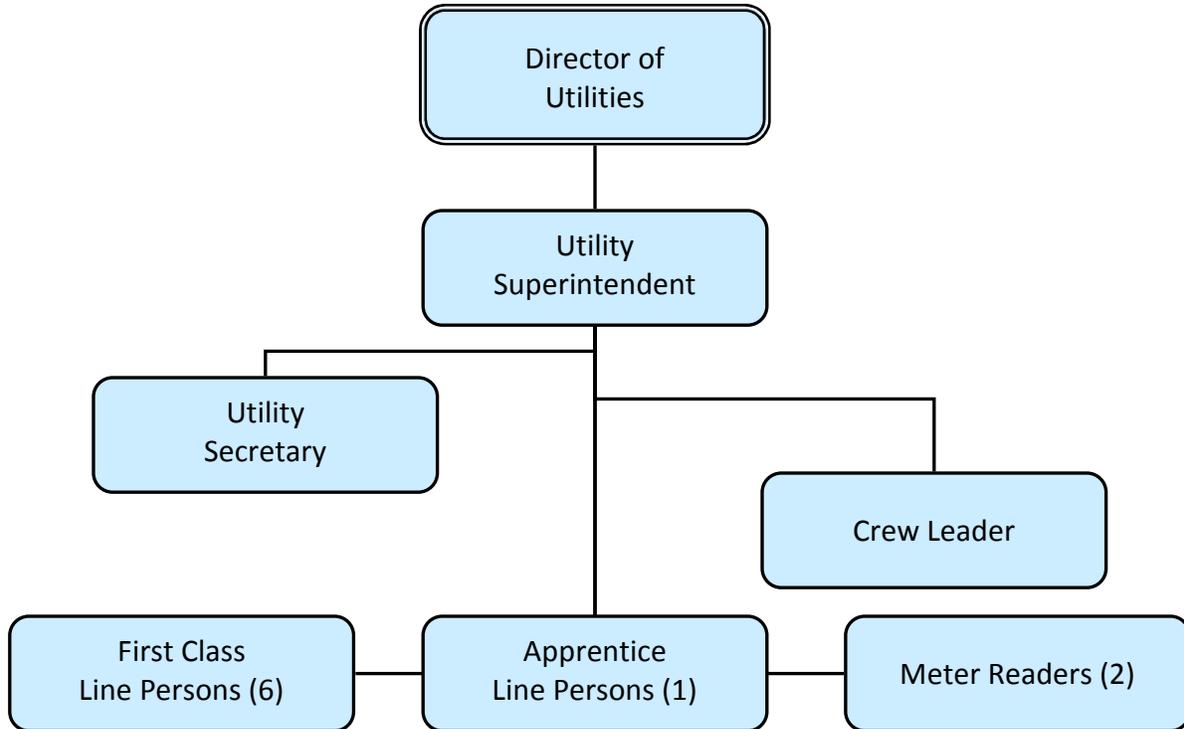
	Actual Exp/Rev 2010	Revised Budget 2011	Forecast Exp/Rev 2011	Approved Budget 2012	<i><b>% of Change</b></i>
Employee Count	6.86	6.86	6.86	6.86	<b>0%</b>
Full Time Equivalent Positions	8.95	8.95	8.95	8.95	<b>0%</b>



# Hartford Electric Budget Detail

<b>Fund Type:</b> Enterprise	<b>Fund:</b> Hartford Electric
<b>Manager:</b> Director of Utilities	<b>Department:</b> Hartford Electric

Hartford Electric is a distribution-only operation, providing low-cost electric power to residential, commercial, and industrial customers. The division is responsible for delivery of electric power, installation of transformers, poles, conductors, and line hardware, as well as the design of the distribution system. Consumption is read monthly from all customer meters, with joint monthly billings issued for electric, water, sewer, and recycling charges. Hartford Electric is an active member of Wisconsin Public Power, Inc. (WPPI), a consortium of 51 municipal electric utilities throughout the midwest. WPPI, also a regulated utility under Wisconsin law, coordinated purchases of electric power from its operations center in Sun Prairie, Wisconsin, and generates a portion of member power requirements through equity positions held in power generating facilities in both Wisconsin and Minnesota. Hartford Electric celebrated its 100th anniversary in December of 1997.



	Actual Exp/Rev 2010	Revised Budget 2011	Forecast Exp/Rev 2011	Approved Budget 2012	<b>% of Change</b>
Employee Count	12.48	12.48	12.48	12.48	<b>0%</b>
Full Time Equivalent Positions	14.71	14.71	14.71	14.71	<b>0%</b>

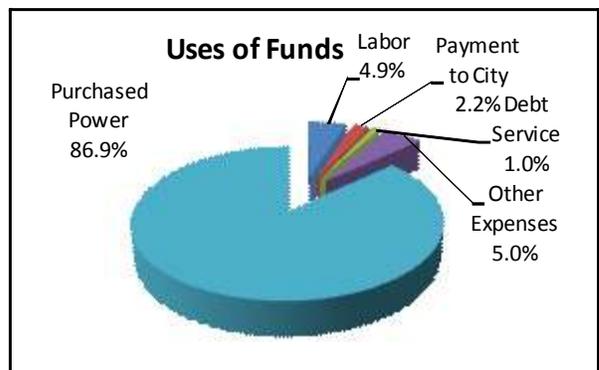
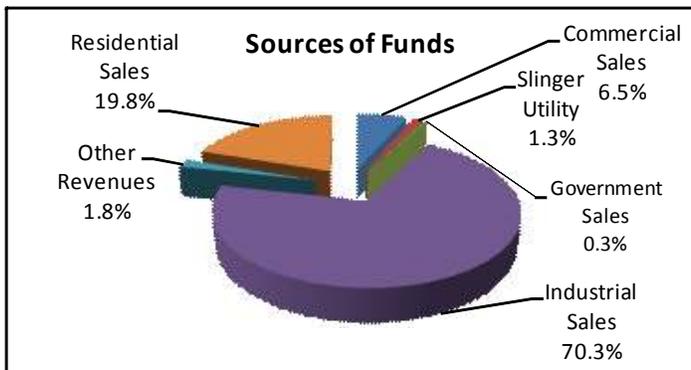
# Hartford Electric Budget Detail

**Fund Type:** Enterprise                      **Fund:** Hartford Electric  
**Manager:** Director of Utilities            **Department:** Hartford Electric

**GOALS:** To provide a consistent level of reliable electric service to the customers of the utility and the Slinger Electric Utility at a cost and service quality advantage over alternative providers.

**OBJECTIVES:** Monitor increasing energy generation charges. Provide community outreach to deal with predicted energy cost increases over next decade. (Wholesale price increase from WPPI budgeted for 2012.) Continue to upgrade facilities to maximize system reliability. Provide interim financing to Water Utility.

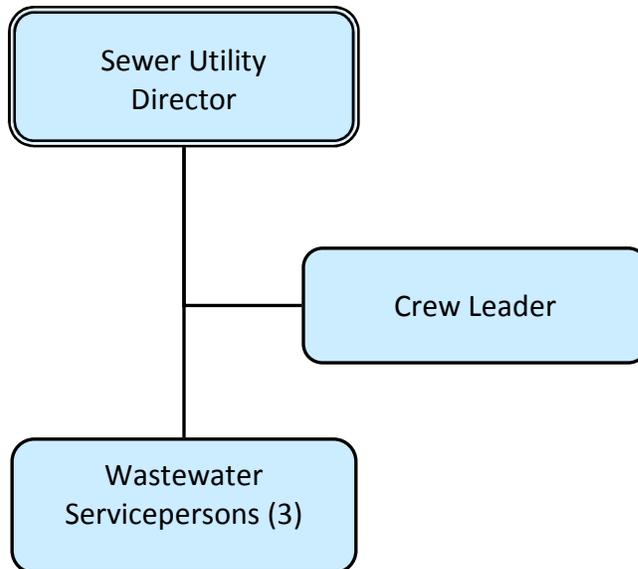
Activity Measures:	Unit of Measure	Actual 2009	Actual 2010	Forecast 2011	Planned 2012	
Electric Utility Customers	Customers	6,677	6,733	6,746	6,756	
Highest Maximum Demand	Megawatts	51.296	56.091	54.146	56.2	
		Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>						
Labor		1773	1442	1446	1373	-5%
Operations and Maintenance		23084	23943	23936	26272	10%
Debt Service		334	303	304	290	-4%
Capital Outlay						
Nonoperating Expenditures		6	20	20	20	0%
Transfers to Other Funds		82	15	37	41	173%
<b>Total Expenditures and Transfers</b>		<b>25279</b>	<b>25723</b>	<b>25743</b>	<b>27996</b>	<b>9%</b>
Less: Revenues and Transfers In		26880	26233	27152	28108	7%
Surplus Applied (Generated)		-1601	-510	-1409	-112	-78%
<b>Net Cost to General Revenues</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>



## Sewer Utility Budget Detail

<b>Fund Type:</b> Enterprise	<b>Fund:</b> Sewer Utility
<b>Manager:</b> Sewer Utility Director	<b>Department:</b> Sewer Utility

The Sewer Utility operates the City of Hartford Water Pollution Control Facility, as well as maintaining a 70 mile underground wastewater collection system. The Water Pollution Control Facility, located in Dodge Industrial Park at the west end of the City, treats an average 4333 gallons of wastewater per household monthly, in conformance with United States Environmental Protection Agency and Wisconsin Department of Natural Resources regulations. Customers are charged based upon water consumption and water meter size, with surcharges assessed for extra loadings and extraterritorial service. The current facility discharges treated water into the Rubicon River at the western edge of the City. A new \$19.3 million facility with a 20 year anticipated life was completed in 1999.



	Actual Exp/Rev 2010	Revised Budget 2011	Forecast Exp/Rev 2011	Approved Budget 2012	<i>% of Change</i>
Employee Count	5.66	4.66	4.66	5.66	<b>21.46%</b>
Full Time Equivalent Positions	7.85	6.85	6.85	7.81	<b>14.01%</b>

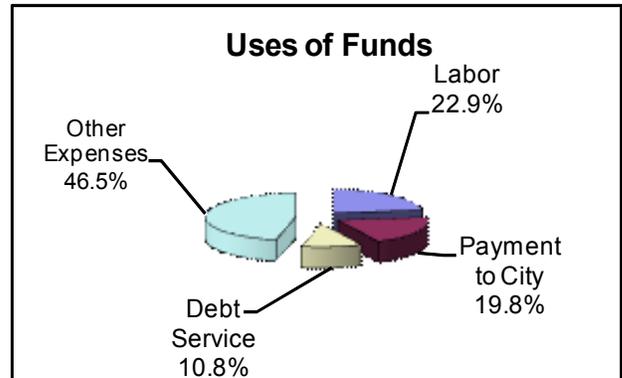
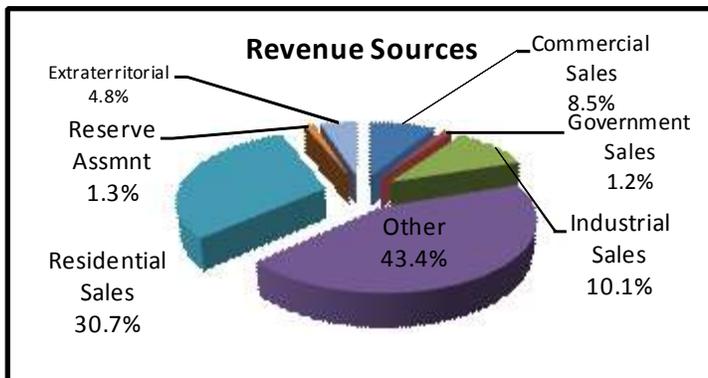
# Sewer Utility Budget Detail

**Fund Type:** Enterprise                      **Fund:** Sewer Utility  
**Manager:** Sewer Utility Director      **Department:** Sewer Utility

**GOALS:** Protect the receiving waters of the Rubicon River. Operate and maintain the City of Hartford’s new Wastewater Treatment Facility as economically and efficiently as possible.

**OBJECTIVES:** Treat over one billion gallons of Hartford wastewater to safe environmental standards as prescribed by the Wisconsin Department of Natural Resources and the Environmental Protection Agency. Keep the laboratory quality assurance and registration as directed by NR 149. Operate without a rate increase in 2012. Provide interim financing to Water Utility.

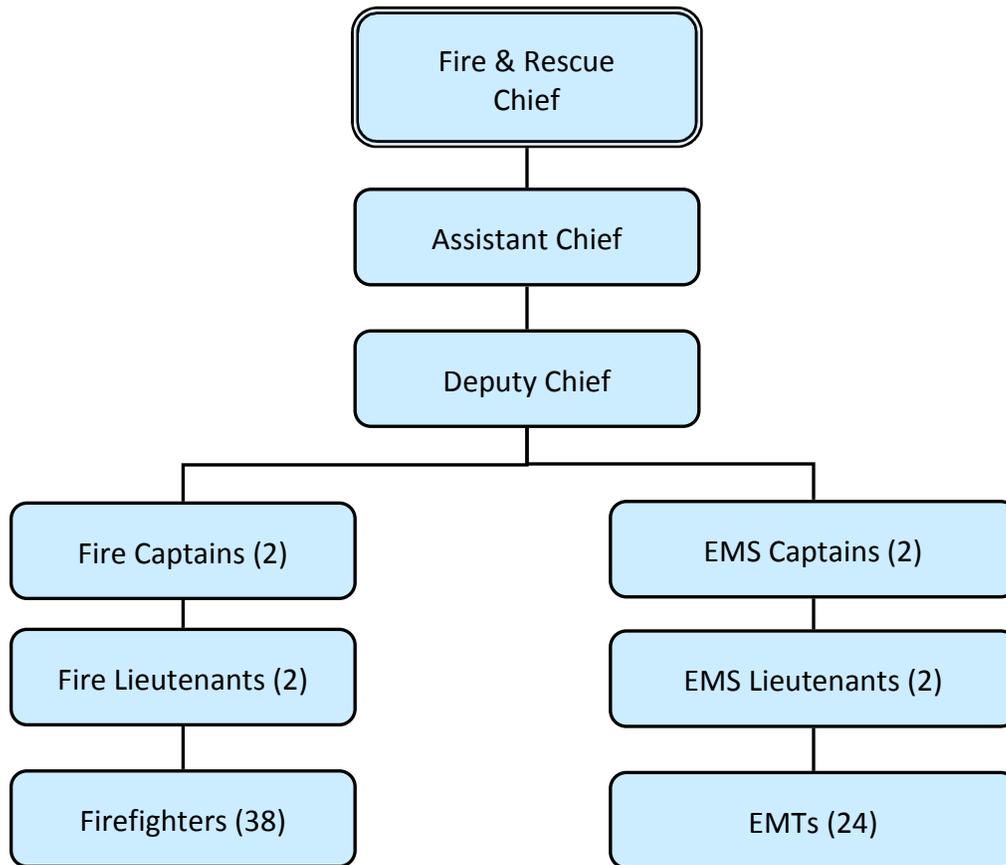
Activity Measures:	Unit of Measure	Actual 2009	Actual 2010	Forecast 2011	Planned 2012
Wastewater Treated (Millions)	Gallons	800	800	800	800
Bio-Solids Removed (Millions)	Gallons	6.5	6.5	5.5	6.0
	Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>					
Labor	731	644	667	649	1%
Operations and Maintenance	1809	1876	1804	1870	0%
Debt Service	386	345	345	305	-12%
Capital Outlay					
Nonoperating Expenditures					
Transfers to Other Funds	112	7	7	7	0%
<b>Total Expenditures and Transfers</b>	<b>3038</b>	<b>2872</b>	<b>2823</b>	<b>2831</b>	<b>-1%</b>
Less: Revenues and Transfers In	3624	5485	5281	5445	-1%
Surplus Applied (Generated)	-586	-2613	-2458	-2614	0%
<b>Net Cost to General Revenues</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>



## Emergency Medical Services Budget Detail

<b>Fund Type:</b> Enterprise	<b>Fund:</b> Emergency Medical Services
<b>Manager:</b> Fire & Rescue Chief	<b>Department:</b> Public Safety

Emergency ambulance response is provided to the citizens of Hartford, and a 70 square mile area surrounding the City, through the Rescue operation of Hartford Fire and Rescue. Originally a quasi-governmental operation, the division is now fully integrated within municipal operations. Twenty-four hour service is provided by a paid on-call staff that respond by page to stabilize a patient condition and transport to the nearest health care facility. Hartford Fire and Rescue operates two fully equipped ambulances from a central facility near City Hall.



	Actual Exp/Rev 2010	Revised Budget 2011	Forecast Exp/Rev 2011	Approved Budget 2012	<i>% of Change</i>
Employee Count	0	0	0	0	<b>0%</b>
Full Time Equivalent Positions	1.28	1.28	1.28	1.28	<b>0%</b>

**CITY OF HARTFORD**

**Emergency Medical Services Budget Detail**

<b>Fund Type:</b> Enterprise	<b>Fund:</b> Emergency Medical Services
<b>Manager:</b> Fire & Rescue Chief	<b>Department:</b> Public Safety

**GOALS:** To provide 24-hour pre-hospital emergency medical care to the citizens of Hartford and its surrounding communities.

**OBJECTIVES:** Maintain an in-service average time of less than 5 minutes. Broaden the educational efforts on safety and E911 at local schools. Maintain complete shift coverage 24 hours/day, 7 days/week, 365 days/year. Continue efforts of staff professionalism and improved public image. Increase the number of EMTs trained to IV Tech level. Maintain a compliment of at least 30 active EMTs.

	Unit of Measure	Actual 2009	Actual 2010	Forecast 2011	Planned 2012
<b>Activity Measures:</b>					
Ambulance Runs	Runs	846	890	910	900
Active Total Roster List	Members	35	35	35	35
	Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>					
Labor	279	263	279	275	5%
Operations and Maintenance	153	151	150	146	-3%
Debt Service	1	1	1	1	0%
Capital Outlay					
Nonoperating Expenditures					
Transfers to Other Funds	2	1	1	2	100%
<b>Total Expenditures and Transfers</b>	<b>435</b>	<b>416</b>	<b>431</b>	<b>424</b>	<b>2%</b>
Less: Revenues and Transfers In	412	419	399	430	3%
Surplus Applied (Generated)	23	-3	32	-6	100%
<b>Net Cost to General Revenues</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>

**HIGHLIGHTS:** Annual budget continues to include labor costs for staffing two 3-person 24-hour shifts on weekends. EMS will operate without a General Fund subsidy in 2012.

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***INTERNAL  
SERVICE  
FUNDS***

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# Summary of Fund Type

## INTERNAL SERVICE FUNDS

To account for the financing of goods or services provided by one department or agency to other departments or agencies.

The Summary of Fund Type for Internal Service Funds consolidates presentations from the following Detail Pages:

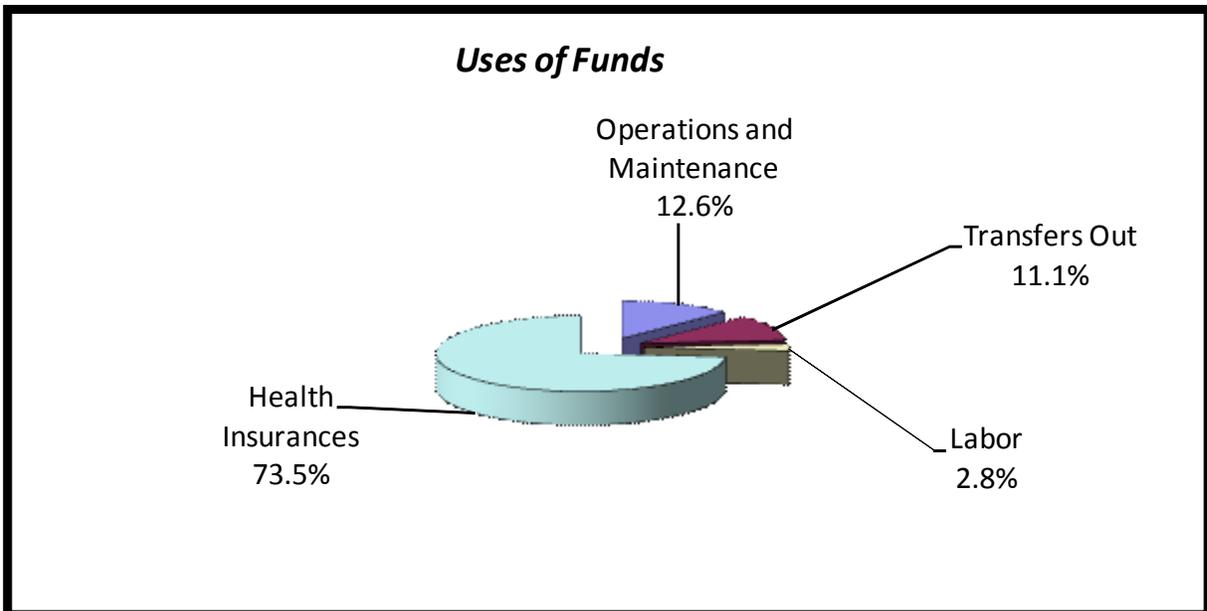
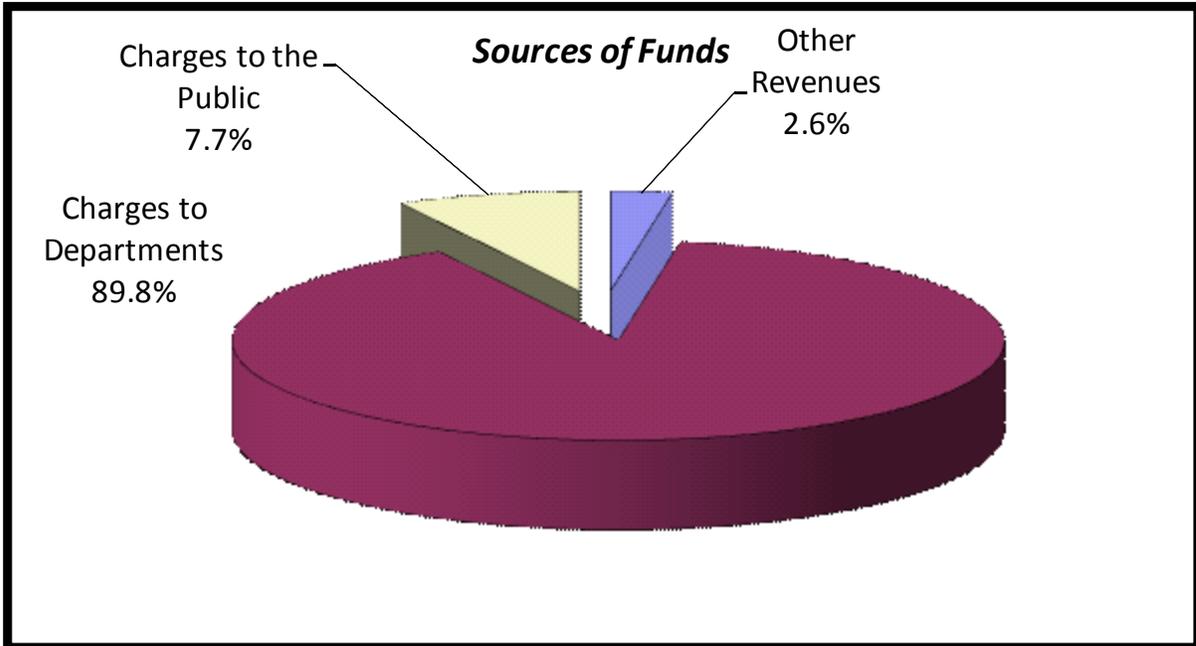
Health Insurance Fund      Risk Management Fund  
Information Systems Fund

	Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>					
Labor	102	108	108	106	-2%
Operations and Maintenance	2835	3147	3115	3292	5%
Debt Service					
Capital Outlay					
Nonoperating Expenditures					
Transfers To Other Funds	884	792	777	425	-46%
<b>Total Expenditures &amp; Transfers</b>	<b>3821</b>	<b>4047</b>	<b>4000</b>	<b>3823</b>	<b>-6%</b>
<b>Revenues and Transfers In</b>					
Other Tax Revenues					
Special Assessments					
Intergovernmental Revenues	14	0	0	0	0%
Licenses and Permits					
Fines, Forfeitures, Penalties					
Public Charges for Services	274	286	282	293	2%
Intergovernmental Charges	3304	3488	3482	3424	-2%
Miscellaneous Revenues	100	26	117	98	277%
Transfers From Other Funds	0	0	0	0	0%
Sub-Total	3692	3800	3881	3815	0%
Surplus Applied (Generated)	129	247	119	8	-97%
Property Tax Levy	0	0	0	0	0%
<b>Total Revenues and Transfers</b>	<b>3821</b>	<b>4047</b>	<b>4000</b>	<b>3823</b>	<b>-6%</b>

# Summary of Fund Type Activity

## INTERNAL SERVICE FUNDS

To account for the financing of goods or services provided by one department or agency to other departments or agencies.



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***INTERNAL SERVICE  
FUNDS***

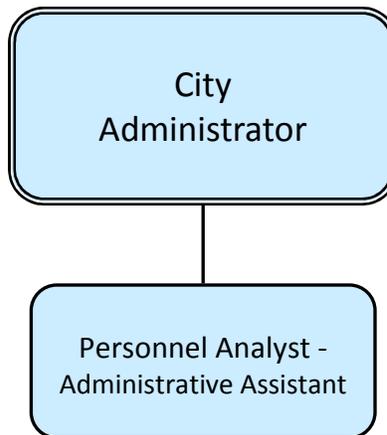
***Division  
Detail***

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## Health Insurance Fund Budget Detail

<b>Fund Type:</b>	Internal Service	<b>Fund:</b>	Health Insurance
<b>Manager:</b>	City Administrator	<b>Department:</b>	General Administration

The City of Hartford provides a self-insured health insurance plan for all eligible employees. Under this division a full indemnity dental insurance plan is also available to employees with a modest cost-sharing provision. The City health insurance program includes a preferred provider managed care program involving a comprehensive network of providers, while providing reduced benefits for non-network services. The division is responsible for administration of the program. A third party administrator provides claims management services for the program as well as stop-loss protection.



	Actual Exp/Rev 2010	Revised Budget 2011	Forecast Exp/Rev 2011	Approved Budget 2012	<i><b>% of Change</b></i>
Employee Count	0	0	0	0	<b>0%</b>
Full Time Equivalent Positions	0.09	0.05	0.05	0.05	<b>0%</b>

## Health Insurance Fund Budget Detail

<b>Fund Type:</b>	Internal Service	<b>Fund:</b>	Health Insurance
<b>Manager:</b>	City Administrator	<b>Department:</b>	General Administration

**GOALS:** To provide a self-insured health insurance program and an employee dental insurance program funded through chargebacks to individual funds and departments, and to monitor the effectiveness of such insurances in meeting employee needs.

**OBJECTIVES:** Monitor 2009 claims activity for cost effectiveness of specific stop-loss limit. Continue development of employee Wellness Program and Health Incentive Program. Coordinate the annual Health Risk Assessment Program screenings and consultations.

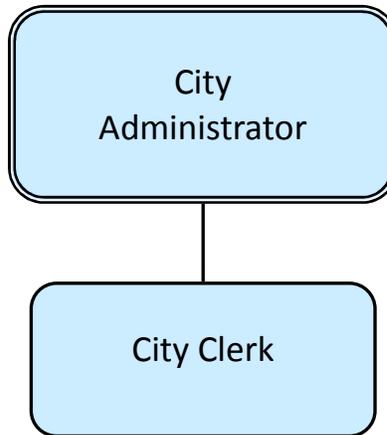
	Unit of Measure	Actual 2009	Actual 2010	Forecast 2011	Planned 2012
<b>Activity Measures:</b>					
Family Health Insurance	Contracts	118	115	111	113
Single Health Insurance	Contracts	30	35	30	30
Family Dental Insurance	Contracts	107	104	102	104
Single Dental Insurance	Contracts	33	33	29	29
	Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>					
Labor	8	5	5	5	0%
Operations and Maintenance	2390	2597	2597	2811	8%
Debt Service					
Capital Outlay					
Nonoperating Expenditures					
Transfers to Other Funds	580	600	600	400	-33%
<b>Total Expenditures and Transfers</b>	<b>2978</b>	<b>3202</b>	<b>3202</b>	<b>3216</b>	<b>0%</b>
Less: Revenues and Transfers In	3060	3123	3188	3192	2%
Surplus Applied (Generated)	-82	79	14	24	-70%
<b>Net Cost to General Revenues</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>

**HIGHLIGHTS:** 2012 health insurance internal charges frozen at 2011 level reflecting improved performance of self-funded plan. 2010-2012 transfers of excess reserves to Debt Retirement Sinking Fund. Annual health insurance charges for 2011: \$11,379 single and \$26,112 family. New part-time Maintenance III position and full-time Sewer Utility employee added in 2012.

## Risk Management Fund Budget Detail

<b>Fund Type:</b> Internal Service	<b>Fund:</b> Risk Management
<b>Manager:</b> City Administrator	<b>Department:</b> General Administration

The City of Hartford is a member of Cities and Villages Mutual Insurance Company (CVMIC), a joint venture with other Wisconsin municipalities. CVMIC offers a coordinated liability insurance and claims management program to members, each of whom holds an equity position in the company. CVMIC also provides and manages the City’s workers’ compensation coverage. The City obtains property insurance through the State of Wisconsin Property Insurance Program. Insurance costs are controlled through a risk management program and a safety program under the direction of the City Clerk, with insurance and safety program costs charged to individual departments, divisions, and programs based upon underwriting criteria. The program also maintains a retained earnings balance available for self-insured needs, coverage deductibles, and in-house training activities.



	Actual Exp/Rev 2010	Revised Budget 2011	Forecast Exp/Rev 2011	Approved Budget 2012	<b>% of Change</b>
Employee Count	0	0	0	0	<b>0%</b>
Full Time Equivalent Positions	.21	.25	.25	.25	<b>0%</b>

## Risk Management Fund Budget Detail

<b>Fund Type:</b>	Internal Service	<b>Fund:</b>	Risk Management
<b>Manager:</b>	City Administrator	<b>Department:</b>	General Administration

**GOALS:** Contribute to an effective risk control program by developing and implementing job safety and training programs for the City of Hartford. Provide property, casualty, and worker's compensation insurance for all City risks.

**OBJECTIVES:** Demonstrate improved Risk Assessment scores from CVMIC. Provide for facility inspections of all City departments to ensure that City is in compliance with OSHA and DOC regulations. Continue coordination of in-house training and development of employee safety.

Activity Measures:	Unit of Measure	Actual 2009	Actual 2010	Forecast 2011	Planned 2012
Workers' Compensation Claims	Claims	34	25	30	32
Insurance Claims	Claims	6	5	5	5
Safety Committee	Meetings	1	6	12	12
Safety Training	Sessions	6	14	8	10
	Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>					
Labor	19	21	21	21	0%
Operations and Maintenance	336	387	401	363	-6%
Debt Service	0	0	0	0	0%
Capital Outlay					
Nonoperating Expenditures					
Transfers to Other Funds	269	30	15	24	-20%
<b>Total Expenditures and Transfers</b>	624	438	437	408	-7%
Less: Revenues and Transfers In	362	414	430	395	-5%
Surplus Applied (Generated)	262	24	7	13	-46%
<b>Net Cost to General Revenues</b>	0	0	0	0	0%

**HIGHLIGHTS:** Insurance premiums increase slightly in 2012. Excess reserves transferred to Debt Retirement Sinking Fund in 2010. Liability deductible increased in 2010. WCI experience modifier reduces 2012 premiums.

## Information Systems Budget Detail

<b>Fund Type:</b> Internal Service	<b>Fund:</b> Information Systems
<b>Manager:</b> Finance Director	<b>Department:</b> Financial Administration

The Information Systems Internal Service Fund accounts for two of the three Information Systems functions: data processing and telecommunications. The third function (Cable Television) appears in the Enterprise Fund section of this budget book. A decentralized data processing environment with some centralized financial, appraisal, and clerical services, is managed by the division, with technical support provided to departments upon request. Mid-range computer system networking is accomplished through T-1 cabling shared with the City's personal computers. The City also operates a PBX telecommunications system. Both functions charge costs to user departments on the basis of usage and equipment cost.

Finance  
Director

	Actual Exp/Rev 2010	Revised Budget 2011	Forecast Exp/Rev 2011	Approved Budget 2012	<i>% of Change</i>
Employee Count	0	0	0	0	<b>0%</b>
Full Time Equivalent Positions	.94	.94	.94	.94	<b>0%</b>

## Information Systems Budget Detail

<b>Fund Type:</b> Internal Service	<b>Fund:</b> Information Systems
<b>Manager:</b> Finance Director	<b>Department:</b> Financial Administration

**GOALS:** To provide central data processing through the use of the City's mid-range network as well as other computer-based information system networks, to maintain efficient telecommunication service through an in-house PBX telephone system, and to accurately allocate information costs to users.

**OBJECTIVES:** Install upgrades to AS400 as needed.  
Continue telecommunications updates as necessary.

	Unit of Measure	Actual 2009	Actual 2010	Forecast 2011	Planned 2012
<b>Activity Measures:</b>					
Annual CPU Seconds-AS400	Seconds	145,474	146,929	147,296	148,769
AS400 Addresses	Addresses	198	198	156	156
	Actual Exp/Rev 2010 (\$000's)	Revised Budget 2011 (\$000's)	Forecast Exp/Rev 2011 (\$000's)	Approved Budget 2012 (\$000's)	% of Budget Change
<b>Expenditures and Transfers Out</b>					
Labor	75	82	82	80	-2%
Operations and Maintenance	109	163	117	118	-28%
Debt Service	0	0	0	0	0%
Capital Outlay					
Nonoperating Expenditures					
Transfers to Other Funds	35	162	162	1	-99%
<b>Total Expenditures and Transfers</b>	<b>219</b>	<b>407</b>	<b>361</b>	<b>199</b>	<b>-51%</b>
Less: Revenues and Transfers In	270	263	263	228	-13%
Surplus Applied (Generated)	-51	144	98	-29	-120%
<b>Net Cost to General Revenues</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>

**HIGHLIGHTS:** Intergovernmental data processing fees will remain the same for 2012. A study and reorganization of telephone lines and services was completed which significantly reduced telephone costs.

# ***CITY OF HARTFORD, WISCONSIN***

## ***2012 ANNUAL BUDGET***

### SCHEDULE OF PUBLIC OFFICIALS

### PHONE NUMBERS

Joseph Dautermann	Mayor	673-8204
Doug Carroll	Aldersperson	673-8204
Nicole Flanagan	Aldersperson	673-8204
Dennis Hegy	Aldersperson	673-8204
Robert Jewell	Aldersperson	673-8204
Randy Meyer	Aldersperson	673-8204
Tim Michalak	Aldersperson	673-8204
Rachel Mixon	Aldersperson	673-8204
Wayne Rusniak	Aldersperson	673-8204
Barry Wintringer	Aldersperson	673-8204

### CITY STAFF

### PHONE NUMBERS

Gary Koppelberger	City Administrator	673-8204
Lori Hetzel	City Clerk	673-8202
Dawn Timm	Finance Director/Treasurer	673-8203
Julie Hanrahan	Administrative/Personnel Analyst	673-8204
Karen Christianson	City Attorney	673-8210
Jason Schall	City Engineer	673-8260
Darryl Kranz	Director of Public Works	673-8260
Justin Drew	Director of Planning & Zoning	673-8270
David Groves	Chief of Police	673-2600
Thomas Horvath	Law Enforcement Captain	673-2600
Paul Stephans	Fire & Rescue Chief	673-8290
Ann Fry	Fire Inspector/EMT	673-8281
Brian Rhodes	Director of Utilities	670-3700
Michael Thimm	Utility Superintendent	670-3700
David Piquett	Sewer Utility Director	673-2423
Michael Hermann	Director of Parks & Recreation	670-3730
Randy Wojtasiak	Recreation Program Supervisor	670-3730
Terri Olivo	Aquatics & Fitness Supervisor	670-3730
Brian Wirth	Building Maintenance Supervisor	670-3730
Lisa Alves	Transportation Superintendent	673-8223
Michael Gelhausen	Library Director	673-8240
Cary Perzan	Assistant Library Director	673-8240
Robin Reshel	HCDA Executive Director	670-3770

**CITY OF HARTFORD TABLE OF ORGANIZATION  
FULL TIME POSITIONS 2008 THROUGH 2012**

RANGE	POSITION	2008 SALARY	% CHANGE	2009 SALARY	% CHANGE	2010 SALARY	% CHANGE	2011 SALARY	% CHANGE	2012 SALARY	% CHANGE
<b>1</b>	<b>ELECTED OFFICIALS:</b>										
	Mayor	\$8,000	0.0%	\$8,000	0.0%	\$8,000	0.0%	\$8,000	0.0%	\$8,000	0.0%
	Alderspersons	\$4,000	0.0%	\$4,000	0.0%	\$4,000	0.0%	\$4,000	0.0%	\$4,000	0.0%
<b>2</b>	<b>ADMINISTRATION:</b>										
	City Administrator	\$85,509	3.0%	\$88,074	3.0%	\$88,074	0.0%	\$88,074	0.0%	\$88,074	0.0%
	Director of Utilities	\$84,460	3.0%	\$86,994	3.0%	\$86,994	0.0%	\$86,994	0.0%	\$86,994	0.0%
	Chief of Police	\$81,432	4.0%	\$87,500	7.5%	\$87,500	0.0%	\$87,500	0.0%	\$87,500	0.0%
	City Engineer	\$79,608	3.0%	\$81,996	3.0%	\$81,996	0.0%	\$81,996	0.0%	\$81,996	0.0%
	Fire & Rescue Chief	\$74,056	6.0%	\$76,278	3.0%	\$76,278	0.0%	\$76,278	0.0%	\$76,278	0.0%
	Sewer Utility Director	\$69,982	3.0%	\$72,081	3.0%	\$72,082	0.0%	\$72,082	0.0%	\$72,082	0.0%
	Finance Director/City Treasurer	\$68,777	3.0%	\$70,840	3.0%	\$70,841	0.0%	\$70,841	0.0%	\$70,841	0.0%
	Director of Public Works	\$67,512	6.0%	\$69,537	3.0%	\$69,538	0.0%	\$69,538	0.0%	\$69,538	0.0%
	Director of Planning & Zoning	\$65,229	3.0%	\$67,186	3.0%	\$67,186	0.0%	\$67,186	0.0%	\$67,186	0.0%
	Director of Parks & Recreation	\$64,315	3.0%	\$66,244	3.0%	\$66,245	0.0%	\$66,245	0.0%	\$66,245	0.0%
	Library Director	\$62,990	3.0%	\$64,880	3.0%	\$64,879	0.0%	\$64,879	0.0%	\$64,879	0.0%
	City Clerk	\$57,126	3.0%	\$58,840	3.0%	\$58,840	0.0%	\$58,840	0.0%	\$58,840	0.0%
	Utility Superintendent	\$78,863	3.0%	\$81,229	3.0%	\$81,229	0.0%	\$81,229	0.0%	\$81,229	0.0%
	Police Captain	\$76,219	3.0%	\$78,506	3.0%	\$78,505	0.0%	\$78,505	0.0%	\$78,505	0.0%
	Police Operational Lieutenant	\$72,606	3.0%	\$74,784	3.0%	\$74,784	0.0%	\$74,784	0.0%	\$74,784	0.0%
	Police Administrative Lieutenant	\$72,606	3.0%	\$74,784	3.0%	\$74,784	0.0%	\$74,784	0.0%	\$74,784	0.0%
	Patrol/Detective Sergeant	\$69,179	3.0%	\$71,254	3.0%	\$71,254	0.0%	\$71,254	0.0%	\$71,254	0.0%
	Building Maintenance Supervisor	\$51,529	3.0%	\$53,075	3.0%	\$53,075	0.0%	\$53,075	0.0%	\$53,075	0.0%
	Assistant Library Director	\$49,150	3.0%	\$50,625	3.0%	\$50,624	0.0%	\$50,624	0.0%	\$50,624	0.0%
	Fire Inspector/EMT	\$49,712	6.0%	\$51,203	3.0%	\$51,203	0.0%	\$51,203	0.0%	\$51,203	0.0%
	Administrative/Personnel Asst	\$44,961	7.0%	\$46,310	3.0%	\$46,310	0.0%	\$46,310	0.0%	\$46,310	0.0%
	Technology Coordinator	\$41,687	7.0%	\$42,938	3.0%	\$42,938	0.0%	\$42,938	0.0%	\$42,938	0.0%
	Recreation Office Manager	\$39,808	3.0%	\$41,002	3.0%	\$41,003	0.0%	\$41,003	0.0%	\$41,003	0.0%
	Recreation Program Supervisor	\$39,572	3.0%	\$40,759	3.0%	\$40,759	0.0%	\$40,759	0.0%	\$40,759	0.0%
	Aquatic & Fitness Supervisor	\$39,367	3.0%	\$40,548	3.0%	\$40,548	0.0%	\$40,548	0.0%	\$40,548	0.0%
	Transportation Superintendent	\$31,380	3.0%	\$32,321	3.0%	\$32,321	0.0%	\$32,321	0.0%	\$32,321	0.0%
	Crew Leader (Electric)	\$72,815	3.4%	\$74,709	2.6%	\$76,943	3.0%	\$76,943	0.0%	\$76,943	0.0%
	1st Class Lineman (Journeyman)	\$68,791	3.4%	\$70,574	2.6%	\$72,683	3.0%	\$72,683	0.0%	\$72,683	0.0%
	Police Detective	\$60,910	3.4%	\$62,494	2.6%	\$62,494	0.0%	\$62,494	0.0%	\$62,494	0.0%
	Apprentice Lineman (first year)	\$59,254	3.4%	\$60,803	2.6%	\$62,619	3.0%	\$62,619	0.0%	\$62,619	0.0%
	Police Officer (after 36 months)	\$56,893	3.4%	\$58,379	2.6%	\$58,379	0.0%	\$58,379	0.0%	\$58,379	0.0%
	Senior Engineering Tech	\$50,325	3.4%	\$51,636	2.6%	\$51,636	0.0%	\$51,636	0.0%	\$51,636	0.0%
	Crew Leader (Water/Wastewater)	\$49,759	3.4%	\$51,052	2.6%	\$51,052	0.0%	\$51,052	0.0%	\$51,052	0.0%
	Crew Leader (Streets); Mechanic	\$49,214	3.4%	\$50,488	2.6%	\$50,488	0.0%	\$50,488	0.0%	\$50,488	0.0%
	Water/Wastewater Serviceperson	\$47,894	3.4%	\$49,152	2.6%	\$49,152	0.0%	\$49,152	0.0%	\$49,152	0.0%
	Engineering Aide II	\$47,726	9.4%	\$48,984	2.6%	\$48,984	0.0%	\$48,984	0.0%	\$48,984	0.0%
	Equipment Operator/Meter Reader	\$47,370	3.4%	\$48,609	2.6%	\$48,609	0.0%	\$48,609	0.0%	\$48,609	0.0%
	Account Clerk II	\$45,127	3.4%	\$46,312	2.6%	\$46,312	0.0%	\$46,312	0.0%	\$46,312	0.0%
	Police Administrative Assistant	\$43,576	3.4%	\$44,704	2.6%	\$44,704	0.0%	\$44,704	0.0%	\$44,704	0.0%
	Library Services Associate/DPW Secretary	\$40,558	3.4%	\$41,614	2.6%	\$41,614	0.0%	\$41,614	0.0%	\$41,614	0.0%
	Maintenance Person IV	\$40,558	3.4%	\$41,614	2.6%	\$41,614	0.0%	\$41,614	0.0%	\$41,614	0.0%
	Account Clerk/Payroll; Clerk Typist II	\$40,558	3.4%	\$41,614	2.6%	\$41,614	0.0%	\$41,614	0.0%	\$41,614	0.0%
	Police Communications Officer	\$39,187	3.4%	\$40,201	2.6%	\$40,201	0.0%	\$40,201	0.0%	\$40,201	0.0%
	Cashier	\$38,545	9.1%	\$39,547	2.6%	\$39,547	0.0%	\$39,547	0.0%	\$39,547	0.0%
	Utility Secretary/Library Secretary	\$36,533	3.4%	\$37,480	2.6%	\$37,480	0.0%	\$37,480	0.0%	\$37,480	0.0%
	Recreation Clerk/Clerk Typist I	\$33,368	3.4%	\$34,243	2.6%	\$34,243	0.0%	\$34,243	0.0%	\$34,243	0.0%
	Maintenance Person III	\$30,182	3.4%	\$30,965	2.6%	\$30,965	0.0%	\$30,964	0.0%	\$30,964	0.0%

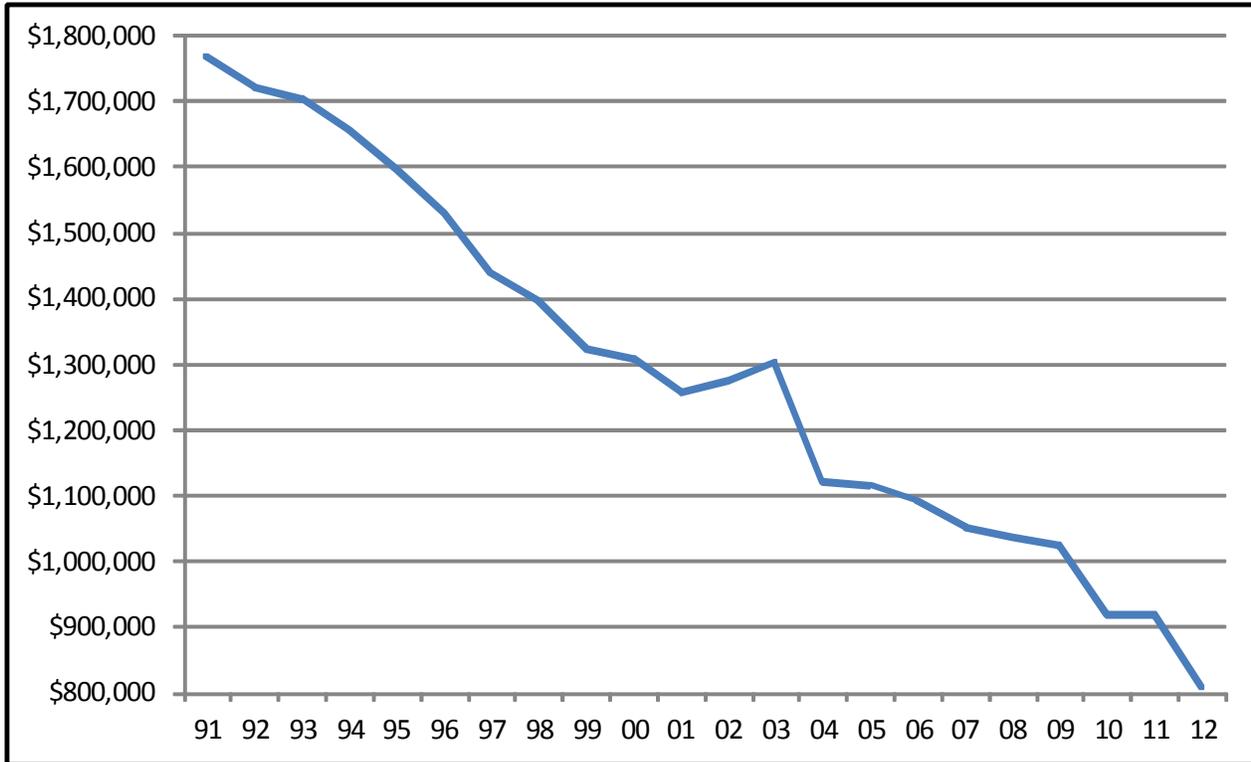
**CITY OF HARTFORD, WISCONSIN**  
**2012 FEE INCREASES**

Department	2011 Fee	2012 Fee	% Change
<b>Taxi:</b>			
Senior/Disabled Fares, Passengers with Taxi Ticket	\$2.50	\$2.75	10%
Passengers without Taxi Card/Ticket, Out of City Fares	\$2.75	\$3.00	9%
Special Trip One Passenger	\$45	\$46	2%
Wait Charges Per Minute	\$0.20	\$0.25	25%
Package Pickup Delivery Per Trip	\$5.00	\$5.50	10%
Taxi Tickets/Cards (8 tickets/sheet)	\$20	\$22	10%
<b>Cemetery Fees:</b>			
Weekday Interment Fees, Adult	\$500	\$625	25%
Weekday Interment Fees, Child	\$450	\$500	11%
Weekday Interment Fees, Infant & Cremation	\$375	\$400	7%
Saturday/Late Weekday Fees, Adult	\$600	\$725	21%
Saturday/Late Weekday Fees, Child	\$500	\$600	20%
Saturday/Late Weekday Fees, Infant & Cremation	\$425	\$500	18%
Sunday/Holiday Interment Fees, Adult	\$650	\$775	19%
Sunday/Holiday Interment Fees, Child	\$550	\$650	18%
Sunday/Holiday Interment Fees, Infant & Cremation	\$475	\$550	16%
Winter Charge (Frost/Snow Removal)	\$100	\$125	25%
Lot Sale Fees Regular Size, City Resident	\$325	\$450	38%
Lot Sale Fees Regular Size, Non-Resident	\$650	\$900	38%
Lot Sale Fees Baby/Cremation, City Resident	\$225	\$350	56%
Lot Sale Fees Baby/Cremation, Non-Resident	\$450	\$700	56%
<b>Ambulance:</b>			
Transport - Resident	\$500	\$550	10%
Transport - Non-Resident	\$600	\$650	8%
Blood Sugar Monitoring, Pulse Oximetry, Oral Glucose, Aspirin Administration	\$4.00	\$5.00	25%
IV Fluid Treatment Surcharge	\$40	\$50	25%
Glucagon	\$90	\$200	122%
Dextrose Administration	\$5.00	\$10.00	100%
Nebulized Albuterol/Atrovent	\$4.00	\$15.00	275%

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**CITY OF HARTFORD, WISCONSIN  
STATE SHARED REVENUES AND  
EXPENDITURE RESTRAINT AID**

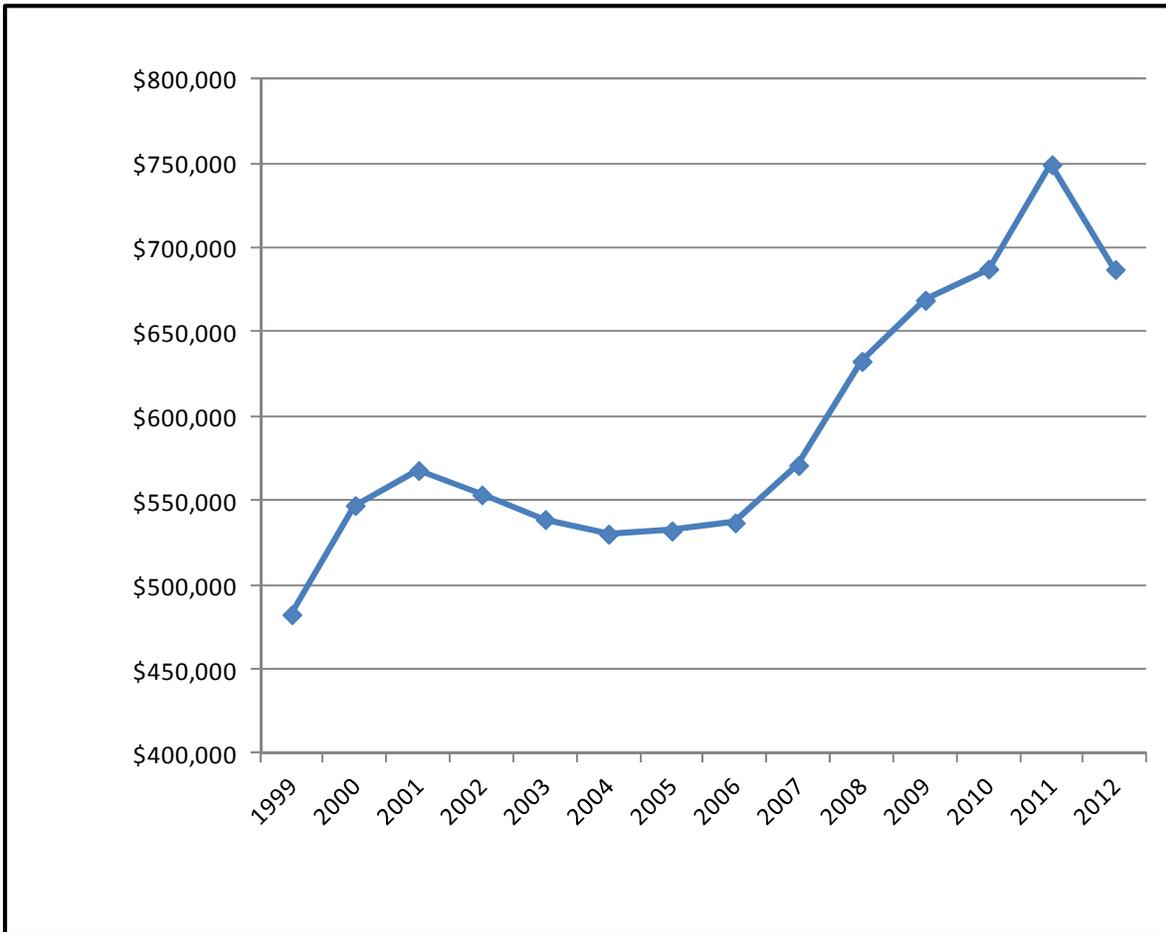
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***CITY OF HARTFORD, WISCONSIN  
TOTAL STATE  
TRANSPORTATION AIDS***

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**CITY OF HARTFORD, WISCONSIN—2012 ANNUAL BUDGET**  
**SCHEDULE OF CAPITAL PROJECTS & OUTLAYS—GROSS ACQUISITION COSTS, ALL GOVERNMENTAL FUNDS**

DEPARTMENT	ITEM	ACCOUNT NUMBER	2012 CIP	2012 OUTLAY	2011 CARRY FORWARD
Planning & Zoning	Geographic Information System	Fund 675	\$35,000		
Law Enforcement	Patrol Vehicle	100.201.521200.59501	\$32,000		
	Patrol Vehicle	100.201.521200.59501	\$32,000		
	Patrol Vehicle	100.201.521200.59501	\$32,000		
	Utility Vehicle Full Size 4WD	100.201.521200.59501	\$67,700		
	Police Digital Dictation System	100.201.521100.59501		\$7,000	
	Replace VHF Repeater	411.413.574305.59501		\$7,350	
Emergency Gov	Replace VHF Repeater	411.413.574305.59501		\$7,350	
Fire & Rescue	Fire Engine #1665 Replacement	100.250.522200.59501	\$450,000		
	Repair Corrosion Truck #1663	100.250.522200.59501		\$14,600	
Parks	Independence Park Landfill Engineering	455.555.552165.56113	\$25,000		
	Bernd Park Development	415.416.577040.59301			\$20,000
	West Side Park Parking Area	415.415.577021.59301			\$40,000
	Millpond Bulkhead Repair 2012	417.417.574614.59301	\$300,000		
	Millpond Bulkhead Repair 2011	415.415.577020.59301			\$40,000
	West Side Park Baseball Lights	417.417.574615.59401	\$155,000		
	Rotary Park Bridge Replacement	455.555.552160.59301			\$81,000
	Independence Ballpark Open Shelter	455.555.552160.59201	\$42,000		
	Security Camera System	Fund 668	\$8,000		
	Emerald Ash Borer Treatment	455.555.552160.59301	\$15,000		
	Willowbrook Shelter Restoration & Tuckpointing	100.501.552100.59301		\$14,000	
	Parks Land	455.555.552160.59101		\$5,466	
	Rubicon River Shoreline Study	415.416.577045.59301			\$20,000
Recreation	Veterans Pool ADA Accessible Ramp	417.417.574616.59501	\$22,000		
	Recreation Center Shower Controls	210.550.553003.59201		\$9,600	
Cemeteries	Tuckpointing Entrance Pillars	100.401.549100.59501		\$4,500	
Public Works	Battery Back-up for Traffic Signals	100.301.533900.59501		\$9,000	
	Bike Trail Repair Program	100.301.533900.59301		\$5,000	
	South Rural Street Reconstruction	417.417.574601.59301	\$550,000		
	Summit Street Resurfacing	417.417.574602.59301	\$99,500		
	Dump Truck, Plow & Wing	417.417.574613.59501	\$150,000		
	W State St Reconstruction Airport-Independence	100.301.533900.59301	\$45,000		
	East Sumner Street Resurfacing	417.417.574609.59301	\$35,000		
	Backhoe Replacement	100.301.533900.59501	\$80,000		
	Birch Lane Resurfacing	417.417.574607.59301	\$30,000		
	North Johnson Street Bridge	417.417.574605.59301	\$5,000		
	East Sumner Street Asphalt Patching	417.417.574611.59301	\$15,000		
	Branch Street/Grand Avenue Resurfacing	417.417.574610.59301	\$20,000		
	Sealcoating & Asphalt Patching	100.301.533900.53827 & 53825	\$100,000		
	North Side Storm Water Pond	100.323.534107.59301	\$40,000		
	Storm Water Pond Dredging	417.417.574612.59301	\$20,000		
	Willowbrook Park/Ewing Drive Resurfacing	415.415.577011.59301			\$29,000
	Union Street Reconstruction	415.415.577006.59301			\$5,000
	Kettle Moraine Road Traffic Signals	415.415.577010.59301			\$560,000
	Storm Water Study 2010	415.415.577023.59301			\$2,234
	East Monroe Resurfacing	415.416.577036.59301			\$42,000
	DPW/Utility Stormwater Improvements	415.416.577045.59301			\$15,000
<b>TOTALS</b>			<b>\$2,405,200</b>	<b>\$83,866</b>	<b>\$854,234</b>

**CITY OF HARTFORD TABLE OF ORGANIZATION  
2011 - 2012 FRINGE BENEFITS (INCLUDING WCI)**

<b>RANGE</b>	<b>POSITION</b>	<b>2011 FRINGE BENEFITS</b>	<b>2012 FRINGE BENEFITS</b>
<b>1</b>	<b><i>ELECTED OFFICIALS:</i></b>		
	Mayor	\$715	\$631
	Alderspersons	\$409	\$315
<b>2</b>	<b><i>ADMINISTRATION:</i></b>		
	City Administrator	\$32,204	\$32,153
<b>3</b>	<b><i>DEPARTMENT HEADS:</i></b>		
	Director of Utilities	\$46,281	\$41,453
	Chief of Police	\$51,292	\$51,653
	Sewer Utility Director	\$0	\$42,044
	City Engineer	\$46,123	\$40,278
	Fire & Rescue Chief	\$48,338	\$40,258
	Finance Director/City Treasurer	\$41,262	\$37,289
	Director of Public Works	\$43,016	\$38,895
	Director of Planning & Zoning	\$42,132	\$38,382
	Director of Parks & Recreation	\$42,265	\$38,583
	Library Director	\$42,517	\$39,104
	City Clerk	\$39,080	\$35,643
<b>4</b>	<b><i>MID-MANAGEMENT:</i></b>		
	Utility Superintendent	\$44,886	\$40,330
	Police Captain	\$49,216	\$49,208
	Police Lieutenant	\$48,778	\$48,495
	Patrol/Detective Sergeant	\$47,068	\$48,102
	Building Maintenance Supervisor	\$12,755	\$9,684
	Assistant Library Director	\$24,030	\$7,456
	Fire Inspector/EMT	\$41,517	\$36,112
	Administrative/Personnel Asst	\$36,354	\$33,779
	Cable TV Coordinator	\$35,762	\$33,371
	Recreation Office Manager	\$9,188	\$6,759
	Recreation Program Supervisor	\$36,249	\$34,005
	Aquatic & Fitness Supervisor	\$20,851	\$18,597
	Transportation Superintendent	\$33,615	\$31,852

**CITY OF HARTFORD, WISCONSIN**  
**TAX LEVY SUPPORT BY ACTIVITY**  
**BUDGETED 2011 AND 2012**

ACTIVITY	2011	2011	2012	2012	2012
	BUDGETED NET TAX LEVY	TAX RATE CONTRIBUTION	BUDGETED NET TAX LEVY	CHANGE IN NET TAX LEVY	TAX RATE CONTRIBUTION
Mayor and Common Council	\$53,381	\$0.05	\$54,095	\$714	\$0.05
City Administration	\$109,752	\$0.10	\$108,247	(\$1,505)	\$0.10
Personnel	\$12,749	\$0.01	\$12,510	(\$239)	\$0.01
Municipal Court	\$0	\$0.00	\$10,842	\$10,842	\$0.01
City Attorney	\$53,300	\$0.05	\$50,058	(\$3,242)	\$0.05
Animal Control	\$4,093	\$0.00	\$4,299	\$206	\$0.00
Unallocated Property/Liab. Insurances	\$64,228	\$0.06	\$66,068	\$1,840	\$0.06
City Clerk	\$115,058	\$0.11	\$103,975	(\$11,083)	\$0.10
Elections	\$14,652	\$0.01	\$25,507	\$10,855	\$0.02
Purchasing	\$2,658	\$0.00	\$2,658	\$0	\$0.00
Treasury and Accounting	(\$34,053)	(\$0.03)	\$57,253	\$91,306	\$0.05
Assessment	\$61,521	\$0.06	\$60,030	(\$1,491)	\$0.06
Law Enforcement	\$3,198,176	\$2.94	\$3,235,202	\$37,026	\$3.05
Emergency Government	\$33,081	\$0.03	\$34,868	\$1,787	\$0.03
Fire Protection	(\$49,528)	(\$0.05)	(\$42,885)	\$6,643	(\$0.04)
Engineering	\$211,424	\$0.19	\$188,689	(\$22,735)	\$0.18
Streets	\$430,194	\$0.40	\$492,613	\$62,419	\$0.46
Street Lighting	\$418,777	\$0.38	\$340,000	(\$78,777)	\$0.32
Garbage Collection	\$405,003	\$0.37	\$409,956	\$4,953	\$0.39
Storm Water Management	\$125,592	\$0.12	\$128,048	\$2,456	\$0.12
Recycling	(\$39,218)	(\$0.04)	(\$36,504)	\$2,714	(\$0.03)
Building Maintenance	\$155,515	\$0.14	\$160,054	\$4,539	\$0.15
Cemeteries	\$46,547	\$0.04	\$40,003	(\$6,544)	\$0.04
Parks	\$383,220	\$0.35	\$333,803	(\$49,417)	\$0.31
Aging Services	\$13,000	\$0.01	\$13,000	\$0	\$0.01
Recreation Programs	\$214,661	\$0.20	\$183,752	(\$30,909)	\$0.17
Hartford Recreation Center	\$317,798	\$0.29	\$317,798	\$0	\$0.30
Planning and Zoning	\$33,009	\$0.03	\$31,190	(\$1,819)	\$0.03
Building Inspection	\$71,384	\$0.07	\$66,843	(\$4,541)	\$0.06
Economic Development	\$2,752	\$0.00	\$2,752	\$0	\$0.00
Taxi	\$19,951	\$0.02	\$13,684	(\$6,267)	\$0.01
Library	\$576,298	\$0.53	\$576,298	\$0	\$0.54
Airport	\$0	\$0.00	\$0	\$0	\$0.00
EMS	\$0	\$0.00	\$0	\$0	\$0.00
Debt Service	\$1,926,664	\$1.77	\$1,778,956	(\$147,708)	\$1.67
Cable TV	(\$85,000)	(\$0.08)	(\$80,000)	\$5,000	(\$0.08)
CDA and Housing Action, Inc.	(\$42,000)	(\$0.04)	(\$42,000)	\$0	(\$0.04)
Hartford Electric	(\$545,000)	(\$0.50)	(\$602,000)	(\$57,000)	(\$0.57)
Hartford Water Utility	(\$660,910)	(\$0.61)	(\$690,000)	(\$29,090)	(\$0.65)
Sewer Utility	(\$500,000)	(\$0.46)	(\$560,000)	(\$60,000)	(\$0.53)
Unallocated Revenues:					
State Shared Revenues	(\$844,598)	(\$0.78)	(\$717,975)	\$126,623	(\$0.68)
Expenditure Restraint Program	(\$75,198)	(\$0.07)	(\$90,267)	(\$15,069)	(\$0.08)
Computer Tax Refund	(\$15,500)	(\$0.01)	(\$21,636)	(\$6,136)	(\$0.02)
Room Tax	(\$9,000)	(\$0.01)	(\$9,000)	\$0	(\$0.01)
Appropriated Fund Balance	(\$20,550)	(\$0.02)	(\$39,784)	(\$19,234)	(\$0.04)
<b>TOTALS</b>	<b>\$6,153,883</b>	<b>\$5.65</b>	<b>\$5,971,000</b>	<b>(\$182,883)</b>	<b>\$5.62</b>

**CITY OF HARTFORD, WISCONSIN  
MUNICIPAL ELECTRIC UTILITY  
RATES IN EFFECT JANUARY 1, 2012**

**RESIDENTIAL ELECTRIC SERVICE**

Customer Charge .....	\$7.00/month
Energy Charge .....	\$.0780/kWh
Minimum Bill.....	\$7.00/month

Residential electric bills are subject to 5.6% Wisconsin State Sales Tax for bills due June to November.

**GENERAL ELECTRIC SERVICE**

Customer Charge - single phase.....	\$8.00/month
Customer Charge - three phase .....	\$15.00/month
Energy Charge.....	\$.0780/kWh

Minimum bill will be the customer charge.

**SMALL POWER ELECTRIC SERVICE**

Customer Charge .....	\$50.00/month
Demand Charge per Month (Billed) .....	\$6.50/kWh
Energy Charge.....	\$.03950/kWh

Minimum bill will be the customer charge, plus \$1.25 per kW of the highest monthly Maximum Measured Demand occurring in the current month or preceding 11 month period.

- \* If the customer receives service at the primary voltage, a 1.25% discount on the demand and energy charges is given.
- \* A \$.15 per kW of billed demand discount is applied where no step-down substation facilities are required, or where the customer assumes the ownership, maintenance, and operation of substation(s) or transformer(s).

**LARGE POWER ELECTRIC SERVICE**

(Applied to customers for all types of service if monthly Maximum Measured Demand is in excess of 200 kilowatts per month for three or more months in a consecutive 12 month period.)

Customer Charge .....	\$150.00/month
Demand Charge/Month (on peak) .....	\$7.60/kWh
Energy Charge On Peak.....	\$.04100/kWh
Energy Charge Off Peak .....	\$.02450/kWh
Customer Demand Charge.....	\$1.50/kWh

Minimum bill will be the customer charge, plus the customer demand charge.

**INDUSTRIAL POWER SERVICE**

(Applied to customers for all types of service if monthly Maximum Measured Demand is in excess of 1000 kilowatts per month for three or more months in a consecutive 12 month period.)

Customer Charge .....	\$250.00/month
Demand Charge/Month (on peak) .....	\$8.36/kWh
Energy Charge On Peak.....	\$.03650/kWh
Energy Charge Off Peak .....	\$.02200/kWh
Customer Demand Charge.....	\$1.50/kWh

Minimum bill will be the customer charge, plus the customer demand charge.

**RECONNECTION CHARGES**

A reconnection charge of \$35.00 will be assessed during regular business hours (7:30 a.m. to 3:15 p.m., Monday through Friday). After regular office hours the minimum reconnection charge of \$35.00 applies plus any overtime labor costs, not to exceed a total maximum charge of \$70.00.

**TO ALL UTILITY CUSTOMERS:**

In accordance with Public Service Commission of Wisconsin rules, please be advised the following agencies and programs may be able to provide financial aid assistance or counseling to City of Hartford Electric, Water, and Wastewater Utility customers:

WASHINGTON COUNTY DEPARTMENT OF SOCIAL SERVICES - (262) 335-4610

**Use the form on the reverse side to advise the utility about any critical life-sustaining medical equipment.**

**DEFINITIONS**

ON PEAK is defined as 7:00 am to 9:00 p.m., Monday through Friday, excluding Holidays.

MAXIMUM MEASURED DEMAND (MMD) in any month is that demand in kilowatts needed to supply the average kilowatts in 15 consecutive minutes of greatest consumption of electricity during each month.

ON-PEAK BILLED DEMAND =  $\frac{\text{On-Peak MMD} \times 90\%}{A}$

Average Monthly Power Factor

AVERAGE MONTHLY POWER FACTOR, where A = monthly use of kilowatt-hours and B = monthly use of lagging reactive kilovolt-ampere-hours as obtained from a reactive component meter (equipped with ratchets), is equal to:

$$\frac{A}{\text{the square root of } [(A \times A) + (B + B)]}$$

PRIMARY METERING DISCOUNT = a 1.25% discount on the monthly energy charge, the customer demand charge, and the demand charge for customers metered on the primary side of the transformer at the utility's primary voltage.

TRANSMISSION METERING DISCOUNT = a 2.50% discount on the monthly energy charge, the customer demand charge, and the demand charge for customers metered on the transmission side of the transformer at the utility's transmission voltage.

TRANSFORMER OWNERSHIP DISCOUNT = a credit of \$0.25 per kW on the monthly customer demand charge given to customers who own and maintain their own transformers or substations.

**GENERAL CONDITIONS**

\* All metered rates are subject to a positive or negative Power Cost Adjustment Charge (PCAC) equal to the amount by which the current cost of power is greater or lesser than the base cost of power purchased, using the formula prescribed by the Public Service Commission of Wisconsin.

\* Budget billing plans are available after 8 months to any residential customer in good standing. Budget plan information is available from the Business Office.

\* All payments must be presented to the City Treasurer's office by 4:30 p.m. on the 20th day after issuance. Payments received after 4:30 p.m. on the due date are subject to a finance charge of 1% per month (12% APR) on the balance outstanding at the due date.

\* When a check is returned to the utility for insufficient funds, a charge of \$35.00 will be applied to the customer's account. Checks returned for insufficient funds are automatically referred to the Hartford Police Department.

\* Payments are accepted at the City Hall Treasurer's Office, 109 North Main Street, during regular business hours 7:30 a.m. to 4:30 p.m. Monday through Friday. After hours payments may be placed in the utility drop box located in the Hartford Police Department lobby. PAYMENTS PLACED IN THE UTILITY DROP BOX ARE NOT CONSIDERED PAID UNTIL THE NEXT BUSINESS DAY. Payments are also accepted on or before the due date of the following local businesses:

First National Bank.....	116 West Sumner
County Market.....	1566 East Sumner
Associated Bank.....	1594 East Sumner
PNC Bank.....	709 Grand Avenue

\* As authorized under Wisconsin Statute 66.60(16), delinquent utility bills at October 21st become special charges upon the property tax bill of the property owner unless paid by November 20<sup>th</sup>.

**IMPORTANT TELEPHONE NUMBERS**

Utility Department.....	670-3710
After Hours.....	673-2600
Business Office.....	673-8212
Public Service Commission Hotline.....	1-800-225-7729

**CRITICAL LIFE-SUSTAINING MEDICAL EQUIPMENT FORM**

In order to process this request, the following form needs to be completed and returned to:

CITY OF HARTFORD UTILITIES  
109 NORTH MAIN STREET  
HARTFORD, WI 53027  
Fax Number: (262) 673-8301

<b>Customer Information (To be completed by customer)</b>
Name:
Address:
Utility Account Number:
Phone Number:

<b>Individual with Medical Condition (To be completed by customer)</b>
Name:
Date of Birth:
Relationship to Customer:

**Release (To be completed by resident requiring life-sustaining medical equipment or his/her legal guardian)**

I \_\_\_\_\_ (circle one: resident or legal guardian) hereby grant my consent to the below-named licensed physician or public health, social services, or law enforcement official to release to Hartford Utilities such information as noted below, plus any supplemental information as may be needed by Hartford Utilities to verify the medical need for Medical Alert Services.

Signature of Resident or Legal Guardian: \_\_\_\_\_

Date: \_\_\_\_\_

<b>Patient Information (To be completed by physician)</b>		
Patient Name:		
Date of last office visit:		
Current Diagnosis:		
Current Prescriptions:		
Does medical condition or treatment require electricity?	Yes	No
If yes, what type of equipment is needed?		
How often is this equipment used?		
Would loss of electricity be life threatening?	Yes	No
Additional comments/concerns:		
Physician's Signature:		

CITY OF HARTFORD, WISCONSIN  
MUNICIPAL RECYCLING SERVICE  
RATES IN EFFECT JANUARY 1, 2012

For all single family homes, duplexes, and triplexes located within the corporate limits of the City of Hartford, Wisconsin a fee of \$5.92 per month per household is charged on your utility bill to help defray the cost of State-mandated recycling programs. All other households, commercial enterprises, and industries are required to arrange for the private disposal of recyclable materials.

**GENERAL CONDITIONS**

All payments must be presented to the City Treasurer's Office by 4:30 p.m. on the 20<sup>th</sup> day after issuance. Payments received after that time are subject to a finance charge of 1% per month (12% APR) on the balance outstanding at the due date.

All payments are accepted at the City Hall Treasurer's Office, 109 North Main Street, during regular business hours 7:30 a.m. to 4:30 p.m. Monday through Friday. After hours payments may be placed in the utility drop box located in the Hartford Police Department lobby. **PAYMENTS PLACED IN THE UTILITY DROP BOX ARE NOT CONSIDERED PAID UNTIL THE NEXT BUSINESS DAY.** Payments are also accepted on or before the due date at the following local businesses:

First National Bank .....	116 West Sumner	Associated Bank.....	1594 East Sumner
County Market.....	1566 East Sumner	PNC Bank.....	709 Grand Avenue

**SPECIAL CHARGES**

As authorized under Wisconsin Statute 66.60(16), delinquent utility bills at October 21<sup>st</sup> become special charges upon the property tax bill of the property owner unless paid by November 20<sup>th</sup>.

**IMPORTANT TELEPHONE NUMBERS**

Sanitation/Recycling Office .....	673-8225	Business Office.....	673-8212
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**CITY OF HARTFORD, WISCONSIN  
MUNICIPAL WASTEWATER UTILITY  
RATES IN EFFECT JANUARY 1, 2012**

**MONTHLY VOLUMETRIC CHARGE**

City Customers-----	\$3.97/1000 gallons
Extraterritorial Customers-----	\$4.83/1000 gallons

**MONTHLY WEIGHTED METER CHARGE**

	<u>METER SIZE</u>	<u>MONTHLY CHARGE</u>
City Customers	5/8 inch	\$13.31
	3/4 inch	\$13.31
	1 inch	\$33.28
	1 1/4 inch	\$49.25
	1 1/2 inch	\$66.55
	2 inch	\$93.17
	2 1/2 inch	\$166.38
	3 inch	\$199.65
	4 inch	\$332.75
	6 inch	\$665.50
		10 inch
	12 inch	\$2,129.60
Extraterritorial Customers	per user	\$15.00

**MONTHLY SURCHARGES**

City Customers	BOD > 300 mg/L	\$0.357/lb
	TSS > 250 mg/L	\$0.121/lb
	P > 6 mg/L	\$5.760/lb
	N > 30 mg/L	\$0.525/lb
Extraterritorial Customers	BOD > 300 mg/L	\$0.413/lb
	TSS > 250 mg/L	\$0.143/lb
	P > 6 mg/L	\$6.823/lb
	N > 30 mg/L	\$0.628/lb

**GENERAL CONDITIONS**

All payments must be presented to the City Treasurer's Office by 4:30 p.m. on the 20th day after issuance. Payments received after 4:30 p.m. on the due date are subject to a finance charge of 1% per month (12% APR) on the balance outstanding at the due date.

When a check is returned to the utility for insufficient funds, a charge of \$35.00 will be applied to the customer's account. Checks returned for insufficient funds are automatically referred to the Hartford Police Department.

Payments are accepted at the City Hall Treasurer's Office, 109 North Main Street, during regular business hours 7:30 a.m. to 4:30 p.m. Monday through Friday. After hours payments may be placed in the utility drop box located in the Hartford Police Department lobby. **PAYMENTS PLACED IN THE UTILITY DROP BOX ARE NOT CONSIDERED PAID UNTIL THE NEXT BUSINESS DAY.** Payments are also accepted on or before the due date at the following businesses:

First National Bank .....	116 West Sumner	Associated Bank .....	1594 East Sumner
County Market .....	1566 East Sumner	PNC Bank .....	709 Grand Avenue

**CITY OF HARTFORD, WISCONSIN  
MUNICIPAL WASTEWATER UTILITY  
RATES IN EFFECT JANUARY 1, 2012**

**IMPORTANT TELEPHONE NUMBERS**

Utility Department.....	670-3710	After Hours.....	673-2600
Business Office .....	673-8212	Public Service Commission Hotline .....	1-800-225-7729

**GENERAL CONDITIONS  
(CONTINUED)**

Budget billing plans are available after 8 months to any residential customer in good standing. Budget plan information is available from the Business Office.

**SPECIAL CHARGES**

As authorized under Wisconsin Statute 66.60(16), delinquent utility bills at October 21<sup>st</sup> become special charges upon the property tax bill of the property owner unless paid by November 20<sup>th</sup>.

**SEWER METERING**

Municipal wastewater volume charges are based upon metered water volumes. No adjustment of any kind is allowed for water volumes not treated by the Wastewater Utility, unless a secondary water meter is installed.

Customers wishing to avoid Wastewater Utility charges for municipal water not treated by the Wastewater Utility may permanently install a secondary water meter (a.k.a. deduct meter) per instructions available from the Hartford Water Utility. The cost of the secondary water meter and installation is the responsibility of the customer. The meter must be installed by a licensed plumber and inspected by the Hartford Water Utility prior to use. A secondary water meter is subject to an additional monthly service charge equal to the monthly service charge of the primary water meter, regardless of water volume measured.

**CITY OF HARTFORD, WISCONSIN  
MUNICIPAL WATER UTILITY  
RATES IN EFFECT JANUARY 1, 2012**

**MONTHLY VOLUMETRIC CHARGE**

First 20,000 gallons-----	\$4.95/1000 gallons
Next 313,333 gallons-----	\$4.33/1000 gallons
Next 1,000,000 gallons-----	\$3.73/1000 gallons
Over 1,333,333 gallons-----	\$3.20/1000 gallons

**MONTHLY SERVICE CHARGE**

(City Customers)

<u>Meter Size</u>	<u>Monthly Charge</u>	<u>Meter Size</u>	<u>Monthly Charge</u>
5/8 inch	\$13.50	3 inch	\$102.00
3/4 inch	\$13.50	4 inch	\$156.00
1 inch	\$18.00	6 inch	\$205.00
1 1/4 inch	\$24.00	8 inch	\$330.00
1 1/2 inch	\$33.00	10 inch	\$450.00
2 inch	\$54.00	12 inch	\$549.00

**EXTRATERRITORIAL SURCHARGES**

Customers residing outside the corporate limits of the City of Hartford are billed at regular rates for volume and service, plus a 25% surcharge.

**GENERAL CONDITIONS**

- Budget billing plans are available after 8 months to any residential customer in good standing. Budget plan information is available from the Business Office.
- All payments must be presented to the City Treasurer’s Office by 4:30 p.m. on the 20<sup>th</sup> day after issuance. Payments received after 4:30 p.m. on the due date are subject to a finance charge of 1% per month (12% APR) on the balance outstanding at the due date.
- When a check is returned to the utility for insufficient funds, a charge of \$35.00 will be applied to the customer’s account. Checks returned for insufficient funds are automatically referred to the Hartford Police Department.
- Payments are accepted at the City Hall Treasurer’s Office, 109 North Main Street, during regular business hours 7:30 a.m. to 4:30 p.m. Monday through Friday. After hours payments may be placed in the utility drop box located in the Hartford Police Department lobby. **PAYMENTS PLACED IN THE UTILITY DROP BOX ARE NOT CONSIDERED PAID UNTIL THE NEXT BUSINESS DAY.** Payments are also accepted on or before the due date at the following local businesses:

First National Bank .....116 West Sumner	Associated Bank.....1594 East Sumner
County Market .....1566 East Sumner	PNC Bank .....709 Grand Avenue

**IMPORTANT TELEPHONE NUMBERS**

Utility Department .....670-3710	After Hours .....673-2600
Business Office .....673-8212	Public Service Commission Hotline .....1-800-225-7729

CITY OF HARTFORD, WISCONSIN  
MUNICIPAL WATER UTILITY  
RATES IN EFFECT JANUARY 1, 2012  
(CONTINUED)

**BULK WATER CHARGE**

Volume charge ----- \$4.95/1000 gallons  
Plus service charge ----- \$40.00

**TEMPORARY SERVICE**

Service charge for setting valve ----- \$15.00  
Deposit for valve and meter ----- \$15.00

**UNMETERED GENERAL WATER SERVICE CHARGE**

Where the utility cannot immediately install its water meter, service MAY be supplied temporarily on an unmetered basis. Such service shall be billed at the rate of \$33.30 per month. This rate shall be applied only to single family residential and small commercial customers and approximates the cost of 4,000 gallons of water per month. If it is determined by the utility that usage is in excess of 4,000 gallons per month, an additional charge will be made for the estimated additional usage.

**RECONNECTION CHARGES**

	During Normal Business Hours	After Normal Business Hours
Reinstallation of meter, including valving at curb stop.....	\$40.00	\$60.00
Valve turned on at curb stop.....	\$30.00	\$45.00

**PUBLIC FIRE PROTECTION MONTHLY SERVICE CHARGE**

<u>Meter Size</u>	<u>Monthly Charge</u>	<u>Meter Size</u>	<u>Monthly Charge</u>
5/8 inch	\$11.50	3 inch	\$173.00
3/4 inch	\$11.50	4 inch	\$288.00
1 inch	\$28.75	6 inch	\$575.00
1 1/4 inch	\$42.55	8 inch	\$920.00
1 1/2 inch	\$57.50	10 inch	\$1,380.00
2 inch	\$92.00	12 inch	\$1,839.00

**PRIVATE FIRE PROTECTION MONTHLY SERVICE CHARGE**

<u>Meter Size</u>	<u>Monthly Charge</u>	<u>Meter Size</u>	<u>Monthly Charge</u>
2 inch	\$10.00	8 inch	\$100.00
3 inch	\$19.00	10 inch	\$150.00
4 inch	\$31.00	12 inch	\$218.00
6 inch	\$62.00		

**SPECIAL CHARGES**

As authorized under Wisconsin Statute 66.60(16), delinquent utility bills at October 21<sup>st</sup> become special charges upon the property tax bill of the property owner unless paid by November 20<sup>th</sup>.

**CITY OF HARTFORD CAPITAL IMPROVEMENT PROGRAM 2012 - 2016**

**2012 Summary of Costs ~ Governmental Funds**

	<b>Project Number</b>	<b>Priority</b>	<b>Project Purpose</b>	<b>2012 Share Total Project Cost</b>	<b>General Obligation Debt</b>	<b>Other Long-Term Borrowings</b>	<b>Grants &amp; Aids</b>	<b>Trusts &amp; Donations</b>	<b>Special Assessments</b>	<b>Fund Balance/ Retained Earnings</b>	<b>Property Tax Levy</b>
<b>Law Enforcement</b>											
Police Patrol Vehicle	201-95-003	2	Replacement	\$26,000							\$26,000
Police Patrol Vehicle	201-95-004	2	Replacement	\$26,000							\$26,000
Police Patrol Vehicle	201-00-009	2	Replacement	\$26,000							\$26,000
Utility Vehicle Full Size 4 WD	201-12-024	2	New	\$67,700			\$33,850	\$33,850			
<b>Fire &amp; Rescue</b>											
Fire Engine #1665 Replacement	250-06-039	2	Replacement	\$435,000	\$435,000						
<b>Streets Department</b>											
S Rural St Reconstruction	301-96-056	3	Replacement	\$550,000	\$550,000						
Sealcoating & Asphalt Patching	301-96-074	2	Replacement	\$100,000							\$100,000
Summit St Resurfacing	301-06-352	3	Replacement	\$99,500	\$99,500						
N Johnson St Bridge Replacement	301-06-357	2	Replacement	\$5,000	\$5,000						
North Side Storm Water Pond	301-08-369	3	New	\$40,000	\$40,000						
Birch Lane Resurfacing	301-08-376	3	Replacement	\$30,000	\$30,000						
Backhoe Replacement	301-08-378	3	Replacement	\$65,000	\$65,000						
East Sumner Street Resurfacing	301-08-379	3	Replacement	\$35,000	\$35,000						
Branch St/Grand Ave Resurfacing	301-09-384	2	Replacement	\$20,000	\$20,000						
E Sumner St Asphalt Patching	301-09-385	2	Replacement	\$15,000	\$15,000						
Storm Water Pond Dredging	301-09-387	2	Replacement	\$20,000	\$20,000						
Dump Truck Plow & Wing	301-09-390	2	Replacement	\$150,000	\$150,000						
W State St Reconstruction Airport-Independence	301-11-404	3	Replacement	\$45,000							\$45,000
<b>Parks</b>											
Independence Park Landfill	501-95-012	1	Replacement	\$25,000						\$25,000	
Millpond Bulkhead Repair	501-00-038	2	Replacement	\$300,000	\$300,000						
West Side Park Baseball Lights	501-05-060	3	New	\$155,000	\$100,000			\$55,000			
Independence Ballpark Open Shelter	501-09-075	3	New	\$42,000				\$42,000			
Emerald Ash Borer Removal & Treatment	501-11-078	3	New	\$15,000						\$15,000	
Security Camera System	501-11-079	3	New	\$8,000						\$8,000	
<b>Recreation</b>											
Veterans Pool ADA Accessible Ramp	550-12-032	1	New	\$22,000	\$22,000						
<b>Planning &amp; Zoning</b>											
Geographic Information System (GIS)	601-10-003	3	New	\$35,000						35,000	
<b>TOTAL GOVERNMENTAL FUNDS</b>				<b>\$2,357,200</b>	<b>\$1,886,500</b>	<b>\$0</b>	<b>\$33,850</b>	<b>\$130,850</b>	<b>\$0</b>	<b>\$83,000</b>	<b>\$223,000</b>

**CITY OF HARTFORD CAPITAL IMPROVEMENT PROGRAM 2012 - 2016**

**2012 Summary of Costs ~ Proprietary Funds**

	Project Number	Priority	Project Purpose	2012 Share Total Project Cost	General Obligation Debt	Other Long-Term Borrowings	Grants & Aids	Trusts & Donations	Special Assessments	Fund Balance/ Retained Earnings	Property Tax Levy
<b>Fire &amp; Rescue</b>											
Ambulance Replacement	230-08-013	2	Replacement	\$160,000						\$160,000	
<b>Airport</b>											
Design Runway & Taxiway Realignment/Extension	350-12-016	3	Replacement	\$100,000			\$100,000				
Wetland Mitigation for Runway & Taxiway Realignment/Extension	350-12-017	3	New	\$58,000			\$58,000				
Land Acquisition for Runway & Taxiway Realignment/Extension	350-12-018	3	New	\$285,000			\$285,000				
Hangar Access Rd Construction & Hangar Reconstruction	350-12-019	3	New	\$213,750			\$213,750				
Fuel Farm Upgrade	350-12-020	3	Replacement	\$20,000			\$20,000				
<b>Water Utility</b>											
Well Rehabilitation	360-01-206	3	Replacement	\$65,000						\$65,000	
Reservoir/Tower/Booster Station Cleaning	360-01-207	1	Replacement	\$20,000						\$20,000	
Install New Hydrants	360-01-208	1	Replacement	\$20,000						\$20,000	
Replace Defective Valves	360-01-209	2	Replacement	\$15,000						\$15,000	
S Rural St Watermain Replacement	360-04-243	3	Replacement	\$459,000						\$459,000	
E Monroe Ave/Wheelock Ave Watermain Replacement	360-05-258	3	Replacement	\$175,000						\$175,000	
Summit St Watermain Replacement	360-06-270	2	Replacement	\$187,200						\$187,200	
N Johnson St Bridge Watermain Replacement	360-08-275	3	Replacement	\$85,000						\$85,000	
IBM Power System (25%)	360-11-286	2	Replacement	\$7,595						\$7,595	
<b>Sewer Utility</b>											
Manhole Restoration	370-99-035	3	Replacement	\$35,000						\$35,000	
Televise Collection System Mains	370-99-036	3	Replacement	\$15,000						\$15,000	
S Rural St Sanitary Sewer Replacement	370-06-143	3	Replacement	\$366,000						\$366,000	
Bar Screen Maintenance	370-11-156	2	Replacement	\$25,000						\$25,000	
IBM Power System (25%)	370-11-159	2	Replacement	\$7,595						\$7,595	
Summit St Sanitary Sewer Repairs	370-11-160	3	Replacement	\$35,000						\$35,000	
Spare Electric Motor for Aeration Ditch	370-12-167	2	Replacement	\$15,000						\$15,000	
Roof Top Unit #7 Replacement	370-12-168	2	Replacement	\$50,000						\$50,000	
<b>Electric Utility</b>											
Substation Maintenance Program	380-03-229	3	Replacement	\$45,000						\$45,000	
Tree Trimming Maintenance Program	380-06-268	3	Replacement	\$45,000						\$45,000	
Bucket Truck Replacement #209	380-10-283	3	Replacement	\$185,000						\$185,000	
Rossman, Elm, Midland, Forest Rebuild	380-11-289	3	Replacement	\$170,000						\$170,000	
IBM Power System (25%)	380-11-299	2	Replacement	\$7,595						\$7,595	
Street Light Reduction Project	380-12-302	3	Replacement	\$105,000						\$105,000	
Dodge Substation & System Improvements (TID #7)	380-12-303	2	Replacement	\$585,000						\$585,000	
<b>Community Development Authority</b>											
Management Van Replacement	540-11-022	3	Replacement	\$20,000						\$20,000	
<b>Information Systems</b>											
IBM Power System (25%)	675-11-005	2	Replacement	\$7,595						\$7,595	
Fiber Network Cable & Switch Fire Dept - Rec Center	675-12-006	3	New	\$22,000						\$22,000	
<b>Housing Action Inc.</b>											
Hartford Highlands Buildings & Grounds	975-98-001	3	Replacement	\$18,000						\$18,000	
<b>TOTAL PROPRIETARY FUNDS</b>				<b>\$3,629,330</b>	<b>\$0</b>	<b>\$0</b>	<b>\$676,750</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,952,580</b>	<b>\$0</b>
<b>TOTAL GOVERNMENTAL FUNDS</b>				<b>\$2,357,200</b>	<b>\$1,886,500</b>	<b>\$0</b>	<b>\$33,850</b>	<b>\$130,850</b>	<b>\$0</b>	<b>\$83,000</b>	<b>\$223,000</b>
<b>TOTAL 2012 CAPITAL IMPROVEMENTS</b>				<b>\$5,986,530</b>	<b>\$1,886,500</b>	<b>\$0</b>	<b>\$710,600</b>	<b>\$130,850</b>	<b>\$0</b>	<b>\$3,035,580</b>	<b>\$223,000</b>

**CITY OF HARTFORD CAPITAL IMPROVEMENT PROGRAM 2012 - 2016**

**2013 Summary of Costs ~ Governmental Funds**

	Project Number	Priority	Project Purpose	2013 Share Total Project Cost	General Obligation Debt	Other Long-Term Borrowings	Grants & Aids	Trusts & Donations	Special Assessments	Fund Balance/ Retained Earnings	Property Tax Levy
<b>Law Enforcement</b>											
Police Patrol Vehicle	201-95-001	2	Replacement	\$26,000							\$26,000
Police Patrol Vehicle	201-95-002	2	Replacement	\$26,000							\$26,000
Administrative Vehicle	201-96-006	2	Replacement	\$20,600							\$20,600
<b>Fire &amp; Rescue</b>											
Equipment Truck 1685 Replacement	250-08-042	3	Replacement	\$265,000	\$265,000						
Fire Station Lighting & Wiring Upgrade	250-09-043	1	Replacement	\$21,000	\$21,000						
Fire Station Condensing Unit Replacement	250-11-044	2	Replacement	\$18,900	\$18,900						
<b>Streets Department</b>											
Sealcoating & Asphalt Patching	301-96-074	2	Replacement	\$100,000							\$100,000
Alley Reconstruction Program	301-98-087	3	Replacement	\$20,000	\$20,000						
E State St Reconstruction	301-01-206	3	Replacement	\$220,000	\$220,000						
Eighth St Reconstruction	301-00-307	3	Replacement	\$193,600	\$193,600						
Summit St Resurfacing	301-06-352	3	Replacement	\$216,500	\$216,500						
North Side Storm Water Pond	301-08-369	3	New	\$20,000	\$20,000						
East Sumner Street Resurfacing	301-08-379	3	Replacement	\$40,000	\$40,000						
Branch St/Grand Ave Resurfacing	301-09-384	2	Replacement	\$30,000	\$30,000						
E Sumner St Asphalt Patching	301-09-385	2	Replacement	\$15,000	\$15,000						
Storm Water Pond Dredging	301-09-387	2	Replacement	\$35,000	\$35,000						
W State St Reconstruction Airport-Independence	301-11-404	3	Replacement	\$70,000			\$50,000				\$20,000
DPW/Utility Yards Storm Water Improvements	301-11-405	3	Replacement	\$45,000	\$45,000						
<b>Transportation Division</b>											
Taxi Minivan	310-09-007	2	Replacement	\$39,500			\$32,500				\$7,000
<b>Parks</b>											
Independence Park Landfill	501-95-012	1	Replacement	\$25,000						\$25,000	
Hartford Square II Parkland	501-04-058	3	New	\$15,750				\$15,750			
Emerald Ash Borer Removal & Treatment	501-11-078	3	New	\$15,000							\$15,000
West Side Playground Safety Surface	501-11-082	3	Replacement	\$20,000							\$20,000
Toolcat Utility Machine	501-12-084	3	New	\$48,000							\$48,000
<b>Recreation</b>											
Veterans Pool Reconstruction Site Plan	550-06-028	2	Replacement	\$10,000	\$10,000						
<b>Engineering</b>											
Storm Water Study	601-05-024	1	Replacement	\$15,000	\$15,000						
<b>Planning &amp; Zoning</b>											
Geographic Information System (GIS)	601-10-003	3	New	\$35,000						35,000	
<b>TOTAL GOVERNMENTAL FUNDS</b>				<b>\$1,605,850</b>	<b>\$1,165,000</b>	<b>\$0</b>	<b>\$82,500</b>	<b>\$15,750</b>	<b>\$0</b>	<b>\$60,000</b>	<b>\$282,600</b>

**CITY OF HARTFORD CAPITAL IMPROVEMENT PROGRAM 2012 - 2016**

**2013 Summary of Costs ~ Proprietary Funds**

	Project Number	Priority	Project Purpose	2013 Share Total Project Cost	General Obligation Debt	Other Long-Term Borrowings	Grants & Aids	Trusts & Donations	Special Assessments	Fund Balance/ Retained Earnings	Property Tax Levy
<b>Airport</b>											
Construct Primary Runway 11/29 on New Alignment	350-08-013	3	Replacement	\$2,300,000			\$2,300,000				
Design Apron Reconstruction	350-12-021	3	Replacement	\$75,000			\$75,000				
<b>Water Utility</b>											
Well Rehabilitation	360-01-206	3	Replacement	\$65,000						\$65,000	
Reservoir/Tower/Booster Station Cleaning	360-01-207	1	Replacement	\$20,000						\$20,000	
Install New Hydrants	360-01-208	1	Replacement	\$20,000						\$20,000	
Replace Defective Valves	360-01-209	2	Replacement	\$15,000						\$15,000	
Eighth St Watermain Replacement	360-02-219	3	Replacement	\$148,000						\$148,000	
E State St Watermain Replacement	360-04-240	3	Replacement	\$134,000						\$134,000	
Summit St Watermain Replacement	360-06-270	2	Replacement	\$276,400						\$276,400	
Highway N Watermain Adjustments	360-12-287	3	Replacement	\$25,000						\$25,000	
Water System Master Plan Update	360-12-288	3	Replacement	\$40,000						\$40,000	
<b>Sewer Utility</b>											
Manhole Restoration	370-99-035	3	Replacement	\$35,000						\$35,000	
Televise Collection System Mains	370-99-036	3	Replacement	\$15,000						\$15,000	
Eighth St Sanitary Sewer Replacement	370-02-112	3	Replacement	\$107,000						\$107,000	
E State St Sanitary Sewer Replacement	370-05-141	3	Replacement	\$162,000						\$162,000	
Skidster Loader	370-07-147	3	Replacement	\$20,000						\$20,000	
Vehicle Replacement	370-11-157	3	Replacement	\$20,000						\$20,000	
Summit St Sanitary Sewer Repairs	370-11-160	3	Replacement	\$45,000						\$45,000	
<b>Electric Utility</b>											
Substation Maintenance Program	380-03-229	3	Replacement	\$45,000						\$45,000	
Tree Trimming Maintenance Program	380-06-268	3	Replacement	\$45,000						\$45,000	
Sunset/Fairview Area Reconductor	380-11-290	3	Replacement	\$157,000						\$157,000	
East Monroe (S Main-Wilson) Rebuild	380-11-291	3	Replacement	\$285,000						\$285,000	
Lincoln & Washington Rebuild	380-11-294	3	Replacement	\$153,000						\$153,000	
Street Light Reduction Project	380-12-302	3	Replacement	\$105,000						\$105,000	
Circuit #25 Creation (TID #7)	380-12-304	3	New	\$95,000						\$95,000	
<b>Housing Action Inc.</b>											
Hartford Highlands Buildings & Grounds	975-98-001	3	Replacement	\$18,000						\$18,000	
<b>TOTAL PROPRIETARY FUNDS</b>				<b>\$4,425,400</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,375,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,050,400</b>	<b>\$0</b>
<b>TOTAL GOVERNMENTAL FUNDS</b>				<b>\$1,605,850</b>	<b>\$1,165,000</b>	<b>\$0</b>	<b>\$82,500</b>	<b>\$15,750</b>	<b>\$0</b>	<b>\$60,000</b>	<b>\$282,600</b>
<b>TOTAL 2013 CAPITAL IMPROVEMENTS</b>				<b>\$6,031,250</b>	<b>\$1,165,000</b>	<b>\$0</b>	<b>\$2,457,500</b>	<b>\$15,750</b>	<b>\$0</b>	<b>\$2,110,400</b>	<b>\$282,600</b>

**CITY OF HARTFORD CAPITAL IMPROVEMENT PROGRAM 2012 - 2016**

**2014 Summary of Costs ~ Governmental Funds**

	<b>Project Number</b>	<b>Priority</b>	<b>Project Purpose</b>	<b>2014 Share Total Project Cost</b>	<b>General Obligation Debt</b>	<b>Other Long-Term Borrowings</b>	<b>Grants &amp; Aids</b>	<b>Trusts &amp; Donations</b>	<b>Special Assessments</b>	<b>Fund Balance/Retained Earnings</b>	<b>Property Tax Levy</b>
<b>Clerical Administration</b>											
Copy Machine	125-10-004	3	Replacement	\$25,000							\$25,000
<b>Law Enforcement</b>											
Police Patrol Vehicle	201-95-003	2	Replacement	\$20,500							\$20,500
Police Patrol Vehicle	201-95-004	2	Replacement	\$20,500							\$20,500
Police Patrol Vehicle	201-00-009	2	Replacement	\$20,500							\$20,500
Administrative Vehicle	201-08-015	2	New	\$29,250							\$29,250
<b>Streets Department</b>											
Sealcoating & Asphalt Patching	301-96-074	2	Replacement	\$85,000							\$85,000
Airport Drive Resurfacing	301-07-365	3	Replacement	\$182,500	\$142,500		\$40,000				
E Sumner Street Resurfacing	301-08-379	3	Replacement	\$110,000	\$110,000						
Storm Water Pond Dredging	301-09-387	2	Replacement	\$30,000							\$30,000
W State St Reconstruction Airport-Independence	301-11-404	3	Replacement	\$5,000	\$5,000						
<b>Building Maintenance</b>											
City Hall Renovations/Construction	330-04-015	2	Replacement	\$4,000,000	\$4,000,000						
<b>Parks</b>											
Independence Park Landfill	501-95-012	1	Replacement	\$25,000						\$25,000	
Emerald Ash Borer Removal & Treatment	501-11-078	3	New	\$15,000						\$15,000	
<b>Planning &amp; Zoning</b>											
Geographic Information System (GIS)	601-10-003	3	New	\$35,000						35,000	
<b>TOTAL GOVERNMENTAL FUNDS</b>				<b>\$4,603,250</b>	<b>\$4,257,500</b>	<b>\$0</b>	<b>\$40,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$75,000</b>	<b>\$230,750</b>

**CITY OF HARTFORD CAPITAL IMPROVEMENT PROGRAM 2012 - 2016**

**2014 Summary of Costs ~ Proprietary Funds**

	Project Number	Priority	Project Purpose	2014 Share Total Project Cost	General Obligation Debt	Other Long-Term Borrowings	Grants & Aids	Trusts & Donations	Special Assessments	Fund Balance/ Retained Earnings	Property Tax Levy
<b>Fire &amp; Rescue</b>											
EMS Building Roof Replacement	230-06-012	2	Replacement	\$52,500							\$52,500
<b>Airport</b>											
Parallel Taxiway Construction & Apron Reconstruction	350-12-022	3	Replacement	\$1,750,000			\$1,750,000				
<b>Water Utility</b>											
Well Rehabilitation	360-01-206	3	Replacement	\$65,000						\$65,000	
Reservoir/Tower/Booster Station Cleaning	360-01-207	1	Replacement	\$20,000						\$20,000	
Install New Hydrants	360-01-208	1	Replacement	\$20,000						\$20,000	
Replace Defective Valves	360-01-209	2	Replacement	\$15,000						\$15,000	
East Sumner Street Watermain Replacement	360-09-276	2	Replacement	\$135,000						\$135,000	
Harker Avenue Watermain Replacement	360-12-289	3	Replacement	\$151,000						\$151,000	
City Hall Renovation - Water Utilities	360-12-294	3	Replacement	\$50,000						\$50,000	
<b>Sewer Utility</b>											
Manhole Restoration	370-99-035	3	Replacement	\$35,000						\$35,000	
Televise Collection System Mains	370-99-036	3	Replacement	\$15,000						\$15,000	
City Hall Renovation - Sewer Utilities	370-12-169	3	Replacement	\$100,000						\$100,000	
<b>Electric Utility</b>											
Substation Maintenance Program	380-03-229	3	Replacement	\$45,000						\$45,000	
Tree Trimming Maintenance Program	380-06-268	3	Replacement	\$45,000						\$45,000	
Grand Ave & E Sumner St Turn Lane	380-06-273	2	New	\$125,000						\$125,000	
Hilldale Plaza Reconnector - Phase II	380-11-288	3	Replacement	\$253,000						\$253,000	
Sunset/Fairview Area Rebuild Phase II	380-11-290	3	Replacement	\$235,000						\$235,000	
Wacker Dr Abbott to W State Rebuild	380-11-296	3	Replacement	\$142,000						\$142,000	
Harrison St & Court Dr Area Rebuild	380-11-300	3	Replacement	\$193,000						\$193,000	
City Hall Renovation - Electric Utilities	380-12-308	3	Replacement	\$150,000						\$150,000	
<b>Cable Television</b>											
City Hall Security & Cameras	525-12-001	3	New	\$110,000						\$110,000	
<b>Housing Action Inc.</b>											
Hartford Highlands Buildings & Grounds	975-98-001	3	Replacement	\$18,000						\$18,000	
<b>TOTAL PROPRIETARY FUNDS</b>				<b>\$3,724,500</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,750,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,922,000</b>	<b>\$52,500</b>
<b>TOTAL GOVERNMENTAL FUNDS</b>				<b>\$4,603,250</b>	<b>\$4,257,500</b>	<b>\$0</b>	<b>\$40,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$75,000</b>	<b>\$230,750</b>
<b>TOTAL 2014 CAPITAL IMPROVEMENTS</b>				<b>\$8,327,750</b>	<b>\$4,257,500</b>	<b>\$0</b>	<b>\$1,790,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,997,000</b>	<b>\$283,250</b>

*City of Hartford Capital Improvement Program 2012 - 2016*

**2015 Summary of Costs ~ Governmental Funds**

	<b>Project Number</b>	<b>Priority</b>	<b>Project Purpose</b>	<b>2015 Share Total Project Cost</b>	<b>General Obligation Debt</b>	<b>Other Long-Term Borrowings</b>	<b>Grants &amp; Aids</b>	<b>Trusts &amp; Donations</b>	<b>Special Assessments</b>	<b>Fund Balance/ Retained Earnings</b>	<b>Property Tax Levy</b>
<b>Law Enforcement</b>											
Police Patrol Vehicle	201-95-001	2	Replacement	\$20,500							\$20,500
Police Patrol Vehicle	201-95-002	2	Replacement	\$20,500							\$20,500
Utility Vehicle Full Size 4 WD	201-11-023	2	Replacement	\$24,085							\$24,085
Mobile Data Computer Project	201-12-025	2	Replacement	\$29,546							\$29,546
<b>Streets Department</b>											
Sealcoating & Asphalt Patching	301-96-074	2	Replacement	\$100,000							\$100,000
East Sumner Street Resurfacing	301-08-379	3	Replacement	\$5,000							\$5,000
Storm Water Pond Dredging	301-09-387	2	Replacement	\$30,000							\$30,000
<b>Transportation Division</b>											
Taxi Minivan	310-10-008	2	Replacement	\$39,500			\$32,500				\$7,000
<b>Building Maintenance</b>											
City Hall Improvements	330-12-032	3	Replacement	\$75,000	\$75,000						
Police Department Garage	330-12-033	3	Replacement	\$700,000						\$700,000	
<b>Parks</b>											
Independence Park Landfill	501-95-012	1	Replacement	\$25,000						\$25,000	
Borlen Farms Park Development	501-06-065	3	New	\$87,000				\$87,000			
Emerald Ash Borer Removal & Treatment	501-11-078	3	New	\$15,000						\$15,000	
Willowbrook Playground	501-11-083	3	Replacement	\$50,000							\$50,000
<b>Planning &amp; Zoning</b>											
Geographic Information System (GIS)	601-10-003	3	New	\$35,000						35,000	
<b>TOTAL GOVERNMENTAL FUNDS</b>				<b>\$1,256,131</b>	<b>\$75,000</b>	<b>\$0</b>	<b>\$32,500</b>	<b>\$87,000</b>	<b>\$0</b>	<b>\$775,000</b>	<b>\$286,631</b>

**City of Hartford Capital Improvement Program 2012 - 2016**

**2015 Summary of Costs ~ Proprietary Funds**

	Project Number	Priority	Project Purpose	2015 Share Total Project Cost	General Obligation Debt	Other Long-Term Borrowings	Grants & Aids	Trusts & Donations	Special Assessments	Fund Balance/ Retained Earnings	Property Tax Levy
<b>Water Utility</b>											
Well Rehabilitation	360-01-206	3	Replacement	\$65,000						\$65,000	
Reservoir/Tower/Booster Station Cleaning	360-01-207	1	Replacement	\$20,000						\$20,000	
Install New Hydrants	360-01-208	1	Replacement	\$20,000						\$20,000	
Replace Defective Valves	360-01-209	2	Replacement	\$15,000						\$15,000	
Budd St Watermain Replacement	360-05-263	3	Replacement	\$263,000						\$263,000	
Harker Ave Watermain Replacement	360-12-289	3	Replacement	\$196,000						\$196,000	
<b>Sewer Utility</b>											
Manhole Restoration	370-99-035	3	Replacement	\$20,000						\$20,000	
Televise Collection System Mains	370-99-036	3	Replacement	\$15,000						\$15,000	
Downtown Sanitary Sewer Redirection/Replacement	370-11-158	3	Replacement	\$315,500						\$315,500	
Grant St Force Main Replacement	370-11-164	3	Replacement	\$60,000						\$60,000	
<b>Electric Utility</b>											
Substation Maintenance Program	380-03-229	3	Replacement	\$45,000						\$45,000	
Tree Trimming Maintenance Program	380-06-268	3	Replacement	\$45,000						\$45,000	
Bucket Truck Replacement #203	380-10-285	3	Replacement	\$136,000						\$136,000	
Sunset Dr/Fairview Dr Rebuild Phase III	380-11-290	3	Replacement	\$145,000						\$145,000	
Misty Meadows Area Rebuild	380-11-295	3	Replacement	\$176,000						\$176,000	
Branch Street Rebuild	380-11-297	3	Replacement	\$283,000						\$283,000	
Circuit #40 Reconductor	380-12-305	3	Replacement	\$108,000						\$108,000	
<b>Housing Action Inc.</b>											
Hartford Highlands Buildings & Grounds	975-98-001	3	Replacement	\$18,000						\$18,000	
<b>TOTAL PROPRIETARY FUNDS</b>				<b>\$1,945,500</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,945,500</b>	<b>\$0</b>
<b>TOTAL GOVERNMENTAL FUNDS</b>				<b>\$1,256,131</b>	<b>\$75,000</b>	<b>\$0</b>	<b>\$32,500</b>	<b>\$87,000</b>	<b>\$0</b>	<b>\$775,000</b>	<b>\$286,631</b>
<b>TOTAL 2015 CAPITAL IMPROVEMENTS</b>				<b>\$3,201,631</b>	<b>\$75,000</b>	<b>\$0</b>	<b>\$32,500</b>	<b>\$87,000</b>	<b>\$0</b>	<b>\$2,720,500</b>	<b>\$286,631</b>

**CITY OF HARTFORD CAPITAL IMPROVEMENT PROGRAM 2012 - 2016**

**2016 Summary of Costs ~ Governmental Funds**

	Project Number	Priority	Project Purpose	2016 Share Total Project Cost	General Obligation Debt	Other Long-Term Borrowings	Grants & Aids	Trusts & Donations	Special Assessments	Fund Balance/ Retained Earnings	Property Tax Levy
<b>Law Enforcement</b>											
Police Patrol Vehicle	201-95-003	2	Replacement	\$20,500							\$20,500
Police Patrol Vehicle	201-95-004	2	Replacement	\$20,500							\$20,500
Police Patrol Vehicle	201-00-009	2	Replacement	\$20,500							\$20,500
E911 System Replacement	201-12-026	2	Replacement	\$193,584	\$193,584						
<b>Fire &amp; Rescue</b>											
Fire Engine 1661 Replacement	250-12-046	3	Replacement	\$435,000	\$435,000						
Fire Truck 1680 Replacement	250-12-047	3	Replacement	\$45,000	\$45,000						
<b>Streets Department</b>											
Sealcoating & Asphalt Patching	301-96-074	2	Replacement	\$100,000	\$100,000						
Fifth St Reconstruction Union to Wisconsin	301-01-205	3	Replacement	\$107,000	\$107,000						
High Street Resurfacing	301-00-300	3	Replacement	\$210,000	\$210,000						
W Prospect St Storm Sewer Extension	301-04-343	3	New	\$65,800							\$65,800
Maple Ave Reconstruction	301-06-353	3	Replacement	\$167,000	\$167,000						
East Sumner Street Resurfacing	301-08-379	3	Replacement	\$160,000	\$160,000						
W Rossman St Reconstruction	301-08-380	3	Replacement	\$290,000	\$290,000						
Branch St/Grand Ave Resurfacing	301-09-384	2	Replacement	\$90,000	\$90,000						
Harrison St Reconstruction	301-09-386	3	Replacement	\$158,000	\$158,000						
Storm Water Pond Dredging	301-09-387	2	Replacement	\$30,000							\$30,000
Dump Truck Plow & Wing	301-09-392	2	Replacement	\$160,000	\$160,000						
Pine Street Storm Sewer Additions	301-10-395	3	New	\$46,000							\$46,000
E Lincoln Ave Reconstruction S Main to Grand	301-10-396	3	Replacement	\$327,000	\$327,000						
Wheelock Ave Resurfacing	301-11-399	3	Replacement	\$169,000	\$169,000						
Cedar St Resurfacing	301-11-400	3	Replacement	\$57,000							\$57,000
Dump Truck Plow & Wing Replacement	301-11-402	3	Replacement	\$190,000	\$190,000						
Martin Drive & Morgan Dr Reconstruction	301-12-408	3	Replacement	\$124,000	\$124,000						
<b>Building Maintenance</b>											
City Hall Improvements	330-12-032	3	Replacement	\$75,000	\$75,000						
<b>Parks</b>											
Independence Park Landfill	501-95-012	1	Replacement	\$25,000						\$25,000	
Parks 10' Riding Mower	501-09-074	3	Replacement	\$44,000							\$44,000
Emerald Ash Borer Removal & Treatment	501-11-078	3	New	\$15,000						\$15,000	
Bernd Park Footbridge	501-11-081	3	New	\$56,000	\$28,000		\$28,000				
Parks Riding Mower	501-12-085	3	New	\$20,000							\$20,000
<b>Recreation</b>											
Veterans Pool Reconstruction	550-06-028	3	Replacement	\$3,500,000	\$3,500,000						
<b>Planning &amp; Zoning</b>											
Geographic Information System (GIS)	601-10-003	3	New	\$35,000						\$35,000	
<b>TOTAL GOVERNMENTAL FUNDS</b>				<b>\$6,955,884</b>	<b>\$6,528,584</b>	<b>\$0</b>	<b>\$28,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$75,000</b>	<b>\$324,300</b>

**CITY OF HARTFORD CAPITAL IMPROVEMENT PROGRAM 2012 - 2016**

**2016 Summary of Costs ~ Proprietary Funds**

	Project Number	Priority	Project Purpose	2016 Share Total Project Cost	General Obligation Debt	Other Long-Term Borrowings	Grants & Aids	Trusts & Donations	Special Assessments	Fund Balance/ Retained Earnings	Property Tax Levy
<b>Water Utility</b>											
Well Rehabilitation	360-01-206	3	Replacement	\$65,000						\$65,000	
Reservoir/Tower/Booster Station Cleaning	360-01-207	1	Replacement	\$20,000						\$20,000	
Install New Hydrants	360-01-208	1	Replacement	\$20,000						\$20,000	
Replace Defective Valves	360-01-209	2	Replacement	\$15,000						\$15,000	
W Rossman Watermain Replacement	360-01-213	3	Replacement	\$229,000						\$229,000	
Fifth St Watermain Replacement Union to Wisconsin	360-02-226	3	Replacement	\$137,000						\$137,000	
Prospect St Watermain Replacement	360-05-257	3	Replacement	\$173,000						\$173,000	
Maple Ave Watermain Replacement	360-06-269	3	Replacement	\$155,000						\$155,000	
Wheelock Ave Watermain Replacement	360-11-282	3	Replacement	\$243,000						\$243,000	
Harrison St Watermain Replacement	360-11-283	3	Replacement	\$236,000						\$236,000	
Cedar St Watermain Replacement	360-11-285	3	Replacement	\$184,000						\$184,000	
Grand Ave Watermain Replacement	360-12-290	3	Replacement	\$394,000						\$394,000	
Third St Watermain Replacement	360-12-291	3	Replacement	\$116,000						\$116,000	
Martin & Morgan Dr Watermain Replacement	360-12-293	3	Replacement	\$208,000						\$208,000	
<b>Sewer Utility</b>											
Manhole Restoration	370-99-035	3	Replacement	\$20,000						\$20,000	
Televise Collection System Mains	370-99-036	3	Replacement	\$15,000						\$15,000	
Fifth St Sanitary Sewer Replacement	370-02-113	3	Replacement	\$175,000						\$175,000	
W Prospect Sanitary Sewer Replacement	370-05-134	3	Replacement	\$77,000						\$77,000	
Maple Ave Sanitary Sewer Replacement	370-06-145	3	Replacement	\$136,000						\$136,000	
W Rossman Sanitary Sewer Replacement	370-09-152	3	Replacement	\$210,000						\$210,000	
E Lincoln Ave Sanitary Sewer Replacement	370-10-154	3	Replacement	\$218,000						\$218,000	
Branch St Sanitary Sewer Replacement	370-10-155	3	Replacement	\$115,000						\$115,000	
Wheelock Ave Sanitary Sewer Repairs	370-11-161	3	Replacement	\$62,000						\$62,000	
Harrison Street Sanitary Sewer Replacement	370-11-162	3	Replacement	\$89,000						\$89,000	
High Street Sanitary Sewer Replacement	370-11-163	3	Replacement	\$215,000						\$215,000	
<b>Electric Utility</b>											
Substation Maintenance Program	380-03-229	3	Replacement	\$45,000						\$45,000	
Tree Trimming Maintenance Program	380-06-268	3	Replacement	\$45,000						\$45,000	
Pine Street Area Rebuild	380-11-293	3	Replacement	\$141,000						\$141,000	
Wheelock, Harker, Jefferson Area Reconductor	380-11-298	3	Replacement	\$218,000						\$218,000	
Wheelock, Linden, East Ave Rebuild	380-12-307	3	Replacement	\$230,000						\$230,000	
<b>Housing Action Inc.</b>											
Hartford Highlands Buildings & Grounds	975-98-001	3	Replacement	\$18,000						\$18,000	
<b>TOTAL PROPRIETARY FUNDS</b>				<b>\$4,224,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$4,224,000</b>	<b>\$0</b>
<b>TOTAL GOVERNMENTAL FUNDS</b>				<b>\$6,955,884</b>	<b>\$6,528,584</b>	<b>\$0</b>	<b>\$28,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$75,000</b>	<b>\$324,300</b>
<b>TOTAL 2011 CAPITAL IMPROVEMENTS</b>				<b>\$11,179,884</b>	<b>\$6,528,584</b>	<b>\$0</b>	<b>\$28,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$4,299,000</b>	<b>\$324,300</b>

**GLOSSARY**  
**CITY OF HARTFORD, WISCONSIN**  
**2012 ANNUAL BUDGET**

**Activity Measures:** Specific quantitative and qualitative measures of work performed by the department (e.g., total miles of streets cleaned).

**Adopted Budget:** The budget as approved by the Common Council of the City of Hartford after the Council Budget Hearing.

**Ad Valorem Taxes:** Property taxes based on the market value of real property.

**Amortize:** The reduction of debt by regular payments of principal sufficient to retire the debt by maturity.

**Amortization Schedule:** A schedule of debt service payments separating the portions of payments attributable to principal and interest.

**Appropriation:** An authorization made by the legislative body of a government which permits officials to incur obligations against and to make expenditures of governmental resources. Appropriations are usually made for fixed amounts and are typically granted for a one-year period.

**Assessed Valuation:** A valuation set upon real estate and certain personal property by the City Assessor as a basis for levying property taxes.

**Asset:** A probable future economic benefit obtained or controlled by a particular entity as a result of past transactions or events.

**Audit:** A systematic examination of resource utilization concluding in a written report. It is a test of management's internal accounting controls and is intended to ascertain whether financial statements fairly present financial position and results of operations; test whether transactions have been legally performed; identify areas for possible improvements in accounting practices and procedures; ascertain whether transactions have been recorded accurately and consistently; and ascertain the stewardship of officials responsible for governmental resources.

**Balanced Budget:** A budget in which estimated revenues equal estimated expenditures.

**Balance Sheet:** A statement purporting to present the financial position of an entity by disclosing the value of its assets, liabilities, and equities as of a specified date.

**B.I.D.:** Business Improvement District.

**Bond:** A written promise to pay a specified sum of money (principal) at a specified date or dates in the future (maturity dates) together with periodic interest at a specified rate.

**Bond Anticipation Notes (BAN's):** Short-term interest bearing notes issued in anticipation of bonds to be issued at a later date. The notes are retired from proceeds of the bond issue to which they are related.

**Budget:** A comprehensive financial plan of operation which attempts to rationalize the allocation of limited revenues among competing expenditure requirements for a given time period.

**Budget Calendar:** The schedule of key dates of milestones which a government follows in the preparation and adoption of the budget.

**Budget Document:** The written book prepared by the City Administrator and city staff which presents the approved budget to the public.

**Budget Highlights:** An explanation of major changes (increases or decreases) in budgeted amounts (for revenues or expenses) or significant operational data to better clarify public funding justification.

**Budget Message:** A general discussion of the proposed budget presented in writing as a part of the budget document. The budget message explains principal budget issues and incorporates the legislative body's policy and strategic planning directives against the background of financial experience in recent years and presents recommendations made by the City Administrator.

**Callable Bond:** A type of bond with a feature that permits the issuer to pay the obligation before the stated maturity date by giving notice (a "call") of redemption.

**Capital Assets:** Assets of significant value and having a useful life of several years. Capital assets are also called fixed assets.

**Capital Budget:** A plan of proposed capital expenditures and the means of financing them. The capital budget is enacted as part of the complete annual budget which includes both operating and capital outlays. The capital budget is based on the capital improvement program (CIP).

**Capital Improvements:** Expenditures which result in the acquisition of land, construction costs or improvements to land, buildings, or equipment values at \$15,000 and with useful lives of at least 2 years.

**Capital Improvement Program:** A five-year plan designed to provide public and utility facilities (Capital Improvements) such as roads, sewer lines, parks, libraries, drainage projects and government buildings which are needed to support the estimated population growth.

**Capital Lease:** An agreement that conveys the right to use property, plant, or equipment for a stated period of time, and that meets one or more of the criteria set forth in SFAS No. 13 for lease capitalization.

**Capital Outlay:** Expenditures for equipment, vehicles or machinery that results in the acquisition or addition to fixed assets with a value over \$5,000.

**Capital Project Fund:** To account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds and trust funds).

**Carry Forward:** Designated fund balance representing dollars left at the end of one year to be carried forward as revenue in the next year for specified purposes.

**Cash Basis:** The method of accounting under which revenues are recorded when received in cash and expenditures are recorded when paid.

**Common Council:** The duly elected legislative body of the City comprising of the Mayor (elected at large) and nine alderpersons representing 3 separate districts.

**Component Unit:** Legally separate organizations for which elected officials of the City are financially accountable.

**Contingency Fund:** A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted for.

**Cost Accounting:** Accounting which assembles and records all costs incurred to carry out a particular activity or to deliver a particular service.

**Critical:** Within the Capital Improvement Program document, a project priority indicating the project must be accomplished in order to avoid a serious operational problem.

**Debt Limit:** The maximum amount of General Obligation borrowing allowed by statute to be outstanding.

**Debt Service:** Payment of interest and repayment of principal to holders of a government's debt instruments (bonds and loans).

**Deficit:** The excess of an entity's liabilities over its assets (See Fund Balance). The excess of expenditures or expenses over revenues during a single accounting period.

**Department:** An organizational unit authorized by the Common Council and responsible for carrying out a major governmental functions, such as Public Safety or Financial Administration.

**Department Head:** Managers of discrete service programs within the City, as authorized by the Common Council reporting to the City Administrator.

**Departmental Budget Detail:** A budget that focuses upon the goals and objectives of a department.

**Desirable:** Within the Capital Improvement Program document, a project priority indicating a project which will have beneficial results or avoid service deterioration.

**Depreciation:** The portion of the cost of a fixed asset charged as an expense during a particular period.

**Division:** A basic organizational unit of the City which is functionally incorporated within a department for specific services.

**D.O.D.:** Wisconsin Department of Development.

**Encumbrances:** Obligations in the form of purchase orders, contracts or salary commitments which are chargeable to an appropriation and for which a part of the appropriation is reserved. They cease to be encumbrances when paid or when an actual liability is set up.

**Enterprise Fund:** A fund established to account for operations financed in a manner similar to a private business enterprise; i.e., where the costs of providing goods and services to the public are financed or recovered through user charges.

**Equalized Value:** The value of taxable property established by the State of Wisconsin for shared revenue, TID revenues, and other state-wide calculations.

**Expenditure:** The payment of cash on the transfer of property or services for the purpose of acquiring an asset, service or settling a loss.

**Fiscal Year:** Any consecutive 12-month period designated as the budget year. By statute, the City of Hartford's budget year is the calendar year.

**Fixed Asset:** A tangible, operational asset having a useful life of at least one year, and an original cost of at least \$5,000.

**Forecast:** An estimate of revenues and expenses for the current fiscal year to be used to determine the expected balances at the end of the year.

**Full Faith and Credit:** A pledge of the general taxing power of the City for payment of debt obligations.

**Fund:** An independent fiscal and accounting entity with a self-balancing set of accounts where revenues equal expenses which are segregated for the purpose of carrying on specific activities or attaining certain objectives.

**Fund Balance:** The excess of current assets over current liabilities for each fund at the end of each fiscal year. A negative fund balance is sometimes called a deficit. For governmental funds, the fund balance is equal to the excess of revenues over expenses for a given fiscal year.

**General Fund:** A fund containing revenues such as property taxes not designed by Law for any one special purpose.

**General Obligation Bonds aka (LTD, Long Term Debt):** When a government pledges its full faith and credit to the repayment of the bonds it issues, then those bonds are general obligation (G.O.) bonds. The term is usually used to refer to bonds which will be repaid from taxes and other general revenues.

**Goals:** Written statements which reflect the broad, general purpose of a department or fund.

**Grant:** A contribution of assets (usually cash) by one governmental unit or other organization to another. Typically, these contributions are made to local governments from the state and federal governments. Grants are usually made for specified purposes.

**HADC:** Hartford Area Development Corporation

**Impact Fees:** Monetary payments made by builders or developers to jurisdictions in order to defray the public costs of providing infrastructure services to the development.

**Important:** Within the Capital Improvement Program document, a project priority indicating that a failure to accomplish the project will prevent a significant operational advantage.

**Infrastructure:** Facilities on which the continuance and growth of a community depend, such as roads, waterlines, etc.

**Interfund Transfers:** Amounts transferred from one fund to another.

**Intergovernmental Charges:** Charges for services provided to other governments.

**Intergovernmental Revenues:** Revenues from other governments in the form of grants, entitlements, shared revenues, or payments in lieu of taxes.

**Internal Control:** A plan of organization for purchasing, accounting, and other financial activities which, among other things, provides that: the duties of employees are subdivided so that no single employee handles financial action from beginning to end; proper authorizations from specific responsible officials are obtained before key steps in the processing of a transaction are completed; and records and procedures are arranged appropriate to facilitate effective control.

**Internal Service Fund:** A fund used to account for the financing of goods or services provided by one department to other departments on a reimbursement basis.

**Investment:** Securities and real estate purchased and held for the production of income in the form of interest, dividends, rentals or base payments.

**Labor:** Costs related to compensating City employees including salaries, wages, overtime pay, shift differential, holiday pay and employee benefits costs. Employee benefit costs include social security, retirement, health, dental, and life insurance, and workers compensation.

**Levy:** To impose taxes, special assessments or service charges for the support of City activities.

**Liability:** Debt or other legal obligations arising out of transactions in the past which must be liquidated, renewed or refunded at some future date.

**Manager:** Department Head, Division Head, or City Administrator responsible for a department division or fund.

**Mandate:** Any responsibility, action or procedure that is imposed by one sphere of government on another through constitutional, legislative, administrative, executive or judicial action as a direct order or that is required as a condition of aid.

**Mandated:** Within the Capital Improvement Program document, a project priority indicating the project is a requirement of a superordinate governmental authority.

**Maturities:** The dates on which the principal or stated values of investments or debt obligations mature and may be reclaimed.

**Mayor:** The Chief Executive Officer of the City elected at large chairing meetings of the Common Council.

**Mill:** The property tax rate which is based on the valuation of property. A tax rate of one mill produces one dollar of taxes from each \$1,000 of property value.

**Modified Accrual Basis:** The basis of accounting under which expenditures other than accrued interest on general long-term debt are recorded at the time liabilities are incurred and revenues are recorded when received in cash except for material and/or available revenues which should be accrued to reflect properly the taxes levied and revenue earned.

**Net Cost to General Revenues:** Appropriations less assigned (departmental) revenues equals the net amount of expenses paid for through property taxes.

**Nonoperating Revenues:** Revenues incidental to, or by-products of, the fund's primary activities.

**Object Code:** An expenditure category, such as salaries, supplies or vehicles.

**Objectives:** Statements of expected results that, when achieved, will go toward accomplishing the goals of a departmental fund.

**Object of Expenditure:** Expenditure classifications based upon the types or categories of goods and services purchased. Typical objects of expenditure include: personal services (salaries and wages); contracted services (utilities, maintenance contracts, travel); supplies and materials; and capital outlays.

**Operating Transfer:** Transfers of cash or other assets from one City fund to another City fund.

**Operations and Maintenance:** Costs associated with on-going operations; i.e., contractual services, supplies, utilities, maintenance costs, leases, insurance, and materials.

**Ordinance:** A formal legislative enactment of the Common Council having the force of law.

**Other Borrowings aka (DEBT):** Within the Capital Improvement Program document, a means of designating funding sources requiring the issuance of long-term obligations not involving a pledge of the full faith and credit of the City.

**Permanent Positions:** Total number of authorized employees, within departments, including full-time and part-time positions who work on an annual basis.

**Principal:** The face value of a bond.

**Productivity:** Maximizing the use of resources (personnel and dollars) to achieve an effective result at the least possible cost.

**Project Number:** A coding system for Capital Improvement Program projects. The unique number includes a three-digit prefix designating the department involved, a two-digit reference to the budget year in which the project first appeared in the Capital Improvement Program, and a three-digit sequential suffix.

**Property Tax:** A tax levied on the assessed value of real property (also known as “ad valorem taxes”).

**Proprietary Funds:** Funds operated like a business and charging user fees including Enterprise and Internal Service Funds.

**Public Works Projects:** Within the Capital Improvement Program document, those projects which involve infrastructure improvements of direct and measurable benefit to specific properties or geographic areas of the City.

**Reserve:** An account used to indicate that a portion of fund equity is legally restricted for a specific purpose.

**Resolution:** A formal legislative document of the Common Council expressing its intent.

**Retained Earnings:** An equity account reflecting the accumulated earnings of an Enterprise or Internal Service Fund.

**Revenue:** Financial resources received from taxes, user charges and other levels of government such as state revenue sharing.

**Revenue Bonds:** When a government issues bonds which do not pledge the full faith and credit of the jurisdiction, it issues limited liability revenue bonds. Typically, pledges are made to dedicate one specific revenue source to repay these bonds.

**Revised Budget:** The adopted budget plus any legally authorized subsequent budget alterations.

**Source of Revenue:** Revenues are classified according to their source or point of origin.

**Special Assessments:** User Fees charged to property owners for the initial cost of public works’ improvements directly benefiting those properties.

**Special Assessment B Bonds:** Bonds payable from the proceeds of special assessments.

**Special Revenue Funds:** To account for the proceeds of specific sources of revenue that are legally restricted to expenditures for specific purposes.

**Strategic Planning:** A method of priority setting based on establishing goals, objectives and implementation plans.

**Surplus:** See Fund Balance.

**Tax Incremental District (TID or TIF):** A legally bounded area of the City established at a specific date, after which all property taxes levied on additional equalized values are retained by the district until approved development costs therein are paid.

**Tax Levy:** The total amount to be raised by general property taxes for the purposes stated in a resolution certified to the County Treasurer.

**Tax Rate:** The amount of taxes (mills) levied for each \$1,000 of assessed valuation.

**Transfers:** A budgeted revenue or appropriation to reflect the transfer of dollars from one city fund to another City fund. Revenue transfers reflect transfers from other funds. Expenditure transfers reflect transfers to other funds.

**Trust Funds:** To account for cash set aside in a trustee capacity, such as donations for certain programs.

**Unit of Measure:** The measure of quantity of a specific product or unit or service.

**User Charges:** Also known as user fees. The payment of a fee for direct receipt of a public service by the person benefiting from the service, such as utility charges and ambulance fees.

**Voucher:** A written document which is evidence of the propriety of a particular transaction and typically indicates the amounts to be affected by the transaction.

## **BID OPERATING PLAN 2012**

### **INTRODUCTION:**

The following represents the 2012 Operating Plan for the Hartford Downtown Business Improvement District in Hartford, Wisconsin. This is intended as a general guide and complies with the requirements of WI Statute 66.608, which enables the creation, and continuation of Business Improvement Districts.

### **PURPOSE:**

The purpose of this Business Improvement District is to promote the orderly development of the City of Hartford by providing an organization and funding vehicle to develop and promote the downtown area for the economic benefit of all businesses and property owners within the District. Additionally, the BID makes recommendations to the Common Council regarding parking, beautification and other infrastructure improvements, thereby making downtown more physically and economically attractive for use by all citizens and property owners in the city.

### **GOALS:**

- To promote the development, redevelopment, maintenance and operation of the Hartford Downtown Business Improvement District.
- \* To foster, encourage and advocate downtown development program and a cooperative spirit between business and property owners within the BID
- To design, develop and implement marketing programs and strategies that Promote an image of the downtown area as prosperous and unified and which specifically works towards minimizing the downtown business vacancy rate, as well as, promoting a proper retail mix.
- To guide and coordinate the physical development of the downtown area to ensure its commercial viability, both functionally and visually.  
To advise the City, HADC, Chamber and the Community Development Agency of the Bid's downtown events.

### **METHOD OF SPECIAL ASSESSMENT:**

The projects proposed in the 2012 Operating Plan will be funded through a special assessment based on a \$2.10 per \$1,000 valuation of property improvements of all properties identified in the district and benefiting from the project programs. Additional monies will be allocated to the BID through the Room Tax as of 2004 and will receive in 2012. Such special assessments will be levied by the City of Hartford and collected in the method currently used by the City Treasurers Office. The BID funds will be maintained and controlled by the BID Board of Directors, which has the powers necessary to implement the operating plan.

## **DESCRIPTION OF METHOD OF FINANCING:**

BID financing will be done through fund raising, special projects, contributions and through Special assessments administered as detailed on the page under "Method of Special Assessment". Special assessment will be levied against all Business Improvement properties, excluding residential and tax exempt properties. All BID revenues will continue to be maintained and accounted for in a dedicated BID account. Normal administrative procedures, including notification to affected property owners and Council approval will be followed in levying special assessments.

## **PROJECTS AND ACTIVITIES OF THE BID:**

Target, develop and implement physical redevelopment projects that will Create an economically vibrant, convenient and attractive district.

Specifically, 2012 projects under consideration include:

1. Enhanced Signage for Hartford Downtown BID
2. Replacement of existing garbage cans
3. Additional flowerpots for downtown Main St.
4. New Banners for downtown light posts & Hwy 60 posts
5. Continue updating Downtown Brochure & disturbing to outside areas

Develop and implement a comprehensive marketing strategy for the BID that economically benefits all the property owners and businesses in the District, making it attractive to consumers and prospective businesses. Marketing activities include but are not limited to (please see attached BID 2011 Calendar of Events)

Improve the existing businesses and district's competitive position. Activities include assisting in the establishment of competitive business practices and business recruitment activities to improve the retail mix, attract potential businesses to Hartford and minimize the vacancy rate. This includes but is Not limited to:

Retail Incentive Award Program    BID Information Packets

Rent Subsidy Program    Annual Meeting

Develop a marketing plan to fully utilize the Main Street Link building window displays to enhance the district and provide additional revenue to fund BID activities but not limited to just downtown businesses.

Identify and seek grants, low interest loans and or donations for additional financial support for BID projects and activities.

Make recommendations to the Common Council regarding parking needs and regulation and assessment in and adjacent to the BID. Enlarge BID District.

**Maintain a BID Board of Directors, representative of all interests within the district, to implement the 2011 operating plan and budget for the district.**

**Utilize the year 1989 special assessment procedures and continue to maintain records of any expenditures within the district as required by WI State Statute 66.608**

**Maintain and nurture a productive working relationship between the BID Directors and City Officials in order to better facilitate the growth and development of the downtown area.**

**Maintain Parking, Recruitment and Retention, Marketing and Fund Raising Committees.**

**PROPOSED EXPENDITURES:**

**Retain a part-time BID Director (20 hours weekly) to undertake and perform specific activities and functions as determined by the BID Board of Directors.**

**Maintain BID office space and other requirements as dictated by WI State Statute 66.608.**

**Implement projects and activities as detailed in this Operating Plan and attached 2012 Budget.**

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