



Finance Committee Budget Meeting

September 20, 2023

Outline

Overview of Requested Budget (15-20 minutes)

Department Presentations (10 minutes each)

6:20 Senior Center	7:40 Fire District
6:30 Tourism	7:50 Police
6:40 Golf Course	8:00 EMS
6:50 Building Inspection & Facilities	8:10 Planning & Community Development
7:00 Information Technology	8:20 Library
7:10 Water & Sewer Utilities	8:30 Parks & Recreation
7:20 Storm Water Utility & Water Resources	8:40 Administration / Administrative Services
7:30 Public Works & Refuse/Recycling	8:50 Other / Risk Management / Wrap-Up

Overview of City Funds

Special Revenue Funds

Used for Functions with Significant Dedicated Revenues. May be Self-Supporting (ex. Tourism) or Receive General Fund Support (ex. Library)

General Fund

Main Operating Fund Containing Most Departments.
Primarily Funded by Property Taxes, State Aids, & Charges for Services

Enterprise Funds

Departments Operating as Utilities or Similar to Businesses with Most Funding Coming from Charges from Rate Payers/Customers.

Capital Projects Funds

Used for General Capital Projects Primarily Funded by Capital Borrowing or for TIF Districts Funded by Tax Increment

Debt Service Fund

Payments of Principal and Interest on Outstanding Debt Issues. Funded Primarily with Property Taxes

Other Funds

Special Purpose Funds Including Risk Management (Internal Service), CDA (Component Unit), & Fire District (Fiduciary)

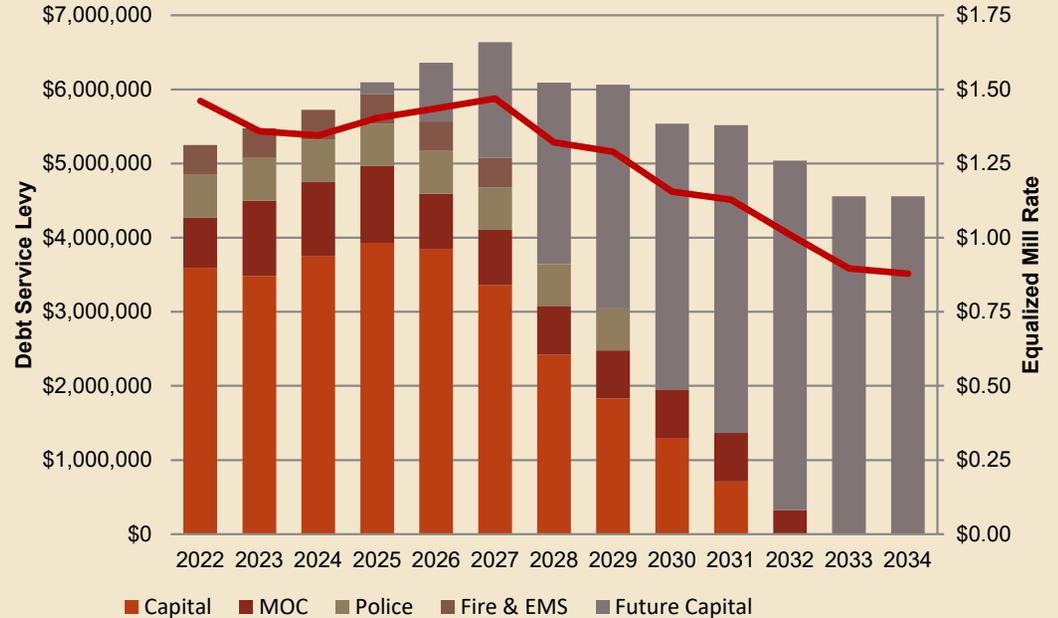
Capital Borrowing & Debt Service Projection

General Capital Borrowing History

2019	\$3.49 million
2020	\$4.27 million
2021	\$3.75 million
2022	\$4.00 million
2023	\$4.60 million

5-Year Average **\$4.02 million**

Projected Debt Service Levy & Equalized Mill Rate: \$4.0 Million Average Annual Capital Borrowing



Capital Budgets Summary

\$21.4 million in Capital Requests for 2024 for All Funds

Includes \$4.9 million General Capital Borrowing Requests

Project Category/Department	2023 Approved	2024 Requested
Public Works (Streets)	\$1,363,348	\$2,000,000
Vehicle Replacement Plan	\$500,000	\$600,000
Other Public Works (Fleet Additions, Water Resources, & Other)	\$206,496	\$719,500
Parks, Recreation, Forestry & Conservancy Lands	\$1,838,555*	\$440,200
Police	\$99,276	\$185,000
EMS	\$40,000	\$46,000
Administration/IT/Planning/Buildings & Facilities	\$552,325	\$870,000
TOTAL CAPITAL BORROWING	\$4,600,000	\$4,860,700

* Includes \$1.5 million for City Share of Pheasant Branch Creek Trail & Bridges Restoration

General Fund Budget Summary

Revenues (w/o transit)	\$779,427	+3.1%
Expenditures (w/o transit)		
Base Budget	\$636,460	+2.7%
Personnel Initiatives	\$835,057	+3.5%
Operating Initiatives	<u>\$702,077</u>	+2.9%
Total Increase	\$2,173,593	+9.1%

	2023 Budget	Change in Base Budget	Budget Initiatives (w/o Transit)	Transit Adjustment	Requested Budget
Total Revenues	\$25,139,015	(\$72,821)	\$852,248	(\$820,264)	\$25,098,178
Total Expenditures	\$25,021,756	\$636,460	\$1,537,134	(\$604,110)	\$25,591,239
REQUESTED BUDGET DEFICIT					(\$1,493,061)

General Fund Revenues

Revenue	2023 Budget	2024 Requested	Change	Notes
Property Taxes	\$15,076,229	\$15,247,292	\$171,063	Levy Limit Net New Construction 1.1%
State Shared Revenue	\$297,350	\$839,298	\$541,948	New Supplemental Aid Payment
Expenditure Restraint Aid	\$109,516	\$33,779	(\$75,737)	Estimated Decrease Due to Lower Tax Rate
State Road Aid	\$1,138,573	\$1,161,344	\$22,771	Estimated 2% Increase
State Transit Aid	\$820,264	\$0	(\$820,264)	Move to Special Revenue Fund
TIF Cost Recovery	\$625,000	\$500,000	(\$125,000)	Continued Phase Out of TID 3 Payment
Other Revenues	\$7,072,083	\$7,316,465	\$244,382	All Other General Fund Revenues
TOTAL REVENUES	\$25,139,015	\$25,098,178	(\$40,837)	

Net Increase Excluding Moving Transit to Special Revenue Fund: \$779,427

General Fund Expenditures: Base Budget

Base Budget Assumptions

- Currently Authorized Positions
- Non-Union Market Adjustments & 3.5% Proposed COLA
- Police Union Steps & 3.0% COLA per Contract
- EMS Union Steps & 2.5% COLA per Contract
- Health Insurance: 6.4% Increase
- Dental Insurance: No Change
- Wisconsin Retirement System Rate Increases (6.8 to 6.9% General / 13.6 to 14.3% Protective)
- Operating Line Items at 2023 Budgeted Levels

Base Budget Increase	\$636,460	+2.7%
-----------------------------	------------------	--------------

General Fund Budget: Personnel Initiatives

Initiative	Department	Full-Time Equivalent*	Expenditures
Human Resources Generalist	Administrative Services	1.00	\$88,783
Presidential Election Year (Election Workers)	Elections	-	\$72,000
Two Full-Time Police Officers	Police	2.00	\$201,954
Full-Time Dispatcher	Police	1.00	\$75,115
Two Part-Time Community Service Officers	Police	1.00	\$55,194
Police Overtime & Dispatch Shift Differential	Police	-	\$36,437
Mechanic Technician	Public Works	1.00	\$84,584
Staff Engineer	Public Works	1.00	\$102,279
Recycling Center Additional Hours	Refuse & Recycling	0.25	\$9,954
Parks, Recreation & Aquatic Staffing	Parks & Recreation	-	\$42,265
Seasonal Sunday Library Hours	Transfer to Library	1.10	\$66,492
TOTAL PERSONNEL INITIATIVES		8.35	\$835,057

* Excluding seasonal and limited term employees

General Fund Budget: Operating Initiatives

Function	Departments	Expenditures
General Government	Council/Admin/IT/Elections/Buildings	\$98,316
Public Safety	Police/EMS/Building Inspection/Fire District	\$110,955
Public Works	Public Works/Refuse & Recycling	\$54,746
Health & Human Services	Senior Center	\$28,268
Leisure	Parks & Recreation	\$88,361
Conservation & Development	Conservancy Land & Forestry	\$59,134
Other General Fund Budgets	Risk Management/Non-Departmental/Legal	\$59,360
Transfers to Other Funds	Transfers to Library (w/o Sunday Hours) & Youth Center	\$158,545
Contingency	General & Personnel Contingencies	\$44,392
TOTAL OPERATING INITIATIVES		\$702,077

Next Steps / Upcoming Meetings

September 20	Department Budget Presentations
October 3	Presentation of Proposed Executive Budget & Finance Committee Budget Deliberations
October 11	Tentative Additional Finance Committee Budget Deliberations (if needed)
October 17	Finance Committee Recommended Budget & Finance/Council Approval of Public Hearing Notice
November 15	Special Council Meeting Budget Public Hearing & Council Budget Amendments
November 21	Approval of Budget and Property Tax Levy