



**SPECIAL COMMON COUNCIL AGENDA
MONDAY, NOVEMBER 1, 2021
4:00 P.M.
COUNCIL CHAMBERS, CITY HALL – 421 MICHIGAN ST
DAVID J WARD, MAYOR**

1. Pledge of Allegiance.
2. Roll call.
3. Adoption of agenda.
4. Public hearing on tentative FY2022 Budget as published.
5. Consideration and approval of Resolution for Budget Adoption and Tax Levy.
6. Adjourn.

NOTE: DEVIATION FROM THE AGENDA ORDER SHOWN MAY OCCUR.

Posted:

Date:

10-28-21

Time:

11:30am

By:

DM

CITY OF STURGEON BAY
2022 BUDGET SUMMARY

The City of Sturgeon Bay's detail budget is available for public inspection at the City Hall, 421 Michigan Street from 8:00 a.m. - 4:30 p.m., Monday - Friday.

The public hearing on the 2022 budget will be held at 4:00 p.m. or shortly thereafter, November 1, 2021 at City Hall, 421 Michigan Street.

The following is the general fund proposed budget for 2022.

2022 PROPOSED BUDGET

	2021 Budget	2021 Estimated/ Actual	2022 Proposed	Percentage Change Increase (Decrease)
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REVENUES:

Local Property Taxes	6,841,490.00	6,841,925.00	6,998,135.00	
Taxes (Other than property)	1,131,535.00	1,267,290.00	1,327,285.00	
Special Assessments	0.00	0.00	0.00	
Intergovernmental Revenues	1,657,415.00	1,661,720.00	1,707,060.00	
Licenses & Permits	164,700.00	196,520.00	180,660.00	
Fines, Forfeits & Penalties	34,000.00	38,000.00	36,000.00	
Public Charges for Service	191,685.00	177,935.00	184,100.00	
Intergovernmental Charges	621,845.00	619,865.00	650,950.00	
Commercial Revenue	102,110.00	111,240.00	107,755.00	
Miscellaneous Revenue	473,260.00	501,070.00	587,435.00	
Revenue Applied to Reserves	0.00	0.00	0.00	
Revenue Apportioned to Other Funds	0.00	0.00	0.00	
Other Financing Sources/Uses	0.00	0.00	0.00	
Loan Proceeds	0.00	0.00	0.00	
Appropriated Balances	1,793,205.00	2,153,615.00	1,750,055.00	
Total Revenues	13,011,245.00	13,569,180.00	13,531,065.00	4.00%

EXPENDITURES:

General Government	3,512,595.00	3,754,630.00	3,653,520.00	
Public Safety	5,140,245.00	5,102,605.00	5,132,550.00	
Health & Human Services	181,310.00	130,325.00	141,240.00	
Public Works	1,355,515.00	1,309,870.00	1,418,655.00	
Recreation	878,925.00	842,415.00	901,340.00	
Conservation & Development	419,460.00	413,025.00	431,215.00	
Other Financing Uses	126,580.00	124,850.00	128,120.00	
Debt Service	1,396,615.00	1,396,295.00	1,724,425.00	
Total Expenditures	13,011,245.00	13,074,015.00	13,531,065.00	4.00%

Excess (deficiency) of revenues
over expenditures

0.00 495,165.00 0.00

FUND BALANCE

6,444,002.52 5,963,142.52 5,390,677.52

Following are the proposed budgets for all funds of the City for 2022.

2022 PROPOSED BUDGET
ALL FUNDS OF THE CITY

	GENERAL FUND	CAPITAL PROJECTS FUND	TAX INCREMENTAL IID DISTRICT #1	TAX INCREMENTAL IID DISTRICT #2	TAX INCREMENTAL IID DISTRICT #3	TAX INCREMENTAL IID DISTRICT #4	TAX INCREMENTAL IID DISTRICT #5	CABLE TV FUND	SOLID WASTE ENTERPRISE FUND	COMPOST ENTERPRISE FUND	AMERICAN RESCUE PLAN ACT FUND	UTILITIES FUND	TOTAL
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Total Revenues

13,531,065.00 4,165,430.00 892,975.00 2,369,576.29 69,650.00 693,870.48 0.00 150,855.00 603,445.00 131,540.00 467,724.43 43,531,135.20

Total Expenditures

13,531,065.00 4,165,430.00 1,346,866.29 2,550,593.42 120,473.82 1,423,767.83 975,316.00 112,625.00 518,430.00 105,850.00 935,338.86 46,578,733.22

Excess (deficit)

0.00 0.00 (453,891.29) (181,017.13) (50,823.82) (727,897.35) (975,316.00) 38,230.00 85,015.00 25,750.00 (467,614.43) (3,047,598.02)

Balance - January 1, 2022

1,884,400.71 453,891.29 3,853,491.03 3,672,473.90 740,776.14 (9,561.64) (975,316.00) 296,719.01 180,562.31 (47,816.00) 467,614.43 21,294,409.97

Balance - December 31, 2022

5,963,142.52 971,805.71 5,390,677.52 967,565.00 69,180.00 97,320.00 0.00 334,949.01 265,577.31 (22,066.00) 0.00 6,392,436.00 18,246,811.95

Property Tax Contribution

6,998,135.00 335,175.00 846,450.00 967,565.00 69,180.00 97,320.00 0.00 334,949.01 265,577.31 (22,066.00) 0.00 987,400.00

Dated this 12th day of October, 2021

Stephanie L. Reinhardt, City Clerk

Publication Date: October 16, 2021



MEMO

To: Mayor & Common Council
From: Joshua Van Lieshout, City Administrator
Valerie Clarizio, Finance Director/City Treasurer
Subject: 2022 Budget
Date: October 28, 2021

Please make sure to bring your budget binders, and the updated budget summary from the October 11th Common Council meeting to the Special Common Council meeting scheduled for 4:00 p.m. on November 1, 2021, at which time the public hearing on the 2022 budget will be held. The public hearing is to be held on the budget that was tentatively approved by the Council on the 11th. Since that time, staff has received from the State of Wisconsin the actual assessed value of the city, and since the first budget workshop, the City received the notice of budget limit for expenditure restraint purposes. As a result, some minor adjustments to the budget will need to be considered by the Common Council after the public hearing but before the final budget approval. Those items are detailed below along with some other budgetary information.

Budget Tax Summary Update

The City has not yet received the Notice of State School Levy Tax Credit or the Tax Increment Calculation worksheet from the state; therefore, the final tax rate calculations are not included in the budget documents. The budget tax summary sheets will be updated and distributed upon receipt of the aforementioned notices and information.

Shared Revenue Update

The City has received the final Expenditure Restraint Program (ERP) information for 2022. Per the State of Wisconsin, Department of Revenue estimate, the City is allowed to increase its 2022 general fund budget by no more than 3.9% over the 2021 general fund budget in order to qualify for the ERP payment in 2023. The budget prepared for the public hearing was based upon estimates and needs to be adjusted slightly in order to protect the City's expenditure base/capacity in future years and comply with the state mandate. Adjusting the general fund contingency line item by \$110,000 will accomplish this task without impacting the tax levy. The motion in **bold** below should be made following the public hearing and prior to adopting the budget resolution.

Motion to increase the General Fund Contingency line item by \$110,000 and offset the increase to contingency by increasing the appropriated general fund balance by \$110,000.

TID Update

As you may remember from the October 11, 2021 meeting of the Common Council, the City did not yet have all of the information needed to calculate the TID tax increment numbers; therefore, estimates were inserted into the budget document at that time in order to proceed with the public hearing on the 2022 budget. As of today, the Tax Increment worksheet provided by the State of Wisconsin is still unavailable. However, enough information has been provided to the City for staff to calculate a more accurate estimate than what was previously provided to you in the budget hearing document.

	Previous Tax Increment <u>Estimate</u>	Revised <u>Estimate</u>	<u>Difference</u>
TID #1	\$ 846,450.00	\$ 845,391.75	(\$ 1,058.25)
TID #2 Original Area	\$ 751,965.00	\$ 761,061.85	\$ 9,096.85
TID #2 Amended Area	\$ 215,700.00	\$ 205,391.69	(\$10,308.31
TID #3	\$ 69,180.00	\$ 69,094.17	\$ 85.83
TID #4	\$ 97,320.00	\$ 97,197.63	(\$ 122.37)

	Previous Transfer <u>Estimate</u>	Revised <u>Estimate</u>	<u>Difference</u>
TID #1 to TID #2	\$1,346,866.29	\$1,345,808.04	(\$1,058.25)
TID #4 / Bay Lofts	\$ 82,722.00	\$ 93,387.00	\$10,665.00

After the public hearing, and prior to adopting the budget resolution, it would be appropriate for the Council to make a motion to insert the aforementioned tax increment and transfers into the 2022 budget. The motion in **bold** below should be made following the public hearing and prior to adopting the budget resolution.

Motion to update the TID #1, TID #2, TID #3, and TID #4 2022 budgeted tax increment numbers and transfers as per the Finance Director's memo dated October 28, 2021.

Budget and Levy Adoption Resolution

Attached to the Common Council packet is a proposed resolution for budget adoption and tax levy showing a levy in the amount of \$7,333,310. Once your budget is in place it would be appropriate to present the resolution.

Read resolution.

Motion to adopt the resolution for Budget Adoption and Tax levy.

RESOLUTION FOR BUDGET ADOPTION AND TAX LEVY

WHEREAS, the Common Council is appropriating the necessary funds for the operation of the government of the City of Sturgeon Bay for the year 2022, and;

WHEREAS, the Common Council is adopting the 2022 Budget.

NOW THEREFORE, BE IT RESOLVED, there is hereby levied a tax of \$7,333,310 on all taxable property within the City of Sturgeon Bay.

* * * *

Read by _____.

Moved by Alderperson _____, and seconded by Alderperson _____ that said resolution be adopted.

Passed by the Council on the _____ day of _____, 2021.