

THE CITY OF PLATTEVILLE, WISCONSIN COMMON COUNCIL AGENDA

PUBLIC NOTICE is hereby given that a special meeting of the Common Council of the City of Platteville shall be held on Tuesday, October 4, 2022 at 6:00 PM in the Police Department Community Room, 165 N. 4th Street, Platteville, WI.

- I. CALL TO ORDER**
- II. ROLL CALL**
- III. WORK SESSION – 2023 CIP Budget Review Session**
- IV. ADJOURNMENT**

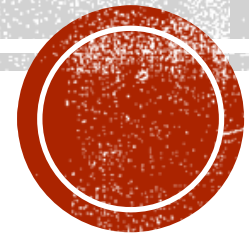
If your attendance requires special accommodation, write City Clerk, P.O. Box 780, Platteville, WI 53818 or call (608) 348-9741 Option 6.

CITY OF PLATTEVILLE



2023 Capital Improvement Plan Budget Work Session

October 4, 2022



2023 CITY BUDGET TIMELINE

October 2022	Tuesday Oct 4	*	6pm: Common Council review session – 2023 CIP Budget
	Monday Oct 10		Airport Commission approval of 2023 Airport Budget
	Tuesday Oct 11		Presentation of City Manager budget at Council meeting
	Wednesday Oct 12		Water/Sewer Commission approval of 2023 Utility Budget
	Tuesday Oct 18	*	6pm: Common Council review session – Department Operational Budgets
	Tuesday Oct 25		5pm: Common Council budget review session (if needed)
	Thursday Oct 27		Submit notice of public hearing for the 2023 Budget to the Platteville Journal
	Thursday Oct 27		Issue press release for Public presentation of the proposed budget
November 2022	Monday Nov 14		City Manager presentation of the proposed budget to the public
	Tuesday Nov 22		Public hearing for City of Platteville Budget and Council adoption of the Budget

Council meetings (* represents Special meeting)

Water Sewer meetings

Airport meetings



WORK SESSION HIGHLIGHTS

- What is a Capital Improvement Plan?
- Funding Sources for CIP.
- 2023 Capital Improvement Plan.
- 2023 Capital Improvement Request Breakdown
- Platteville Historical CIP Info.
- 2023 City Manager Recommendations
- Questions/Discussion.



WHAT IS CAPITAL IMPROVEMENT PLANNING

- A Capital Improvement Plan (CIP) contains all the individual capital projects, equipment purchases, and major studies for a local government; in conjunction with construction and completion schedules, and in consort with financing plans. The plan provides a working blueprint for sustaining and improving the community's infrastructures. It coordinates strategic planning, financial capacity, and physical development. A CIP stands at the epicenter of a government's Planning, Public Works, and Finance departments.
- The CIP typically includes the following information:
 - A listing of the capital projects, equipment, and major studies
 - A ranking of projects
 - A financing plan
 - A timetable for the construction or completion of the project
 - A project justification (classification, itemization and explanation for



In 2022 the City of Platteville continued to implement a more Comprehensive Capital Improvement Plan Process.



FUNDING SOURCES FOR CIP

- General Obligation Bonds (GO Bonds) – With voter approval, the City borrows money for specific improvements by selling general obligation (G.O.) bonds. This is a flexible fund source that allows the City to maintain some of its highest priority capital assets and programs, particularly those that aren't eligible for any other fund source.
- Property Taxes – Revenue received from property tax payments to the City. Property taxes are mostly used for the operating budget, but City Leadership allocates a certain amount for capital projects each year.
- Federal & State Funds – Loans and grants from the Federal & State Government including CDBG, highway funding and transportation enhancement grants.
- Reserve Funds- Transfer from the general fund reserve can be utilized to supplement the amount of property taxes needed to fund Capital projects.
- Other – County Grants, Local Impact Aid, private monies, etc.

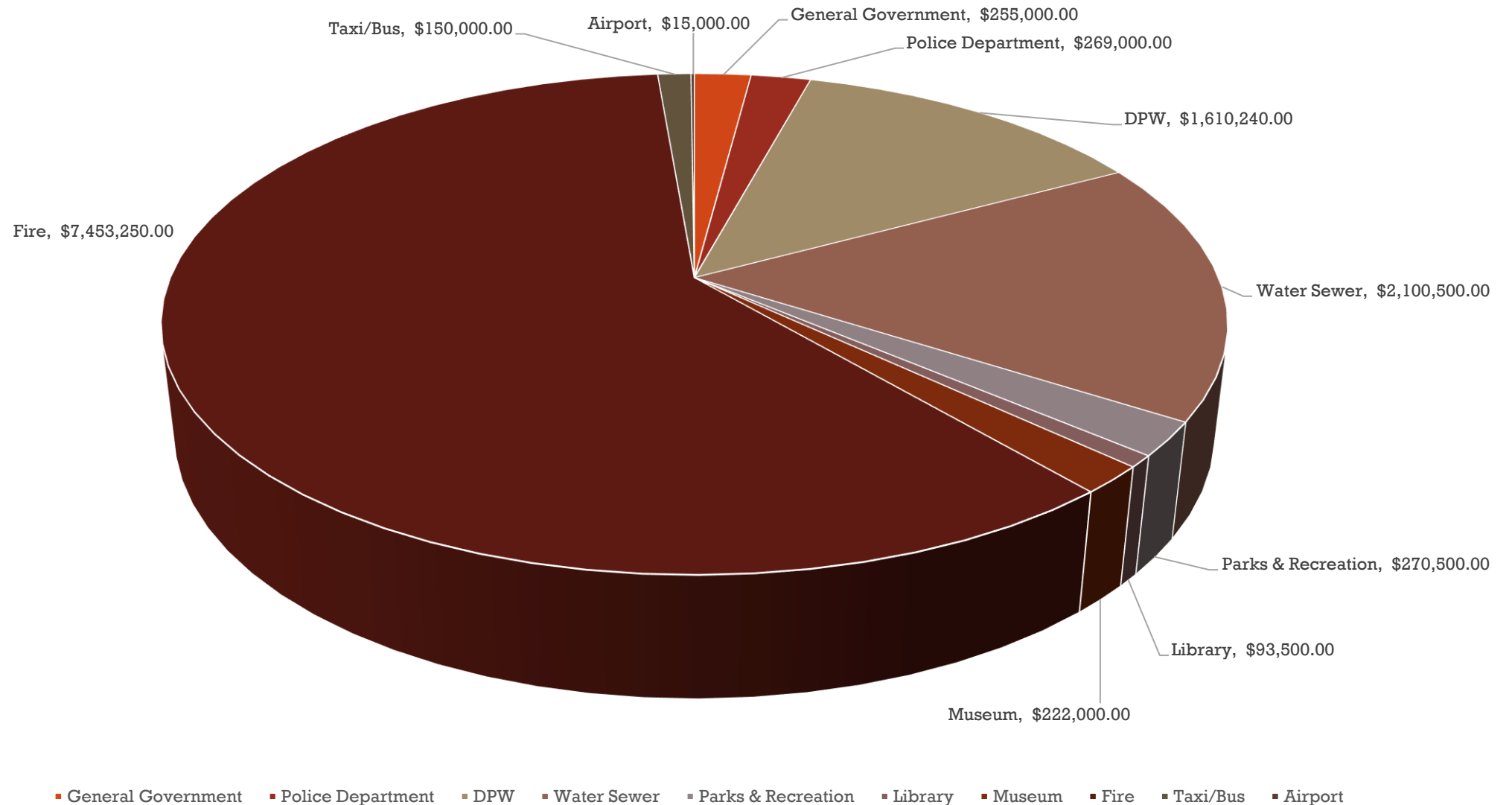


2023 CAPITAL IMPROVEMENT PLAN

- Total of \$12,438,990 of Capital Improvement Projects Submitted including water/sewer
 - \$1,858,575 requested to be funded by tax levy
 - \$114,248 requested to be funded by city borrowing
 - \$8,011,917 anticipated to be funded by grant support
 - \$413,750 anticipated to be funded by another source of funding
 - \$2,040,500 anticipated to be funded by water/sewer revenue bonds
- Historically city has allocated the following towards CIP
 - \$700,000 - 750,000 comprised of property tax levy and general fund reserve support
 - Financial borrowing consisting of levy supported principal paid off in prior year
 - 2022 was \$1,355,000.
- Consider 1% increase in property taxes results in approx. \$48,000 for the general fund.
- * Does not include total projects of Airport. (\$15,000 is matching funds for federal match)



2023 CAPITAL IMPROVEMENT REQUEST BREAKDOWN



CITY'S HISTORICAL CIP DATA

- **State Debt Limit Policy of 5% of Equalized Value**
 - 2022 City of Platteville Equalized Value - \$852,503,800
 - State Borrowing Limit is $\$852,503,800 \times 5\% = \$42,625,190$
 - Principal Outstanding in 2022 is \$19,450,098.
 - 45.6% of state debt limit has been utilized.
- **City Debt Limit Policy of 3.5% of Equalized Value**
- **City Policy Limit of $\$852,503,800 \times 3.5\% = \$29,837,633$**
- **Principal Outstanding in 2022 is \$19,450,098**
- **65.2% of city debt limit policy has been utilized**
- **2022 retired \$1,355,000 in levy supported principal debt.**
- **General Fund Unassigned Fund Balance**
 - Financial policy requires balance be maintained at 20% of Budgeted General Fund Expenditures
 - 2022 Unassigned Balance is estimated at \$3,191,920, 37%
 - \$437,075 is being tentatively assigned to fund 2022 CIP.
 - This would leave \$2,754,845 which represents 30% of 2022 GF budgeted expenditures.

General Fund

	2021 PROJECTED	2022 PROJECTED	2023 PROJECTED	2024 PROJECTED	2025 PROJECTED	2026 PROJECTED
REVENUE						
Local property taxes	\$ 2,841,426	\$ 3,038,719	\$ 3,341,510	\$ 3,562,072	\$ 3,800,258	\$ 4,077,257
Other taxes	253,058	258,139	258,010	258,010	258,010	258,010
Special assessments	26,700	21,700	14,387	14,387	14,387	14,387
Intergovernmental revenues	3,806,894	3,829,933	3,738,388	3,739,057	3,739,738	3,740,434
Licenses and permits	104,783	105,040	98,523	98,523	98,523	98,523
Fines and forfeitures	86,909	108,000	130,034	130,034	130,034	130,034
Public charges for service	723,495	780,381	795,839	804,476	813,493	822,911
Investment income	9,586	10,440	50,425	100,425	100,425	100,425
Miscellaneous	107,422	121,935	121,728	121,728	121,728	121,728
Transfers in	432,205	474,419	440,078	448,823	457,743	466,842
TOTAL REVENUE	8,392,478	8,748,706	8,988,922	9,277,535	9,534,339	9,830,551
EXPENDITURES						
General Government	1,330,137	1,377,161	1,403,046	1,465,037	1,485,229	1,534,223
Public Safety	3,082,583	3,425,999	3,534,645	3,648,485	3,767,861	3,893,137
Public Works	1,473,178	1,595,053	1,643,092	1,693,076	1,745,113	1,799,320
Health & Human Services	98,789	140,814	144,731	148,813	153,069	157,511
Culture, Recreation & Education	1,679,267	1,815,602	1,860,227	1,909,440	1,960,457	2,013,375
Conservation and Development	294,700	337,077	344,471	352,213	360,325	368,831
Capital Outlay	50,000	57,000	58,710	60,471	62,285	64,154
Transfers out ¹	364,185	500,000	300,000	300,000	4,735	-
TOTAL EXPENDITURES	8,372,839	9,248,706	9,288,922	9,577,535	9,539,074	9,830,551
Percentage change	0.64%	11.17%	0.43%	3.11%	-0.40%	3.06%
Net Change	19,639	(500,000)	(300,000)	(300,000)	(4,735)	-
FUND BALANCE						
BEGINNING FUND BALANCE	4,336,313	4,336,313	3,836,313	3,536,313	3,236,313	3,231,578
YEAR END BALANCE	\$ 4,355,952	\$ 3,836,313	\$ 3,536,313	\$ 3,236,313	\$ 3,231,578	\$ 3,231,578
COMPONENTS OF FUND BALANCE						
NONSPENDABLE	\$ 418,349	\$ 418,349	\$ 418,349	\$ 418,349	\$ 418,349	\$ 418,349
RESTRICTED	413,451	413,451	413,451	413,451	413,451	413,451
ASSIGNED	433,910	433,910	433,910	433,910	433,910	433,910
UNASSIGNED	3,090,242	2,570,603	2,270,603	1,970,603	1,965,868	1,965,868
TOTAL FUND BALANCE	\$ 4,355,952	\$ 3,836,313	\$ 3,536,313	\$ 3,236,313	\$ 3,231,578	\$ 3,231,578
Percentage change in levy	4.54%	11.80%	9.96%	6.60%	6.69%	7.29%
Unassigned fund balance % of expenditures before transfers	39%	29%	25%	21%	21%	20%
Amount of unassigned fund balance over policy	1,340,501	820,862	472,819	115,096	59,000	-

NOTES: ¹ Assumes using General Fund reserves and does not account for any prior year budgetary surplus.

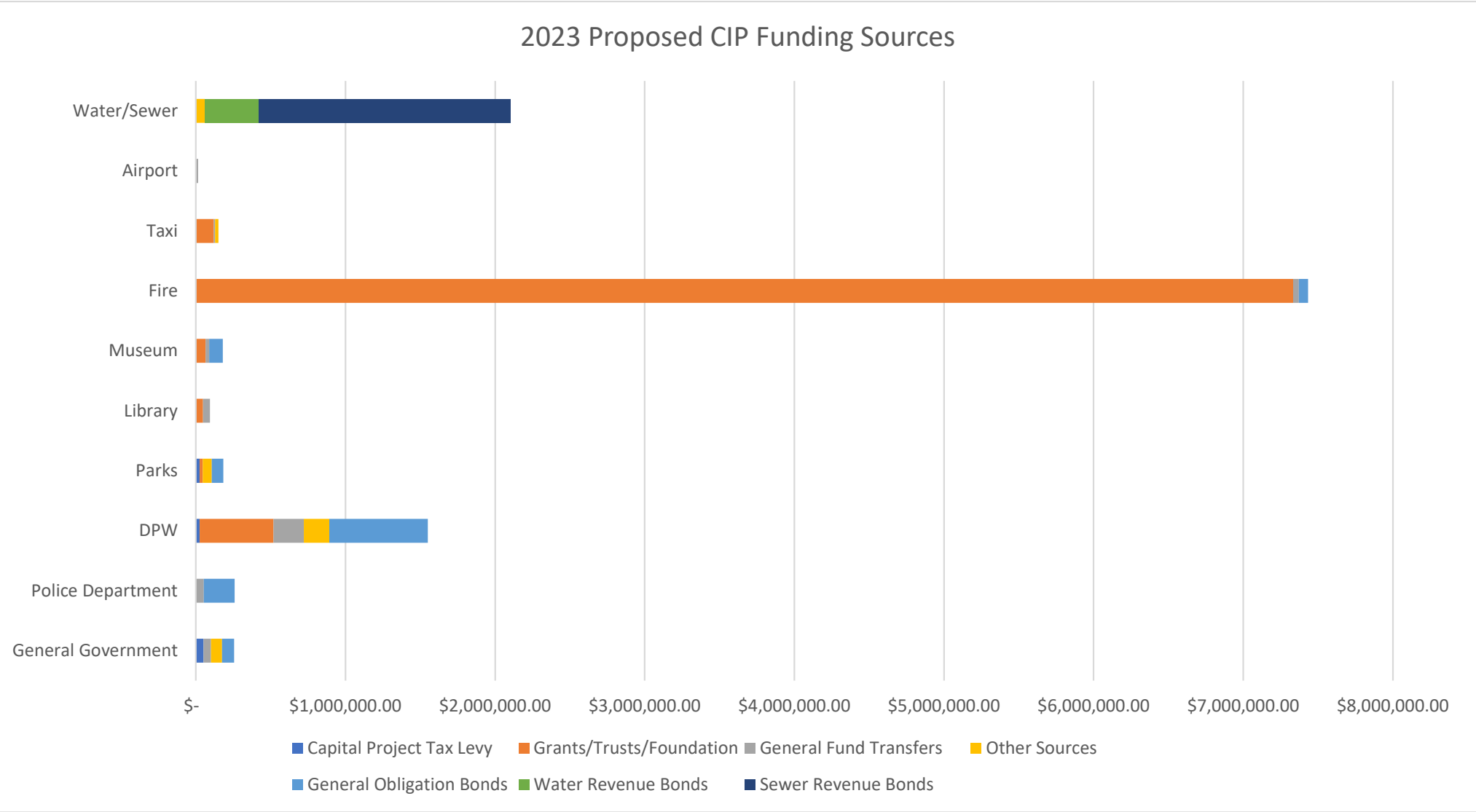


PLATTEVILLE HISTORICAL CIP DATA

CIP Funding Source	Actual				Adopted Budget	Proposed Budget
	2018	2019	2020	2021	2022	2023
Wheel Tax	\$ 115,028.00	\$ 112,883.00	\$ 112,047.00	\$ 107,001.00	\$ 110,000.00	\$ 110,000.00
Grants/Trust/Foundations	\$ 26,574.00	\$ 121,231.00	\$ -	\$ 71,944.75	\$ 1,255,557.00	\$ 8,078,667.00
Capital Fund Taxes	\$ 405,000.00	\$ 196,600.00	\$ 355,990.00	\$ 364,185.00	\$ 196,635.00	\$ 100,000.00
General Fund Transfers	\$ 472,443.00	\$ 492,033.00	\$ 414,200.00	\$ 300,000.00	\$ 500,000.00	\$ 437,075.00
Other Sources	\$ 181,516.00	\$ 85,178.00	\$ 122,931.00	\$ 75,000.00	\$ 184,500.00	\$ 217,000.00
General Obligation Bonds	\$ 1,245,000.00	\$ 1,125,000.00	\$ 1,170,000.00	\$ 1,975,000.00	\$ 1,275,000.00	\$ 1,175,248.00
SUBTOTAL	\$ 2,445,561.00	\$ 2,132,925.00	\$ 2,175,168.00	\$ 2,893,130.75	\$ 3,521,692.00	\$ 10,117,990.00
Water/Sewer Revenue Bonds	\$ -	\$ 1,625,000.00	\$ 1,420,000.00	\$ 2,748,600.00	\$ 3,886,100.00	\$ 2,040,500.00
W/S Intergovernmental Revenues	\$ -	\$ -	\$ -	\$ -	\$ 120,000.00	\$ -
W/S Earnings	\$ 1,514,787.00	\$ 1,036,991.00	\$ 165,299.00	\$ 275,000.00	\$ 120,000.00	\$ 60,000.00
GRAND TOTAL	\$ 3,960,348.00	\$ 4,794,916.00	\$ 3,760,467.00	\$ 5,916,730.75	\$ 7,647,792.00	\$ 12,218,490.00



2023 CIP FUNDING SOURCE BREAKDOWN



2023 CIP CITY MANAGER RECOMMENDATIONS

Department	Project	Priority Ranking	Requested Cost	Capital Project Levy	General Fund Reserve	TIF Funds	General Obligation Debt	Notes
General Government	City Hall Phase 3A Renovation	4	\$ 50,000.00	\$ 50,000.00				
	City Hall Elevator Control Boards	5	\$ 80,000.00				\$ 80,000.00	funding via a 20 year note
	IT Infrastructure Improvements		\$ 50,000.00		\$ 50,000.00			
	Inucbator Parking Lot	3	\$ 75,000.00			\$ 75,000.00		
Police Department	Squad Car Replacement	5	\$ 52,000.00		\$ 52,000.00			
	Portable Radios	5	\$ 10,000.00				\$ 10,000.00	funding via a 20 year note
	Radio System Upgrade	5	\$ 155,000.00				\$ 155,000.00	funding via a 20 year note
	Radio Repeater	5	\$ 42,000.00				\$ 42,000.00	funding via a 20 year note



2022 CIP CITY MANAGER RECOMMENDATIONS

Department	Project	Priority Ranking	Requested Cost	Capital Project Levy	General Fund Reserve	TIF Funds	Wheel Tax	Grants/Trusts/Foundation	General Obligation Debt	Notes
DPW	Street Repair & Maintenance	3	\$ 110,000.00				\$ 110,000.00			
	Highway Striping	3	\$ 30,000.00		\$ 30,000.00					
	Sidewalk Repair	3	\$ 30,000.00		\$ 30,000.00					
	Alleys	3	\$ 30,000.00		\$ 30,000.00					
	2.5 Ton Dump Truck	4	\$ 55,000.00						\$ 55,000.00	funding via a 20 year note
	Trail Maintenance	1	\$ 10,000.00		\$ 10,000.00					
	Jefferson Street Reconstruction	4	\$ 315,420.00					\$ 252,336.00	\$ 63,084.00	funding via a 10 year note
	Sowden Street Reconstruction	1	\$ 97,320.00					\$ 77,856.00	\$ 19,464.00	funding via a 10 year note
	Henry Street Reconstruction	1	\$ 83,500.00					\$ 66,800.00	\$ 16,700.00	funding via a 10 year note
	Grace street Reconstruction	3	\$ 75,000.00					\$ 60,000.00	\$ 15,000.00	funding via a 10 year note
	End Loader Plow	3	\$ 50,000.00						\$ 50,000.00	funding via a 20 year note
	Roadside Mower-Tractor	3	\$ 30,000.00		\$ 30,000.00					
	Street Garage Roof	4	\$ 230,000.00						\$ 230,000.00	funding via a 10 year note
	Snow Blower #12	3	\$ 209,000.00						\$ 209,000.00	funding via a 20 year note
	TID 5 Sidewalk	3	\$ 60,000.00			\$ 60,000.00				utilizing TIF # 5 funds
	Non-Motorized Comp Plan	1	\$ 46,000.00		\$ 9,200.00			\$ 36,800.00		TAP funding/reserves
	Fasetnal Storm Sewer	3	\$ 25,000.00	\$ 25,000.00						
	Forklift	3	\$ 17,000.00		\$ 17,000.00					
	Jackson St. Curb	3	\$ 12,000.00		\$ 12,000.00					
	Tire Machine	1	\$ 12,000.00		\$ 12,000.00					
	Paint Machine	3	\$ 12,000.00		\$ 12,000.00					
	Brine Tank Trailer	3	\$ 11,000.00		\$ 11,000.00					



2023 CIP CITY MANAGER RECOMMENDATIONS

Department	Project	Priority Ranking	Requested Cost	Capital Project Levy	General Fund Reserve	Grants/Trusts/Foundation	General Obligation Debt	Other Funds	Notes
Parks	Parks Mowers	5	\$ 25,000.00	\$ 25,000.00					
	Moundview Campground Parking	5	\$ 28,000.00				\$ 28,000.00		funding via a 20 year note
	Silo Shelter	2	\$ 30,000.00			\$ 20,000.00		\$ 10,000.00	
	Electronic Access Fence	2	\$ 25,000.00				\$ 25,000.00		funding via a 10 year note
	Highland Parking	2	\$ 15,000.00				\$ 15,000.00		funding via a 10 year note
	Pool Hot Water Heater	3	\$ 10,000.00				\$ 10,000.00		funding via a 20 year note
	Security Cameras	2	\$ 50,000.00					\$ 50,000.00	
Library	2023-2027 Tech Replacement	3	\$ 23,000.00		\$ 11,500.00	\$ 11,500.00			
	Community Room Replacement	2	\$ 26,000.00		\$ 13,000.00	\$ 13,000.00			
	Lactation Space	3	\$ 22,000.00		\$ 11,000.00	\$ 11,000.00			
	Repainting Walls	3	\$ 12,000.00		\$ 6,000.00	\$ 6,000.00			
	Floor Cleaning Equipment	2	\$ 10,500.00		\$ 5,250.00	\$ 5,250.00			
Museum	Museum Parking	2	\$ 90,000.00				\$ 90,000.00		funding via a 20 year note
	Energy Audit	3	\$ 64,000.00			\$ 64,000.00			
	Rock School Improvements	5	\$ 25,000.00		\$ 25,000.00				



2023 CIP CITY MANAGER RECOMMENDATIONS

Department	Project	Priority Ranking	Requested Cost	General Fund Reserve	Grants/Trusts/Foundation	General Obligation Debt	Other Funds	Notes
Fire	Portable Radios	5	\$ 25,000.00			\$ 25,000.00		funding via a 10 year note
	Fire Station-Phase 1	5	\$ 7,000,000.00		\$ 7,000,000.00			
	Fire Air Packs	5	\$ 371,250.00	\$ 37,125.00	\$ 334,125.00			
	Radio Repeater	5	\$ 37,000.00			\$ 37,000.00		funding via a 10 year note
Taxi	Taxi Vehicle	1	\$ 40,000.00	\$ 8,000.00	\$ 32,000.00			
	Bus Vehicle	1	\$ 110,000.00		\$ 88,000.00		\$ 22,000.00	other funds coming from grants/uw-p
Airport	CIP Project Match	1	\$ 15,000.00	\$ 15,000.00				

City Manager Recommendation Totals	Capital Project Levy	General Fund Reserve	TIF Funds	Wheel Tax	Grants/Trusts/Foundation	General Obligation Debt
\$ 10,117,990.00	\$ 100,000.00	\$ 437,075.00	\$ 135,000.00	\$ 110,000.00	\$ 8,078,667.00	\$ 1,175,248.00



2023 W/S CIP

CITY MANAGER RECOMMENDATION

Department	Project	Priority Ranking	Requested Cost	Water Revenue Bonds	Sewer Revenue Bonds	Cash on Hand	Notes
W/S	Project Design	3	\$ 70,000.00	\$ 20,000.00	\$ 50,000.00		
	Water Meter Replacement Program	3	\$ 50,000.00			\$ 50,000.00	funding by W/S cash reserves
	Contingency	3	\$ 25,000.00	\$ 12,500.00	\$ 12,500.00		
	Safety Equipment	3	\$ 10,000.00			\$ 10,000.00	funding by W/S cash reserves
	Standby Generator Design-Construction	4	\$ 165,000.00		\$ 165,000.00		
	Jefferson Street Reconstruction	5	\$ 337,500.00	\$ 175,500.00	\$ 162,000.00		
	McGregor Plaza Sewer	4	\$ 600,000.00		\$ 600,000.00		
	Sand Filter Controls	4	\$ 200,000.00		\$ 200,000.00		
	2010 Vacuum	3	\$ 185,000.00	\$ 92,500.00	\$ 92,500.00		
	Sludge Boiler Rehab	4	\$ 150,000.00		\$ 150,000.00		
	Digester Cleaning and Inspection	3	\$ 100,000.00		\$ 100,000.00		
	Digester Sludge Pump	4	\$ 55,000.00		\$ 55,000.00		
	Backhoe Trade In	3	\$ 45,000.00	\$ 22,500.00	\$ 22,500.00		
	WWTP SCADA	5	\$ 35,000.00		\$ 35,000.00		
	Well 3 Rehab	4	\$ 35,000.00	\$ 35,000.00			
	Flare Control Valve	5	\$ 23,000.00		\$ 23,000.00		
	Primary Digester Relief Valve	5	\$ 15,000.00		\$ 15,000.00		
GRAND TOTALS			\$ 2,100,500.00	\$ 358,000.00	\$ 1,682,500.00	\$ 60,000.00	



2023 CIP CITY MANAGER UNRECOMMENDED PROJECTS

Department	Project	Priority Ranking	Requested Cost	Notes
Police	Facilities Contingency Fund	5	\$ 10,000.00	will look to add to CIP when budget capacity allows
DPW	Smart Poles	1	\$ 60,000.00	will look to add to CIP when budget capacity allows
Parks	Park Playground Contingency	2	\$ 12,500.00	will look to address in parks general fund budget when able
	Water Fountains	3	\$ 10,000.00	will look to address in parks general fund budget when able
	Pickup Truck	5	\$ 65,000.00	will delay until full review of lease management is complete
Museum	Hanmer Robbins Improvements	5	\$ 43,000.00	discussion was had about strategically doing rock school first
Fire	Bulding Contingency Fund	3	\$ 10,000.00	will look to add to CIP when budget capacity allows
	Equipment Contingency Fund	3	\$ 10,000.00	will look to add to CIP when budget capacity allows
GRAND TOTALS			\$	220,500.00



QUESTIONS / DISCUSSION

