Sturgeon Bay

SPECIAL COMMON COUNCIL AGENDA
TUESDAY, NOVEMBER 20, 2012
6:00 P.M.
COUNCIL CHAMBERS, CITY HALL – 421 MICHIGAN ST
THAD BIRMINGHAM, MAYOR

1. Pledge of Allegiance.
2. Roll call.
3. Adoption of agenda.
4. Public hearing on tentative FY13 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: 11-16-12

Time: 1:45 pm

By: Laurie S.

Sturgeon Bay

MEMO

To: Mayor & Common Council
From: Steve McNeil, City Administrator
Valerie Clarizio, Finance Director/City Treasurer
Subject: 2013 Budget
Date: November 15, 2012

Please make sure that you have inserted the blue colored budget copies, from the October 23rd Common Council budget presentation meeting, into your budget binders and be sure to bring them with you to the Special Common Council meeting scheduled for 6:00 p.m. on November 20, 2012, at which time the public hearing on the 2013 budget will be held.

Budget Tax Summary Update

The City has not yet received the Notice of State School Levy Tax Credit and Estimated Major State Aids for 2013; 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 notice.

Shared Revenue Update

The City has received the final Expenditure Restraint Program (ERP) information for 2012. Per the State of Wisconsin, Department of Revenue, the City is allowed to increase its 2013 general fund budget by no more than 3.1% over the 2012 general fund budget in order to qualify for the ERP payment. The ERP payment for 2013 is projected to be $172,235.

The proposed 2013 budget shows a 1.4% increase without ERP. In order to protect the City's expenditure base/capacity in future years it is recommended, as has been done in the past, that the Council incorporate an increase closer to the 3.1% allowed by the state. Adding an additional $175,000.00 to the general fund contingency line item, and applying $175,000.00 in general fund balance, will accomplish this task without increasing the tax levy. This motion should be made following the public hearing and prior to adopting the budget resolution.

Motion to add an additional $175,000.00 into the General Fund Contingency line item and offset the increase to contingency by applying an additional $175,000.00 from the general fund balance.

TID Update

As you may remember from the October 23, 2012 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 2013 budget. The City now has all of the information needed to calculate the tax increments and transfers, and they are as follows:

	Previous Tax Increment Estimate	Actual	Difference
TID #1	$ 451,153.68	$457,752.29	$6,598.61
TID #2 Original Area	$ 977,539.27	$985,498.22	$7,958.95
TID #2 Amended Area	$ 196,790.00	$206,006.89	$9,216.89
TID #3	$ .00	$ .00	$ .00

	Previous Transfer Estimate	Actual	Difference
TID #1 to TID #2	$319,823.68	$326,422.29	$6,598.61
TID #1 to TID #3	$131,330.00	$131,330.00	$ 0.00

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 2013 budget.

Motion to update the TID #1, TID #2, TID #3 2013 budgeted tax increment numbers and transfers as per the Finance Director's memo dated November 15, 2012.

Safe Routes to School Update

At the time of the budget presentation meeting in October, it was anticipated that the Safe Routes to School project would be completed in 2012; therefore, the project expenses and grant funding were both projected in the 2012 Capital Fund budget. Since that meeting, it has been determined that the Safe Routes to School project will be completed in 2013, rather than 2012.

The reason the project will not be completed in 2012 is because the state still hasn't given the city the go ahead to proceed with bidding and construction of the sidewalks. The state now wants the city to complete an architectural/historical survey of the affected area because according to Greg W. Rainka (WisDOT Cultural Resources Team, Assistant): "The introduction of sidewalks in various residential areas throughout Sturgeon Bay warrants an architecture/history survey because it is likely, in most cases, that the historic boundary of adjacent properties would extend to the existing back of curb or edge of roadway and into the APE."

It would be appropriate for the Common Council to make a motion to insert the Safe Routes to School project expenditure, and offsetting grant revenue, in the amount of $176,495.00 into the 2013 Capital Budget after the public hearing and prior to adopting the budget resolution.

Motion to insert the Safe Routes to School project expenditure in the amount of $176,495.00 into the 2013 Capital Budget along with the offsetting grant revenue in that same amount.

Budget and Levy Adoption Resolution

Attached to the Common Council packet is a proposed resolution for budget adoption and tax levy showing a levy of $5,837,300.00 without TID and $6,377,503.24 with TID. 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 2013, and;

WHEREAS, the Common Council is adopting the 2013 Budget.

NOW THEREFORE, BE IT RESOLVED, there is hereby levied a tax of $5,837,300.00 without TID, $6,377,503.24 with the TID 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 _____, 2012.