


TOWN OF ROME 2020 BUDGET PRESENTATION

November 19, 2019
Presented by Jami Gebert,
Town Administrator

Budget documents are available online at <https://romewi.com/budget/>

2020 BUDGET IN BRIEF

- Recap of Major Projects in 2019
 - 2019-2024 Town of Rome Strategic Plan
 - Police & EMS Building construction & Town Hall façade remodel projects
- Numbers Overview
 - Tourism TID
 - Proposed Tax Rate
- Revenues & Expenditures
- Themes & Focus Areas
- Debt Service
- Where do your Property Tax dollars go?
- Questions



2

RECAP OF MAJOR PROJECTS

- 2019-2024 Town of Rome Strategic Plan
- Police & EMS Building Construction & Town Hall Façade Remodel



3

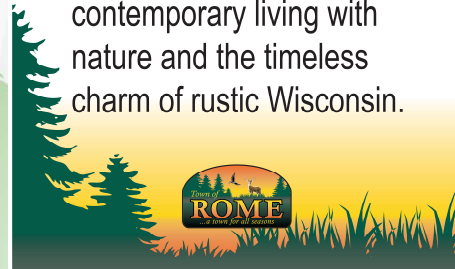
Mission

Positively applying the tools of government to serve and protect our people, strengthen our community and promote prosperity.



Vision

The Town of Rome promotes an attractive destination that seamlessly blends the convenience of contemporary living with nature and the timeless charm of rustic Wisconsin.



4

STRATEGIC PLAN VALUES



Communication

Utilizing proactive transparent language to engage everyone to find common ground in a civil discourse.



Professional

Going above and beyond with passion, dependability and dedication.



Inclusion

Embracing our differences to create a welcoming culture of compassion, safety and security.



Honesty & Integrity

Every interaction confirms that we are a trustworthy and ethical organization.



Teamwork

Throughout the organization, we will collaborate with each other to meet a common goal and exceed expectations.

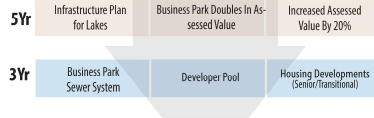
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Town of Rome Strategic Plan Overview 2019-2024

Long Term Goal

Develop an infrastructure system available to create shovel-ready development sites by 2030.

Strategic Milestones



Mission

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Values

- Communication** Utilizing proactive transparent language to engage everyone to find common ground in a civil discourse.
- Professionalism** Going above and beyond with passion, dependability and dedication.
- Inclusion** Embracing our differences to create a welcoming culture of compassion, safety and security.
- Honesty & Integrity** Every interaction confirms that we are a trustworthy and ethical organization.
- Teamwork** Throughout the organization, we will collaborate with each other to meet a common goal and exceed expectations.

1Yr	Utility Plan	Zoning	Identify Funding
WISE GOAL	Complete a comprehensive utility plan to provide infrastructure (internet, water, sewer, power) that protects Rome's rustic charm while allowing for targeted development.	Use zoning as a tool to shape growth in ways that retain Rome's environment while promoting targeted growth.	Create an approach to funding that leverages available State, Federal and programmatic sources to minimize impact on end users and town taxpayers.
SMART GOAL	Assemble an Request for Proposal (RFP) for planning services to provide a comprehensive utility (internet, water, sewer, power) plan for the town, with a draft completed no later than December 1, 2019 and a contract awarded by April 1, 2020.	Identify communities similar Rome with infrastructure and shovel-ready sites, and narrow down to three communities to study & visit no later January 31, 2020. Prepare Zoning amendments necessary to duplicate success and present finding to the Town Board by April 1, 2020.	Identify at least four possible funding sources evaluating the viability for the Town of Rome, presenting the best options to the board by February 2020.
WHY Do It	Provides the opportunity to positively affect water quality by shaping future septic and water use while working to encourage and manage commercial or residential development.	Provides the tools for the Town to facilitate growth while balancing needs for green space, infrastructure, development and recreational opportunities.	Provides transparent sources of funding that support measured, feasible budgetary goals.

Annual Planning

Quarterly Reviews

Monthly Meetings

Weekly Check-In



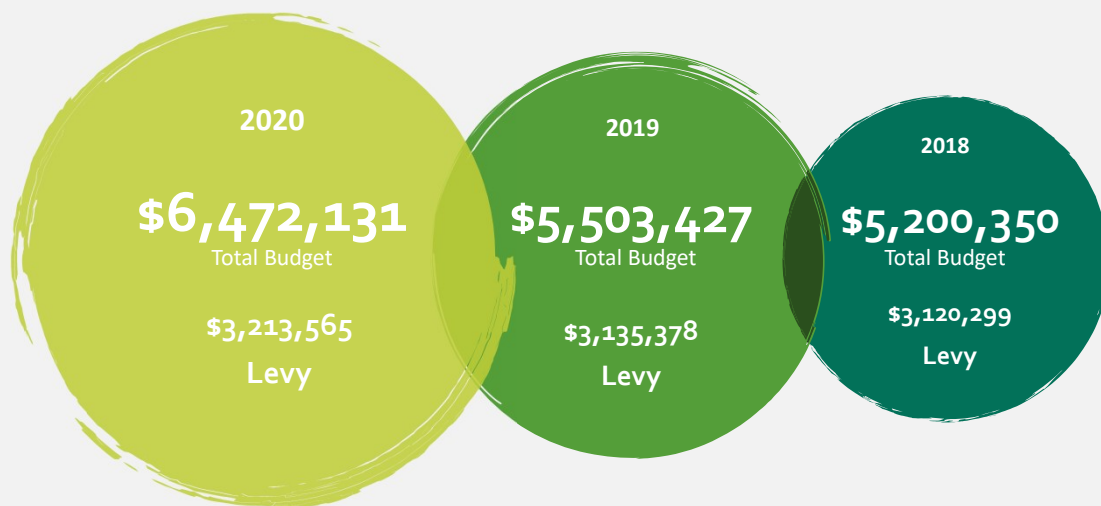
NUMBERS OVERVIEW

- Tourism TID
- Proposed Tax Rate

9

TOTAL BUDGET

Town's electors approve the levy amount to be spent by the town.



10

NUMBERS OVERVIEW

- 2019 ASSESSED VALUE \$673,255,500
 - 2018 \$652,636,700
 - 2017 \$638,591,500
- 2019 EQUALIZED VALUE \$739,431,600
 - 2018 \$680,582,400
 - 2017 \$631,750,900
- 2019 NET NEW GROWTH 2.38%
 - 2018 2.68%
 - 2017 3.77%



11

TOURISM TID

- 2019 Current Value \$49,553,900
 - 2018 \$32,513,100
 - 2017 \$19,112,900
- Equalized TID Value Increment is removed from the Town's Equalized Valuation
 - Equalized TID Value = Current Year TID Value - TID Base Value
 - $\$49,553,900 - \$1,249,400 = \$48,304,500$
 - Tax Increment from the TID is estimated at \$1,132,235
- TID Current Value is ahead of 2015 projection and is scheduled to terminate in 2031.

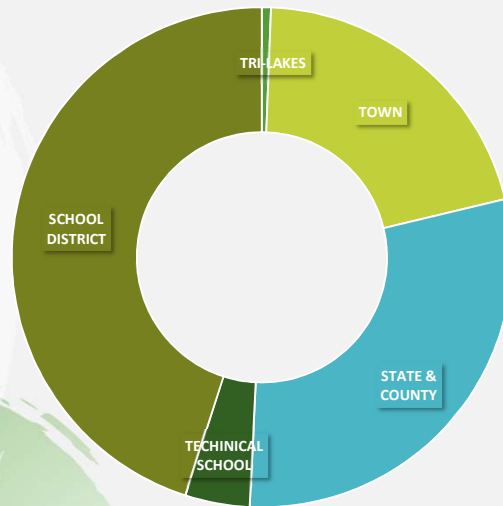


12

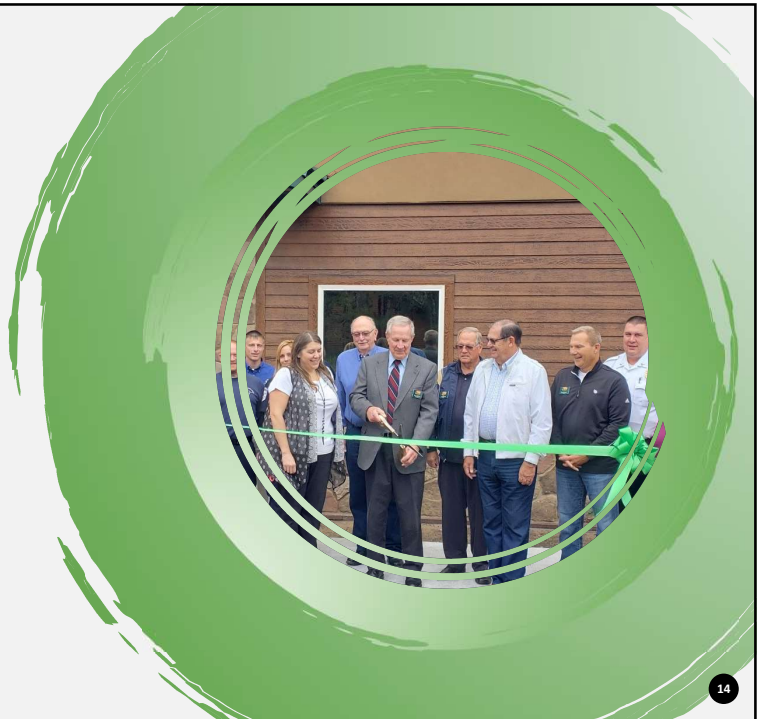
PROPOSED TAX RATE SUMMARY

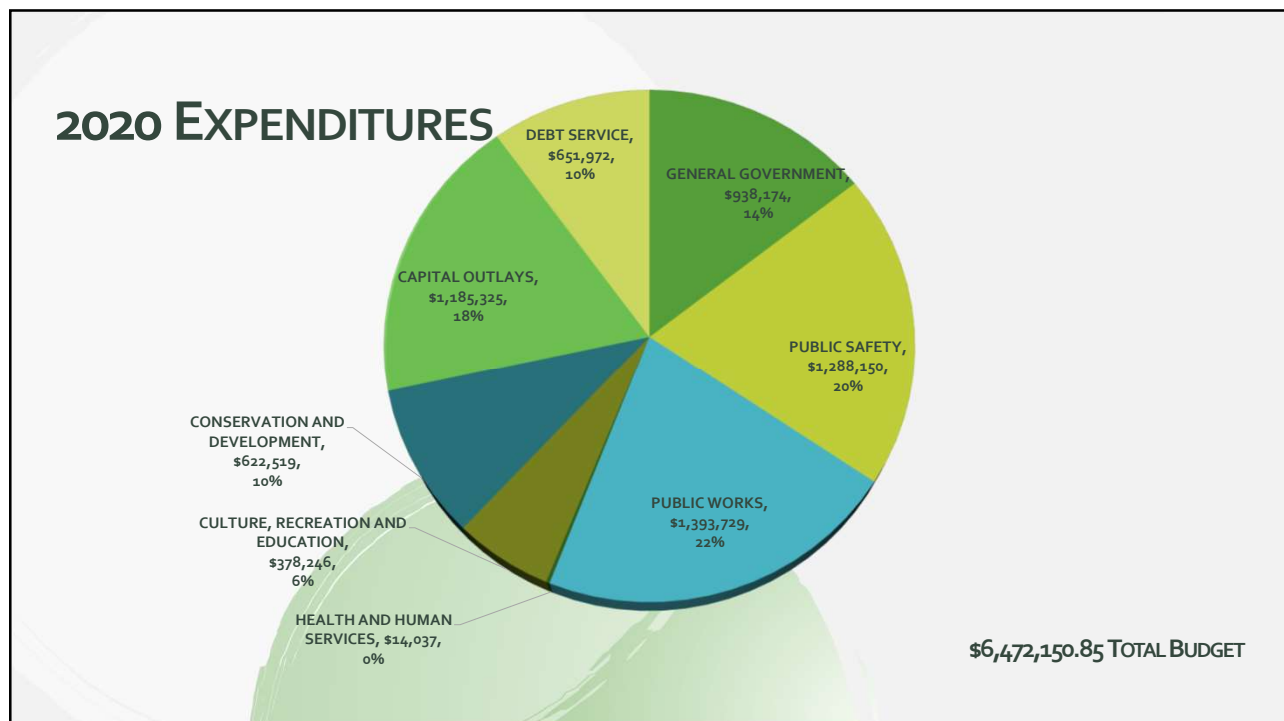
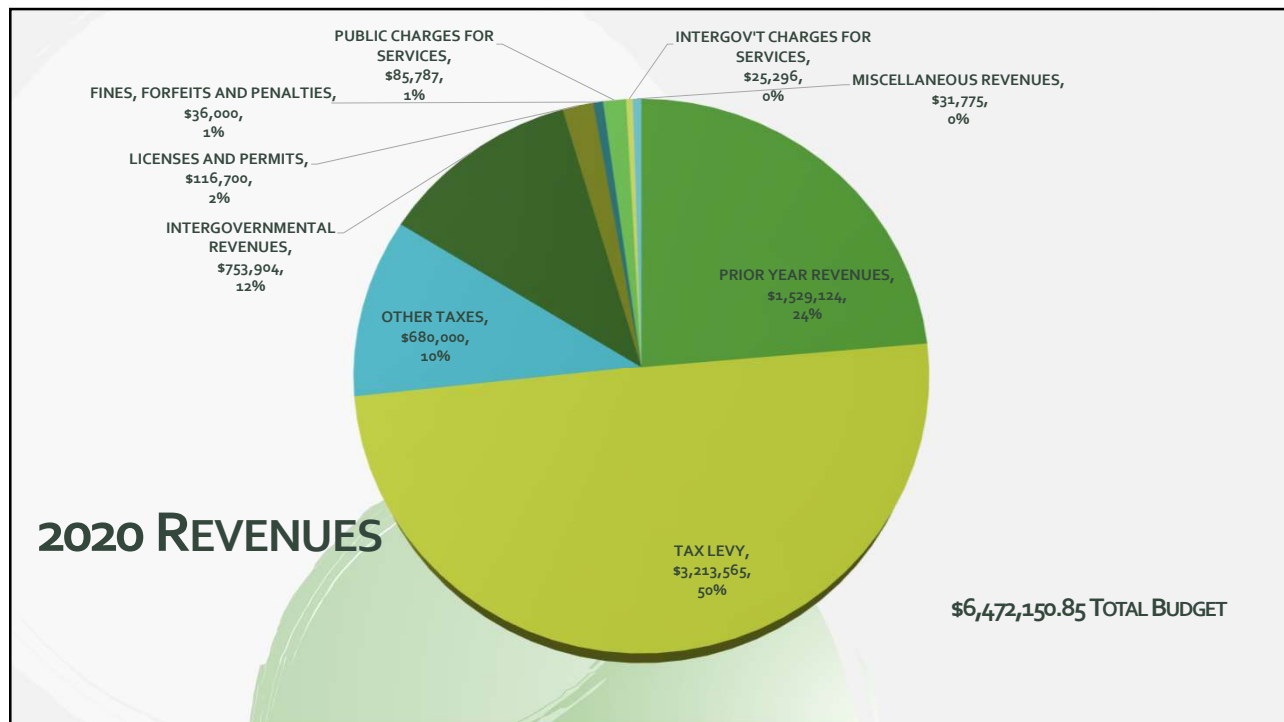
- The proposed Town of Rome Levy is **\$3,213,565** and is levied at a 2020 rate of **\$5.1068** per \$1,000 of assessed value.
 - The median home value in the Town of Rome is \$185,500 according to the U.S. Census Bureau, 2013-2017 American Community Survey 5-Year Estimates.
 - Example: $\$185,500 \times \$5.1068 / \$1,000 = \947.31
- For comparison in 2018, the tax rate was \$5.0354, which would have equated to \$934.07 for the Town's portion of the overall tax bill, representing a \$13.24 increase for a home of median value.

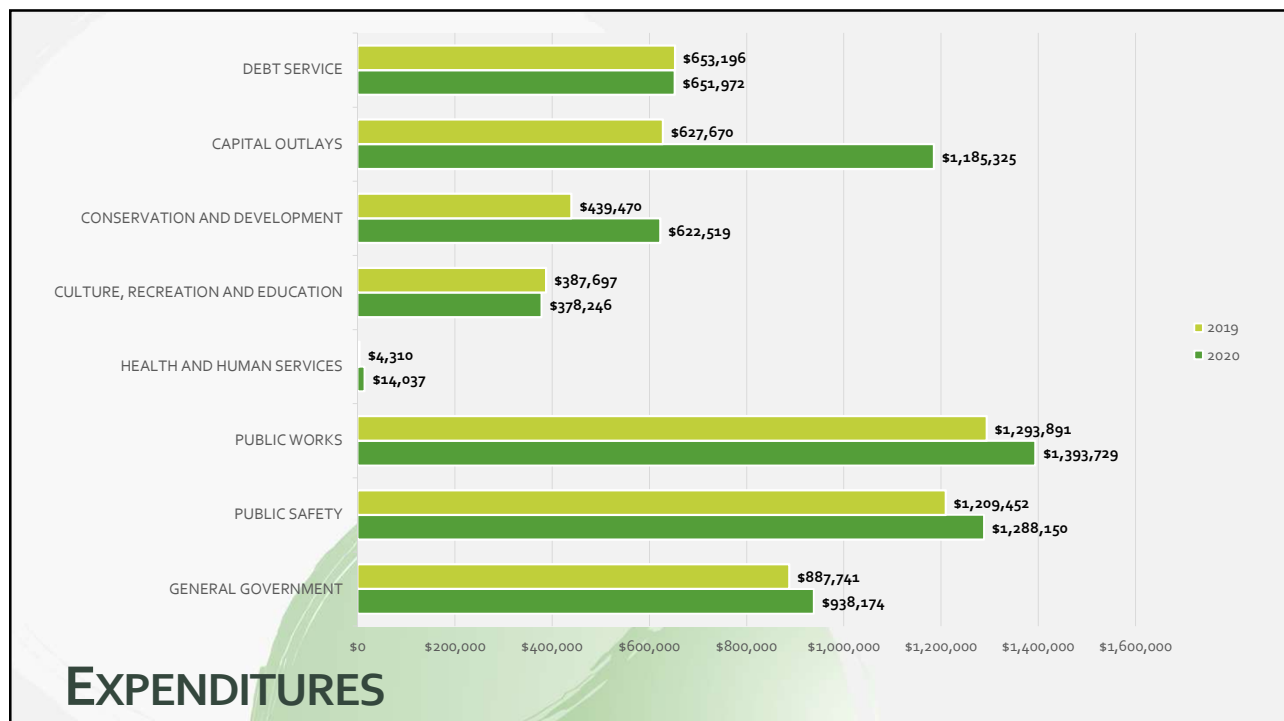
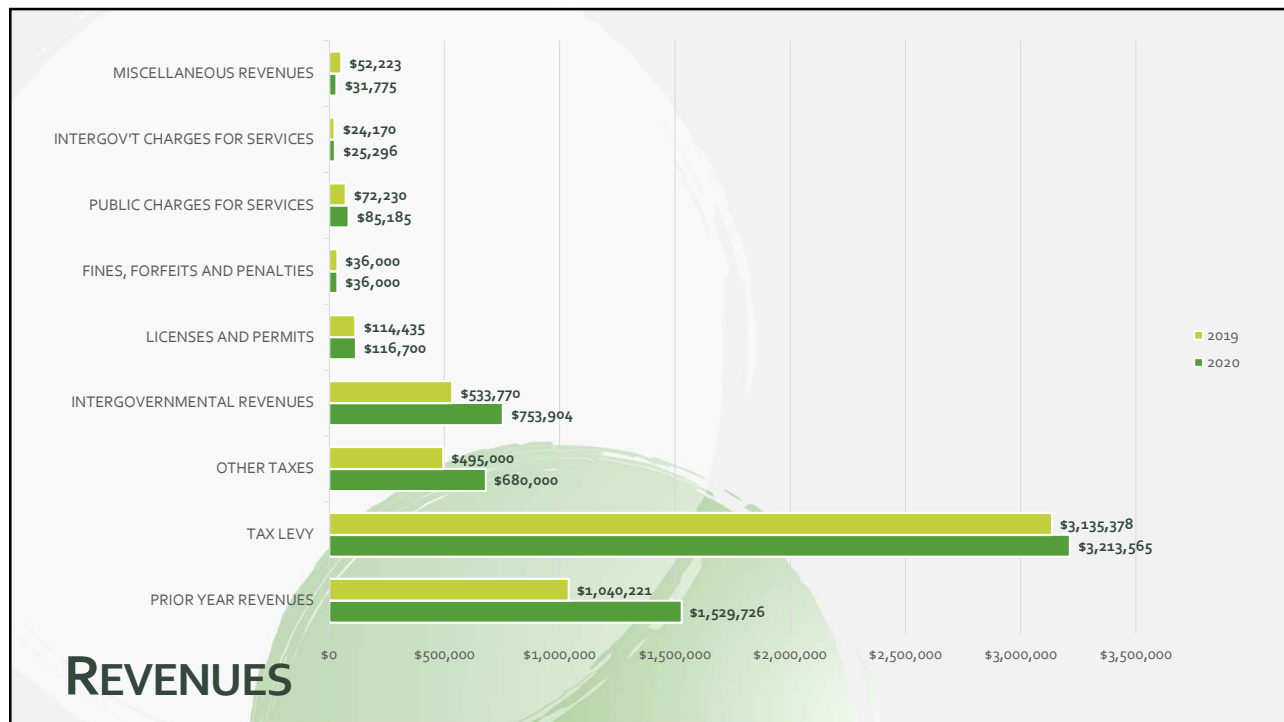
Due to the varied assessment ratios of equalized values determined by the State Department of Revenue and property value changes (inflation/deflations), the tax bill on a specific property will vary.



REVENUES & EXPENDITURES

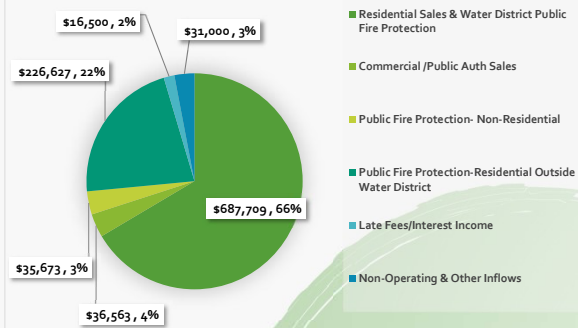




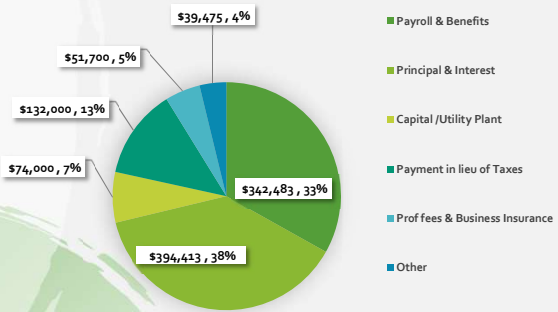


WATER UTILITY

ROME WATER UTILITY
2020 BUDGET Revenue/Inflows by Type

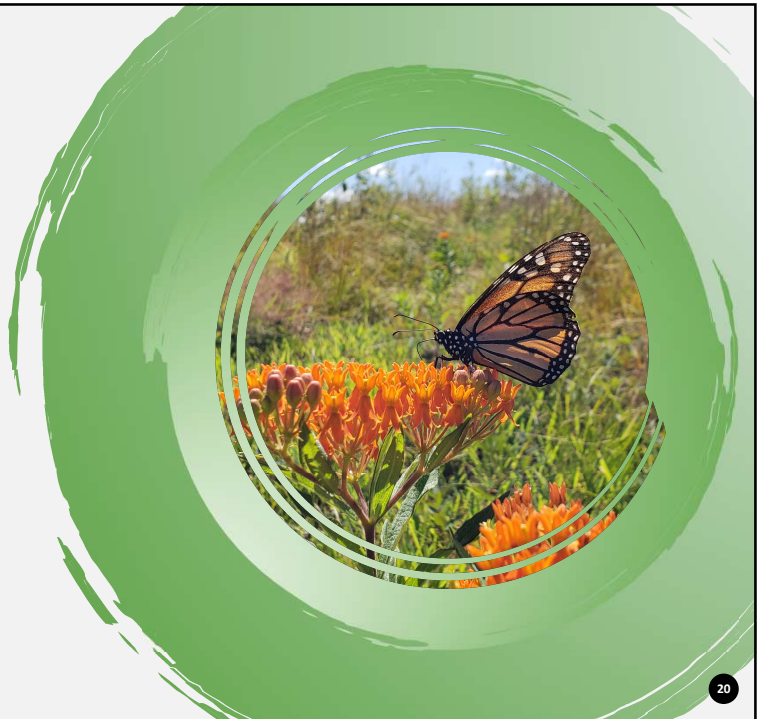


ROME WATER UTILITY
2020 BUDGET Expense/Cash Outflow by Type



19

THEMES & FOCUS AREAS



20



GENERAL GOVERNMENT

Highlights:

- Contains a 2% wage increase for full-time employees, excluding Administrator who is under Employment Agreement.
- Incorporates a 14.9% health insurance renewal increase.
- Includes installation of a Control Access System to all Town Hall campus buildings + Fire Station 2.
- Sets aside funding for an updated Financial Management Plan and Financial Policy review.
- Includes funding for the continued exploration of a wastewater management system in Alpine Village, development of infrastructure is the main goal of the adopted Strategic Plan.
- Continues technology updates and include purchase of new municipal building server.*

Future considerations:

- Developing a risk management training program through insurance provider.
- Updating the Personnel, Benefits, and Financial Policy Manual.
- Approving & installing of wayfinding signage on Town Hall.

*Denotes Capital Outlay expense.



PUBLIC SAFETY

Highlights:

- Contains a 2% wage increase for Police & Fire Chiefs, 1.5% wage increase for Police Officers per contract, and previous mentioned health insurance increase.
- Establishes Capital Outlay accounts for both Police & Fire as Assigned Funds.*
- Reflects increase in Police Utilities due to including both existing and new building, plus additions to technology in new building.
- Incorporates funding for minor roof repairs and painting of the old Police Department building for storage.
- Restructures pay for Volunteer Fire Department personnel.
- Includes revenue for Charges for Service related to Fire personnel presences at area special events.

Future considerations:

- Remaining open if a higher use becomes available for the old Police Department building.
- Continuing to look for efficiencies in technologies that improve public safety services and fit into Capital Planning objectives.

21



PUBLIC WORKS AND HEALTH & HUMAN SERVICES

Highlights:

- Includes a 10% increase to General Transportation Aids (GTA).
- Contains a 2% wage increase for full-time employees and an increase in health insurance premiums.
- Implements second year of wage adjustments for part-time public works staff, increasing labor to \$17.00/hour and snowplowing to \$19.00/hour based on area comparisons.
- Includes replacement of Truck #16, 1999 Sterling Dump/Plow vehicle, which the Town will retain for parts.*
- Sets aside funds for a software system for the two Town cemeteries.*

Future considerations:

- Hiring a new Superintendent/Department Head.
- Planning for increase to Adams County Solid Waste delivery fees as of January 1, 2021.
- Implementing a Capital Improvement Plan for regular equipment replacement and road maintenance.

*Denotes Capital Outlay expense.



CULTURE, RECREATION AND EDUCATION

Highlights:

- Contains a wage increase for Library staff per Library Board decision and an increase in health insurance premiums.
- Includes Library Capital Outlay projects of parking lot repairs with the addition of spaces.*
- Breaks apart Dyracuse revenues & expenses from other Town parks revenues & expenses.
- Includes a Dyracuse Intensive Use Development Grant, \$179,250, for additional trail construction, big sand bowl, and challenge course area.*
- Requests \$25,000 of tax levy in the Parks budget for the establishment of Alpine Village Park. Two grants from the Legacy Foundation & Visit Rome, WI, have been secured for the five-year project.*

Future considerations:

- Overseeing the five-year implementation of the Alpine Village Park area, along with maintaining human & capital investments in existing park infrastructure.

22



CONSERVATION AND DEVELOPMENT

Highlights:

- Contains a 2% wage increase for full-time employee.
- Includes modest increases to the building and zoning permits based on previous three-year averages.
- Estimates total room tax collection of \$538,000, with 70% (\$368,000) to Visit Rome, WI and 30% (\$170,000) to the Town of Rome.
- Continues investment in Host Compliance software to assist in regulation of Short-term Rentals. Expense is budgeted as a 50/50 split with Visit Rome, WI.

Future considerations:

- Formulating changes to the Business Park through the Alpine Village Town Centre Design Plan Subcommittee.
- Implementing Zoning goal in the Strategic Plan of identifying similar communities and reviewing their growth strategies for the purposes of considering zoning or other ordinance amendments necessary for balancing future growth.



CAPITAL OUTLAYS

Highlights:

- Includes all the asterisk items on previous slides.
- Carry forwards remaining debt proceeds from the Police & EMS Building/Town Hall Façade Remodel project, as the remodel project will be finalized in spring 2020.
- Continues to seed funds into the General Capital Outlay to allow for future capital investments.

Future considerations:

- Implementing Strategic Plan goal of establishing a utility plan for the Town that protects rustic charm, but allows for targeted development.
- Preparing for Capital Outlay investments in Alpine Village, especially if name change occurs.
- Implementing a ten-year Capital Improvement Plan for regular equipment replacement.

23

DEBT SERVICE

LOAN	DATE OF LOAN	AMOUNT	PRINC. PAID	CALL DATE	PAYOFF DATE	PRINCIPAL BALANCE	NOTES
Safe Drinking Water Loan	04/23/2008	\$ 4,481,197	\$ 237,042		5/1/2027	\$ 2,109,692	Water Utility Responsibility
GO Refunding Bonds, 2012A	03/15/2012	1,515,000	600,000	4/1/2019	4/1/2025	915,000	Bldg & Grounds, transfer site, equipment, road repairs, Business Park, Fire Tanker & Engine
Taxable GO Refunding Bonds, 2012B	03/15/2012	1,800,000	1,370,000	5/1/2017	5/1/2021	430,000	Pritzl's Responsibility
Taxable GO Refunding Bonds, 2013A	01/29/2013	1,905,000	1,040,000	12/1/2021	12/1/2024	865,000	Business Park, Bldg & Grounds, & equipment
GO Refunding Bonds, 2013B	01/29/2013	1,200,000	605,000	10/1/2021	10/1/2025	595,000	Water Utility Responsibility
NPESB 2016 Loan	07/25/2016	1,009,500	279,341		7/28/2026	730,159	Library addition, equipment and Bldg & Grounds
State Trust Fund Loan	08/19/2016	12,022,000	1,274,189		3/15/2032	10,747,811	TID#1 & Sand Valley Responsibility
GO Refunding Bonds, Series 2017B	04/20/2017	885,000	90,000	4/1/2024	4/1/2032	795,000	Archer Project
Prom Notes 2019	04/18/2019	1,300,000	-		4/18/2029	1,300,000	Police & EMS Bldg/Façade Projects
						\$ 18,487,661	TOTAL

As of November 7, 2019

24

WHERE DO YOUR PROPERTY TAX DOLLARS GO?

Median Assessed Home Value:

\$185,500*

Town of Rome Property Tax:

\$947.31

Monthly Cost:

\$78.94

The chart below illustrates the **cost per month** for various services the Town provides.

General Government: includes expenditures for administrative functions, clerk/treasurer, Town Board, information technology, zoning admin, and insurances.

\$2.46

Public Safety: includes police and fire services, in addition to a contracted building inspector.

\$33.92

Public Works: includes Highway maintenance, snow removal, solid waste and transfer facility operations.

\$27.68

Library: includes expenses related to the staffing and operations of the Lester Public Library.

\$5.97

Alpine Village: includes expenses related to the operations, utilities and maintenance cost of the Alpine Village area.

\$5.58

Building & Grounds & Cemetery: includes expenditures for Town owned facilities, maintenance of those facilities and care to the Town's two cemeteries.

\$2.71

Parks: includes expenses related to the development of the Alpine Village park, every levy dollar is matched with grant funds.

\$0.62

Item	Monthly Cost*
Housing	\$473
Transportation	\$405
Groceries	\$254


*Living Wage Calculation for Adams County, WI – Based on 1 Adult
<http://livingwage.mit.edu/>


*U.S. Census Bureau, 2013-2017 American Community Survey 5-Year Estimates.

25

THANK YOU

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26

UPDATE ON POTENTIAL DEPARTMENT OF PUBLICWORKS



UPDATE ON POTENTIAL DEPARTMENT OF PUBLIC WORKS

DATE	DISCUSSION/ACTION
August 15, 2019	Staff proposed the consideration of marking Rome Water Utility a division under the Department of Public Works, with oversight by a Public Works and Utilities Committee, hiring a Director of Public Works. Town Board approved in 5-0 vote for Administrator Gebert to move forward with the exploration of combining the Department of Public Works and the Rome Water Utility with oversight by a Public Works and Utilities Committee.
September 5, 2019	Town Board approved in 5-0 vote Chad Ziegler as Interim Superintendent of Public Works and Highways.
September 19, 2019	Rome Water Utility Commission discussed division of payroll and benefit expenses based on hours worked for each department, motion carried and request was forwarded to the Town Board.
October 3, 2019	Town Board approved in 5-0 vote cost sharing of Interim position between Highway budget & Rome Water Utility by the percentage of work that is being competed for in each position. Since approval split has been 50/50 every payroll.
October 17, 2019	Administrator Gebert reported staff was still researching potential transition, and were not yet ready to provide a recommendation.
November 19, 2019	Report to electors on activities to date + request for feedback on consideration and potential staff recommendation.

UPDATE ON POTENTIAL DEPARTMENT OF PUBLIC WORKS

WHAT HAVE WE LEARNED:

- The position of Public Works Director is relatively common in municipalities, even in communities under 10,000.
- One director can manage all of Public Works and the Town of Rome already has examples of dual role Department Heads, such as Chief of Police with I.T. duties and responsibilities and the Clerk/Treasurer position.
- Some duties, previously handled by the Superintendent of Highways & Public Works may need to be reassigned, such as office supply ordering.
- The Town is fortunate to have tenured staff, knowledgeable on operations, however, development of Standard Operating Procedures are necessary.
- The establishment of a Work Order system for recording and tracking requests of Public Works staff is a must.
- Cemetery software is needed and budgeted as a Capital Outlay item in 2020.
- It will be necessary to implement changes to the Transfer Site in the near future.
- There are important advantages to having staff cross-trained and shared resources such as maintenance, repair, and assistance for special projects.
- In the future, it may be necessary to have a division head, such as in Parks.
- If we make the transition to a Director of Public Works, succession planning is important.
- The Town can make these changes in bite-sized pieces, and could make several of these changes with limited transitions.

WHAT WE ARE THINKING:

- Staff would recommend the creation of a Director of Public Works position.
 - Next steps would be the Town Board & Rome Water Utility (RWU) finalizing a position description and salary for the Director and determining a hiring process.
 - As some duties, previously handled by the Superintendent of Highways & Public Works may need to be reassigned, staff will also be updating other Town staff position descriptions to adjust where these duties are assigned.
 - The Director of Public Works position could be shared by the RWU and Public Works Department with a 50/50 division of salary.
 - The position division would create a cost benefit to both RWU and the Town of Rome.
- The new Director of Public Works would be supervised by the Town Administrator, with legislative/policy oversight done by the RWU Commission.
 - Once a new Director is hired, the Town and RWU Commission could discuss the pros and cons of either the existing Water Utility Commission or a new Public Works and Utilities Committee being the legislative/policy oversight. Either way the position would have an appointed oversight committee.
 - RWU Commissioners are interviewed and selected by the Town Chairperson and confirmed by the Town Board, which would continue being the practice going forward.
- All accounting practices, with the exception of the salary division, would remain the same until the oversight committee, possibly with Town Board approval, determined otherwise.

29

EMAIL YOUR THOUGHTS TO US!



"WE ALL NEED PEOPLE WHO WILL GIVE US FEEDBACK. THAT'S HOW WE IMPROVE."

– Bill Gates

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30