City of WHITEWATER
Finance Department

www.whitewater-wi.gov
Telephone: 262-473-0500
Fax: 262-222-5903

Office of Finance
312 W. Whitewater St.
Whitewater, WI 53190

Date: June 23, 2026

To: Finance Committee

From: Rachelle Blitch, Director of Financial and Administrative Services

Re: Capital Improvement Policy Update

At the April 28 meeting, the Finance Committee reviewed the introductory memo outlining the foundational elements for updating the City's Capital Improvement Policy. The intent was to address three components each month until the full update is completed.

Accordingly, the following items will be the focus of the Committee's discussion at the meeting:

1. **CIP Time Horizon** Confirming whether the City should use a five-year planning window or consider extending it to a longer horizon.
2. **Project Prioritization Criteria** Identifying the criteria staff should use to evaluate and rank capital project requests (e.g., safety, regulatory, compliance, asset condition, community benefit).
3. **Financial Guardrails** Setting expectations for debt limits, minimum sinking fund contributions, reserve levels, and other fiscal parameters.

Staff prepared a rough draft of these three sections for the Committee's review. The draft is intended as a starting point, and any revisions, additions, or refinements can be worked through during the meeting as needed.