CITY OF STOUGHTON, 207 S FORREST ST, STOUGHTON, WISCONSIN

RESOLUTION OF THE COMMON COUNCIL		
Amend 2022 adopted budget for Landmarks Commission		
Committee Action:	Finance Committee recommended approval 6-0 on 01/10/2023	
Fiscal Impact:	Zero	
File Number:	R-11-2023	**Date** 01/24/23

The City of Stoughton, Wisconsin, Common Council does proclaim as follows:

RECITALS:

WHEREAS, the City of Stoughton Landmarks Commission received a federal grant related to City of Stoughton Main Street Design Guidelines for a maximum of $17,000; and,

WHEREAS, the architectural firm contracted to assist with this project performed services from July 2021 through August 2022 totaling $16,925; and,

WHEREAS, neither the adopted budgets for calendar years 2021 or 2022 included authorization for these expenditures; and,

WHEREAS, the general ledger for calendar year 2021 did not reflect any expenditures for these architectural services thus requiring the city record the total expenditures of $16,925 during calendar year 2022;

NOW THEREFORE BE IT RESOLVED, that the 2022 adopted budget be amended to increase the allowed expenditures for Fund 235 Landmarks Commission by $16,925; and;

BE IT FURTHER RESOLVED, that the 2022 adopted budget be amended to increase federal grant revenue for Fund 235 Landmarks Commission by $16,925 thereby having a net fiscal impact of zero.

Fiscal note: Budget amendments require 2/3 vote of members elected

Council Action: ☐ **Adopted** ☐ **Failed** **Vote** _____

Mayoral Action: ☐ **Accept** ☐ **Veto**

_____

Mayor Tim Swadley Date

Council Action: _____ ☐ **Override** **Vote** _____

MIA
McGuire Igleski & Associates, Inc.
Architecture, Preservation, Planning

1330 Sherman Avenue
Evanston, IL 60201
847.328.5679
www.miarchitects.com

Date	August 25, 2022
Invoice No.	2128-01
Owner Name:	City of Stoughton
Owner Address:	207 S. Forrest Street Stoughton, WI. 53589
Attn.	Michael Stacey
Project Name:	City of Stoughton Main Street Design Guidelines
MIA Project No.:	2128
Pay Period:	from 07/08/21 to 08/25/22

Contract Summary
Design Guidelines for the Stoughton Main Street Historic District $16,925.00

Services	Original Contract	Contract to Date	Previous Payments	Previously Requested (Not Paid)	This Request	Balance
Design Guidelines	$16,925.00	$16,925.00	$0.00	$0.00	$16,925.00	$0.00
Total	$16,925.00	$16,925.00	$0.00	$0.00	$16,925.00	$0.00

Total Invoice No. 2128-01 **$16,925.00**

8/31/2022 budget amendment

		Increase	Decrease
235-56700-43315	Federal grant	16,925.00	
235-56700-50405	Professional services	16,925.00	

Dave Ehlinger

From: Dave Ehlinger
Sent: Thursday, September 1, 2022 10:13 AM
To: Lisa Aide; Michael Stacey; Rodney J. Scheel
Cc: Brett Schumacher; Tim Swadley
Subject: Architect invoice 08-25-2022.pdf
Attachments: Architect invoice 08-25-2022

Lisa,

The attached invoice is related to a federal grant that the Landmarks Commission has received. Unfortunately, with the federal government's fiscal year ending 9/30/22, we need to:

- Pay this invoice by September 15th, and
- Submit for reimbursement from the federal government by September 15th.

Although I have not seen the actual grant award, I have seen some grants require not only proof of payment but a copy of the cancelled check as well.

Can you please add this invoice into BS&A for payment with your next check run?

I am assuming that either Michael or Rodney should approve the expenditure in BS&A.

My next step is to contact the vendor to get a copy of their W-9.

Michael,

Can you please provide me a copy of the grant (all pages)? Baker Tilly is going to need this information to prepare the Single Audit for 2022.

Michael/Rodney,

Is the RDA aware of this work being done?

Brett,

This grant was not included in the 2022 adopted budget. We will have to amend the budget for Fund 235 Landmarks Commission to allow for this expenditure. As such, you will see a resolution for this topic on a subsequent Finance Committee agenda.

If anyone has any problems or questions, please feel free to contact me.

Thanks,

Dave