



OFFICIAL NOTICE AND AGENDA

Notice is hereby given that the Finance Committee of the City of Stoughton, Wisconsin will hold a regular or special meeting as indicated on the date, time and location given below.

Meeting of the: **Finance Committee of the City of Stoughton**
Date & time: **Tuesday, July 11, 2023 at 6:45 p.m.**

The meeting of the Finance Committee will be conducted as a hybrid meeting

In person: Council Chambers (2nd floor of the Public Safety Building, 321 S. Fourth St.)

Virtual: You can attend the meeting from your computer, tablet, or smartphone via **Zoom**

<https://us06web.zoom.us/j/82513982697?pwd=ZUdKUUVN4d1RqbERWR1h5UURHRTBuUT09>

Meeting ID: 825 1398 2697 Passcode: 557187

One tap mobile +13126266799,,82513982697#,,,,*557187# US (Chicago)

Members: Brett Schumacher (Chair), Lisa Reeves (Vice-Chair), Leonard “Ozzie” Doom, Ben Heili, Greg Jensen, Mayor Tim Swadley (ex-officio), and David Thomas

1. Call to order
2. Roll call and verification of quorum
3. Certification and compliance with open meetings law
4. Public comment
5. Communications
6. Reports – Agricultural use conversion penalty June 2023
7. Approval of minutes of June 27, 2023
8. Future agenda items
 - a. July 25, 2023
 - i. June fiscal reports
 - ii. Acceptance of City of Stoughton 2022 financial reports and management report
 - b. To be determined – Creation and/or modification of city policies
 - i. Future treatment of costs eligible for special assessments and related interest rate
 - ii. Updates to fund balance policy, including policy specific to K-9 Fund
 - iii. Potential revisions of Capital Improvement Plan and Debt Management policy
 - iv. Update policy regarding city asset disposal
 - c. To be determined – Other
 - i. Update regarding marketing of ARPA business revolving loan program
 - ii. Yahara Riverfront Development developer and property sale agreements
 - iii. Municipal Court receivables / debt collection policy
 - iv. Creation of overlay downtown Tax Incremental District
9. Adjourn

Any person wishing to attend the meeting, whom because of a disability, requires special accommodation, should contact the Director of Finance’s office at (608) 873-6691 at least 24 hours before the scheduled meeting time so appropriate arrangements can be made.

In addition, any person wishing to speak or have their comments heard but does not have access to the internet should also contact the Director of Finance’s office at the number above at least 24 hours before the scheduled meeting so appropriate arrangements can be made.

NOTE: AN EXPANDED MEETING MAY CONSTITUTE A QUORUM OF THE COUNCIL

**City of Stoughton
Agriculture Use Conversion Penalty
June 28, 2023**

Entity	Parcels	Acres	Total Charge	City Share
Phillips Contracting LLC	4	0.644	\$ 700.67	\$ 350.33
Lennar Homes of Wisconsin LLC	1	0.122	\$ 132.73	\$ 66.36
Blue Lake Properties LLC	1	4.984	\$ 5,422.59	\$ 2,711.29
Emmi Roth USA Inc	1	18.013	\$ 14,698.60	\$ 7,349.30
Harvest Farms LLC	53	11.308	\$ 9,227.32	\$ 4,613.66
Total				<u>\$ 15,090.94</u>

6/30/2023 journal entry

	<u>Debit</u>	<u>Credit</u>
100-00000-14300 Due from other counties	\$ 350.33	
100-00000-14300 Due from other counties	\$ 66.36	
100-00000-14300 Due from other counties	\$ 2,711.29	
100-00000-14300 Due from other counties	\$ 7,349.30	
100-00000-14300 Due from other counties	\$ 4,613.66	
100-88888-41118 AG USE CONVERSION PENALTY		\$ (15,090.94)

Amount budgeted	\$ 1,000.00
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Dave Ehlinger

From: Dave Ehlinger
Sent: Wednesday, July 5, 2023 6:36 AM
To: 'Gary Becker'
Cc: Tim Swadley; Rodney J. Scheel; Lisa Aide; Katrina Becker
Subject: RE: Ag Use Conversion Penalty 06-30-2023.pdf

The county invoices the current property owners. If unpaid by November, it is then added to the subsequent property tax bill.

The revenue is split 50/50 with the county as per Wisconsin Statutes. The city's portion of the revenue is in the General Fund (department = General Revenues).

For the applicable properties in TID 9 – 51 West, the penalty relates to properties before the implementation of the TIF District, so none of the revenues apply to TID #9.

Please let me know if you have any additional questions.

Dave

From: Gary Becker <gary@beckerproservices.com>
Sent: Tuesday, July 4, 2023 3:22 PM
To: Dave Ehlinger <DEhlinger@cityofstoughton.com>
Cc: Tim Swadley <TSwadley@cityofstoughton.com>; Rodney J. Scheel <rjscheel@cityofstoughton.com>; Lisa Aide <LAide@cityofstoughton.com>; Katrina Becker <katrina@beckerproservices.com>
Subject: Re: Ag Use Conversion Penalty 06-30-2023.pdf

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Dave - do these charges get passed on to the property owners or are they paid by taxpayers? Overall, this is a sign of strong growth in the tax base in coming years.

Gary W. Becker, CEcD Emeritus
(608)444-0836



On Mon, Jul 3, 2023 at 9:32 AM Dave Ehlinger <DEhlinger@cityofstoughton.com> wrote:

Just an FYI for you.

Finance Committee of the City of Stoughton
Tuesday, June 27, 2023 at 6:00 p.m.

The meeting was a hybrid meeting located in the City Council chambers of the Public Safety Building at 321 S. Fourth St as well as concurrently held via Zoom.

Committee members present: Brett Schumacher (Chair), Lisa Reeves (Vice Chair), Leonard "Ozzie" Doom, Ben Heili (remote), Greg Jenson, Tim Swadley (Mayor, ex-officio) and David Thomas

Members absent: None

Guests present: Tyler Denig, Dave Ehlinger, Dan Glynn (remote), Rodney Scheel and Shannon Statz

1. **Call to order** – Schumacher called the meeting to order at 6:02 p.m.
2. **Roll call and verification of quorum** – All members were present.
3. **Certification and compliance with open meetings law** – No discussion
4. **Public comment** - None
5. **Communications**
 - a. **Wisconsin Women’s Business Initiative Corporation strategic plan** – Ehlinger indicated this plan was recently received and was provided for information only.
 - b. **Walmart property tax guarantee payment 06-19-2023**
 - c. **Tru by Hilton delinquent room tax payment 06-21-2023** – Ehlinger indicated that both Walmart and Tru by Hilton paid the outstanding amounts, presumably based upon holding their liquor licenses until payment was received.
6. **Reports**
 - a. **Bank reconciliation 05-31-2023**
 - b. **Cash summary by fund 05-31-2023**
 - c. **Check reconciliation 05-31-2023**
 - d. **Journal entry report 05-31-2023**
 - e. **Budget amendment report 05-31-2023**
 - f. **Receipt register 05-31-2023**
 - g. **Revenue / expenditure report – City Council 05-31-2023**
 - h. **Revenue / expenditure report – Finance Department 05-31-2023**
 - i. **Revenue / expenditure report – General Revenues 05-31-2023**
 - j. **Bal Sheet – Rev Exp – Affordable Housing Fund 05-31-2023**
 - k. **Bal Sheet – Rev Exp – ARPA fund 05-17-2023**
 - l. **Bal Sheet – Rev Exp -- Redevelopment Authority 05-31-2023**
 - m. **Bal Sheet – Rev Exp – Shared Ride Services 05-31-2023** – Ehlinger indicated that the check reconciliation report is essentially part of the information on the bank reconciliation report. By consensus, it was agreed to not include the check reconciliation report in future years. There were no questions on any of the reports.
7. **Approval of minutes of June 13, 2023** – Motion by Jenson/Thomas to approve the minutes as drafted. The motion passed 7-0.
8. **R-xxx-2023 Magnolia Springs wetland and woodland restoration plan** – Glynn spoke about the restoration plan and resolution. Motion by Reeves/Doom to recommend approval to the Common Council as drafted. The motion passed 7-0.
9. **R-xxx-2023 Second renewal period Stoughton Utilities real estate lease** – Ehlinger and Statz talked about the proposed changes to the real estate lease. Motion by Heili/Jenson to recommend approval to the Common Council as drafted. The motion passed 7-0.

- 10. Discussion and possible action regarding timing of payment to Stoughton Area Community Foundation for American Rescue Plan Act (ARPA)** – Ehlinger indicated the City is averaging about \$800 in investment income each month on ARPA funds posed the question of timing of the payment to the Stoughton Area Community Foundation as they anticipate sending checks out in mid-November. Motion by Thomas/Reeves to hold the ARPA funds until getting closer to the grant award disbursement date and forward this information to the Common Council for their approval in the interest of full disclosure. The motion passed 7-0.
- 11. R-xxx-2023 Amend 2023 adopted budget for Library HVAC system evaluations** – Scheel discussed the proposal and Ehlinger explained the proposed changes to the budget. Motion by Reeves/Jenson to recommend approval to the Common Council as drafted. The motion passed 7-0.
- 12. R-xxx-2023 Amend 2023 adopted budget for Sustainability Committee** – Ehlinger explained the amendment was needed to give the committee the remainder of the full \$10,000 that was appropriated in the prior year. Motion by Doom/Reeves to recommend approval to the Common Council as drafted. The motion passed 7-0.
- 13. R-xxx-2023 Acceptance of Tax Incremental Districts financial statements 12-31-2022** – Ehlinger explained it is past practice for the Common Council to accept financial statements prepared by the outside audit firm. General discussion took place on the location of the various Tax Incremental Districts (TIDs) and the general status of each. Swadley noted that the resolution title needs to be corrected before being placed on the Common Council agenda. Motion by Jenson/Thomas to recommend approval to the Common Council of the updated resolution. The motion passed 7-0.
- 14. Future agenda items**
 - a. July 25, 2023**
 - i. June fiscal reports**
 - ii. Acceptance of City of Stoughton 2022 financial reports and management report**
 - b. To be determined – Creation and/or modification of city policies**
 - i. Future treatment of costs eligible for special assessments and related interest rate**
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 - iii. Municipal Court receivables / debt collection policy**
 - iv. Creation of overlay downtown Tax Incremental District – No addition items were requested.**
- 15. Adjourn** – Motion by Jenson/Thomas to adjourn at 6:46 p.m. The motion passed 7-0.

Respectfully submitted,



David P. Ehlinger, CPA
Director of Finance/Comptroller
City of Stoughton