



OFFICIAL NOTICE AND AGENDA

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

Redevelopment Authority of the City of Stoughton -

Wednesday, April 12, 2023 at 6:00 p.m.

Fire Department training room – 401 E Main St. - and via Zoom

<https://us06web.zoom.us/j/89523149937?pwd=U3cvMTJNT2VOa1AxV29WRnY0VXI1UT09>

Meeting ID: 895 2314 9937 Passcode: 334114

One tap mobile +13126266799,,89523149937#,,,,*334114# US (Chicago)

Committee members: Dale Reeves (Chair), Lukas Trow (Vice Chair), Ben Heili (Council member) Regina Hirsch (Council member), Pete Manley, David Pluymers, and Roger Springman

1. Call to order
2. Roll call and verification of quorum
3. Certification of compliance with open meeting law
4. Public Comment
5. Communications
 - a. Update regarding approved TIF application by City of Stoughton Common Council
6. Reports
 - a. Balance Sheet 03/31/2023
 - b. Revenue/expenditures 03/31/2023
7. Approval of 03/08/2023 and 03/30/2023 minutes
8. Chair report
9. UW Madison student report
10. Stoughton Innovation Center update
11. New Business
 - a. Discussion and possible action regarding development of Request for Proposal (RFP) for Yahara Riverfront Project
 - b. Discussion and possible action regarding creation of new downtown Tax Increment District (TID)
12. Old Business
 - a. Discussion and possible action regarding Depot Hill
13. Future agenda items
 - a. May 10, 2023 – Final UW Madison student presentation on Depot Hill
 - b. May 10, 2023 – Election of Chair and Vice Chair
14. 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

Fund 261 REDEVELOPMENT AUTHORITY

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
261-00000-11100	PRIMARY CHECKING - GENERAL	3,424.19	30,694.06
261-56720-11100	PRIMARY CHECKING - GENERAL	9,121.88	0.00
261-56720-12550	PREPAID EXPENSES	112.50	0.00
261-56720-13070	TAXES RECEIVABLE	20,500.00	0.00
261-57120-11100	PRIMARY CHECKING - REVOLVING LOAN FUND	115,906.50	159,076.94
261-57120-13012	RECEIVABLES-PRIOR YEAR	42,162.76	0.00
261-57120-13500	REVOLVING LOAN FUND RECEIVABLE	137,449.34	137,449.34
Total Assets		328,677.17	327,220.34
*** Liabilities ***			
261-00000-21100	ACCOUNTS PAYABLE	658.17	0.00
261-00000-26600	DEF INFLOW - PROPERTY TAXES	0.00	15,375.01
261-56720-26600	DEF INFLOW - PROPERTY TAXES	20,500.00	0.00
261-57120-26410	DEF INFLOW - REVOLVING LOAN FUND	137,449.34	137,449.34
Total Liabilities		158,607.51	152,824.35
*** Fund Balance ***			
261-56720-39800	FUND BALANCE ASSIGNED	(160,031.04)	(160,031.04)
261-57120-39600	FUND BALANCE RESTRICTED	158,069.66	158,069.66
Total Fund Balance		(1,961.38)	(1,961.38)
Beginning Fund Balance - 2022			(1,961.38)
Net of Revenues VS Expenditures - 2022			172,031.04
*2022 End FB/2023 Beg FB		170,069.66	
Net of Revenues VS Expenditures - Current Year			4,326.33
Ending Fund Balance			174,395.99
Total Liabilities And Fund Balance			327,220.34

* Year Not Closed

Deferred inflow property taxes - Property tax revenue is allocated to the department each month during the year.

Fund balances - Calendar year 2022 has not been closed in the general ledger yet.

04/10/2023 09:26 AM

User: DAVE

DB: Stoughton

REVENUE AND EXPENDITURE REPORT FOR STOUGHTON CITY

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PERIOD ENDING 03/31/2023

% Fiscal Year Completed: 24.66

GL NUMBER	DESCRIPTION	2023	2023	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	03/31/2023 NORM (ABNORM)	MONTH 03/31/23 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 261 - REDEVELOPMENT AUTHORITY							
Dept 55100 - COMMUNITY COMMITMENT							
Account Type: Revenue							
261-55100-48110	INTEREST INCOME	0.00	0.00	0.00	(66.30)	0.00	0.00
Total Revenue:		0.00	0.00	0.00	(66.30)	0.00	0.00
Net - Dept 55100 - COMMUNITY COMMITMENT		0.00	0.00	0.00	(66.30)	0.00	
Dept 56720 - REDEVELOPMENT AUTHORITY							
Account Type: Revenue							
261-56720-41110	PROPERTY TAX - OPERATIONS	20,500.00	20,500.00	5,124.99	1,708.33	15,375.01	25.00
261-56720-48110	INTEREST INCOME	0.00	0.00	150.66	129.42	(150.66)	100.00
261-56720-49910	FUND BAL APPLIED - TAX LEVY	12,000.00	12,000.00	0.00	0.00	12,000.00	0.00
Total Revenue:		32,500.00	32,500.00	5,275.65	1,837.75	27,224.35	16.23
Account Type: Expenditure							
261-56720-50200	MISC OUTSIDE SERVICES	300.00	300.00	0.00	0.00	300.00	0.00
261-56720-50211	POSTAGE	50.00	50.00	0.00	0.00	50.00	0.00
261-56720-50220	UTILITIES	5,000.00	5,000.00	816.34	408.17	4,183.66	16.33
261-56720-50405	PROFESSIONAL SERVICES	27,000.00	27,000.00	877.50	877.50	26,122.50	3.25
261-56720-50420	MEMBERSHIP DUES	150.00	150.00	112.50	0.00	37.50	75.00
Total Expenditure:		32,500.00	32,500.00	1,806.34	1,285.67	30,693.66	5.56
Net - Dept 56720 - REDEVELOPMENT AUTHORITY		0.00	0.00	3,469.31	552.08	(3,469.31)	
Becker Professional Services for March not included - \$517.50							
Dept 57120 - REVOLVING LOAN PROGRAM							
Account Type: Revenue							
261-57120-48108	INTEREST - RLF	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
261-57120-48110	INTEREST INCOME	250.00	250.00	857.02	320.50	(607.02)	342.81
261-57120-48600	RLF PRINCIPAL PAYMENTS	50,000.00	50,000.00	0.00	0.00	50,000.00	0.00
261-57120-49910	FUND BAL APPLIED - TAX LEVY	(34,250.00)	(34,250.00)	0.00	0.00	(34,250.00)	0.00
Total Revenue:		19,000.00	19,000.00	857.02	320.50	18,142.98	4.51
Account Type: Expenditure							
261-57120-50405	PROFESSIONAL SERVICES	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00
261-57120-50415	RLF LOAN ISSUED	15,000.00	15,000.00	0.00	0.00	15,000.00	0.00
Total Expenditure:		19,000.00	19,000.00	0.00	0.00	19,000.00	0.00
Net - Dept 57120 - REVOLVING LOAN PROGRAM		0.00	0.00	857.02	320.50	(857.02)	
Fund 261 - REDEVELOPMENT AUTHORITY:							
TOTAL REVENUES		51,500.00	51,500.00	6,132.67	2,091.95	45,367.33	11.91
TOTAL EXPENDITURES		51,500.00	51,500.00	1,806.34	1,285.67	49,693.66	3.51
NET OF REVENUES & EXPENDITURES		0.00	0.00	4,326.33	806.28	(4,326.33)	100.00

Becker Professional Services for March not included - \$517.50

Redevelopment Authority of the City of Stoughton
Wednesday, March 8, 2023 at 6:00 p.m.

The meeting was a hybrid meeting located in the Fire Department training room located at 401 E. Main St. as well as concurrently held via Zoom.

Committee members present: Dale Reeves (Chair), Ben Heili (remote), Regina Hirsch, Pete Manley (arrived 6:08 p.m.), David Pluymers and Roger Springman

Members absent: Lukas Trow (Vice-Chair)

Guests present: Gary Becker, Katrina Becker, Dave Ehlinger and Tim Swadley (remote, arrived 7:00 p.m.)

1. **Call to order** – Reeves called the meeting to order at 6:00 p.m.
2. **Roll call and verification of quorum** – A quorum was present.
3. **Certification of compliance with open meeting law** – Ehlinger indicated that the meeting was properly noticed.
4. **Public Comment** - None
5. **Communications** - - Springman indicated that a final decision on the historic sign project is anticipated to be made soon.
6. **Reports**
 - a. **WBBIC payment received 02/10/2023** – Ehlinger indicated that the delinquent receivable for the Wisconsin Women’s Business Initiative Corp. was received on 02/10/2023.
 - b. **Balance Sheet 02/28/2023** – Ehlinger highlighted the current cash balance in the revolving loan fund.
 - c. **Revenue/expenditures 02/28/2023** – Ehlinger indicated the report was run before receiving the latest invoice from Becker Professional Services.
7. **Approval of 02/08/2023 minutes** – Motion by Springman/Manley to approve the minutes as drafted. The motion passed 6-0.
8. **Approval of 02/15/2023 minutes** – Motion by Springman/Manley to approve the minutes as drafted. The motion passed 6-0.
9. **Chair report** – Reeves indicated his report would be covered under old business.
10. **UW Madison student report** – General discussion about the student report to date occurred.
11. **Stoughton Innovation Center update** – K. Becker recapped the 02/23/2023 virtual event, including that a nuclear fusion company spoke. There was discussion about working with the Sustainability Committee on several issues. K. Becker indicated there will be a community expo on 04/13/2023 at the Mandt Park Community Center.
12. **Old Business**
 - a. **Discussion and possible action regarding Riverfront Project**

Reeves indicated that Ehlers has not received information from Brink yet so the proforma analysis has not begun. There was general discussion on the lack of progress on the gap analysis as well as the repeated delays by Brink in getting information to the RDA when promised throughout the whole project. General discussion occurred about working with Becker Professional Services for the creation of a Request for Proposal (RFP) for a potential new developer.

G. Becker indicated that he could send out past municipal RFPs from his files. He suggested individual meetings/site tours with potential developers to create interest before issuing a RFP. He indicated he can create a list of developers to send information to. He also indicated that he would send out the prior Request for Expressions of Interest (RFEI) to all the RDA committee members.

Motion by Hirsch/Pluymers directing Reeves to have a conversation with Brink indicating (a) the third contract amendment expires on 03/31/2023; (b) the RDA is not recommending an extension of the contract past 03/31/2023; (c) the RDA is planning on issuing a new RFP for the Riverfront Development Project; and (d) wants to continue working with Brink. The motion passed 6-0.

Motion by Pluymers/Springman to rescind the motion passed on 02/15/2023 to extend the Brink contract (with conditions) to 05/31/2023. The motion to rescind the 02/15/2023 contract extension passed 6-0. *[Robert's Rules of Order Newly Revised requires either two-thirds vote or majority of the entire membership, both of which were achieved.]*

- b. **Discussion and possible action regarding Depot Hill** – K. Becker asked the committee to think about how to proceed with the UW Madison student's report suggestions. General discussion occurred as to how the RDA was impressed by DeBauche's work to date. It was indicated that DeBauche's final presentation to the RDA would be on 05/10/2023. Hirsch requested that all Common Council members be invited to that presentation.
- c. **Discussion and possible action regarding Ayres' report for Market Revitalization Plan for Downtown Stoughton** – None

13. Future agenda items – Reeves asked that the Ayres' report be removed from subsequent agendas. Reeves also asked that the RFP for the Riverfront Development Project should be on the next agenda. Hirsch indicated her interest in creating a new downtown Tax Increment District.

14. Adjourn – Motion by Hirsch/Springman to adjourn at 8:03 p.m. The motion passed 6-0.

Respectfully submitted,



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

Redevelopment Authority of the City of Stoughton
Thursday, March 30, 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. This meeting was a joint meeting with the City of Stoughton Common Council

Committee members present: Dale Reeves (Chair, remote), Ben Heili (remote), Regina Hirsch, Pete Manley, David Pluymers, Roger Springman and Lukas Trow (Vice-Chair)

Members absent: None

Guests Present: Keith Dahl (Ehlers & Associates) and Dave Ehlinger (remote)

1. **Call to order** – Reeves called the meeting to order at 6:00 p.m.
2. **Roll call** – All members were present.
3. **Certification of compliance with open meetings law** – Hirsch indicated that the meeting was properly noticed.
4. **Public Comment Period** – None
5. **Communications** – None
6. **Yahara Riverfront Development** – Motion by Hirsch/Springman to enter into closed session pursuant to Wisconsin Statute 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other public business, whenever competitive or bargaining reasons require a closed session. The motion passed unanimously.

General discussion on the topic occurred. Motion by Hirsch/Trow to adjourn from closed session at 7:22 p.m. The motion passed unanimously.

Respectfully submitted,



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